WTCS Grant Application Rubric
(FY 21-22 IET Development & Expansion)

Scoring

0 - Criteria not addressed
1 - Criteria addressed, but lacking key components
2 - Criteria addressed, but not clearly connected
3 - Criteria addressed, but one or two questions remain
4 - Criteria clearly defined and no questions remain

Abstract

The abstract is not a graded portion of the application, but it is an important component that is required for this grant category. Please keep the abstract brief (300 words or less) and be sure to address the following:
1. The purpose of the project.
2. The most significant objective addressed in the grant.
3. A brief summary of the key activities of the grant.

SECTION 1: Statement of Need

Maximum Weighted Percentage Score = 35%

Specified criteria within grant guidelines - each of the criteria below will be scored using the scale of 0-4 as shared above

- Adequately identifies the occupation and WTCS approved post-secondary credential aligned with the proposed IET that leads to employment.
- Provides additional rational for why the identified occupation for the proposed IET was selected.
- Describes how the proposed IET will integrate the three core components of a successful IET (adult education & literacy activities, workforce preparation activities, and workforce training).
- Describes previous experience in developing, improving, or expanding IET. Identifies challenges encountered, what worked, and what did not. Describes how these lessons will be incorporated into the proposed IET. If you have not offered an IET, describe some of your previous contextualized Adult Education programming within a career pathway and what you learned.
- Adequately explains the funding need and how the proposed IET will expand access to career pathways for diverse student populations within your organization's service region.
- Describes if and how other funds/resources will be coordinated to help support this project.

SECTION 2: Goals, Objectives, and Activities
Maximum Weighted Percentage Score = 35%

Specified criteria within grant guidelines - each of the criteria below will be scored using the scale of 0-4 as shared above

- Identifies how many students are projected to be served in the proposed IET.
- Describes how students will be recruited to participate.
- Adequately describes the student support services that will be available to students participating in the proposed IET.
- Details each activity clearly and includes how each will be conducted and by whom.
- Details appropriate timeline for the planning, design, and implementation of the proposed IET.
- Describes how each goal, measurable objective, and activity relate to one another and the proposed IET.

SECTION 3: Overall Monitoring and Evaluation Process
Maximum Weighted Percentage Score = 20%

Specified criteria within grant guidelines - each of the criteria below will be scored using the scale of 0-4 as shared above

- Details how fiscal accountability and oversight of the grant will be accomplished.
- Identifies how and when evaluations will be carried out and by whom.
- Details the process of monitoring and evaluation throughout the grant cycle.
- Describes evaluation methods that are appropriate for measuring each grant outcome.
- Describes how the data relating to the grant goals and outcomes will be collected, reviewed, and disseminated to stakeholders (Triannual reporting alone is not sufficient).
- Describes how the results of the specified grant activities will be shared at the local and state level, to whom, and why.
- Describes the plan for sustainability after the conclusion of grant funding.

SECTION 4: Budget
Maximum Weighted Percentage Score = 10%

Specified criteria within grant guidelines - each of the criteria below will be scored using the scale of 0-4 as shared above

- Describes the budget accurately and how each budget item was calculated.
- Indicates how the specified budgetary items are reasonable for and proportionate for the proposal.
- Demonstrates how the total amount is necessary or justifiable in terms of the application as a whole.
- Demonstrates clear connections between each budget item & the project's goals, objectives, & activities as outlined in section 2.