

SCORING RUBRIC
Idaho 21st Century Community Learning Centers Grant Program
APPLICATION SCORING SHEET (RUBRIC)

Applicant _____

Application # _____

(Maximum total score 165)

Part 1: Absolute and Competitive Priorities

Applicants must fulfill all Absolute Priorities to be eligible for funding

Target Population:	Does Not Meet Criteria	Meets Criteria
Federal criteria requires that states make awards only to applicants that will primarily serve students who attend school buildings with: a high concentration of low-income students (50% or more of students in the building qualify as low-income, according to the 2015-2016 school year) http://apps.sde.idaho.gov/CnpEligibility/Report Or serving children attending schools eligible for school-wide programs under section 1114 under Title I, according to the 2015-2016 school year, http://apps.sde.idaho.gov/CFSGA/ViewReport?reportName=Title1SchoolStatus&selectedYear=2015-2016		
Documentation is provided that the application is submitted jointly by at least one eligible school building and at least one public or private community-based organization. The partnership is described on a Memorandum of Understanding or a waiver with documentation is provided that the applicant(s) are unable to partner with a CBO, FBO or business within reasonable geographic proximity.		

Competitive Priorities: An additional five points may be awarded for each competitive priority that is met by the 20-applicant. For proposals serving multiple centers, ALL school buildings identified to be served must meet the individual competitive priority to receive additional points. Additional points will be awarded for proposals that:

Target students who attend schools that have a school improvement plan (Idaho Priority or Focus for School Improvement 2015-2016).	0													5
Target students who attend schools that have a high poverty rate (60% or more of the building students qualified as low-income as of March 1, 2016).	0													5
Have never received a 21 st CCLC grant from the Idaho State Department of Education. These points will only be awarded if <u>all</u> of the school buildings identified in the application are new to the 21 st CCLC program.	0													10
TOTAL POINTS—COMPETITIVE PRIORITIES (15 Maximum Possible)														

Scores	Part 1	Part 2	Part 3	Part 4	Part 5	Part 6	Part 7	Part 8	Part 9	Part 10	Part 11	Part 12	Total

Round scores to 2 decimal places.

Applicant

Application #

PART 2 — Demonstrated Need For The Program

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly)	
	Maximum Possible Points – 20	0-4	5-8	9-12	13-16	17-20	
A	The results of a community needs assessment clearly demonstrates need for 21 st CCLC.	0 1 2 3 4	5 6 7 8	9 10 11 12	13 14 15 16	17 18 19 20	
B	The lack of community services to address identified needs is documented.	0 1 2 3 4	5 6 7 8	9 10 11 12	13 14 15 16	17 18 19 20	
C	The description of the population to be served and their accompanying risk factors (e.g., academic, cultural, developmental) reflect a clear need for afterschool support and includes data to substantiate claims.	0 1 2 3 4	5 6 7 8	9 10 11 12	13 14 15 16	17 18 19 20	
D	Documentation of the insufficiency of current before or after-school options in the community merits additional services.	0 1 2 3 4	5 6 7 8	9 10 11 12	13 14 15 16	17 18 19 20	
E	A description of how the proposed project will address and reduce the risk factors for each target population is clearly articulated and likely to work.	0 1 2 3 4	5 6 7 8	9 10 11 12	13 14 15 16	17 18 19 20	
F	Total (20 Points Maximum Possible)						
G	Total Part 2 Calculation	Total Part 2 _____ divided by 5 = _____					

PART 3 – Project Design Narrative

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly)	
	Maximum Possible Points - 15	0-3	4-6	7-9	10-12	13-15	
A	A description of how the activities are expected to improve student achievement, behavior and social / emotional well-being is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
B	A description of how the program will balance student achievement with fun, student-centered enrichment activities is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
C	A description of the plan for meeting the common statewide objectives for the school year and summer programs is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
D	*A letter of commitment from the organization providing snacks/meals was included. <i>*Indicates "all or nothing" scoring: no = 0, yes = 15</i>	0				15	
E	A description of the plan for providing literacy or related educational development to the families of children served by the program is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
F	Evidence-based practice providing evidence that project strategies are likely to attain the intended outcomes is cited.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
G	Extent to which a preliminary plan for how the community learning center will continue after grant funding ends (sustainability) is described, including current and / or planned partnerships.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
H	Total Part 3 Calculation	Total Part 3 _____ divided by 7 = _____					

PART 4 – Staffing Plan

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly developed)
	Maximum Possible Points - 15	0-3	4-6	7-9	10-12	13-15
A	Project team and other consultants, are listed, including each team member's role/title, qualifications, project responsibilities, and FTE to be devoted to the project and reflect appropriate skills and experience for the proposed program. Student-to-staff ratios are provided, if appropriate.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
B	*A position dedicated 30-40 hours/week to oversee the 21 st CCLC Program proposed. <i>*Indicates "all or nothing" scoring: no = 0, yes = 15</i>	0				15
C	A description of how qualified volunteers will be used to carry out project duties and / or mentor of participants in the program is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
D	Plans for initial screening (including background checks for non –school adults) and ongoing training of staff and volunteers are provided. (Application/Staff Support)	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
E	Total Part 4 Calculation	Total Part 4 ___ divided by 4 = _____				

PART 5 – Collaboration & Partnerships

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly developed)
	Maximum Possible Points – 20	0-3	4-6	7-9	10-12	13-15
A	A description of how the program will develop a community advisory board to promote transparency is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
B	A description of how 21st CCLC funds will be used with other federal, state and local programs and agencies to achieve project outcomes is clear and feasible. Contributions are substantiated through letters of commitment.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
C	A description of prior experience or promise of success for each partner in the proposed project is relevant.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
D	A description of how program was developed and will be carried out in active collaboration with the leadership and staff of the school targeted students attend is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
E	Letter of commitment from school leadership that outline student data sharing and plan for active communication and collaboration.	0				15
F	Total Part 5 Calculation	Total Part 5 ___ Divided by 5 = _____				

PART 6 — Evaluation

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly developed)	
	Maximum Possible Points - 15	0-3	4-6	7-9	10-12	13-15	
A	A description of the plans for evaluating program success, including tools and techniques to be used and gathering input from parents, staff, teachers, community members and students is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
B	A description of the plan for gathering annual outcome-based data for evaluation, including measures for non-academic outcomes is sufficient to demonstrate success.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
C	A description of how the evaluation results and input will be used to refine and strengthen the program is clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
D	A description of plans to establish a local evaluation by year three is included.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
E	Plans for annual and activity specific dissemination of project progress / results to stakeholders and others are clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
F	Total Part 6 Calculation	Total Part 6 ___ divided by 5 = _____					

PART 7 – Equitable Access and Fiscal Management

		INADEQUATE Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly developed)	
	Maximum Possible Points - 15	0-3	4-6	7-9	10-12	13-15	
A	EQUITABLE ACCESS: A fee for services is addressed. If a fee structure is proposed it includes a sliding scale and scholarship mechanism. <i>*Indicates "all or nothing" scoring: no = 0, yes = 15</i>	0 1 2 3				13 14 15	
B	The plan for equitable access and participation for students, teachers, family members and other program beneficiaries with special needs is clear and appropriate, and considered barriers such as gender, race, national origin, color, disability and age.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
C	The plan for marketing and disseminating information about programs is clear and thorough.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
D	A plan for outreach and to eliminate barriers that could impede equitable access to participation in services / educational development activities due to limited English proficiency among students and family members is clear and appropriate.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
E	A description of steps that will be taken to ensure equitable access to programs and services for non-public school youth (private and/or home schooled) who meet the eligibility requirements of the 21 st CCLC is clear and appropriate.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
F	FISCAL MANAGEMENT: The fiscal agent for the grant is identified. For non-school district fiscal agents, evidence is provided that the proposed fiscal agent has previous experience administering local, state or federal grants of similar dollar value, proven fiduciary responsibility as demonstrated through annual audits, and partnerships with the school district(s) and the school site(s) to be served.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
G	Total Part 7 Calculation	Total Part 7 _____ divided by 6 = _____					

PART 8 – Site Location

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly developed)
	Maximum Possible Points - 15	0-3	4-6	7-9	10-12	13-15
A	Documentation was provided that the project location(s) is/are either a school building or an equally safe and accessible location as identified by adherence (or a plan to adhere) to the Health & Welfare childcare licensing requirements. <i>*Indicates "all or nothing" scoring: no = 0, yes = 15</i>	0				15
B	*A description of the location and space in which the proposed activities will take place is provided, including a letter of commitment from the school principal or Community Based Organization (CBO) director that the program will have access to needed space and resources. <i>*Indicates "all or nothing" scoring: no = 0, yes = 15</i>	0				15
C	*A description of the transportation plans to ensure that students travel safely to and from the 21st CCLC center and home is clear and appropriate. <i>*Indicates "all or nothing" scoring: no = 0, yes = 15</i>	0				15
D	A description of the program policies related to 1) participant safety, 2) emergency plans, including communication with parents, 3) disciplinary procedures, and 4) attendance is clear and appropriate.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
E	A plan is provided for communication between the school day and 21 st CCLC staff, including how the applicant will: 1) assure the alignment of an academic component with the state/local standards and curriculum, 2) access necessary student academic records, 3) assure that the participants were in attendance during the regular school day, 4) share information on students' progress between school-day and 21 st CCLC program staff and families, 5) facilitate communication between program staff and families.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
F	The applicant proposes services at a school site(s), or if applicant proposes to provide services at a non-school site(s), evidence is provided that: 1) the program will be as available and accessible as it would be at the school site, 2) the school district and collaborating partners are in agreement on the alternate learning center site(s), and 3) transportation costs of a school versus non-school-based program was considered when deciding on the program location. <i>*Indicates "all or nothing" scoring: no = 0, yes = 15</i>	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15
G	Total Part 8 Calculation	Total Part 8__divided by 6 =				

PART 9 - Resources

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly developed)
	Maximum Possible Points--10	0-2	3-4	5-6	7-8	9-10
A	A narrative of the resources and personnel allocated for the activities listed in the Plan of Operation Table is reasonable and necessary.	0 1 2	3 4	5 6	7 8	9 10
B	A description of how existing school and other resources will be used to carry out project activities is clear and feasible.	0 1 2	3 4	5 6	7 8	9 10
C	A description of the adequacy of the budget to meet needs in the following areas is reasonable and necessary: staffing, staff development, program implementation (including specific expenditures), student transportation, and program management.	0 1 2	3 4	5 6	7 8	9 10
D	Evidence is provided of sufficient in-kind/matching funds in years 3, 4 and 5 to continue the original level of service to original number of students proposed to be served.	0 1 2	3 4	5 6	7 8	9 10
E	A minimum of 30% in kind match per year is identified, including from whom the match will be provided (10% must be from outside the district). <i>*Indicates "all or nothing" scoring: no = 0, yes = 10</i>	0				10
F	Total Part 8a Calculation	Total Part 9 _____ divided by 5= _____				

Part 10 - Current and Return Grantees Only

- Not Applicable
- Applicable

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly developed)
	Maximum Possible Points—10	0-2	3-4	5-6	7-8	9-10
A	Regular Program Participants (RPPs) are at least 50% of the total proposed number of students to be served in the most recent year of the grant.	0				10
B	Programs served 30% or more of participant's family members in the most recent year that the grant was active.	0				10
C	The description of how the proposed application will ensure that the project will not duplicate students and/or services currently offered by 21 st CCLC grant funds.	0 1 2	3 4	5 6	7 8	9 10
D	The description of efforts made towards program sustainability for previous grants is clear and demonstrates significant effort.	0 1 2	3 4	5 6	7 8	9 10
E	Evidence is provided that participating students have improved academically since the inception of a previous or current 21 st CCLC grant.	0 1 2	3 4	5 6	7 8	9 10
F	At least two types of formal training were provided to all program staff in the most recent year of the grant.	0 1 2	3 4	5 6	7 8	9 10
G	Total Part 10 Calculation	Total Part 10 _____ divided by 6 = _____				

PART 11 - Budget

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly developed)
	Maximum Possible Points - 10	0-2	3-4	5-6	7-8	9-10
A	Budget is complete, detailed, and free of errors.	0 1 2	3 4	5 6	7 8	9 10
B	Justifications for grant fund expenditures include detail / itemization and are reasonable and necessary.	0 1 2	3 4	5 6	7 8	9 10
C	Restricted cost items, if budgeted, are within allowable limits.	0 1 2	3 4	5 6	7 8	9 10
D	Mandatory budget items (student transportation and staff development) are included in either the grant funds requested or in-kind/matching section. <i>*Indicates "all or nothing" scoring: no = 0, yes = 10</i>	0				10
E	No non-allowable costs were included in the budget. <i>*Indicates "all or nothing" scoring: no = 0, yes = 10</i>	0				10
F	Total Part 11 Calculation	Total Part 11 _____ divided by 5 = _____				

PART 12 - Program Operations

		INADEQUATE (Information not provided)	WEAK (Lacks sufficient information)	MARGINAL (Requires additional clarification)	GOOD (Clear & complete)	EXCELLENT (Well-conceived & thoroughly)	
	Maximum Possible Points - 15	0-3	4-6	7-9	10-12	13-15	
A	Months of the year, days of the week that the program will be offered, and daily hours of operation are clear and feasible. Programs will provide services a minimum of 12 hours per week, 4 days per week before/after school, 100 days per year and at least 4 hours/day on non-school days; 20 hours per week, 3 days per week for 2 weeks in summer.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
B	Activities that describe how the objectives will be achieved are clear and feasible.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
C	The time frames for activities are provided and are realistic.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
D	The project includes a comprehensive scope of services to meet the needs of the whole child (academic, social & family) and includes components of high-quality afterschool programming.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
E	The project includes services above and beyond those that the regular school day typically offers.	0 1 2 3	4 5 6	7 8 9	10 11 12	13 14 15	
F	Total Part 12 Calculation	Total Part 12 _____ divided by 5 = _____					