



Community Event Mini-Grant Scoring Rubric

Review Criteria						
1	Description of the Community Event and Arts Component	9-10 points	7-8 points	5-6 points	3-4 points	0-2 points
		Clear description of the Community Event. Arts are meaningfully incorporated in the event.	Good description of Community Event, but description lacks some clarity. Arts are incorporated into the event.	General description of Community Event, but the description lacks sufficient details. Arts are somewhat included in the event.	Limited description of the event; details like arts components are missing.	Description of the Community Event is missing or unclear. No evidence of arts inclusion.
2	Applicant Capacity and Experience with Similar Projects	9-10 points	7-8 points	5-6 points	3-4 points	0-2 points
		Clear description of the applicant's capacity and experience with similar events. Applicant demonstrates a clear ability to carry out the project.	Good description of the applicant's experience with similar events; description lacks some clarity. Applicant gives good evidence of their ability to carry out the project.	General description but lacks sufficient details on the applicant's experience with similar events. Applicant gives some evidence of the ability to carry out the project.	Limited description of the applicant's experience with similar events. Applicant provides limited evidence to support their capacity to carry out the event.	The description of the applicant's experience with similar events is missing or unclear.
3	Applicant or Partner Community Connection and Event Impact	17-20 points	13-16 points	9-12 points	5-8 points	0-4 points
		The Applicant or Partner is embedded in and reflects the neighborhood or community prioritized in the event. The event will likely have a strong positive impact on the community.	The Applicant or Partner has a strong connection to the community prioritized for the event, which will likely have a positive impact on the community. Description may lack some clarity.	The Applicant or Partner has a connection to the community prioritized for the event but might not clearly reflect the community or be embedded in the community. The event may have some positive impact on the community. The description may lack some details.	The community prioritized in the event might be vague or unclear, or else the connection of the applicant or partner to the community might be vague or unclear. The event will likely have a limited impact on the community.	The Applicant or Partner's connection to the community is missing or the event could negatively impact the community.



4	All criteria are met. There is evidence that the event includes components that are free, community-based and arts-focused. If there is a Partner, the Partner's inclusion deepens the community connection or arts component.	20		10		0	
		All criteria are clearly met. The proposed event is free, community-based, and arts-focused. If there is a Partner, the Partner's inclusion deepens either the community connection, arts component, or both.		Some criteria are met but evidence that the proposed event is free, community-based, and arts-focused is missing. If there is a Partner, they might not be significantly involved in the event, or their inclusion might logistically further the event without necessarily deepening the community connection or arts component.		Criteria are not met.	
5	Project budget, investment in event, and 1:1 match for any funds requested over \$2,000	17-20	13-16 points	9-12 points	5-8 points	0-4 points	
		The community, applicant, and Partner (if applicable) are all invested in the event. There is a clear understanding of how funds will be spent. Budget is reasonable for the event and the matching component is satisfied.	The community, applicant, or Partner (if applicable) is invested in the event. There is a good understanding of how funds will be spent. Budget is reasonable for the event but includes minor deficiencies or overestimations. The matching component is satisfied.	The community, applicant, or Partner (if applicable) is somewhat invested in the event. General understanding of how funds will be spent. Budget is reasonable for the event but includes at least one significant deficiency or overestimation.	The investment of the community, applicant, and Partner (if applicable) is vague or unclear. Limited understanding of how funds will be spent. Budget raised questions about the event. Event not likely to be achieved as proposed.	Insufficient information about budget to gauge feasibility or to gauge if the community, applicant, and Partner (if applicable) are invested in the event.	
6	Overall, the reviewer recommends the proposed event ...	17-20 points	13-16 points	9-12 points	5-8 points	0-4 point	
		Overall, I strongly recommend the proposed event should receive a grant award.	Overall, I recommend the proposed event should receive a grant award.	Overall, I recommend this application as adequate.	Overall, I recommend this application needs work.	Overall, I do not recommend this application for a grant award.	
TOTAL SCORE (out of 100):							



Reviewer Comments:

7	What about this application and applicant would you like to celebrate or recognize?
8	What advice do you have for the applicant to make this application stronger? Please be as specific as possible.