

## RSF Professional Development Application Evaluation Form

Name \_\_\_\_\_

Event name \_\_\_\_\_

Faculty Rank \_\_\_\_\_

Event date \_\_\_\_\_

Department \_\_\_\_\_

Event location \_\_\_\_\_

Supervisor \_\_\_\_\_

Requested Amount \_\_\_\_\_

Total budget \_\_\_\_\_

Element assessment	Incomplete	Weak	Strong	Excellent
Connection between the activity and the applicant's professional development plan	no clear connection to goals (0)	some evidence of connection to one goal (1)	some evidence of connection to multiple goals or clearly connects to one goal (5)	clearly connects to multiple goals or very strong connection to one goal (10)
Connection between the activity and the goals of the RSF professional development fund	no clear connection to goals (0)	some evidence of connection to one goal (1)	some evidence of connection to multiple goals or clearly connects to one goal (2)	clearly connects to multiple goals or very strong connection to one goal (3)
Length of employment as RSF at CoF	< 1yr (0)	1-5 yrs (1)	5-10 yrs (2)	> 10 yrs (3)
Time since applicant attended a professional development activity	< 1 yr (0)	1-2 yrs (1)	2-3 yrs (2)	> 3 yrs (3)
Time since applicant received an award from this fund	1-2 yrs (0)	2-3 yrs (1)	3-4 yrs (2)	> 4 yrs (3)

Score for 1<sup>st</sup> two elements \_\_\_\_\_

Total score \_\_\_\_\_

### Applicant Eligibility Assessment

Does the applicant's total score meet or exceed the minimum required of 7 points for first 2 elements?

Yes    No