

Grants to Groups Application Scoring Rubric – Information for Applicants

Your applications will be scored according to the following specifications. It is to your advantage to make sure that all items listed in this scoring sheet, are included and made clear within your application. The chart at the bottom of this page indicates the scoring system that will be utilized by the Community Service Board members when they review your application. If you have any questions, please phone 780-624-1000 to speak to an FCSS staff member.

Application Section	Details
Statement of Need (Page 3)	The need for this program/project is clearly outlined and aligns with the services that will be provided by the applicant.
	Proof of need is provided through documentation or substantiated in some way (research, letter of support, requests from community, referrals from agencies, crisis situations)
Program Outcome Statement (Page 4)	The Outcome Statement includes the target audience and states the desired change that this program/project will create for its participants.
Strategy (Page 6)	The applicant provides examples of the activities that the program/project will provide, to help address the need . (Learning opportunities, sessions, workshops, clinics, etc.)
	Applicant describes how their program will help to address the identified need. (Skills, tools, mentors, training?)
	Implementation plan and timeline makes sense and appears reasonable.
Rationale (Page 6)	The applicant has provided evidence-based research or proof (success stories, data, etc.) to support the program's outcome statement. (Research, links to studies, etc.)
Data Collection/ Measurement Tool (Page 7)	Applicant has identified the measurement tool that suits the project (Makes sense with the length of the program/project).
Partnerships and Communication (Page 8)	The application describes the abilities and expertise of the individual team members with respect to collaboration and the ability to conduct a successful project.
	The application identifies the role and knowledge of the program providers with respect to the project and its goals.
	The application indicates how the program/project is to be sustainable.
	The application indicates how the program/project will create positive outcomes that reach beyond its initial participants.
	The application indicates partnerships with like agencies/programs to be able effectively utilize all community resources to their fullest.
Itemized Budget (Page 10)	Budget is complete and includes all required components.
	Budget appears to include a reasonable and accurate allocation of funds.

*Board members will use the chart below, to assign a score to each of the above categories, they will then total your score, rank them compared to the other applications and then set their final funding decision.

0 Points	1 Point	2 Points	3 Points	4 Points	5 Points
Lack of response or incomplete understanding of the requirements; does not meet eligibilities; low probability of success	Does not meet expectations or demonstrate understanding of the requirements; major weaknesses or deficits; low probability of success	Partially meets expectations; minor weaknesses or deficits; some probability of success	Fully meets expectations; Applicant has good understanding of requirements; no weaknesses; good probability of success	Somewhat exceeds expectations; high probability of success	Fully exceeds expectations; clear understanding of requirements; excellent probability of success