2023/24 Cohort 6 OER Grant Review Rubric

This rubric will be utilized by the reviewers for the 2023/24 Cohort 5 OER Grant. Rubric categories will be evaluated on a system of "exceeds expectations," "meets expectations," "needs improvement," and "does not meet expectations."

The possible points are used to illustrate the importance of each item. The criteria of completed cover page and OER agreement is not assigned points, but proposals without these requirements will not be considered. Points assigned during the grant review aid in grant evaluation discussion, but are never used as a sole metric to award a grant. Full details for the OER grant is included in the 2023/24 Colorado OER Grant Request for Proposals.

Applicants should write their proposals toward the rubric in order to have a successful grant application. Proposals that do not address the rubric and do not utilize the supplied template may not be considered by the grant review committee.

If you have a question regarding the rubric, please email OER@dhe.state.co.us.

Selection Criteria	Expectations	Possible Points
a. Cover page and agreement	Proposal includes a completed cover page that includes the project title, institutional affiliation, and contacts; and a completed OER agreement.	**Required**
b. Project Description	Proposal includes a brief but detailed description that clearly describes the project, the course(s) or number of courses involved, the institution, the target population for the materials, the project team including the identification of any library, instructional design, information technology, instructional and/or teacher and administrative staffing, including project partners, to support the open educational resources initiative for which a grant is requested. Z-degree proposals should include phases, including detailed work during the grant period and approximate plans for future phases, to achieve the z-degree.	**10 points**
c. Enrollment Impact	Proposal describes how the project will impact enrollment and includes the impact of enrollment in the grant's evaluation plan, which may include DFW rates and retention. Maximum points being awarded to projects serving high student enrollment courses.	**6 points**

d. Cost Impact	Project describes replacing high textbook or material costs, and the evaluation plan includes how to evaluate the cost impact (5 points). The maximum points (8) will be awarded for proposals that include zero textbook cost initiatives or z-degrees.	8 points
e. High Impact	Project describes serving the preferred need of addressing high impact courses (e.g. core, GT Pathways, concurrent enrollment). Supports use in multiple courses, sections, or institutions, or aligns with departmental, institutional, and/or state mission, goals, or strategic initiatives.	5 points
f. Institutional Support	Evidence of OER council or committee at institution, a complete list of the personnel who will be involved in the proposed project, and/or demonstrated support from departmental or institutional leadership.	5 points
g. Aligns with current needs	The proposal addresses current needs of higher education, such as responsive to online education, anti-racist curriculum, COVID-19, and other current events.	5 points
h. Implementation Plan	Proposal includes a description of the courses that will use OER and how the OER course will be identified for students prior to the time of course registration. Proposal includes a description of any staff or faculty training and/or support required to support the adoption of the open educational resources. Proposal describes the plan for ensuring that the content produced meets accessibility guidelines. Proposal includes a description of any Creative Commons licensing (CC-BY, CC-BY-SA, CC-BY-NC, CC-BY-NC-SA, or CC0, with CC-BY strongly preferred) or any open source license approved by the Open Source Initiative (such as the GNU Public License (GPL), Lesser GNU Public License (LGPL), Apache License, MIT License, with the GPL and LGPL strongly preferred).	15 points
i. Timeline	Proposal includes a realistic and detailed timeline for the project which may include milestones for selection of OER content, writing unique OER materials, implementation of OER content, and evaluation of the effectiveness of the project. Z-degree proposals should include an approximate timeline for future phases.	5 points

j. Diversity, Equity and Inclusion	Proposal specifically identifies how the grant project addresses DEI. This may come in the form of addressing needs of diverse student or faculty groups, how equity will be addressed in how the grant is administered or how OER addresses equity in the institutional context beyond cost savings, and/or adapting or creating resources that are more inclusive than currently used resources.	**4 points**
k. ADA and Accessibility	Proposal includes a plan for commitment to accessibility in compliance with the Americans with Disabilities Act of 1990, for access to the open educational resources developed or adapted using the grant.	**4 points**
l. Sustainability and Scaling	Proposal contains a plan for sustaining the OER initiative after the grant is completed. Sufficient support is described to sustain or expand the project. Plan for ensuring the OER resources are publicized and made available to other faculty and students within the institution and beyond the institution. For institutional grants only: Proposals contain a plan for expanding the adoption and/or creation of OER resources across the campus or institution that receives the grant, OR elevating the profile of OER among faculty for individuals who receive grants.	**13 points**
m. Evaluation and Reporting	Proposal adequately describes how the grantees will evaluate the success of OER project, including a plan for the collection of relevant data, e.g. number of students affected, costs of resources replaced, survey data on student performance and/or satisfaction with the OER, support (such as IT) used in parts of the project, etc. Proposal describes that the savings to students were quantified sufficiently.	**10 points**
n. Budget	Proposal includes a detailed project budget that clearly identifies anticipated expenses and resources needed, including evidence of institutional or departmental support.	**10 points**
Total points		**100 points**