

NORTHCENTRAL TECHNICAL COLLEGE

Student Club Funding Rubric

The following criteria and point system will be used to evaluate the base criteria for allocating club funding. Understanding each club has unique goals/objectives, these criteria serve as a baseline for evaluation and additional factors may or may not be considered in determining the final allocation amount. These criteria were developed to provide increased transparency and objectivity and to fairly allocate funds to student clubs.

GENERAL EVALUATION *(35 points possible)*

1 = poor 2 = adequate 3 = average 4 = good 5 = excellent

Timeliness of Request

- _____ pts
- 1 pt: Request submitted less than two weeks prior to event, program or travel.
 - 3 pts: Request submitted two weeks prior to event, program or travel.
 - 5 pts: Request submitted three or more weeks prior to event, program or travel.

Past Funding/Frequency of Approved Requests

- _____ pts
- 1 pt: 5 to 8 approved requests during the current academic year.
 - 3 pts: 2 to 4 approved requests during the current academic year.
 - 5 pts: 0 to 1 approved during the current academic year.

Relevancy to Club Mission/Goals

- _____ pts
- 1 pt: Activity/event does not demonstrate a clear connection to club mission/goals.
 - 3 pts: Activity/event vaguely connects to club mission/goals but is missing details.
 - 5 pts: Activity/event clearly demonstrates a connection to club mission/goals detailing activities and NTC Success Skills.

Benefit to Students

- _____ pts
- 1 pt: Benefits only the individual student with no plan to share information (e.g. student is graduating).
 - 3 pts: Benefits the individual and the club with a demonstrated plan for how student will share the information with the club.
 - 5 pts: Benefits the individual, the club and the college by showcasing NTC in a positive light and/or collaborating with other clubs/departments.

Educational Relevance

- _____ pts
- 1 pt: Activity/event is for purely social purposes and is not clearly educational in nature.
 - 3 pts: Activity/event is primarily social in nature and demonstrates some clear educational value.
 - 5 pts: Activity/event is educational in nature and demonstrates a clear connection to NTC Success Skills.

Student/Club Support and Commitment

- _____ pts
- 1 pt: Club is relying solely on Student Life funding and there is no process in place to ensure participant attendance or commitment.
 - 3 pts: Club engages in basic fundraising but there is a limited process in place to ensure participant attendance or commitment.
 - 5 pts: Club has fundraised specifically for this activity/event and/or club members made a personal investment to ensure their participation.

Quality of Request

- _____ pts 1 pt: Request is missing more than one piece of information.
- 2 pts: Request is missing one piece of information.
- 3 pts: Request is complete; however, it is missing substantial information, is vague or needs more information. Upon review Board generated multiple questions and needs to follow up with requestor.
- 4 pts: Request is complete. Submission is relatively thorough and enough information is included for the committee to discuss request without necessary follow up.
- 5 pts: Very thorough rationale. Request includes detailed budget with amount raised through fundraising activities. Submission is free of errors and written professionally.

Subtotal 1: General Evaluation Total Points

BONUS POINTS TO CONSIDER (4 points possible)

_____ pt **Participation in Student Life Events**
 2 pt: demonstrates support of Student Life events (include narrative outlining participation/support with funding request)

_____ pt **Collaboration with Other Clubs**
 2 pt: demonstrates collaboration with other clubs (include narrative outlining participation/support with funding request)

Subtotal 4: Bonus Total Points

TOTAL POINTS AND SCORING RUBRIC

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General Evaluation Total Bonus Total Points

| Scoring Rubric | |
|------------------|-----------------------------|
| If the score was | Then fund this % of request |
| 35 or more | 100 |
| 31-34 | 90 |
| 28-30 | 80 |
| 25-27 | 70 |
| 22-24 | 60 |
| 19-21 | 50 |
| 16-18 | 40 |
| 13-15 | 30 |
| 10-12 | 20 |
| 7-9 | 10 |
| 4-6 | 5 |
| 3 or less | 0 |