

# State Apprenticeship Expansion (SAE 2020) Grant Application Rubric

## **Compliance Requirements**

*Each of 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 bullet-pointed below will not be considered for funding.*

- Standard Financial Report (SFR1)
- Identifies the WTCS program by name, number, and date of official approval by the System Office into the abstract section of the application (if applicable).

## **Scoring**

*0 – Criteria not addressed*

*1 – Criteria partially addressed*

*2 – Criteria fully addressed*

*Note: A minimum total score of 16 is required for application approval.*

## **Abstract**

*The abstract is not a scored 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).*

1. The purpose of the project including a brief overview of the expected outcomes.
2. A brief summary of the key activities of the grant.
3. Identify the WTCS program included in the project by program name, number, and date of approval by the System Office in the section provided.

### **Section 1: Statement of Need**

**Each of the bullet-pointed criteria below will be scored using the scale of 0-2 as shared above.**

- A.) Describes need for proposed activities and how the proposed activities align with purpose of the grant category as identified in the State Apprenticeship Expansion (SAE 2020) Grant Guidelines.

### **Section 2: Goals, Objectives, and Activities**

**Each of the criteria below will be scored using the scale of 0-2 as shared above.**

- A.) Describes how each measurable objective and supporting activities meet the identified needs.
- B.) Details each activity clearly and includes how each will be conducted and by whom.
- C.) Details appropriate sequential timing of activities to meet identified need.

### **Section 3: Overall Monitoring and Evaluation Process**

**Each of the criteria below will be scored using the scale of 0-2 as shared above.**

- A.) Details how fiscal accountability and oversight of the grant will be accomplished.
- B.) Describes what data will be collected during the life of the grant project.
- C.) Identifies the relevance of the collected data to the grant goals.
- D.) Details the process of monitoring and evaluation throughout the grant cycle.

### **Section 4: Budget**

**Each of the criteria below will be scored using the scale of 0-2 as shared above.**

- A.) Describes the budget accurately and how each budget item was calculated.
- B.) Indicates how the specified budgetary items are reasonable for and proportionate for the proposal.