

Rural Mental Health Project Community Grants Rubric

All applications to the RMH Community Grants will be reviewed according to the following criteria. The purpose of this rubric is to provide clear guidelines to aid in application development as well as to ensure fairness in adjudicating all applications.

	Question	Application Question	I like this answer	I have questions	Red Flag	Adjudication (drop down)	Adjudication Notes
Project Description	1	Did the applicant provide an outline of the project with a clear plan?	The summary is clear, structured, and provides a solid plan for execution.	The summary is somewhat clear, but there may be gaps or unclear aspects that need further clarification.	The summary is unclear, lacks structure, or does not include a defined plan for execution.		
Project Goals and Community Impact	2	Did the applicant clearly identify the key mental health or community wellbeing issues within the community and demonstrate how the project will address these priorities?	The applicant clearly identifies key issues and provides a well-developed explanation of how the project will address them.	The applicant identifies some issues, but the explanation of how the project will address them is unclear or incomplete.	The applicant either fails to identify key issues or does not explain how the project will address them in a meaningful way.		
	2	Did the applicant clearly outline what they hope to achieve both during the grant period and in the long term?	The applicant provides a clear, well-defined explanation of both short-term goals during the grant period and long-term objectives.	The applicant outlines some goals, but the distinction between short-term and long-term objectives is unclear or lacks detail.	The applicant fails to clearly identify their goals for the grant period or long-term impact, or the goals are not sufficiently explained.		
	2	Did the applicant explain how the activities will lead to lasting change for the community?	The applicant provides a clear and convincing explanation of how the activities will create long-term, sustainable change for the community.	The applicant offers some explanation, but it's unclear or lacks detail about how the activities will lead to lasting change.	The applicant does not provide a clear explanation or fails to demonstrate how the activities will result in lasting change for the community.		
	3	If the applicant indicated that they are building upon a previous grant, did they explain how this new project connects to or expands upon the results of their previous RMH project? <i>This question is optional in the grant application</i>	The applicant clearly explains how the new project builds upon or expands the results of their previous RMH project, showing clear continuity and growth.	The applicant makes some reference to the previous grant, but the connection or expansion to the new project is unclear or underdeveloped.	The applicant does not explain how the new project connects to or builds upon the previous RMH project, or the explanation is missing or irrelevant.		
	3	If the applicant is building upon a previous grant, have they outlined any new ideas, goals, or approaches they are introducing with this new project? <i>This question is optional in the grant application</i>	The applicant clearly outlines specific new ideas, goals, or approaches that are being introduced, showing how the project evolves and innovates.	The applicant mentions new elements, but the ideas, goals, or approaches are not clearly explained or lack sufficient detail.	The applicant does not mention any new ideas, goals, or approaches, or the explanation is unclear or irrelevant to the progression of the project.		
Project Activities	4	Did the applicant include key milestones or events that mark important steps in the project's progression?	The applicant clearly identifies and explains significant milestones or events that will mark progress in the project, showing a well-structured plan.	The applicant mentions some milestones or events, but they are not fully explained or lack clarity in how they represent key steps in the project.	The applicant does not identify key milestones or events, or the milestones provided are vague or unrelated to the project's progression.		
Budget	5	Did the applicant clearly demonstrate how each budget item and associated cost is linked to the activities and goals they are intended to support?	The applicant provides a clear, detailed explanation showing how each budget item and cost is directly linked to specific project activities and goals.	The applicant offers some explanation, but the link between budget items, costs, and project activities or goals is unclear or lacks detail.	The applicant fails to clearly explain how budget items and costs support project activities and goals, or the explanation is missing or illogical.		
	5	Are the costs for each budget item reasonable and appropriate given the scope of the project and its goals?	The applicant demonstrates that the costs are reasonable and aligned with the project's scope and goals.	The costs appear reasonable for some items, but there are aspects that lack clarity or adequate justification in relation to the project's scope and goals.	The costs for budget items seem excessive or poorly justified in relation to the project's scope and goals, or no explanation is provided.		
Project Collaboration	6	Did the applicant clearly explain how the project will ensure that people from diverse groups are not only invited to participate but are actively engaged in meaningful ways?	The applicant provides a clear, detailed plan for actively engaging people from diverse groups in meaningful and inclusive ways throughout the project.	The applicant mentions engagement strategies, but the explanation is unclear or lacks sufficient detail on how people from diverse groups will be meaningfully involved.	The applicant does not address how people from diverse groups will be invited or engaged, or the plan for engagement is vague and lacks clarity.		

Reflection & Evaluation	7	Does the applicant highlight the different methods they plan to use to capture their project's impact?	The applicant provides a clear, detailed explanation of the methods they will use to effectively measure and capture the project's impact.	The applicant mentions methods for capturing impact, but the explanation lacks clarity or detail about how these methods will be implemented.	The applicant does not address how they will measure or capture the project's impact, or the methods are vague or insufficient.		
	7	Has the applicant shared how they will share the story of the project both during and after its completion?	The applicant provides a clear, detailed plan for sharing the project's story throughout its duration and after it's completed, demonstrating an effective communication strategy.	The applicant mentions sharing the project's story, but the plan lacks clarity or sufficient detail on how or when this will happen.	The applicant does not explain how they will share the story of the project or the plan is vague and underdeveloped.		
Total "liked" Fields						0	
Total "I have questions" Fields						0	
Total "red flag" Fields						0	

Overall Feel		Select a drop down option		Adjudication Notes	
Approach	The project approach aligns well with the principles and spirit of the RMH approach, and is well-suited to achieve the project goals.				
Equity, Diversity, Inclusion	The application identifies and engages a diverse range of collaborators and audiences, including community members and multi-sector partners, and effectively involves representation from the whole community.				
Lasting Impacts and Benefits	The application demonstrates achievable long-term community impacts, and is well-suited to lead to transformative change in the long term.				
Community Buy-In	The application demonstrates that the community has bought into the project by providing in-kind donations, contributions from partners, or other sources of funding for the project.				
Feedback and Decision		Select a drop down option			
What is <u>at least one STRENGTH</u> of this Application	<i>notes here</i>	What supports do you anticipate this community needs for success?	Capacity Building	<i>notes here</i>	
Overall Recommendation (select a drop down option)					