

## Appendix F: 2012 Project Grants Assessment Scorecard

Name of Applicant: \_\_\_\_\_ Name of Evaluator: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Amount Recommended: \_\_\_\_\_ (max .amount: \$10,000)

Previous Recipient: _____	Year: _____	Amount: _____
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*Please complete both sides of this form for each application & bring a copy with you to the adjudication panel meeting.*

Score	SECTION 1: Will the project enhance arts/culture/heritage opportunities in the Kelowna area?	
	Does the project offer a unique experience?	
/5	Comment:	
	Does the project complement other existing events and activities in the community?	
/2	Comment:	
	Does the project make arts/culture/heritage more accessible?	
/5	Comment:	
	Does the project address issues/needs/objectives in a new way?	
/4	Comment:	
	For existing projects: Is there growth or enhancement? Has the applicant demonstrated how the grant money will be used to address this? <i>Score a 3 for new projects .</i>	
/3	Comment:	
<b>/19</b>	<b>SECTION 1 TOTAL</b>	
	<b>SECTION 2: Capacity</b>	
	Does the applicant have the capacity to manage the project?	
/2	Comment:	
	Does the applicant have the financial capability to manage the project?	
/3	Comment:	
	Does the applicant have the skilled board/committee & reasonable administration to undertake the project?	
/2	Comment:	
	Do the mission and track record of the applicant have credibility to manage the proposed project?	
/3	Comment:	
	Does the planning committee have the experience and knowledge for the proposed project?	
/1	Comment:	

	Has the applicant identified key partnerships that will enhance the project?
/2	Comment:
	Is there a reasonable expectation of the number of volunteers required and is there a plan to recruit and train these volunteers?
/1	Comment:
	Has the applicant identified other sources of funding or have the funding to cover the portion of expenses not covered by the grant request? (Is there a contingency plan if the full request is not granted?)
/3	Comment:
<b>/17</b>	<b>SECTION TOTAL</b>
	<b>How will the Success of the Project be Determined?</b>
	Is there an effective evaluation plan for how the success of the project will be measured?
/3	Comment:
	Will all stakeholders be involved in the evaluation (staff, volunteers, participants)?
/1	Comment:
<b>/4</b>	<b>SECTION TOTAL</b>
	<b>Bang for Buck</b>
	Does the expected level of attendance warrant the grant dollars requested (either the number impacted or the significance of the impact)?
/2	Comment:
	Level of achievement or excellence
/3	Comment:
<b>/5</b>	<b>SECTION TOTAL</b>
	<b>Overall Impression:</b>
	Does the project benefit the community at large and arts/culture community specifically?
/5	Comment:

**/50 Total Score**

Concerns:

Strong Points: