

# *PCC Students4Giving Grant Proposal Evaluation Rubric*

*Grant Applicant (Nonprofit Organization) Name:* \_\_\_\_\_

*Reviewer (Student) Name:* \_\_\_\_\_

**Rating Guidelines:**

***Excellent*** - Specific and complete. Thoughtful and thoroughly developed ideas that fully meet the criteria.

***Good*** - Adequate information as to how the criteria are met, but there may be minor inconsistencies and weaknesses.

***Acceptable*** - Criteria appear to be minimally met, but limited information is provided about approach and strategies. Lacks focus and detail.

***Poor*** - Does not meet the criteria, fails to provide information, provides inaccurate information, or provides information that requires substantial clarification as to how the criteria are met.

<i>Criteria (check appropriate box and comment on problems)</i>	<i>All met</i>	<i>One or more not met</i>	
<p><b>1. Mandatory criteria</b></p> <ul style="list-style-type: none"> <li>• Does the organization have 501(c)(3) status?</li> <li>• Did the organization provide all requested information?               <ul style="list-style-type: none"> <li>○ Narrative</li> <li>○ Budget</li> <li>○ IRS 501(c)(3) letter</li> <li>○ Current 990 tax return and financial statement</li> <li>○ List of executive director &amp; board with background?</li> </ul> </li> <li>• Serve populations in the Portland-Metro area?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Comments on criteria not met (do finish complete analysis regardless of this conclusion):</b></p>

<p align="center"><b>Criteria (circle number and comment)</b>  <i>You can add a decimal (example 3.5 = between excellent and good)</i></p>	<i>Excellent</i>	<i>Good</i>	<i>Acceptable</i>	<i>Poor</i>	
<p><b>2. The proposal clearly states the issue it intends to address and makes a solid case for its importance and impact on society. (also, the issue falls within the overall mission of the organization)</b></p>	4	3	2	1	<p><b>Comments explaining why you selected the above score based on the criteria listed:</b></p>
<p><b>3. The proposal outlines a project to address the stated issue including the following elements:</b></p> <ul style="list-style-type: none"> <li>• Goals and objectives</li> <li>• Specific strategies to achieve goals versus general practices</li> <li>• Target population identified</li> <li>• Who will work on the project (volunteers, paid staff, etc...)</li> <li>• Specified timeline to complete project</li> <li>• Planned measures of output &amp; outcomes</li> </ul>	16	12	8	4	<p><b>Comments (you should have a lot of comments here!):</b></p>

<i>Criteria</i>	<i>Excellent</i>	<i>Good</i>	<i>Acceptable</i>	<i>Poor</i>	
<p>4. <b>The project includes their target population in the decision-making process, promoting individual and community empowerment.</b></p>	4	3	2	1	
<p>5. <b>The project works within our community to support a strong and proactive awareness of and solution for domestic abuse and violence</b></p> <ul style="list-style-type: none"> <li>• Indication of cooperation with other partners within the community</li> <li>• History of progress with this issue</li> <li>• Long-term solution or immediate relief</li> </ul>	4	3	2	1	
<p>6. <b>The organization and proposal consider the needs of undersupported communities or groups of people</b></p>	4	3	2	1	
<p>7. <b>The organization demonstrates a solid history of organizational effectiveness:</b></p> <ul style="list-style-type: none"> <li>• Strong board involvement and competent leadership</li> <li>• Promotes ongoing development of new leaders</li> </ul>	4	3	2	1	
<p>8. <b>Financial considerations:</b></p> <ul style="list-style-type: none"> <li>• The financial statements and tax returns indicate the organization is financially solvent</li> <li>• The tax return does not indicate any ethical issues such as conflicts of interest or excessive compensation</li> <li>• Healthy balance of program versus administrative percentages.</li> </ul>	4	3	2	1	

<i>Criteria</i>	<i>Excellent</i>	<i>Good</i>	<i>Acceptable</i>	<i>Poor</i>
<p><b>9. Budget</b></p> <ul style="list-style-type: none"> <li>• Does the budget connect well to the proposed project?</li> <li>• Is the proposed budget realistic given the size of the project?</li> <li>• Does the proposed budget give careful attention to detail?</li> <li>• Is the project using other resources to help fund the project?</li> </ul>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
	<b>Comments:</b>			
	<i>Total Score out of 44 possible points:</i> _____			
<b>Comments/Suggestions:</b>				