

First 5 Mini-Grant Scoring Matrix

Review Item	Reference/comments	Maximum Points
a). Applicant Background		5
<ul style="list-style-type: none"> • Clearly describes the agency/provider’s mission, target population, program(s) and service(s) currently administered to the target population. (1-3) • The proposal shows clear relevance to The Commission’s Vision and/or Mission. (1-2) 		
b). Proposal		25
<ul style="list-style-type: none"> • Describes the problem, need or issue to be addressed, including supporting data about the physical, social, economic or other needs to be addressed. (1-5) • Proposal clearly meets a community need identified in The Commission’s 2016-2021 Strategic Plan and identified which Strategic goal(s) is most relevant to their project/intervention. (1-4) • Proposal clearly fills a gap, increases access to services, or strengthens existing resources in the county, as opposed to creating duplication or fragmentation. (1-5) • Includes specific and identifiable target groups of children/families/ providers, including the number of people who will be reached and the geographic area(s) that the project take place. (1-5) • Proposal demonstrates partnerships or involvement with other community based organizations/agencies. (1-4) 		

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<ul style="list-style-type: none"> Proposal addresses sustainability beyond the grant. (1-2) 		
c). Evaluation		10
<ul style="list-style-type: none"> The proposal clearly describes what the applicant hopes to accomplish with this project. (1-4) The proposal demonstrates how the applicant will measure the success of the project and states the quantity and/or quality of change that will occur: who/what/how much. (1-4) The plans for data collection and completion are realistic and attainable.(1-2) 		
d). Budget Narrative & Itemized Budget		10
<ul style="list-style-type: none"> The Agency/provider demonstrates the financial capacity and experience to successfully complete the project. (1) The amount requested is likely to be sufficient for successfully completing the project. (1) The budget clearly and logically supports the proposal and correlates with activities. (1-4) Budget utilizes clear categories for each amount and a detailed narrative. (1-3) Other funding sources, such as in-kind and/or partner funding are noted. (1) 		