

Youth Opportunities Fund Grant Evaluation Rubric

Criteria Level 5/5 description

Community Need	The Key Club has effectively identified the issue and population to be served in an understandable way and is able to demonstrate the need with verifiable facts, statistics or data. The project is connected to the community.
Collaboration	The project reflects collaboration between two or more organizations and the role of each organization is clear and logical. Efforts made to support partnership and collaboration. There is strategic involvement and feedback from the people who would benefit from the project. There are references to the research done in the community.
Budget	There is a financial plan with clearly described revenue and expenses. The proposed expenses are clear, realistic, and justified. The projected revenue is not greater than the expenses. Contributions from other funding partners, if any, are clearly shown and explained.
Impact	The Key Club has addressed the root causes and not merely symptoms of community problems. Successful implementation of this service project may lead to changes in societal conditions and individual lives. There is a 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.
Project methods	There are detailed descriptions of the major steps and events of the project.
Sustainability	The Key Club has a solid, diversified fundraising plan which seeks other sources of funding apart from YOF. The goal of the plan is working towards self-sufficiency.

Requirements

Organization	The submission and documentation were received on time and followed guidelines. The submission clearly addresses the application questions. The budget chart is used. The writing is professional and logical, is mostly free of typo errors.
Members	Have Key Club member engagement
Community	Fill a need within your community. Determine that need by completing a community needs assessment.
Cause	Support activities within at least one Children's Fund cause area: health, education or youth leadership development.
Timeframe	Spend the grant money within 12 months of when the grant was awarded.