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Scholarship Application Evaluation Tool

At PFund, we work to facilitate scholarships in a responsible and ethical way; additionally, we value diversity and understand that our target audiences have specific needs and circumstances to consider. From first generation college students to senior queers to Indigenous learners, we strive to be clear and transparent on how we award scholarships with our community reviewers.

This document is to be used by reviewers to guide scholarship application assessment. We ask that all reviewers continuously consider their own biases while reviewing applications (presented in your onboarding anti-bias training). Please keep in mind we don't score on grammar or punctuation given some of our scholars are second language learners or don't have access to editing support. When using this tool, please consider that PFund Scholarships are made possible by funders and sponsors, some with specific and targeted scholarships such as journalism, program management, human rights and so forth. We also ask reviewers to uphold PFund's core tenets and practices of advancing equity for LGBTQ+ communities as they review each application.

We ask reviewers to consider the following:

- How diverse experiences and identities contributed to who applicants are and their educational/developmental pursuits?
- How personal experiences shaped their passion for LGBTQ+ people and issues?
- How they navigated challenges as they advocated for someone or something they believed in?
- What impact their program and future work will have on the LGBTQ+ community?
- How their long-term vision aligns with PFund's vision for thriving and more equitable communities?

Directions:

Please review the application using the prompts and assign a corresponding score. Each narrative question can be ranked 0-5 using the assessment questions listed in the rubric. Three additional points will be assigned to applicants representing priority communities, for a total of 38 possible points.

All reviewers will contribute to an aggregated score which will rank all applicants for full group review. This tool will be used in your own initial evaluation process and also to differentiate similar ranking applicants. An example: Three applicants are applying for a journalism scholarship, they all score within the range of 23 - 25. In addition to considering reviewers' initial reactions, this tool and additional feedback will be used to provide a second and in-depth look at an application's attributes which would assist making the final recommendations on moving an application forward.

We encourage any reviewers with strong opinions on an applicant to take notes and provide a rationale on their rankings. There will be opportunities for reviewers to voice their opinions in our scholarship review sessions.

If you have any questions, please contact the Program Director, Mercedes Plendl, at mercedes@pfundfoundation.org.

Prioritized Communities Rubric

Diverse gender expression? (non-cis)	If yes, +1
Diverse race/ethnicity? (non-white)	If yes, +1
Residing/studying in a rural community or small town? (A population less than 50,000)	If yes, +1

Financial Use & Need Rubric

<p>1. If you were to receive a scholarship, what will you use it to fund? Where will this scholarship fit into your program financing plan?</p> <p>Does the applicant address all aspects of the prompt and provide concrete examples? Is it clear what the applicant will use the scholarship for? To what extent does this scholarship fit their financing plan? To what extent has the applicant prepared to finance their education/development program?</p>				
1: Not at all	2: Very little	3: Somewhat	4: Very much	5: Completely
Additional feedback:				
<p>2. Please share with us any information regarding your financial need as it pertains to the program you listed above and how you will use the scholarship if received.</p> <p>Does the applicant address all aspects of the prompt and provide concrete examples? To what extent does the applicant demonstrate a financial need?</p>				
1: Not at all	2: Very little	3: Somewhat	4: Very much	5: Completely
Additional feedback:				

Essay Rubric

<p>1. How have your diverse experiences and identities (cultural heritage, race, gender, socio-economic background, family, work, sexual orientation, first generation status, etc.) contributed to who you are today and your pursuit of a college, career and/or leadership program?</p> <p>Does the applicant address all aspects of the prompt and provide concrete examples? Have the applicant's experiences and identities contributed to who they are today? Is there a clear connection between their experiences and identities and their educational pursuits?</p>				
1: Not at all	2: Very little	3: Somewhat	4: Very much	5: Completely
Additional feedback:				
<p>2. What makes you passionate about LGBTQ+ people and issues? How have your personal experiences shaped that passion?</p> <p>Does the applicant address all aspects of the prompt and provide concrete examples? Does the applicant demonstrate a passion for LGBTQ+ people and issues? Is there a clear and</p>				

strong connection between the applicant's personal experiences and their passion for LGBTQ+ people and issues?

1: Not at all	2: Very little	3: Somewhat	4: Very much	5: Completely
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Additional feedback:

3. PFund Foundation invests in bold leadership. Tell us about a time when you had to advocate for yourself, someone else, or something you believe in. What challenges did you encounter? How did you navigate those challenges?

Does the applicant address all aspects of the prompt and provide concrete examples? To what extent does the candidate demonstrate leadership? (Ex: Ability to make decisions under pressure, trustworthiness, emotional intelligence, compassion, empowerment of others, clear communication, resilience, ability to take/use feedback.) To what extent was the applicant able to advocate for themselves, someone else or something they believed in? Were they able to identify and navigate challenges?

1: Not at all	2: Very little	3: Somewhat	4: Very much	5: Completely
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Additional feedback:

4. PFund Foundation advocates for LGBTQ+ communities to thrive. What impact do you want to have on LGBTQ+ people and communities? How will your studies, work, or community involvement help you make that impact?

Does the applicant address all aspects of the prompt and provide concrete examples? To what degree will the candidate have an impact on the community? Is there a clear connection between studies/work and the impact on the community?

1: Not at all	2: Very little	3: Somewhat	4: Very much	5: Completely
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Additional feedback:

5. What is your long-term vision for yourself? Where do you hope to see yourself 10-years from now?

Does the applicant address all aspects of the prompt and provide concrete examples? To what extent is there a clear connection between studies/work and the applicant's vision for the future? To what extent does the applicant's vision for their future align with PFund's vision for thriving and more equitable queer communities in the Upper Midwest?

1: Not at all	2: Very little	3: Somewhat	4: Very much	5: Completely
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Additional feedback:

Additional notes and overall feedback on the application (anything you want to make sure to remember/ask about/bring up on review day?):