

Category	Expectations	Unsuccessful - 1	Neutral - 2	Successful - 3	Very successful - 4
Budget	Project provides justification of all expenses. As succulently as possible, the budget should reflect the outcomes of the project. No vague expenses listed.	Poor or incomplete budget.	Adequate budget. Vague or unclear expenses listed.	Strong budget. Provides explanation of all costs and a reasonable estimate.	Very strong budget. Well organized and reflects the outcomes of the project. Demonstrates an understanding of how costs can benefit the library.
Description	Project reflects knowledge of potential audience (i.e. students, parents, teachers, administrators). Clear evidence plan for implementation. Prioritizes promotion and outreach.	Poor or incomplete description.	Adequate description. Barriers exist to implementation or project completion.	Strong description. Demonstrated evidence of knowledge of target audience. Clear plan for implementation with explanations of promotion and outreach methods.	Very strong descriptions. Strong knowledge of target audience. Project demonstrates a creative approach with a strong emphasis on promotion and outreach. Demonstration of continued commitment to project goals.
Potential for impact	<p>Clear outputs, outcomes, and impacts (defined below). Clear plans for how the results will be achieved. Impacts describe an innovative approach.</p> <p>-Outputs are direct products of program activities, usually measured in terms of work accomplished (i.e. attendance numbers, circulation statistics).</p> <p>-Outcomes are benefits or changes for individuals or populations during or after participating in program activities, including new knowledge increased skills, changed attitudes or value, modified behavior, improved condition or altered status (i.e. attainment of tech skills).</p> <p>-Impact is the degree to which outcomes are attributable to its activities. This should be reflected in how the community benefits from the project (i.e. change in literacy rates or well-being).</p>	Poor or incomplete potential for impact. Outputs listed, but outcomes and impacts are missing or incomplete.	Adequate outputs and outcomes listed. Barriers exist to potential impact. Project impact missing or incomplete.	Strong outputs and outcomes listed. Potential impact is clear for target populations, the library, and other stakeholders. Demonstrates innovation.	Very strong outputs, outcomes and potential impact. Project has the opportunity to be transformational for the school library. Project overall displays a commitment to assessment and analysis.

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