

## **Rubric for WFED Annual Grant Applications**

Name of Nonprofit: \_\_\_\_\_

Acorn: \_\_\_\_\_ Impact: \_\_\_\_\_ Inspiration: \_\_\_\_\_

Total Score: \_\_\_\_\_

Program Project Summary for Membership Ballot. 300 words or less (no point value)

### **Program/Project Need**

Program/Project **Need**. 20 points or less \_\_\_\_\_

- To what extent does the applicant describe the specific needs and/or problems to be addressed by the project? How was the need or problem identified and analyzed?
- To what extent does the data provided substantiate the need?
- 300 words or less

### **Program/Project Quality**

**Methods/Activities/Timeline**. 15 points or less \_\_\_\_\_

- To what extent does the applicant describe how the project will address the needs or problems identified?
- What is the basis for determining that the proposed activities will have the desired impact?
- Does the applicant provide a timeline that will effectively deliver the proposed project/program?
- The timeline should run from June 1 through May 31. Funding must be used within one year of receiving the grant.
- 500 words or less

**Measurable Objectives**. 15 points or less \_\_\_\_\_

- To what extent does the applicant state what specific actions will be accomplished of a successful project?
- To what extent does the applicant quantify the number of people that will be served/affected?
- To what extent does the applicant identify the changes that will take place in the target population as a result of the proposed project. How will changes/outcomes be measured? For example, pre and post surveys might be used to determine the number of participants reporting change in a specific attitude.
- 250 words or less

### **Program/Project Impact & Sustainability**

Organizational **Experience/Mission**. 15 points or less \_\_\_\_\_

- To what extent does the project relate to the mission and goals of the organization?
- To what extent does the organization have experience and background to adequately deliver the proposed project/service? Are successful outcomes from other projects or experiences managing grant funds detailed? What is the applicant's experience managing staff, contractors and/or volunteers?
- 250 words or less

Program/Project **Sustainability.** 15 points or less \_\_\_\_\_

- To what extent is there evidence that the project will create new capacities that catalyze and support change? How will the proposed project/service endure after the project has ended?
- What mechanisms are created and described to accomplish the desired change?
- 250 words or less

**Budget and Narrative.** 20 points or less \_\_\_\_\_

- Did the applicant include a spreadsheet of the organization's annual budget?
- Did the budget include in red where WFED grant monies will be used specifically?
- Did the narrative describe where and how the grant funding was determined and spent within the organization?
- To what extent does the budget fit the proposed plan?
- To what extent will the program make effective use of funds? Is there a reasonable number of people providing quality services? Are funds leveraged with matching dollars or in-kind such as volunteer work or donated materials?