

WINDOM AREA FOUNDATION GRANT RUBRIC

Applicant: _____

Category	0 Inadequate	1 Needs Improvement	2 Adequate	3 Exemplary	Score
Organization History: <i>Briefly describe the organization</i>	Newly formed. No prior history. Leadership is unclear.	Fairly new, but has roots in prior community groups. Leadership is unproven.	Active in the community in the past and seeking a re-birth. Leadership is clear and well-known.	Active in the community for many years and strong. Leadership is clear and highly respected.	
Community Need <i>Does the project improve the Windom community?</i>	Project is redundant of work already being done and no real need is demonstrated.	Project is new, but need is not demonstrated.	Project is new and demonstrates a moderate need.	Project demonstrates a significant and critical, localized and timely need.	
Community Benefit: <i>How many community members will be impacted?</i>	Program benefits a small number of community members.	Program benefits a limited number of community members.	Program benefits many members of the community.	Program clearly benefits all members of the community.	
Program Objective: <i>Clear, specific and measurable outcomes: who, what, where and when?</i>	Few details about how the project will actually work. Objective is fuzzy and not measurable.	Details of the project could be more complete. Objective is somewhat measurable.	Most of the details of the project are present. Measurement of objective is fairly clear.	Objective is clear, specific and measurable. Only minor details are missing, if any.	
Innovative Approach: <i>Does the project duplicate other local projects? Is it innovative?</i>	Project is not unique and duplicates other community projects.	Project has some innovative features but might duplicate current community projects.	Project is an innovative twist on a concept that is familiar to the community.	Project is innovative and is a new concept for the community.	
Timetable <i>Will the project be completed and in a timely manner?</i>	No project timetable is provided.	A partial timetable is provided. Project feasibility is uncertain.	A partial timetable is provided. Project feasibility is certain.	A clear and concise timetable is provided.	

Budget: <i>Is the required budget attached? The more specific, the better.</i>	Budget is not included or is incomplete. Lacks specific details and is mostly unjustified.	Budget appears complete but could be more specific. Major budget items are unjustified.	Budget is complete and fairly specific but is missing some justification.	Budget is complete, specific and justified.	
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Appropriateness of the Request: <i>Is the requested amount reasonable and within our guidelines?</i>	The request does not appropriately match the types of support in the grant guidelines.	Small parts of the request are unacceptable, but the bulk of the grant is for acceptable types of support.	The request is for one of the acceptable types of support. The length of needed support is unclear.	The request is for a specific commitment to one or more of the acceptable types of support.	

Total possible points is 24.

Total Score

Recommend Funding? Yes No Not at this time

Amount \$ _____

Signature: _____
(Windom Advisory Board President)

Date Submitted: _____

Date of Action: _____

Notes: