

WCF COMMUNITY ACTION GRANTS: PROPOSAL EVALUATION RUBRIC			
Criteria	Weak/Basic	Good	Strong
Innovation:	Project is redundant of other community efforts.	Project uniquely addresses specific challenges or need in a way that yields measurable results.	Project demonstrates the incorporation of its sectors research and best practices.
Community Need:	Need/priority described using stories, anecdotes only, no statistical foundation for services organization intends to provide.	Need/priority reflected through the findings compiled through organizational surveys, research, etc.	Organization has effectively identified the issue and population to be served in an understandable way and is able to demonstrate need with verifiable facts, statistics and data.
Organizational Capacity	Loosely defined mission and limited history of stability and responsibility. Weak/vague or no strategic plan in place.	Organization has a well defined mission and vision. It has, or is in the process of implementing, programs that are recognized in the community as both successful and quality in nature.	Organization has a clearly defined and articulated mission and vision. Has a solid history of successfully implemented projects. Strategic plan, mission and values are benchmarked for current and future activities.
Leadership Skill & Integration	Staff is adequate in most respects, may be missing certain professional expertise needed to provide sufficient oversight of organizational operations. Board is active in name only or activities are limited to select few. Board has not taken on role of agency ambassador or fundraiser.	Management is efficient, organized. Staff has skills, background and knowledge needed to manage program and fulfill requirements. Collectively, the board understands its roles and responsibilities and is actively working to meet those standards.	Collectively, board members are actively engaged, as demonstrated by attendance, financial contributions, and commitment. Staff has demonstrated it has the skills, background and knowledge needed to manage program, fulfill requirements. Board is strategically engaged in monitoring and planning for future needs, challenges. Good governance is happening!
Financial Condition & Strength	Limited financial oversight, management and reporting. Documentation is slim, does not reflect the full cost of doing business. Repeated reports of weaknesses in auditors management letter. Organization develops and passes deficit based budgets.	Organization has a sound and broad base of support financially. Budget is realistic and not inflated, funding request is appropriate. Financial reports, including audits, are comprehensive. Organization does not develop and pass deficit based budgets.	Agency is able to demonstrate a healthy fiscal position, budget is equally balanced with regard to revenue and expenses. Has funds to cover 3 months of expenses. Auditor's management letter is clean.
Program Design	Project is redundant of other community efforts. Variance occurs only with relation to staff being used to complete the work.	Project offers some unique service or caters to a specific clientele. Project objectives, methodology and evaluation has been clearly defined and is measurable/quantifiable.	Organization has evidence/documentation of need and has demonstrated that their proposed project has the ability to meet identified needs. Project objectives, methods and evaluation are clearly defined, describe a sequence/flow and interaction of activities that will be used for measuring.
Sustainability	Agency is concerned with and/or is struggling to cover current expenses. Insufficient effort and energy has been devoted to creating a long term action plan for change, progress.	Agency has a moderately diverse funding stream, recognizes the need for other sources of support, and is actively engaged - with the direction and full support of its board, in fundraising efforts.	Agency has a solid, diversified fundraising plan in place and is working increasingly towards its self sufficiency. Organization is involved in professional development as a means of keeping current and progressing the organizations' efforts in the community.
Resource Maximization	Project does not address a unique community need without duplicating services. No record of collaboration or efforts to collaborate despite known existence of similar providers in community.	Agency recognizes other parties involved in providing services and has initiated dialogue to discuss similarities, differences and opportunities for collaboration, which may vary by level. Project seeks to reduce or limit a duplication or overlap of services.	Project proactively works to reduce a duplication or overlap of services. Networks have been formed and agency is engaged in consistent dialogue with other service providers. Efforts promote problem solving that supports partnership and collaboration.
Impact/ Anticipated Results	Project funding is transactional in nature. Impact revolves around the institution and its needs only.	Project serves a broad number of clients and community members. Successful implementation leads to changes in individual lives.	Program addresses root causes and not merely symptoms of systemic community problems. Successful implementation leads to changes in societal conditions as well as individual lives. Project affects policies/practices occurring at local, state or national level. Project is transformational in nature, addressing systemic issues of the community.
Technical Compliance, Form	Documentation submitted but is not in keeping with application guidelines, demonstrates an inability to follow directions, comply with requirements.	Documentation was received on time and is fairly complete. Submission follows guideline, font and format guidelines adhered to.	Documentation was received on time and is fairly complete. Submission follows guideline - font and format guidelines adhered to. Narrative clearly and comprehensively addresses application questions.