

Illinois Department of Natural Resources
Illinois Biodiversity Field Trip Grant - Scoring Form

Project ID # _____ Reviewer: _____ Overall Score _____/out of 70

#1 (5 points maximum)

Narrative Questions: The applicant includes the complete question and its associated number with each answer as directed in the instructions in the application form.

- _____ (5) Instructions are followed. Each narrative question and its associated number are listed preceding the associated answer.
- _____ (0) Information is paraphrased or not provided. Omitting this information will result in disqualification of the application.

Comments:

#2 (2 points maximum) – Narrative Question One

The applicant lists the names of teachers participating in the field trip.

- _____ (2) Participating teachers are listed.
- _____ (0) Information is not provided. Omitting this information will result in disqualification of the application.

Comments:

#3 (3 points maximum) - Narrative Question Two

The applicant provides the field trip destination (site and city).

- _____ (2) Field trip destination and city are identified.
- _____ (1) Field trip destination includes only site or city.
- _____ (0) No destination is listed. Omitting this information will result in disqualification of the application.

Comments:

#4 (5 points maximum) - Narrative Question Three

The applicant provides an explanation of the purpose of the field trip.

- _____ (4-5) The purpose of the field trip is clearly stated and is reasonable.
- _____ (2-3) The purpose of the field trip is clearly stated but is not reasonable.
- _____ (1) The purpose of the field trip is not clear and/or appropriate.
- _____ (0) The purpose of the field trip is not stated. Omitting this information will result in disqualification of the application.

Comments:

#5 (5 points maximum) - Narrative Question Four

The applicant provides no more than two goals with reasonable, measurable objectives.

- _____ (4-5) A maximum of two realistic goals and objectives are clearly identified.
- _____ (1-3) Goals and objectives are listed but are unrealistic.
- _____ (0) No goals or objectives are identified. Omitting this information will result in disqualification of the application.

Comments:

CONTINUE SCORING ON REVERSE SIDE OF THIS PAGE.

#6 (5 points maximum) - Narrative Question Five

The applicant explains how the field trip supports his/her curriculum.

- _____ (4-5) The relationship of the field trip to the curriculum is clearly identified.
- _____ (1-3) The relationship of the field trip to the curriculum is not clearly identified.
- _____ (0) No relationship of the field trip to the curriculum is identified. Omitting this information will result in disqualification of the application.

Comments:

#7 (5 points maximum) - Narrative Question Six

The applicant identifies how Illinois' natural resources will be studied during the field trip.

- _____ (4-5) Relationship of the field trip to Illinois' natural resources is clearly explained and reasonable.
- _____ (1-3) Relationship of the field trip to Illinois' natural resources is not clearly explained and/or not reasonable.
- _____ (0) No relationship to Illinois' natural resources is included. Omitting this information will result in disqualification of the application.

Comments:

#8 (5 points maximum) - Narrative Question Seven

The applicant identifies other resources being used to support the field trip.

- _____ (2-5) Other resources (donations, volunteers, school resources, etc.) are identified that will enhance the field trip.
- _____ (1) No other resources are being used to support the field trip.
- _____ (0) The question was not answered. Omitting this information will result in disqualification of the application.

Comments:

#9 (5 points maximum) - Narrative Question Eight - Budget

The applicant provides an itemized budget of projected expenditures.

- _____ (3-5) The budget provided clearly reflects appropriate field trip expenditures.
- _____ (1-2) The budget provided either contains unreasonable requests, is incomplete or is unclear.
- _____ (0) The budget page was not included with the application. Omitting this information will result in disqualification of the application.

Comments:

Overall Project (30 points maximum)

- _____ (0-15) The field trip will benefit students by allowing them to experience Illinois' natural resources topics taught in the classroom.
- _____ (0-15) Points may be awarded for the reviewer's overall impression of the planned field trip and its correlation to the purpose of the grant.

Comments (Please give a general overview of the proposal.):