

Florida Association Free & Charitable State Funds Grant Program

Outside Reviewer Consortium Evaluation Rubric

1. Financial Planning and Accountability – the extent to which the application presents financial planning, accountability, and sufficient explanation of expenses as evidenced by supporting documentation

- 5 points**- Financial documents are provided, clear, and in a readable format (annual operating budget, actuals, Outside Audit/ Compilation/Review, and 990)
- 5 points**- Request amount does not exceed 25% of their total operating expenses if \$249,999 or lower or does not exceed 20% of their operating expenses if \$250,000 or higher
- 5 points**- Budget justifications are consistent with proposed activities
- 5 points**- Costs are reasonable/credible for the market

2. Statement of community/organizational need – the extent to which the application demonstrates the significance of the proposal in supporting the applicant in fulfilling its mission over time and enhancing its ability to sustain operations into the future

- 5 points** – Clearly define the community/patient population served by their organization
- 5 points** – Identifies the specific problem or opportunity that this funding will address
- 5 points** – The application successfully incorporates the grant program's themes of capacity-building
- 5 points** – Application includes the short and long-term impact on the organization or community

3. Activities/outputs, scope of work to be conducted – Extent to which the application details the contributions/steps necessary to achieve grant objectives

- 10 points** – Timeline (shows progress by six months, nine months, and twelve months)
- 5 points** – Clearly defined or described activities
- 5 points** – Identifies potential risks of implementation and includes potential strategies to address barriers to success

4. Expected Successes and Outcomes – the extent to which the application defines intended outcomes/goals to be accomplished by the end of the grant cycle

- 5 points** – Intended Outcomes presented are relevant to the scope of the work to be conducted
- 5 points** – Intended Outcomes are presented as SMART outcomes (Specific, Measurable, Attainable, Relevant, & Time-bound)
- 5 points** – Intended Outcomes either have an established baseline or will be able to initiate one upon implementation
- 5 points** – Intended Outcomes incorporate elements critical to the evaluation of the project(s), including measurement tools, and performance tracking

5. Sustainability/credibility and qualification of the organization – application clearly and reasonably defines the scope of work for which funds are requested and specific details on how this will be sustained if funding goes away.

- 10 points** – A clear plan to sustain this project outside of FAFCC funds is presented
- 5 points** – Request leverages outside financial resources or in-kind services to accomplish grant objectives, such as private, public, and community support
- 5 points** – Relationships with community partners are outlined and demonstrate how they are critical to the success of the organization (this can include monetary and non-monetary supporters)