

Haddon Township Education Foundation (HTEF) Rubric for Grant Application Evaluation

Application # - _____ Project Name - _____

School - _____ Number of Students - _____

Amount Requested - _____

Part I – Grant Application Requirements

Requirement Met	Yes	No
Met Appropriate Application Deadlines		
Completed All Parts of Part A: Grant Information		
Completed Part B: Budget		
Completed Part C: Coordinator Checklist		
Completed Part D: Signatures/Approvals		

Part II – Rubric Evaluation for Part A: Grant Information

Criteria	1	2	3	4
Goals and Objectives Rubric Score - _____	The goals and objectives are not clearly defined, fail to be consistent with district curriculum or are inappropriate for the grade level.	The defined goals and objectives are either inconsistent in alignment or lacking in integration with the district curriculum. Some goals or objectives may not be appropriate to the grade level.	The defined goals and objectives are aligned or integrated with the district curriculum and are appropriate for the grade level of the intended project.	The defined goals and objectives are well articulated, closely aligned or fully integrated with the district curriculum, and are appropriate to the grade level
Impact Rubric Score - _____	There is no evidence to suggest that the project will result in improvements in teaching and/or learning.	There may be some potential for improvement in teaching and learning but the impact appears limited.	The project appears to have the potential to improve teaching and learning at this and other grade levels.	The project appears to have the potential for resulting in significant advancement in teaching, learning and curriculum across the school and district.
Evaluation Rubric Score - _____	The proposal did not define success in measurable terms or demonstrate how ongoing progress would be measured.	Success is defined in measurable or evidence-based terms, but the assessment tools chosen do not provide sufficient evidence to measure the project outcomes, or there is no evidence of formative assessment efforts to monitor student progress.	Success is defined in measurable or evidence-based terms and the assessment tools chosen provide sufficient evidence to measure the project outcomes. There is evidence of formative assessment efforts to monitor student progress.	Success is defined in measurable or evidence-based terms and the assessment tools chosen provide substantial evidence to measure the project outcomes. The evidence is sufficient to inform district decision-making about expanding the proposal. There is evidence of formative assessment efforts to monitor student progress.
Project Details Rubric Score - _____	Application fails to adequately describe the key contacts, the timeline, the materials, and the workplan leading to implementation of the project.	Application includes some contacts, but their roles may be unclear. Timelines, materials or workplans are included but may not be fully detailed.	Application includes key contacts and their roles. Key leaders have been identified. Timelines with key milestones, specified materials and the work plan gives the Allocation Committee confidence that the plan will be implemented.	Application includes key contacts and their roles. Key leaders are fully involved in the project. Contains detailed timeline with key milestones and the work plan gives the Allocation Committee that the plan will be implemented. This plan appears to be a model that could be applicable to others.
Budget Rubric Score - _____	No detailed budget or planned expenditures have been included.	Budget included is vague and lacks details about planned expenditures.	Budget is included with clear details on expenditures. All the expenditures and estimated costs are reasonable and closely aligned with the project goals and initiatives.	Budget included has clear, itemized expenditures. Applicant has fully researched projected costs and vendors. Costs are reasonable and closely aligned with the goals and objectives. The budget suggests other resources will be leveraged to build creative capacity within the school.
TOTAL RUBRIC SCORE: _____				