## WYOMING EDUCATION TRUST FUND

**GRANT APPLICATION**

# SCORING GUIDE

All Wyoming Education Trust Fund grant applications will be scored using the following rubric:

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| **CRITERIA** | **3 POINTS** | **2 POINTS** | | **1 POINT** | 1. **POINTS** |
| 1. COVER PAGE/ASSURANCES *(0-3 Points)* \_\_\_\_\_x1 = \_\_\_\_\_ | All items complete on cover page and required signature is present. | Some items missing on cover page, signature is present. | | Cover page is included and may or may not be complete, but was difficult to find. | There is no cover page or, the signature is missing. |
| 2. ABSTRACT *(0-3 Points)*  \_\_\_\_\_x1 = \_\_\_\_\_ | Abstract is complete and concise and is based on the application requirements. | Abstract is based on the application requirements, but is incomplete and/or lengthy. | | Abstract not completely based on application requirements. | Abstract is missing. |
| 3. STATEMENT OF NEED *(0-9 Points)*  \_\_\_\_\_x3 = \_\_\_\_\_ | Statement of need is clear, concise and based on valid data appropriate to the area of service. | Statement of need is based on valid data appropriate to the area of service, but is not clear and concise. | | Portions of the statement of need may not support the goals and objectives of the proposal. | There is no statement of need or the statement is inappropriate to the proposal. |
| 4. POPULATION *(0-6 Points)*  \_\_\_\_\_x2 = \_\_\_\_\_ | Proposal indicates population to be served and serves the population indicated in the application. | Proposal indicates the population to be served but this population does not exactly match the population described in the application. | | Proposal indicates the population to be served, but this population does not match any of the requirements specified in the application. | Population to be served as described in application is not included in the proposal. |
| 5. COMMUNITY INVOLVEMENT  COORDINATION  *(0-9 Points)*  \_\_\_\_\_x3 = \_\_\_\_\_ | Coordination with other education, government, and community agencies/businesses/schools is described in detail. | Coordination with other education, government and community agencies/businesses/schools is included but not described in detail. | | Limited coordination with other education, government, and community agencies/businesses/schools is included. | No coordination with other education, government, and community agencies/businesses/schools is described. |
| 6. PROJECT GOALS *(0-6 Points)*  \_\_\_\_\_x2 = \_\_\_\_\_ | Project goals are described in a clear, organized manner and are appropriate to the project. | Project goals are described and are appropriate to the project, but are not clearly defined. | Project goals are described, but are not appropriate to the project. | | Project goals are not described. |
| 7. MEASURABLE OBJECTIVES  *(0-12 Points)*  \_\_\_\_\_x4 = \_\_\_\_\_ | All objectives are measurable and described in a clear, organized manner. Each relates to the project goals. | Some objectives are measurable, not all. All or most relate to the project goals. | Objectives described are not measurable. They may or may not relate to the project goals. | | Measurable objectives are not included in the proposal. |
| 8. ACTIVITIES *(0-12 Points)*  \_\_\_\_\_x4 = \_\_\_\_\_ | The activities described are instrumental in reaching the planned objectives. | Some, not all, of the activities described are instrumental in reaching the planned objectives. | The activities described do not relate to the planned objectives. | | There are no activities described. |

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| **CRITERIA** | **3 POINTS** | **2 POINTS** | **1 POINT** | **0 POINTS** |
| 9. TIME LINES *(0-3 Points)*  \_\_\_\_\_x1 = \_\_\_\_\_ | There is a realistic time line for reaching all goals and objectives within the grant period. | There is a realistic time line for reaching most, not all, goals and objectives. | Time line appears unrealistic. | There is no time line for reaching goals and objectives. |
| 10. EVALUATION *(0-6 Points)*  \_\_\_\_\_x2= \_\_\_\_\_ | Effective evaluation is planned for each objective. | Effective evaluation is planned for some objectives, not all. | Evaluation is planned for some or all objectives but does not seem effective. | There is no evaluation planned for any of the objectives. |
| 11. DISSEMINATING RESULTS  *(0-6 Points)*  \_\_\_\_\_x2 = \_\_\_\_\_ | There is a clear, effective method described for disseminating results of the project to the public and to key players. | There are clear plans to disseminate results of the project, but the method described leaves out key players. | There are plans to disseminate results of the project, but the methods seem ineffective. | There is no method described for disseminating results of the project. |
| 12. BUDGET NARRATIVE/SUMMARY  *(0-3 Points)*  \_\_\_\_\_x1 = \_\_\_\_\_ | The budget narrative/summary is allowable by law and supports the project’s goals and objectives and matches the accounting structure. | The budget narrative/summary is allowable by law and supports the project’s goals and objectives, but there are errors. | Some, not all, of the budget narrative/summary supports the project’s goals and objectives. | The budget narrative/summary is missing. |
| 13. BUDGET ACCOUNTING STRUCTURE  *(0-3 Points)*  \_\_\_\_\_x1 = \_\_\_\_\_ | The budget accounting structure is included, complete, accurate and matches the budget narrative. | The budget accounting structure is included, but there are errors. | The budget accounting structure is incomplete. | The budget accounting structure is missing. |
| 14. INNOVATION  *(0-9 Points)*  \_\_\_\_\_x3 = \_\_\_\_\_ | There is a clear description of the innovative nature of the project that describes how it will assist students in meeting Wyoming Standards. | There is a clear description of the innovative nature of the project, but Wyoming Standards are not addressed. | The description of innovation is incomplete or unclear. | There is no discussion of innovation in the application. |
| 90 POSSIBLE POINTS |  |  |  |  |