GOVERNOR'S OFFICE OF FEDERAL ASSISTANCE
NEVADA'S FEDERAL GRANT RESOURCE

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Grant Proposal Evaluation Scoring Rubric

(088-GP 03)

Date: _____ Grant Proposal Number: _____

Instructions:

Mark the check box that best describes how the grant proposal fulfills the question in each section. Enter the score at the bottom of each section. Once all section questions have been answered, tally all of the results at the bottom.

Once complete, sign and date the evaluation at the bottom. Turn in the signed evaluation to the grant evaluation coordinator right away to expedite the grant proposal review process.

Section 1: Technical Requirements

Criteria	1 Point- Needs Improvement	2 Points Average	3 Points Very Good	4 Points Exceptional	Score
Eligible Organization No = 1 point Yes = 4 Points					
UEI - Up to date No = 1 point Yes = 4 Points					
Issues with Exclusions, Proceedings or Qualification in SAM.gov					
Key Personnel (Current resumes with license if applicable)					
Certification Signed by Authorized Official No = 1 point Yes = 4 Points					
Grant Submission on time (not after the posted due date) No = 1 point Yes = 4 Points					

Section 1 Total: _____

Section 2: Required Narratives

Criteria	1 Point Needs Improvement	2 Points Average	3 Points Very Good	4 Points Exceptional	Score
Overview Clear & Easy to Follow					
Overview's Formatting Requirements Met					
Demonstration of Need	• Description of need it hard to understand, verbose or uses technical jargon • Not clear what is the specific need • Not data or information is included to support justifying the need	• Description depicting the need is somewhat clear • Minimally explains why funding is needed • Some data or information to support need in addition to anecdotal descriptions of current status	• Description depicts the need for the project well • Language clearly describes the current status • Data or additional information supports the narrative and shows clear need	• Description is very clear, concise and easy to understand • Information and data attached clearly supports need • Additional data or information complete a big picture explanation for need	
Need's Formatting Requirements Met					
Description of Project	• The description of the project or initiative is vague or unclear. • The goals of the grant are not addressed or clearly stated. • The goals do not align with the need stated. No outcomes are described.	• The description of the project or initiative is somewhat clear and includes details. • The goals of the grant are addressed but not clearly stated. • Goals and desired outcomes are minimally described and are somewhat aligned with the need described.	• The description of the project or initiative is very clear with detailed descriptions of the work to be completed. • The goals of the grant are clearly stated. • Outcomes of moderate impact and value are described. • There lacks some specificity in what is measurable in outcomes.	• The description of the project is exceptionally clear and provides detailed information. • The goals of the grant clearly stated • Significant outcomes described clearly • The specific outcomes of each goal are stated clearly and are directly	

				aligned to the described need. • All goals and outcomes are measurable qualitatively & quantitatively.	
Goals & Outcomes Clear & Easy to Follow					
Goals & Outcomes Aligned with Agency's Mission					
Project Description 's Formatting Requirements Met					
Scope of Work (Description of Work)	• The description of the overall work over three years is hard to understand. • Alignment between goals, outcomes, and the description of work is vague. • Time frame for completion of work as described does not appear feasible.	• Description of the work to be completed is addressed but vague at times. • There is alignment of between goals and the description of work. • Describes a feasible timeframe for achieving goals. • A more clear and concise description of overall work to be completed is needed.	• The description of the overall work to be completed is clearly stated. • Work or project described is sound and overall is aligned to grant's goals. • Describes a feasible timeframe for achieving goals.	• The description of work is clear and concise. • The work is strongly aligned to the grant's goals. • Describes a feasible timeframe for achieving goals.	
Scope of Work Formatting Requirements Met					
Budget Formatting Requirements Met					
Budget is mathematically correct					
Budget Narrative					

Budget Narrative formatting Requirements Met					
Budget numbers match budget narrative					
Alignment of Budget to Scope of Work to Goals	Little to no alignment between the proposed budget to support achievement of goals found in the scope of work.	Somewhat of an alignment between the proposed budget to support achievement of goals found in the scope of work.	A significant alignment between the proposed budget to support achievement of goals found in the scope of work.	Clear and strong alignment between the proposed budget to support achievement of goals found in the scope of work.	
Monitoring & Evaluation Plan	• Very limited or no monitoring to ensure a clear focus on goals and that the action plan is executed. • Limited or weak plan for evaluating impact of the work in achieving annual grant goals. • No data collection process in place to measure impact of grant's actions.	• Somewhat of a monitoring plan to ensure a clear focus on goals and that the action plan is executed. • Somewhat of a plan created for evaluating impact of the work in achieving annual grant goals. • Some data collection • processes are in place to measure impact of grant's actions.	• A significant monitoring plan created to ensure a clear focus on goals and that the action plan is executed. • Clear and strong plan created and executed for evaluating impact of the work in achieving annual grant goals. • Significant and strong data collection processes are in place to measure impact of grant's actions.	• Exceptionally designed monitoring plan to ensure a clear focus on goals and that the action plan is executed. • Comprehensive systemic plan created and executed for evaluating impact • of the work in achieving annual grant goals. • Exceptional data collection processes are in place to measure impact of grant's actions.	
Sustainability of Work	Weak or no sustainability plan created to ensure a continuation of the work beyond life of the grant.	Somewhat of a sustainability plan created to ensure a continuation of the work beyond life of the grant.	A significant sustainability plan created to ensure a continuation of the work beyond life of the grant.	A comprehensive and clear sustainability plan created to ensure a continuation of the work beyond life of the grant.	
Alignment between Agency's Mission and Grant's Goals	Lack of alignment between the Foundation's mission and the goals of the	Somewhat of an alignment between the Foundation's mission and the goals of the work	Significant evidence of an alignment between the Agency's mission and the goals of the	Clear and strong alignment between the Agency's mission and the goals of the work	

	work described in the grant's application.	described in the grant's application.	work as described in the grant's application.	described in the grant's application.	

Section 2 Total: _____

Totals

Section 1: _____

Section 2: _____

Grant Total: _____

Scorer's Certification

I have scored the above referenced grant to the best of my ability.

_____ _____

Scorer's Printed Name Scorer's Signature Date