

Submission Rubric

Louisiana Voices RFP

Score _____

Approved to receive \$50 payment:
70-100% AND meets ALL eligibility requirements

Not Approved to receive \$50 payment:
0-69% OR does not meet ALL eligibility requirements

Name: _____ Project Name _____

Eligibility Requirements	Eligible	Not Eligible
Folklife Projects	Applicant has produced one or more folklife projects or lessons in the past AND intends to produce one during the next academic year	applicant has produced no folklife projects or lessons in the past and/or does not intend to produce a folklife project during the next academic year.
Teaching Status	Applicant is presently or will be a teacher in a Louisiana school during the next academic year.	Applicant is not presently a teacher in a Louisiana school and will not be during the next academic year.
Willingness to fulfill Contracted Duties	Applicant has read "Step 3" of the RFP and understands what his or her contracted duties will be if selected. Applicant is willing and able to fulfill the contract.	Applicant is not willing or able to fulfill the contract as outlined in "Step 3" of the RFP.
Application Due Date	Application was turned in by the due date .	Application was turned in late.
Payment	Applicant has read and understands the payment schedule and agrees to this schedule.	Applicant does not agree to the payment schedule.
Folklife Content	past project/s and proposed project DO contain folklife content and/or strategies (see www.louisianafolklife.org/LFP/main_defining_terms.html to determine whether your project/s are appropriate; or you may email Jane Vidrine at jgvidrine @att.net to ask her.)	past project/s and proposed project DO NOT contain folklife content and/or strategies (see www.louisianafolklife.org/LFP/main_defining_terms.html to determine whether your project/s are appropriate; or you may email Jane Vidrine at jgvidrine @att.net to ask her.)

Percentage Value	CATEGORY	10	7	4	1	SCORE
Completeness 50%	Completeness	All required fields are filled out completely.	Most required fields are filled out completely.	A few required fields are filled out completely.	One required field is filled out completely.	
	Length of Essay	Essay is at least 1000 words long	Essay is 800-999 words long	Essay is 400-799 words long	Essay is 399 words or less long	
	Length of Sections	All three essay questions are answered with the minimum number of required words.	Two essay questions are answered with the minimum number of required words.	One essay question was answered with the minimum number of required words.	No essay questions were answered with the minimum number of required words.	
Quality of Information 50%	Quality of Information	Information provided in the essay clearly answers all questions and relates to the main topic. It includes several supporting details and/or examples.	Information provided in the essay clearly answers most questions and relates to the main topic. It provides 1-2 supporting details and/or examples.	Information provided in the essay answers a few questions and strays off the main topic. No details and/or examples are given.	Information provided in the essay has little or nothing to do with the main topic.	
	Organization of Ideas	Careful and/or suitable organization,	Logical organization	Lapses in focus and/or coherence	Random or weak organization	
TOTAL						