



Community Impact Grant Scoring Rubric

Organization Name: _____

Criteria	1 Point Needs Improvement	2 Points Average	3 Points Very Good	4 Points Exceptional	Score
Necessary Documentation: Contact Information - 1pt Proposal Narrative - 1pt Program/Project Budget - 1pt 501(c)(3) determination letter - 1pt (Foundation fund receives point)	-	-	-	-	/4
Organizational Overview Describe your organization, including the year established, your mission, who you serve, your staff, and your board structure. <i>Maximum 250 words.</i>	<ul style="list-style-type: none"> Description only answers one part of the proposal question. 	<ul style="list-style-type: none"> Description discusses two of the five items in the proposal question. 	<ul style="list-style-type: none"> Description discusses three of the five points in the proposal question. 	<ul style="list-style-type: none"> Description addresses four or more of the items in the proposal question. 	/4
Needs Assessment Describe the community issue or opportunity you want to address with this grant. Provide data or evidence showing why this is a priority for the residents you serve. <i>Maximum 550 words.</i>	<ul style="list-style-type: none"> Description of need is hard to understand, verbose, or uses educational jargon. It is not clear what the specific need is, and no data or information is included to justify the need. 	<ul style="list-style-type: none"> Description of the need is somewhat clear and minimally explains why funding is needed. There is some data or information to support the need. 	<ul style="list-style-type: none"> Description describes the need for the project well, and identifies the status of the need. Data or additional information supports the narrative. 	<ul style="list-style-type: none"> Description is very clear, concise, and easy to understand. Information and data attached clearly supports need. Information completes a big picture explanation for the need. 	/4

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<p>Program/Project Details Describe how your organization will address the identified needs. Be specific with services or products to be delivered (including quantities), provide a timeline for the project, and explain why this approach is the best method for this task. <i>Maximum 750 words.</i></p>	<ul style="list-style-type: none"> • Description of the work is hard to understand. • Alignment between the description of the work and organization's mission is vague. • Timeline for completion of the work does not appear feasible. 	<ul style="list-style-type: none"> • Description of the work to be completed is vague at times. • There is an alignment between the work and the organization's mission. • Describes a feasible timeline for the work. 	<ul style="list-style-type: none"> • Description of the work is clearly stated. • Work or project described is sound and is aligned with the goals and mission of the organization. • Describes an achievable timeline for the work. 	<ul style="list-style-type: none"> • Description of the work is clear and concise. • Work or project strongly aligns with the mission of the organization. • Describes an achievable and detailed timeline for the work. • Clearly identifies how the organization is prepared to complete the work. 	/4
<p>Results and Impact Measurement Describe the specific, measurable outcomes you expect to accomplish. Include the exact metrics your organization will track and a timeline for these measurements. <i>Maximum 500 words.</i></p>	<ul style="list-style-type: none"> • The goals and results of the proposal are not clearly addressed or stated. • No outcomes are described. 	<ul style="list-style-type: none"> • The goals and results of the proposal are addressed but not clearly stated. • Goals and desired outcomes are minimally described. 	<ul style="list-style-type: none"> • The goals of the proposal are clearly stated. • Outcomes of moderate impact and value are described. • The measurable outcomes are not specific. 	<ul style="list-style-type: none"> • Goals and results of the proposal are clearly stated. • Significant outcomes are described. • All goals and outcomes are measurable. • A timeline for these measurements is included. 	/4

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<p>Financial Strategy and Sustainability Explain the program or project budget provided and discuss the timeline for all anticipated income and expenditures. Detail what adjustments will be made to the project scope if you do not receive the full amount requested. <i>Maximum 250 words.</i></p>	<ul style="list-style-type: none"> Weak or no description of anticipated funding. No explanation of budget. 	<ul style="list-style-type: none"> Income and expense plans are addressed but not clearly explained. There is minimal explanation of the budget. 	<ul style="list-style-type: none"> Plans for income and expenses are identified and discussed. An explanation of the budget is included. 	<ul style="list-style-type: none"> A comprehensive plan for income and expenses is clearly discussed. There is a detailed description of the budget that includes any adjustments that will be made if anticipated funding is not received. 	/4
<p>Is the proposal efficiently written? The proposal is concise yet thorough. Responses provide sufficient detail to fully answer each prompt without being wordy, rambling, or excessively brief.</p>	<ul style="list-style-type: none"> The proposal is difficult to evaluate. It is either excessively wordy/rambling, or the answers are so short they lack the necessary detail to be informative. 	<ul style="list-style-type: none"> The proposal is inconsistent. Some answers are efficient, while others are either slightly rambling or too brief to be fully understood. 	<ul style="list-style-type: none"> The proposal is well-written and clear. Most responses provide sufficient information without being wordy, though 1–2 sections may have minor filler. 	<ul style="list-style-type: none"> The writing is highly efficient. Every response provides comprehensive detail while remaining concise. There is no rambling or repetitive content. 	/4