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COLLEGE OF NURSING

Sacred Heart University

DNP Project Proposal Rubric

Rubric Process:
1. This rubric is to be distributed to the DNP project team members by the project lead or student immediately following the scheduling of the proposal presentation.
2. The DNP project lead or designee will record applicable team discussion in the comments column.
3. Criteria scored as acceptable or unacceptable will need student revisions and the DNP project team may require the student to present their revised proposal to the team.
4. The final scored proposal rubric should be submitted to Graduate Administrative Assistant or Program Director within 1-week of the proposal presentation with the final written proposal.
5. Students required to do revisions and not present again should submit their revised written proposal to the Graduate Administrative Assistant or Program Director and identify the areas that were revised. Students must also show DNP project lead approval of the revised proposal that can be in the form of an email. Students required to present again should follow #4 and should have 2 written proposals and 2 scored rubrics on file with Graduate Administrative Assistant or Program Director.

Student Name:

Criteria	Well Done	Above Average	Acceptable	Unacceptable	Comments
Description of Problem & Significance & Organizational priority	Describes the phenomena, its importance to healthcare and affected stakeholders and the organization.	Mostly describes the phenomena, its importance to healthcare and affected stakeholders and the organization.	Partially describes the phenomena, its importance to healthcare and affected stakeholders and the organization.	Fails to describe the phenomena, its importance to healthcare and affected stakeholders or establish it is an organizational priority.	
Question in searchable format	Using structured method for searchable question (e.g. PICO or PSCO(T).	Mostly uses structured method for searchable	Partially uses structured method for searchable	Does not use structured method for searchable	

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Criteria	Well Done	Above Average	Acceptable	Unacceptable	Comments
		question (e.g. PICO or PSCO(T).	question (e.g. PICO or PSCO(T).	question (e.g. PICO or PSCO(T).	
Methods for gathering external and internal evidence and tools used for critical appraisal	Detailed description of methods for gathering external and internal evidence and tools used for critical appraisal	Mostly provides a description of methods for gathering external and internal evidence and tools used for critical appraisal	Partially provides a description of methods for gathering external and internal evidence and tools used for critical appraisal	Missing or includes little bits of methods for gathering external and internal evidence and tools used for critical appraisal	
Evidence Review	Provides an organized, integrated summary of the quality and strength of evidence on solutions to practice problem with evidence tables in appendices. Recommendations are clear and supported by the evidence review.	Mostly provides an organized, integrated summary of the quality and strength of evidence on solutions to practice problem with evidence tables in appendices. Recommendations are clear and supported by the evidence review.	Partially provides an organized, integrated summary of the quality and strength of evidence on solutions to practice problem with evidence tables in appendices. Recommendations lack some clarity and support from the evidence.	Provides single source summaries of the literature that minimally addresses quality and strength. Recommendations lack clarity and support from evidence.	
Project goals	States project goals using SMART criteria.	Mostly states project goals using SMART criteria.	Partially states project goals or goals partially follow SMART criteria.	Fails to provide appropriate project goals using SMART criteria.	
Framework (s)	Provides appropriate framework to guide project implementation.	Provides mostly appropriate framework to guide project implementation.	Provides a partially appropriate framework implementation.	Fails to provide appropriate framework implementation.	
Context	Describes project setting and participants or population; or other elements that are central to where the change will happen	Mostly describes project setting and participants or population; or other elements that are central to where the change will happen	Partially describes project setting and participants or population; or other elements that are central to where the change will happen	Fails to provide description of the context or is missing description of elements central to where the change will happen	

Criteria	Well Done	Above Average	Acceptable	Unacceptable	Comments
Intervention/practice change	Provides a detailed description of intervention or practice change	Mostly provides a description of intervention or practice change	Partially provides a description of intervention or practice change	Does not provide a description of intervention or practice change or is missing most of the details.	
Key Personnel and Stakeholders	Identify agencies, departments, individuals needed to complete the project, affected by project, and strategies for buy-in.	Mostly identifies agencies, departments, individuals needed to complete the project, affected by project, and strategies for buy-in.	Partially identifies agencies, departments, individuals needed to complete the project, affected by project, and strategies for buy-in.	Does not identify needed key personnel or stakeholders	
Evaluation plan	Includes a detailed summary of: Data collection with outcomes and tracking tools Data analysis plan Possible barriers to implementation and sustainability and plans for addressing both	Includes a summary of: Data collection with outcomes and tracking tools Data analysis plan Possible barriers to implementation and sustainability and plans for addressing both	Includes a summary of the following but may be missing some details: Data collection with outcomes and tracking tools Data analysis plan Possible barriers to implementation and sustainability and plans for addressing both	Does not include a summary of the following and/or missing many details: Data collection with outcomes and tracking tools Data analysis plan Possible barriers to implementation and sustainability and plans for addressing both	
Timeline	Provides realistic timeline for project implementation.	Mostly provides realistic timeline for project implementation.	Partially provides realistic timeline for project implementation.	Does not recognize potential impact of project Timeline. Does not provide, or provides unrealistic, timeline.	

Criteria	Well Done	Above Average	Acceptable	Unacceptable	Comments
Resources	Identifies all resources (e.g. indirect and direct) needed to complete the project and to be able to calculate the return on investment	Identifies the majority resources (e.g. indirect and direct) needed to complete the project and to be able to calculate the return on investment	Partially identifies resources (e.g. indirect and direct) needed to complete the project and to be able to calculate the return on investment	Does not provide all required resources and/or costs.	
Approvals for Implementation	Identifies required approvals needed for implementation (cooperating agencies, IRB, etc.)	Mostly identifies required approvals needed for implementation (cooperating agencies, IRB, etc.)	Partially identifies required approvals needed for implementation (cooperating agencies, IRB, etc.)	Does not identify required approvals.	
Dissemination Plan	Identifies an appropriate local and regional forum for disseminating results in poster or oral presentation, and potential journals for manuscript submission	Identifies a local and regional forum for disseminating results in poster or oral presentation. Identifies potential journals for manuscript submission	Partially identifies (or there is a better choice) a local and regional forum for disseminating results in poster or oral presentation and potential journal for manuscript submission	Dose not identify a local and regional forum for disseminating results in poster or oral presentation not . potential journal for manuscript submission	
References	Current state of the science references including all appropriate disciplines.	Mostly current state of the science references including all appropriate disciplines.	Partial current state of the science references including all appropriate disciplines.	Missing key citations.	
Clarity of Writing and Writing Technique	Writing is crisp, clear, and succinct.	Writing is mostly crisp, clear, and succinct.	Writing is partially crisp, clear, and succinct.	Writing is convoluted and/or unnecessary words are used. Misspelled words, incorrect grammar, and improper punctuation are evident.	
APA format	Follows all APA paper formatting rules	Minor APA errors in formatting rules	Some APA errors in formatting rules	APA not consistent in formatting rules	

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Criteria	Well Done	Above Average	Acceptable	Unacceptable	Comments
Presentation Format Elements include: text/font, text alignment/direction, color/design, layout, transition/animation, smart art, shapes, tables/charts, graphics	Format is clear, succinct and demonstrates professional quality.	Format is mostly clear, succinct and demonstrate adequate professional quality.	Format is generally clear, succinct and demonstrate adequate professional quality.	Format is unclear and poorly designed.	
Oral Presentation	Presenter has professional appearance and demeanor, is well-prepared and answers questions skillfully.	Presenter has professional appearance and demeanor, is prepared and answers to questions are mostly incomplete.	Presenter has professional appearance and demeanor, is somewhat prepared and answers to questions are incomplete.	Presenter has unprofessional appearance and demeanor, is somewhat prepared and answers to questions are incomplete.	
APA format (presentation)	Follows APA presentation formatting rules	Minor APA errors in formatting rules	Some APA errors in formatting rules	APA not consistent in formatting rules	

Approved as is _____   **Needs revisions without presentation** _____   **Needs revisions and presentation** _____

DNP Project Lead signature/date:

DNP Project Team Member signature/s/date:

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