

**Eastern Ohio Regional Prevention Council**

**Grant Application Review Criteria and Scoring Rubric**

Topic	Excellent	Average	Weak	Score	Comments
<b>Submitted on time</b>					
<b>Background</b> Description of organization and history Background checks Description of a completed project a. Outcomes b. Diverse populations c. Prevention project d. Program evaluation	5 or 4 Application provides an engaging and insightful overview of organizational history, mission, programing and experiences that have demonstrated outcomes, programs for diverse populations, prevention and experience with program evaluation. Application also identifies that background checks will be conducted and how.	3 or 2 Application provides basic, clear information about the history of the organization. No red flags as to whether the organization will be able to carry out the project.  There may be elements missing concerning the description of projects completed in the past or description about background checks is unclear.	1 or 0 Application is confusing and unclear. There is no discussion about previous projects completed.	/5	
<b>Program Narrative</b>					
Summary of Program	5 or 4 Summary provides a concise and informative overview of the program. Summary includes as to whether the program is new or if applicant is seeking funds to sustain a currently operating program.	3 or 2 Provides basic information about the program but the description is not detailed to get a clear picture as to the nature of the program. Summary does not reflect whether this is funding for an existing program or not.	1 or 0 Lack specific information about the nature of the program.	/5	
Significance with program	5 or 4 Application clearly identifies the significance of the proposed program. The application includes how specifically the program will benefit the region. Application responds to the needs addressed in the region's Needs Assessment.	3 or 2 Application provides basic information about how the program will benefit the region but does not provide a good link between the program and the region's Needs Assessment.	1 or 0 Application lacks in demonstrating how the program will be significant to the region.	/5	
Aligns with Council's Prevention Plan	15-11 Application clearly describes how the project aligns with the region's prevention plan.	10-6 It is vague how the project aligns with the region's prevention plan.	5 or below There does not seem to be a clear understanding how the project aligns with the region's prevention plan.	/15	
Activities	10-8 Excellent description of the activities that will take place in the program.	7-5 Basic description of the activities that will take place in the program	4 or Below There does not seem to be a clear understanding as to the activities that will take place in the program.	/10	
Target population	5 or 4 A detailed description of the proposed target population is presented. This description includes age, gender, ethnicity and other characteristics of the population to be served.	3 or 2 A target population is identified but does not include necessary demographic characteristics.	1 or 0 No target population is presented in the application.	/5	

Strengthens families	15 - 11 Application does an excellent job of explaining how the program will strengthen families.	10 – 7 Application provides basic information about how the program will strengthen families.	6 or below Application provides a confusing and unclear statement about how the program will strengthen families.	/15	
Participant engagement	5 or 4 The application clearly defines how the program will recruit participants to their program. The application provides specific methods that will be used to recruit and retain participant’s participation throughout the length of their program. Potential barriers and methods to address them are clearly defined.	3 or 2 The application includes basic information about recruiting and retaining of participants and the potential barriers and methods to address them.	1 or 0 The application either weakly defines a parent engagement plan or has no plan.	/5	
Goals, objectives, and activities	10 - 8 The application clearly describes the goals, objectives, and activities to be achieved with the program.	7 - 5 The application somewhat describes or provides basic information about goals, objectives, and activities.	4 or below The application is confusing or unclear regarding goals, objectives, and activities.	/10	
Timeline	5 or 4 A detailed clearly described timeline is presented in the application. Timeline is also feasible. The timeline includes start and end dates, and the dates when evaluation of the program will take place.	3 or 2 A basic timeline for implementation is presented but does not include all required dates.	1 or 0 No timeline is presented in the application	/5	
Evaluation plan	15 – 11 A detailed well written organized evaluation plan is presented in the application. Description includes how the success of the program will be measured. If an instrument is used to measure success, the reliability and validity of the instrument is discussed. The evaluation plan also seems to be feasible.	10 – 7 There is a basic evaluation plan presented but how success will be measured is not clearly described.	6 or below No evaluation plan is presented in the application.	/15	
Number of providers/participants to be served	5 or 4 Application is clear as to the number of providers/participants to be served by the program.	3 or 2 Application is not clear as to the number of providers/participants to be served by the program.	1 or 0 Application does not address the number of providers/participants to be served by the program.	/5	
Budget and Budget Narrative	10 – 8 Budget is complete, specific and justified.	7 – 5 Budget is complete and fairly specific, but is missing some justification	4 or below Budget is incomplete, lacks specific details and is mostly unjustified.	/10	
				110 possible points	



