

GSA FUNDING REQUEST RUBRIC

Graduate students requesting funds through the Graduate Student Association (GSA) must meet the first four criterion listed below and submit all required documents. Conferences and events, projects, and presentations are the most common types of funding requests made through the Graduate Student Association. However, students are not required to meet one or any combination of these three criterion as long as the request falls within the parameters listed on the GSA website.

The student may receive up to 75% of the total funds requested up to the maximum amount set by GSA for the academic year.

CRITERION (Score 0 if element is absent)	3 POINTS	2 POINTS	1 POINT
Description of activity/event	Student provided a clear, concise description of the activity/event for which they are requesting funding.	Student provided general information about the activity/event for which they are requesting funding. Further clarity is needed.	Student provided little to no information about the activity/event for which they are requesting funding.
Objectives/Rationale	Student stated specific objectives that are relevant, attainable, and can be measured. The objectives and the rationale behind them are clearly stated and will help further the student's goals.	The student stated objectives, but they have not been clearly explained. The rationale for the activity/event does not support the objectives.	The student has not stated any concise objectives and there is no rationale behind the activity/event.
Potential for learning/growth	The activity/event will greatly benefit the student on personal, professional, and academic levels. It will also positively benefit the student's academic department, GSA, and Buffalo State.	The activity/event will benefit the student personally, professionally, and academically. However, there is no further benefit to the student's academic department, GSA, or Buffalo State.	The activity/event will not benefit the student at any level and will do nothing to benefit any aspect of Buffalo State.
Impact/Outcomes	The impact or outcomes of the proposed activity/event are clearly stated and will have a significant impact on the student's academic department, GSA, and/or Buffalo State.	The impact or outcomes are unclear and will only have a moderate impact on the student's academic department, GSA, and/or Buffalo State.	The impact or outcomes are not clear or are nonexistent. There will be no significant impact to any aspect of Buffalo State.
**CONFERENCE/ PROFESSIONAL DEVELOPMENT EVENT	The student will be attending and presenting at a conference, or professional organization sponsored event.	The student will be attending and working at a conference, or a professional organization sponsored event.	The student will be attending a conference, or a professional organization sponsored event.
**PROJECT	The project is part of the student's thesis or independent study and is a significant aspect of their work. The project will have a lasting importance after its completion.	The project is an assignment for an academic course and will have no importance after the course session has been completed.	The project has no clear definition and will have no significant importance.
**PRESENTATION	The student will be presenting at a national or international function/location.	The student will be presenting at a regional or state function/location.	The student will be presenting at a local function/location.