Chaffey College
Grants Development and Management

Grant Proposal Scoring Rubric

After reviewing the Intent to Apply for a Grant Proposal Form and Grant Project Abstract, please rate the grant proposal on the following criteria.

1	Relationship to Educational Master Plan and/or Chaffey Goals	Meets multiple Educational Master Plan Initiatives and/or Chaffey Goals	Meets one Educational Master Plan Initiative or Chaffey Goal	Tangentially but not directly related to Educational Master Plan / Chaffey Goals	Is not directly or indirectly related to Educational Master Plan / Chaffey Goals

2	Need (clearly documented evidence-based institutional or community need)	Empirical evidence strongly supports need for grant	Need exists in most but not all areas addressed by grant	Partial evidence exists that grant is needed	No or weak evidence exists that grant would address need

3	Ability to Address Sponsor Funding Criteria	Grant proposal addresses all sponsor funding criteria	Grant proposal needs minimal modification to address sponsor funding criteria	Grant proposal needs major modification to address sponsor funding criteria	Fails to meet/address major sponsor funding criteria

4	Financial Impact (sufficient grant resources exist to fund meaningful activities)	Grant provides significant fiscal resources to achieve project goals	Proposed grant activities would need minimal downsizing	Major modifications needed due to limited fiscal resources provided by grant	Insufficient funds exist to implement grant activities

5	Personnel Commitment (additional personnel needed to operate the grant)	Does not overextend existing district personnel; new positions funded	Would require some additional commitment of district personnel	Would require major commitment of additional district personnel	Grant does not support personnel requirements to be successful

6	Facilities Requirements (new or renovated space needed to support the grant)	No new facilities needed to support grant or grant able to fund all facility costs	Minimal space would have to be found to support proposed grant activities; minor renovations needed	Significant space would have to be found to support grant activities; major renovations needed	Requires significant modification and/or creation of new facilities not within scope of grant

7	Technology Requirements (technology considerations needed to operate the grant)	No new technology required to support grant activities or existing technology supports grant	New technology needed but funded by grant; within scope of district technology plan	New technology a major/unknown challenge to district; unclear whether it meets district plan	Grant technology requirements cannot be feasibly supported by district

8	**Expertise and Credentials of Proposed Project Director and Grant Personnel**	Projector Director and personnel possess high-level of grant-related expertise	District personnel possess most but not all grant-required expertise; some training needed	District lacks expertise in most grant-related areas; difficulties exist in identifying content experts	District personnel lack expertise to successfully manage grant opportunity

9	**Sufficient Lead Time to Address Funding Sponsor Requirements**	Sufficient lead time to develop successful grant proposal exists; planning and vetting can occur	Timeframe to develop successful grant proposal tight but manageable; planning and vetting can still occur	Timeframe to develop successful grant proposal challenging; may compromise participation/input	Insufficient lead time exists to develop successful grant proposal

10	**Potential Population Served (scope and magnitude of grant; ability to affect change)**	Sufficiently large population served to result in meaningful benefits; scope is institutional and promote district goals	Meaningful benefits to district, meets institutional goals, but only a small population and/or select area affected	Unclear whether population affected would result in meaningful benefit to district; additional information required	Population affected by grant insufficient to justify time/energy invested in developing proposal

11	**External Partners**	Strong commitment exists from external partners; deliverables from external partners and roles clearly identified	Support from external partners exists; some clarification or roles or commitment of resources needs to occur	Support from external partners exists but is weak or poorly defined; significant clarification and/or commitment needed	Role of external partners and deliverables not identified; commitment is weak or non-existent

12	**Institutionalization (Plan Exists and Has Been Approved to Sustain Post-Grant Activities)**	Grant is continuous or clear plan exists to fund all activities after grant award period ends; no post-award impact (activities end with close of grant)	Most grant activities supported post-award or activities developed do not require post-award funding	Some aspects of grant will be sustained post-award; most activities not supported/funded	Significant institutional commitment with no plan for post-award institutionalization

Additional Comments:

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Reviewer's Signature   Date