



NOAA Planet Stewards Application Evaluation Rubric

Critical Elements

Element	Criteria	Evaluation
Focus area	Project addresses an issue within one of the four focus areas	Y/N
Letters of support	All essential letters of support are provided	Y/N
Budget	Detailed budget included with application	Y/N

Evaluation will not proceed to the next step unless all of the previous questions can be answered with a yes.

Main Evaluation

Element	Application section	Inadequate or Incomplete	Adequate	Excellent
Environmental issue	24	<ul style="list-style-type: none"> • Not tied to local context. • Does not communicate the significance of the issue. • Does not incorporate appropriate resources. 	<ul style="list-style-type: none"> • Tied to local context, but not larger context. • Communicates the significance of the issue and the need for action. • Incorporates NOAA and other science resources 	<ul style="list-style-type: none"> • Tied to local context and larger (regional, national) context. • Communicates the significance of the issue and the need for action. • Incorporates NOAA and other science resources
Project idea	25	<ul style="list-style-type: none"> • Project activities not described clearly. • Project activities will not effectively address the chosen issue. • Major decisions not explained; no links provided. 	<ul style="list-style-type: none"> • Project activities are logical and clearly described. • Project will effectively address the chosen issue. • Major decisions are explained. 	<ul style="list-style-type: none"> • Project activities are logical and clearly described. • Project will effectively address the chosen issue. • Major decisions are explained; links or references are provided to source material that contributed to project decisions.
Desired outcomes	26	<ul style="list-style-type: none"> • Outcomes listed are not tangible, quantifiable, or related to stewardship activities. • Outcomes are not realistic to expect as a result of listed project activities. • Outcomes listed are primarily related to engagement and 	<ul style="list-style-type: none"> • Outcomes listed are tangible, quantifiable, and related to stewardship activities. • Outcomes are realistic to expect as a result of project activities. • Outcomes listed are stewardship actions, not engagement and education goals. 	<ul style="list-style-type: none"> • Outcomes listed are tangible, quantifiable, and related to stewardship activities. • Outcomes are realistic to expect as a result of project activities. • Outcomes listed are stewardship actions, not engagement and education goals.

		education goals.		<ul style="list-style-type: none"> ● Explanation is provided where necessary to justify the numbers provided. ● Outcomes will make a significant or long-lasting difference to the environmental issue.
People involved	27, 28, 34	<ul style="list-style-type: none"> ● Incomplete list provided or insufficient details included. Each person or group's role is not clearly described. ● Letters of support not included. ● List shows a lack of logical thought and pre-planning. ● List shows a lack of cooperation and support from the educator's community. 	<ul style="list-style-type: none"> ● List seems detailed and complete. Each person or group's role is clearly described. ● Essential letters of support included. ● List is logical and shows good preparation. ● List shows adequate cooperation and support from the educator's community. 	<ul style="list-style-type: none"> ● List seems detailed and complete. Each person or group's role is clearly described. ● Essential letters of support included; letters of support also provided for major contributors/partners. ● List is logical and shows good preparation. ● List shows considerable cooperation and support from the educator's community. Applicant has developed partnerships with additional educators, external institutions, and/or multiple schools or grade bands.
Program activities	29	<ul style="list-style-type: none"> ● Incomplete list provided or insufficient details included. ● Data collection, planning, and outreach activities not included in list. ● Activities listed will not 	<ul style="list-style-type: none"> ● Detailed list provided. ● Stewardship, education, outreach, and data collection activities included in list. ● Activities listed will allow the project to reach its desired outcomes. 	<ul style="list-style-type: none"> ● List provided is extensive, detailed, and well organized. Information presented in clear chronological order. ● Stewardship, education, outreach, and data collection activities

		<p>achieve desired outcomes.</p> <ul style="list-style-type: none"> • Details on who will undertake each activity are not included. • Timing of activities shows lack of planning, or detailed timing is not included. 	<ul style="list-style-type: none"> • Details on who will undertake each activity are included. • Detailed timing of activities is included and demonstrates adequate planning and forethought. 	<p>included in list.</p> <ul style="list-style-type: none"> • Activities listed will allow the project to reach its desired outcomes. • Details on who will undertake each activity are included. • Detailed timing of activities is included and demonstrates considerable planning and forethought.
Data collection	30	<ul style="list-style-type: none"> • Data collection efforts described in insufficient detail. • Timing and method of data collection efforts will not adequately measure success of the project's stewardship activities. 	<ul style="list-style-type: none"> • Specific data collection efforts listed, including information on when, where, and how data will be collected. • Timing and method of data collection will adequately measure success of the project's stewardship activities. 	<ul style="list-style-type: none"> • Specific data collection efforts listed, including information on when, where, and how data will be collected. • Timing and method of data collection will adequately measure success of the project's stewardship activities. • Data tracking or measurement software or tools are explained.
STEM career participation	31	<ul style="list-style-type: none"> • Students will not interact with STEM professionals or learn about STEM careers during the project. 	<ul style="list-style-type: none"> • Students will interact with STEM professionals and learn about STEM careers. 	<ul style="list-style-type: none"> • Students will interact with STEM professionals and learn about STEM careers. • Project designed to incorporate significant interaction with STEM professionals during stewardship activities and/or education activities.

Community outreach	32	<ul style="list-style-type: none"> • Outreach activities not listed or listed with insufficient detail. 	<ul style="list-style-type: none"> • Plans provided to engage local community before, during, and after the project. 	<ul style="list-style-type: none"> • Detailed plans provided to engage local community before, during, and after the project. • Communication plans will create interest in the community and encourage participation.
Budget	33	<ul style="list-style-type: none"> • Basic, but incomplete, list of project materials and costs included. • Budget includes items not tied to an activity listed in the relevant sections of the proposal or budget includes items with an unclear purpose. • Budget includes expenses that are ineligible. 	<ul style="list-style-type: none"> • General list of project materials and costs included. • Each item is tied to an activity listed in the relevant sections of the proposal. • All budget items are eligible expenses. 	<ul style="list-style-type: none"> • Detailed list of specific products or tools with exact costs where possible. • Each item is tied to an activity listed in the relevant sections of the proposal. • All budget items are eligible expenses. • Links provided for specific items.

Additional Considerations

Element	Criteria
Key Responsibilities	Include organizational leadership roles, skills, or other activities that give the applicant an advantage in completing their project.
In-kind donations	Applicant has secured in-kind donations from project partners for completion of their project.
Project design	Project designed to continue to benefit the community after completion or designed to be self-sustaining after the funding period is complete.