

## GA•AWARDS External Research Request Substantive Review Rubric

Application Number: \_\_\_\_\_ Application Name: \_\_\_\_\_ Researcher Affiliation (circle):    TCSG    USG    GICA

Reviewer Name: \_\_\_\_\_ Reviewer Institution: \_\_\_\_\_ Review Date: \_\_\_\_\_

*Request involves data from the following entities (circle all that apply):*

DECAL    GaDOE    SCSC    GSFC    GOSA    PSC    TCSG    USG    GICA    GDOL

<p><i>Check boxes at right concerning application.</i></p>	<p><input type="checkbox"/> <i>IRB Approval/Exemption Letter or statement explaining why IRB approval has not been included.</i></p> <p><input type="checkbox"/> <i>Confidentiality and Data Usage Agreement included</i></p> <p><input type="checkbox"/> <i>Subset of population requested:</i></p> <p style="padding-left: 20px;"> <input type="checkbox"/> <i>Geographic Region</i>    <input type="checkbox"/> <i>Individual IHE</i>    <input type="checkbox"/> <i>Individual Schools or Districts</i>  <input type="checkbox"/> <i>Type of IHE</i>    <input type="checkbox"/> <i>Type of School</i> </p>	<p><i>FERPA Exception:</i></p> <p><i>Proposal seeks to:</i></p> <p><input type="checkbox"/> <i>Develop, validate, or administer predictive tests</i></p> <p><input type="checkbox"/> <i>Administer student aid programs</i></p> <p><input type="checkbox"/> <i>Improve instruction</i></p>	<p><i>Data Sensitivity:</i></p> <p><input type="checkbox"/> <i>High</i>    <input type="checkbox"/> <i>Medium</i>    <input type="checkbox"/> <i>Low</i></p>
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	Criteria	Exemplary	Satisfactory	Poor	Unsatisfactory
	<b>Alignment with state strategic goals and/or GA•AWARDS research questions</b>	The research question(s) is clearly aligned with a state strategic goal and one or more GA•AWARDS research questions.	The research question(s) is clearly aligned with a state strategic goal or one or more GA•AWARDS research questions. Or, the research question(s) is moderately aligned with a state strategic goal and one or more GA•AWARDS research questions (e.g., alignment with an area similar to research questions).	The research question(s) is loosely aligned with a state strategic goal or one or more GA•AWARDS research questions.	The research question(s) is not aligned with a state strategic goal or one or more GA•AWARDS research questions.
	<b>Evidence of understanding of requested data elements</b>	Both the proposed use and the explanation of that use demonstrate a clear understanding of the element definitions from data dictionaries. There are no concerns about how the proposed analysis will use data elements.	Both the proposed use and the explanation of that use demonstrate a clear understanding of the element definitions from data dictionaries. There are minimal concerns about how the proposed analysis will use data elements.	The proposed use and the explanation of that use demonstrate some understanding of the element definitions from data dictionaries. There are significant concerns about how the proposed analysis will use data elements.	The proposed use and the explanation of that use do not demonstrate a clear understanding of the element definitions from data dictionaries. The proposed analysis includes numerous misuses of data elements.
	<b>Clarity of research question(s)</b>	The research question(s) is focused, clear, and measurable.	The research question(s) is focused, clear, and measurable, but one of the three characteristics could be strengthened.	The research question(s) is somewhat focused, clear, and measurable. Two of the three characteristics could be strengthened.	The research question(s) is not focused, clear, or measurable and/or the research questions do not align with the strategic goals/GA•AWARDS research questions referenced.

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	<b>Appropriateness of study design to answer research question(s)</b>	The study design is appropriate to answer the research question(s), including the methodology's clear ability to draw inferences and/or demonstrate causality. The proposed execution of the study design raises no concerns.	The study design is appropriate to answer the research question(s). However, there are some limitations in the methodology's ability to draw inferences and/or demonstrate causality. The proposed execution of the study design is described but lacks some clarity.	The study design is not clearly explained and/or is only somewhat appropriate to answer the research question(s). There are significant limitations in its ability to draw inferences and/or demonstrate causality (e.g., inappropriate assumptions, methodology that lacks rigor). The proposed execution of the study design lacks significant details needed for a clear understanding of the strategy.	The study design is minimally described, if at all. Or, the study design is not appropriate to answer the research question(s) and contains multiple inappropriate assumptions.
	<b>Research and writing competency (CV for all involved researchers)</b>	Proposal includes a curriculum vitae with research experience for all involved researchers. Researchers' past experience, publications, and credentialing demonstrate strong competency in research and writing.	Proposal includes a curriculum vitae with research experience for all involved researchers. Researchers' past experience, publications, and credentialing demonstrate sufficient competency in research and writing.	Proposal does not include a curriculum vitae with research experience for all involved researchers. Researchers' past experience, publications, and credentialing do not clearly demonstrate competency in research and writing.	Proposal does not include a curriculum vitae with research experience for any researchers. Or, researchers' past experience, publications, and credentialing lack any demonstration of competency in research and writing.
	<b>Overall Contribution to Research</b>	The proposed research question(s) examines a topic that has not been widely researched, and the findings will contribute to or inform the work of entities providing the data.	The proposed research question(s) examines a topic that has not been widely researched, or the findings will contribute to or inform the work of entities providing the data.	The proposed research question(s) examines a topic that has been widely researched, and the findings will minimally contribute to or inform the work of entities providing the data.	The proposed research question(s) examines a topic that has been widely researched, and the findings will not contribute to or inform the work of entities providing the data.

*This rubric is used by approved researchers at each participating GA •AWARDS entity to evaluate the appropriateness of an external request for de-identified, student-level data. A representative from each entity that provides data involved in the request will evaluate the request prior to a full meeting of the Executive Researcher Committee.*