



2026 S-STEM New PI Bootcamp

Scholar Identification, Selection, and Cohort Building: From Proposal Language to Practice- Worksheet

Section 1: Scholar Identification & Recruitment

How are students actually learning about your scholarship?

A. Current or Planned Recruitment Methods

(Check all that apply and add notes)

- Admissions / Open Houses
- Academic or STEM events
- Faculty referrals
- Email campaigns
- Website posting
- Automated outreach to admitted students
- Other: _____

Notes:

B. Application Barriers Check

For each item, indicate whether this is a **barrier**, **neutral**, or **facilitator** at your institution.

Item	Barrier	Neutral	Facilitator
Length of application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial eligibility questions upfront	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Awareness of scholarship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Timing of outreach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Faculty/staff buy-in	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

One thing I could simplify or remove immediately:

C. Increasing Applications: Quick Wins

List **two changes** you could realistically make this year to increase applications.

1.

2.

Section 2: Scholar Selection

What did you say you would do—and what are you actually prepared to do?

A. Proposal Check

Based on your proposal, how did you say scholars would be selected?

- GPA criteria
- Major eligibility
- Financial need (determined how?)
- Application review
- Interviews
- Rubric-based scoring
- Other: _____

B. Selection Readiness

Answer honestly — this is for planning, not compliance.

- Do you currently have a selection rubric? Yes No
- Do you plan to conduct interviews? Yes No Unsure
- Who is involved in selection decisions?

- When *must* selection be completed for your timeline to work?

C. Gap Analysis

One thing promised in the proposal that I need to operationalize:

One thing I may need to simplify (while staying compliant):

Section 3: Cohort Building & Setting Expectations

Cohorts are required—intention matters.

A. Cohort Commitments in Your Proposal

List the activities or structures you committed to:

B. Student Reality Check

Students in S-STEM programs often have complex lives. What do they need to know **early**?

- Time commitment per week
- Required meetings/events
- GPA or participation expectations
- What happens if life gets complicated
- Support structures available

C. Timeline Sketch

Sketch your **first-semester cohort timeline** (high level):

Month	Key Activities / Touchpoints
Month 1	
Month 2	
Month 3	

D. One Action Item

One concrete step I will take in the next 30 days: