HAWAI`I STATE FOUNDATION ON CULTURE AND THE ARTS
BIENNIUM GRANTS FB 2022/2023
EVALUATION RUBRIC

CRITERIA	UNACCEPTABLE	ACCEPTABLE	EXCELLENT
Proposed Activities (50%)	**0 to 15 points**	**16 to 39 points**	**40 to 50 points**
Description of arts and/or culture project is complete and clearly explained, about what the applicant will do and how they will manage, coordinate, implement, collaborate	• Incomplete description of what the applicant intends to do or how the project will be implemented. • Insufficient description of project management and coordination.	• Description addresses what the applicant intends to do. • Applicant describes project management and coordination.	• Complete details on what the applicant intends to do. • Completely describes project management and coordination. • Applicant identifies and/or explains any collaborations.
Timeline of arts and/or culture project activities is realistic and clear, with identified alternatives if needed	• Incomplete information about timeline of project activities. • Information does not match the project description. • Timeline is not realistic for this project.	• Applicant provides a timeline of project activities.	• Realistic and clear proposed timeline of activities. • Applicant suggests timeline backup plan if needed and how it will work.
Proposed locations of arts and/or culture activities is complete and clear, and identifies any collaborative support	• Incomplete information about proposed location of activities. • Information does not match the project description.	• Applicant identifies proposed locations for its project activities.	• Complete and clear information for proposed location of activities. • Applicant suggests location alternatives if needed. • Identifies any collaborative support for use of facilities and space at locations.
Consideration of **OPTIONAL work evidence** - **IF** work evidence was submitted - enhances understanding of the arts and/or culture project	• OPTIONAL work evidence does not clearly support this project.	• OPTIONAL work evidence supports the project.	• OPTIONAL work evidence supports most recent work accomplished. • Demonstrates a high quality project.
			• OPTIONAL work evidence for a new applicant or new project supports what the applicant intends to do.

CRITERIA	UNACCEPTABLE	ACCEPTABLE	EXCELLENT
Qualifications (25%)	**0 to 5 points**	**6 to 19 points**	**20 to 25 points**
Applicant's experience for implementing the arts and/or culture project is extensive, solid, resourceful, has an excellent reputation	• Applicant has less than one year of experience with this type of project. • Applicant does not explain its experience with this type of project. • Applicant alludes to working relationships, but does not identify its partnerships and experience with the proposed partners.	• Applicant has more than one year of experience with this type of project. • Applicant explains its partnerships or other relationships for project implementation.	• Applicant has extensive experience with this type of project. • Applicant has solid relationships in the community for project implementation. • Applicant has ready access to resources to support the project. • Applicant has excellent reputation for implementing projects of high quality.
Project personnel to manage and coordinate the arts and/or culture project are highly qualified with clear roles and responsibilities	• Identified project managing/coordinating personnel do not have much experience with this type of project. • Roles and responsibilities are not clear. • Identified project personnel are poorly qualified for the project.	• Project personnel who will manage or coordinate the project, and their qualifications, are identified. • Roles and responsibilities are identified.	• Complete list and description of personnel who will manage and coordinate the project, including their qualifications. • Roles and responsibilities are clear. • Identified project personnel are highly qualified for the project.
Proposed artists, presenters and other specialists are highly qualified with clear roles and responsibilities	• Identified proposed artists, presenters and other specialists do not have much experience with this type of project. • Roles and responsibilities are not clear. • Identified artists, presenters and other specialists are poorly qualified for the project.	• Project artists, presenters and other specialists and their qualifications, are identified. • Roles and responsibilities are identified.	• Complete list and description of proposed artists, presenters and other specialists. • Roles and responsibilities are clear. • Identified artists, presenters and other specialists are highly qualified for the project.

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CRITERIA	UNACCEPTABLE	ACCEPTABLE	EXCELLENT
Need, Benefit, Impact, Good Use of Public funds (25%)	**0 to 5 points**	**6 to 19 points**	**20 to 25 points**
Intended audience(s) is/are clearly identified with complete explanations about reach or any new or special populations	• Little or no information about who the intended audience is and how that audience will be reached. • Little or no explanation about the reason for the project's focus on the intended audience(s).	• Intended audience(s) is/are identified. • Applicant explains how the intended audience(s) will be reached.	• Clear and complete information about the intended audience(s) and how the applicant will reach them. • Identifies new and/or special populations, and describes they will be reached. • Applicant explains reason for project focus on intended audience(s).
Community need; benefits and impact are completely and clearly explained	• Little or no information about community need or benefits and impact for the intended audience.	• Applicant identifies and explains need, benefits and impact.	• Complete and clear explanation of community need for the project. • Complete and clear explanation of benefits and impact for the intended audience(s).
How the applicant will know that the project was successful – completely and clearly describes quantitative and qualitative evaluation	• Applicant explains very little about its quantitative or qualitative data collection in relation to determining project success. • Applicant is weak in qualitative evaluation.	• Applicant conducts both quantitative and qualitative evaluation of the project. • Qualitative data include feedback from project participants.	• Applicant conducts both quantitative and qualitative evaluation of the project. • Quantitative data are relevant to the project and informative for project improvement. • Qualitative data include constructive feedback from project personnel, project partners and participants. • Applicant uses appropriate evaluation instruments.

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CRITERIA	UNACCEPTABLE	ACCEPTABLE	EXCELLENT
Good use of public funds	• Project is undeveloped or somewhat developed. Project personnel are inadequate for this type of project. Need, benefits and impact are not appropriate for public funds. • Grant request is not appropriate for the described project scope.	• Project is developed. Project personnel are capable. Need, benefits and impact are clear. Project can make good use of public funds. • Grant request is somewhat appropriate for the described project scope.	• Project is well-developed. Project personnel are very capable for a successful project. Need, benefits and impact are very convincing. Very good use of public funds. • Grant request is appropriate for the described project scope.
TOTAL POINTS	**0 to 25 points**	**26 to 79 points**	**80 to 100 points**
Funding/No funding:	**Not fundable**	**Possibly fundable**	**Fundable**