

WTCS Grant Application Rubric (FY 25-26 Completion)

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)
- Activities Fundable
- Any additional required documentation relating to the project (as outlined in the grant guidelines and application form)
- Explains how fiscal accountability and oversight will be accomplished

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.
2. A brief description of the need (problem).
3. A brief summary of the **key** activities of the grant.

SECTION 1: Focused Need

Maximum Weighted Percentage Score = 30%

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

- Needs described are connected to completion gaps in data chart
- Uses data and evidence to justify why activities are proposed or continued.
- Describes proposed activities alignment with local, state, and/or national initiatives (ie. Other grants, projects, collaborations, areas of focus).

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

- Measurable objectives are linked to student success gaps identified in focused need
- Activities are appropriate to address respective objectives
- Activities are focused on addressing equity gaps in related measurable objectives.
- Activities demonstrate creative, innovative, and collaborative solutions to closing equity gaps
- Describes activities clearly and includes how each will be conducted and by whom
- Each activity description references all budget elements necessary for implementation

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

- Evaluation method is appropriate for assessing success for each grant objective
- **Describes how** grant outcomes will be used to inform future student success initiatives at the college.
- There is clear alignment between gaps presented in data chart, focused need, measurable objectives, proposed activities, evaluation methods, and budget

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

- Each budget item is clearly connected to the project's goals, objectives, & activities as outlined in section 2
- Specified budgetary items are reasonable and proportionate to grant purpose (equity in student support)
- Budget items are listed in the correct category (1-8)