

## 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
<b>Project Description</b>	1	Did the applicants 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.		
	2	Did the applicants explain how their communities have collaborated in the planning of this project?	The applicants clearly outline how the communities have come together to plan this project.	There is some explanation as to how the communities have come together to plan this project but it needs clarity.	The applicants does not explain how the communities have come together to plan this project.		
<b>Project Goals and Community Impact</b>	3	Did the applicants clearly identify the key mental health or community wellbeing issues within the community and demonstrate how the project will address these priorities?	The applicants clearly identify key issues and provides a well-developed explanation of how the project will address them.	The applicants identify some issues, but the explanation of how the project will address them is unclear or incomplete.	The applicants either fails to identify key issues or does not explain how the project will address them in a meaningful way.		
	3	Did the applicants clearly outline what they hope to achieve both during the grant period and in the long term?	The applicants provide a clear, well-defined explanation of both short-term goals during the grant period and long-term objectives.	The applicants outline some goals, but the distinction between short-term and long-term objectives is unclear or lacks detail.	The applicants fail to clearly identify their goals for the grant period or long-term impact, or the goals are not sufficiently explained.		
	3	Did the applicants explain how the activities will lead to lasting change for the community?	The applicants provide a clear and convincing explanation of how the activities will create long-term, sustainable change for the community.	The applicants offer some explanation, but it's unclear or lacks detail about how the activities will lead to lasting change.	The applicants do not provide a clear explanation or fail to demonstrate how the activities will result in lasting change for the community.		
	4	If the applicants 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 applicants clearly explain how the new project builds upon or expands the results of their previous RMH project, showing clear continuity and growth.	The applicants makes some reference to the previous grant, but the connection or expansion to the new project is unclear or underdeveloped.	The applicants do not explain how the new project connects to or builds upon the previous RMH project, or the explanation is missing or irrelevant.		
	4	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 applicants clearly outline specific new ideas, goals, or approaches that are being introduced, showing how the project evolves and innovates.	The applicants mention new elements, but the ideas, goals, or approaches are not clearly explained or lack sufficient detail.	The applicants do not mention any new ideas, goals, or approaches, or the explanation is unclear or irrelevant to the progression of the project.		
<b>Project Activities</b>	5	Did the applicants include key milestones or events that mark important steps in the project's progression?	The applicants clearly identify and explain significant milestones or events that will mark progress in the project, showing a well-structured plan.	The applicants mention some milestones or events, but they are not fully explained or lack clarity in how they represent key steps in the project.	The applicants do not identify key milestones or events, or the milestones provided are vague or unrelated to the project's progression.		
<b>Budget</b>	6	Did the applicants clearly demonstrate how each budget item and associated cost is linked to the activities and goals they are intended to support?	The applicants provide a clear, detailed explanation showing how each budget item and cost is directly linked to specific project activities and goals.	The applicants offer some explanation, but the link between budget items, costs, and project activities or goals is unclear or lacks detail.	The applicants fail to clearly explain how budget items and costs support project activities and goals, or the explanation is missing or illogical.		
	6	Are the costs for each budget item reasonable and appropriate given the scope of the project and its goals?	The applicants provide a clear justification for each budget item, demonstrating 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	7	Did the applicants 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 applicants provide a clear, detailed plan for actively engaging people from diverse groups in meaningful and inclusive ways throughout the project.	The applicants mention engagement strategies, but the explanation is unclear or lacks sufficient detail on how people from diverse groups will be meaningfully involved.	The applicants do not address how people from diverse groups will be invited or engaged, or the plan for engagement is vague and lacks clarity.		
	8	Did the applicants explain how they plan to collaborate with each other?	The applicants provides a clear, detailed plan for how they will collaborate with each other.	The applicants provide a plan for how they will work together but it is unclear or lacks sufficient detail as to how it will happen.	The applicants do not address how they will collaborate with each other, or the plan is vague and lacks clarity.		
Reflection & Evaluation	9	Do the applicants highlight the different methods they plan to use to capture their project's impact?	The applicants provide a clear, detailed explanation of the methods they will use to effectively measure and capture the project's impact.	The applicants mention methods for capturing impact, but the explanation lacks clarity or detail about how these methods will be implemented.	The applicants do not address how they will measure or capture the project's impact, or the methods are vague or insufficient.		
	9	Have the applicants shared how they will share the story of the project both during and after its completion?	The applicants provide a clear, detailed plan for sharing the project's story throughout its duration and after it's completed, demonstrating an effective communication strategy.	The applicants mention sharing the project's story, but the plan lacks clarity or sufficient detail on how or when this will happen.	The applicants do 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)					