

Hamilton Community Foundation

Open Grants Program Reviewer Rubric

Questions Reviewers will use to guide funding decisions	Questions you'll answer on the application
MISSION AND LEADERSHIP ALIGNMENT: <i>WHO ARE YOU AS AN ORGANIZATION?</i>	
To what extent does the mission of the organization align with the request?	<p>Q1. Describe your organizations' mission and how it aligns with the project you are proposing</p> <p>Q4. What other community organizations or partners will be involved in this program and how will they be involved?</p>
COMMUNITY NEEDS: <i>HOW ARE YOU SUPPORTING YOUR COMMUNITY?</i>	
<p>To what extent does this application meet local community needs?</p> <p>To what extent does the cost/benefit ratio align with the grant?</p>	<p>Q3. Who is the intended participant group for the project, and how do you plan to engage them?</p> <p>Q5. What evidence exists to determine this project is needed (specific, local needs information) and does not duplicate any existing service?</p> <p>Q6. Why did you choose this approach to addressing the identified need?</p> <p>Q7. How many unique individuals will your project serve directly?</p>
EQUITY, DIVERSITY & INCLUSION: <i>HOW WILL THIS FUNDING SUPPORT EDI?</i>	
To what extent will the funding support one or more equity-deserving groups?	<p>Q8. Describe how your organization actively brings an equity lens to its work using the "nothing about us without us" principle.</p> <p>Q9. How have you engaged equity-deserving groups in the planning and implementation of this initiative specifically?</p>

FEASIBILITY AND VIABILITY: <i>IS YOUR FUNDING REQUEST REALISTIC?</i>	
<p>To what extent is the timeline of activities appropriate?</p> <p>To what extent does the budget support the planned activities?</p> <p>To what extent will we know the outcomes of the initiative?</p>	<p>Q2. Describe your project in detail including activities and timelines.</p> <p>Q10. What are the anticipated outcomes for your initiative? Describe the process you will use to evaluate the program.</p> <p>Q11. Briefly describe why HCF funding is needed to support this project (e.g. loss of funding, inflationary increase in costs, program enhancement, new program...etc.).</p> <p>Project Budget</p>

Open Grants Program Scoring Sheet

Questions reviewers will use to guide funding decisions	
Scoring Scale (1-4): To no extent – 1 To little extent – 2 To some extent – 3 To a large extent – 4	
MISSION AND LEADERSHIP ALIGNMENT	
To what extent does the mission of the organization align with the request (Q1)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
To what extent are other appropriate organizations engaged and involved (Q4)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
COMMUNITY NEEDS	
To what extent has the project engaged and/or has a reasonable plan engage the target community? (Q3)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent

	<input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
To what extent do the project activities meet community needs? (Q5)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
To what extent is the approach or approaches proposed to meet the need alignment with and informed by community need and/or best practices? (Q6)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
To what extent does the cost/benefit ratio align with the grant? (Q6, Q7, Q10 and Budget)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
EQUITY, DIVERSITY & INCLUSION	
To what extent does the applicant reflect a commitment to EDI? (Q8 & Q9)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
To what extent has the organizations engaged equity-deserving community members in the planning and implementation of this initiative? (Q8 & Q9)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
FEASIBILITY AND VIABILITY	
To what extent are the activities and timeline appropriate and feasible? (Q2)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent

To what extent will we know the outcome(s) of the initiative? (Q10)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
To what extent in HCF Open Grants Program an appropriate funding source for this project? (Q11)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
To what extent in the budget reasonable and supports the planned activities? (Project Budget)	<input type="checkbox"/> To no extent <input type="checkbox"/> To little extent <input type="checkbox"/> To some extent <input type="checkbox"/> To a large extent
TOTAL SCORE	/48

Comments: