

WTCS Grant Application Rubric (FY 24-25 Developing Markets)

Compliance Requirements

The following application components must be present for the application to be considered complete and ready for review. Applications that are missing the required components noted below will not be considered for funding.

- Standard Financial Report (SFR1)
- Identifies if program being proposed for funding requires accreditation, and if so, the status and name of the accreditation.
- Any additional required documentation relating to the project (as outlined in the grant guidelines and application form).

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 (200 words or less) and be sure to address the following:

1. The purpose of the project including a brief overview of the expected outcomes. Please also include the connected program name and program number.
2. A brief description of the need (problem).
3. A brief summary of the **key** activities of the grant.

SECTION 1: Statement of Need

Maximum Weighted Percentage Score = 25%

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

- Describes need for proposed activities (local/state).
- Provides pertinent sourced data to support the identified need within the college's district.
- Describes local efforts that support these activities.
- Confirms project was developed with stakeholder input.
- Describes the project's alignment with current industry trends (local/state/national).

SECTION 2: Goals, Objectives, and Activities

Maximum Weighted Percentage Score= 40%

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

- Describes measurable objectives and activities.
- Confirms measurable objectives and activities meet identified needs.
- Describes how activities are appropriate, reasonable and support measurable objectives.
- Describes activities clearly and includes how each will be conducted.
- Identifies the participants, and their roles, in the proposed activities.
- Provides detailed budgetary activities required to meet measurable objectives.

SECTION 3: Overall Monitoring and Evaluation Process

Maximum Weighted Percentage Score = 25%

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

- Describes how the data relating to the grant goals and outcomes will be analyzed.
- Describes the plan for sustainability after the conclusion of grant funding.
- Describes evaluation method appropriate for each grant activity.
- Describes how the results of the specified grant activities will be shared (local/state).

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 to the proposal.
- Demonstrates how the total amount is justifiable.
- Demonstrates clear connections between each budget item and the project's goals, objectives, and activities as outlined in section 2.