|  |  |
| --- | --- |
|  | Name(s), address(es), phone number(s) of Researchers |
|  | Name of College or Institute where applicant(s) are from |
|  | There is documentation from the institute supporting the project. |
|  | Designated Instructional Assignment/Employee Designation |
|  | Signatures of the Researcher(s) |

Checklist

**Rubric**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Does not meet  1 | Developing  2 | Accomplished  3 | Advanced  4 |
| Purpose of the Research project | The purpose of the research project is not identified in a hypothesis or research question. | A generalized response to the research question has been submitted. But it lacks clarity and/or a defined scope. | While a research question or hypothesis has been clearly identified and defined, an explanation of the background reason for the research has not been included. | A research question or a hypothesis is clearly identified and explained. A clear explanation of how the question or hypothesis came to the researcher’s attention is included. |
| Direct or indirect impact of the research on learners/educators in post-secondary education | No description of the research’s impact on the learner or educators is provided. | The impact of the research has been described in only general and non-specific terms. | A clear and specific explanation of the impact of the research on learners or educators has been included with specific examples. | The research project clearly describes the impact (direct or indirect) of the research on learners and educators with specific examples, and is backed by theory and/or practice drawn secondary research evidence. |
| Materials to be used in the research, data collection, and analysis, and/or tools | Materials and/or tools are not included. | Materials and/or tools are included with a limited and generalized focus on their use in relation to the research question, data collection, or analysis. | Materials and/or tools are included with a clearly described use in relation to the research question, data collection, or analysis. | Materials and/or tools are included with a clear, detailed, and specific rationale for their use in relation to the research question, data collection, or analysis. |
| Data Collection and process for analysis are measureable and observable (uses qualitative and/ or quantitative indicators.) | Data Collection and processes have not been described. | Data collection and process for analysis are not clearly described and/or not grounded in research ethics. | While observable, the data collection and analysis are not specifically measurable. The submission is accompanied by research ethics approval and/or support from the institution. | Data collection and the process for analysis are clearly defined, observable, and measurable, and accompanied by research ethics approval and/or support from the institution. |
| The research project includes a plan for review by a selection of stakeholders – colleagues, subject matter experts, academic community, industry | Review plans have not been included. | Review plans are general and include review by only a limited selection of stakeholders. | Review plans are well outlined and specific, but limited to only a few stakeholders. | Well defined and specific review plans include a variety of stakeholders |