## Proposal Evaluation

### FY2021 Strategic Partnership Grants

**Scoring Criteria**

**SAMPLE - ACTUAL EVALUATION TO TAKE PLACE IN GRANT SOFTWARE AT WWW.BUNCOMBECOUNTY.ORG/APPLY**

**On a scale of 1-5, please rate each application by the following criteria.**

<table>
<thead>
<tr>
<th>1</th>
<th>Organization: Tell us about your organization. What is your mission? Highlight two or three key facts and accomplishments that best define your organization.</th>
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<td>Need: What is the main issue this project is established to address? What data or qualitative factors/stories are available to show that need?</td>
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<td>Results: What results do you hope to achieve with this project? Be specific about how much impact the project will have in line with Commissioner focus areas.</td>
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<td>Evaluation: How will you know you have succeeded? Explain the project evaluation process, including specific measures that will be tracked.</td>
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<td>Collaboration: List any formal and/or supportive partners. Describe their roles in the project. How will they make it stronger?</td>
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<td>Budget: Download a copy of the budget form. Complete the form, and upload it using the button above. Explain how grant funds will be used, specifically what type of expenses will be covered by County funds. Describe other sources of revenue, including type of funding, source, restrictions and status. Requested funds should not be over 30% of organization’s overall budget.</td>
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<td>Other County Funding: List all other Buncombe County funding that is provided to your organization. For each item, list the project being funded, amount of funding, source (grant, departmental contract, etc.) and whether funding is to be renewed for FY2021.</td>
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<td>Sustainability: How will the project continue to succeed after the funding of the grant? Explain your plan for making this an ongoing effort.</td>
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<tr>
<th>Incomplete</th>
<th>Poor</th>
<th>Adequate</th>
<th>Good</th>
<th>Excellent</th>
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<td>Lack of clarity about the organization and what the goals and services are.</td>
<td>Limited info about the organization, what services it provides, and a record of success.</td>
<td>Complete info provided about the organization, what services it provides, and a record of success.</td>
<td>Clear and detailed information about the organization’s history, detailed services, proven experience and qualifications that are likely to facilitate success.</td>
<td></td>
</tr>
<tr>
<td>Project explanation is unclear and lacks mention of a specific goal.</td>
<td>Explanation is vague, project is loosely structured, and/or semi-related to the goals of the grant fund.</td>
<td>Project structure is clear, including model and implementation plans, and aligned to the goals of the grant funds.</td>
<td>Project is well designed, based on proven model(s), includes implementation steps, and is well aligned with the goals of the grant fund.</td>
<td></td>
</tr>
<tr>
<td>Lack of clear info about who will be served.</td>
<td>Info is provided but lacks details or clarity.</td>
<td>Clear info on who will be served.</td>
<td>Clear info on who will be served with consideration to those who are underserved.</td>
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<td>Lacking little to no description of results.</td>
<td>Limited info about proposed results, and amount of impact.</td>
<td>Proposed results are clearly described and aligned to the goals of the grant funds.</td>
<td>Proposed results are clearly described and likely to have an impact in alignment with goals of the grant funds.</td>
<td></td>
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<td>Project goals are incomplete and/or unrelated to grant priorities, and there is no clear system for capturing performance.</td>
<td>Project goals are un-testable or semi-related to grant priorities, and there is a limited system for capturing performance.</td>
<td>Project includes short and long-term goals and has an adequate system for capturing performance.</td>
<td>Includes detailed, measurable short and long-term goals and has identified a solid system or process for capturing performance.</td>
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<td>Collaboration is an integral part to this project, and the expected contribution of each collaborator is clearly defined.</td>
<td>Well-defined relationships are in place between collaborative partners.</td>
<td>Partnerships are in place, including explanation of collaborative structure.</td>
<td>Includes detailed, meaningful, measurable short and long-term goals with an advanced system for capturing performance.</td>
<td></td>
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<td>Budget is incomplete, unrealistic, and/or poorly aligned with the budget narrative.</td>
<td>Budget has limited detail, is not well aligned with the budget narrative, and doesn’t appear to support an effective project implementation.</td>
<td>Budget is clear, realistic, and reasonably aligned with the narrative and project plan.</td>
<td>Budget is detailed, realistic, comprehensive, and clearly aligned with the narrative.</td>
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<td>No partnerships that will benefit from the grant are associated with this project.</td>
<td>Project demonstrates limited collaborative effort.</td>
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**Scoring Table:**

- 1 Point
- 2 Points
- 3 Points
- 4 Points
- 5 Points

**FY2021 Strategic Partnership Grants**

**Sustainability**

- No plan for sustaining the project beyond the lifecycle of the grant.
- Unreliable plan for sustaining the project beyond the lifecycle of the grant.
- Basic plan for sustaining the project beyond the lifecycle of the grant.
- Comprehensive plan with clear strategies for sustaining the project beyond the lifecycle of the grant.

**Budget**

- Download a copy of the budget form. Complete the form, and upload it using the button above. Explain how grant funds will be used, specifically what type of expenses will be covered by County funds. Describe other sources of revenue, including type of funding, source, restrictions and status. Requested funds should not be over 30% of organization’s overall budget.

**Other County Funding**

- List all other Buncombe County funding that is provided to your organization. For each item, list the project being funded, amount of funding, source (grant, departmental contract, etc.) and whether funding is to be renewed for FY2021.

**Organization**

- Tell us about your organization. What is your mission? Highlight two or three key facts and accomplishments that best define your organization.

**Sustainability**

- How will the project continue to succeed after the funding of the grant? Explain your plan for making this an ongoing effort.

**Need**

- What is the main issue this project is established to address? What data or qualitative factors/stories are available to show that need?

**Project**

- Explain the project and how it will work. Include the overall purpose and any models or evidence-based practices that will be included. What specific activities and milestones are included in the project plan?

**People Served**

- How many people will be served by this project? Describe the people served, including demographics such as geography, income, race & ethnicity, age, etc.

**Results**

- What results do you hope to achieve with this project? Be specific about how much impact the project will have in line with Commissioner focus areas.

**Evaluation**

- How will you know you have succeeded? Explain the project evaluation process, including specific measures that will be tracked.

**Collaboration**

- List any formal and/or supportive partners. Describe their roles in the project. How will they make it stronger?

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