

Criteria	4 Description of Exemplary	3 Description of Accomplished	2 Description of Developing	1 Description of Incomplete
<b>Budget</b>	There is a financial plan with <b>clearly described revenue and expenses</b> . The proposed expenses are clear, realistic, and justified. The projected <b>revenue is not greater than the expenses</b> . Contributions from other funding partners, if any, are clearly shown and explained.	There is a financial plan with some examples of revenue and expenses. The projected revenue is not greater than the expenses. Some information on contributions from other funding partners is included.	The financial plan provides a general idea of the revenue and expenses. The projected revenue and expenses may be unclear. It is not clear if contributions from other funding partner are included in the plan.	There is no financial plan or it lacks necessary details.
<b>Sustainability</b>	The Key Club has a solid, diversified <b>fundraising plan which seeks other sources</b> of funding apart from YOF. The goal of the plan is working towards <b>self-sufficiency</b> .	The Key Club has a fundraising plan which seeks other sources of funding apart from YOF. It is possible that the <b>project can become self-sufficient</b> .	The fundraising plan does not state if other sources of funding were considered. It is unclear if the <b>project can become self-sufficient</b> .	There is no financial plan. The project is not sustainable in more than one way.
<b>Partnerships and Collaboration</b>	The project reflects <b>collaboration</b> between two or more organizations and the role of each organization is clear and logical. Efforts made support partnership and collaboration. There is strategic involvement and feedback from the people who would benefit from the project. There are <b>references to the research</b> done in the community.	The project reflects collaboration with another organization. Efforts made support partnership and collaboration. There is some involvement and feedback from the people who would benefit from the project. There are some references to the research done in the community.	The project reflects some collaboration with another organization but there is little partnership in the project. Feedback and involvement from the community is possible but research is still needed.	The project does not include collaboration or partnership with any other organization. The project does not include feedback or involvement with the people being served. No research has been done.
<b>Community Need</b>	The Key Club has effectively identified the issue and population to be served in an understandable way and is able to <b>demonstrate need with verifiable facts</b> , statistics, or data.	The Key Club has identified the issue and population to be served in a general way and includes some facts, statistics, or data.	The Key Club identified an issue but the connection to the population is unclear due to a lack of information about the community.	The Key Club has not given a clear description of the issue and population to be served and there are no facts or data to demonstrate the need.
<b>Impact</b>	The Key Club has addressed the root causes and not merely symptoms of community problems. Successful implementation of this <b>service project may lead to changes in societal conditions</b> and individual lives. There is potential impact on learning for Key Club members. The project aims to develop the Key Club core values of leadership, character building, caring and inclusiveness.	The Key Club has addressed some causes of community problems in some way. Successful implementation of this service project may lead to changes in societal conditions and individual lives. There may be potential impact on learning for Key Club members. The project aims to develop the Key Club core values of leadership, character building, caring and inclusiveness.	The Key Club addressed some causes of community problems but there is a weak connection between the service project and the impact. There is little opportunity for Key Club members to learn. There is potential for the Key Club core values to be developed.	The Key Club has not shown signs of considering the causes of community problems. The implementation of this service project may have some type of negative side effect due to the nature of the service. The project does not pertain to the Key Club core values of leadership, character building, caring and inclusiveness.
<b>Project methods</b>	There are detailed descriptions of the major <b>steps and events of the project</b> . The project is designed to have club <b>members actively engaged</b> .	There are some descriptions of the major steps and events of the project. The project includes active <b>engagement of club members</b> .	The project method lacks details or shows signs of potential problems. There is some engagement of club members.	The major steps and events of the project are not clear. Only a few club members will be <b>engaged in the project</b> .