Scoring Criteria for United Way of PEI
Community Investment Strategy

- 2019-2021 Community Impact Grants

Pre-requisites:

Criteria	Yes	No
Registered Charitable Organization (or approved donee)		
Volunteer Board that meets regularly/ List of Board Members Attached		
Organization holds an Annual General Meeting		
Financial Statements Attached (that meets CRA requirements)		
Primary population of program/projects is people who are living in or at risk of poverty/ food insecurity		
Application received by deadline (or post-dated by deadline if mailed)		

Performance Ratings:

0	No evidence: No answer, or unable to demonstrate organizational ability
1	Poor: Insufficient information or lack of clarity in response
2	Standard: Acceptable to a good standard, no major deficiencies
3	Excellent: Response reflects a clear understanding that is well documented

Question 2.2

Target Population: This is where the applicant is specific about the intended population to be served by this program/project.

There is no clear description of who will be involved in, and/or benefit from, the proposed program	0	1	2	3		There is a concise and thorough description of the target audience(s)
There is no clear documented information on why the target population is connected to this issue.	0	1	2	3		There is information on trends associated with this target population as it relates to the issue being addressed.
There is no clear plan to identify members of the target population to invite to participate in this program.	0	1	2	3		There is a clear plan for identifying and increasing participation levels of the target population in this program.
There is no connection to this target population and the grant programs' priority population.	0	2	4	6		The program is designed for implementation of at least one of the grant program's priority population.

Question 2.3

Challenge/Issue(s) Facing Target Population: This is where the applicant identifies the challenges and issues being faced by the population and being addressed with this program.

Does not identify a clear challenge/issue that the program will address.	0	1	2	3	An issue/challenge is clearly identified, including quantifiable and qualitative information.
There is no evidence that this issue/problem is a reality for the targeted population living in PEI.	0	1	2	3	There is supportive material (internally or externally-generated statistics and research) to connect the issue/problem with this target population living in PEI.

Question 2.4

Proposed Approach/ Project Description: This is where the applicant describes the approach being proposed and why the method was selected. Any research or evidence that helped inform the approach should be included.

The approach is not explained well, and/or seems confusing and not well thought out	0	1	2	3	The chosen method to address this issue and target population is clear and described well.
There is no indication of the thought behind why this approach was chosen.	0	1	2	3	Evidence-based practices/ principles/models have been identified and used to help inform design of project
There is no indication that members of the target population have provided input, or fully participated, in the design of this approach.	0	1	2	3	Members of the target population have been engaged in the design of the approach.
There is no historic experience in using this approach for this target population.	0	1	2	3	There is a strong confidence in the ability for this approach (based on previous experience) to achieve success.

Question 2.5

Stakeholders, Partners and Roles: This is where the applicant identifies any other stakeholders engaged in addressing this issue, including those in the roles of partner (those who are taking responsibility for the program/project), sponsor agency (if not the applicant), delivery partners, funding partners and client referral sources), and people with lived experience. This is also where the applicant confirms that there is no duplication of service, and that the program/project builds on other community initiatives.

The applicant has not researched the potential of duplication of responding to this issue with the target population.	0	1	2	3	The applicant has researched and/or consulted with other stakeholders to ensure no duplication of responding to this issue with this target population
There is no indication of how various stakeholders will be involved in this project	0	1	2	3	There is a clear description of the various stakeholders' roles with this program/project

There is no indication that this project will align with any other community initiatives for this target population	0	1	2	3	The applicant demonstrates how this program/project will help build on other community initiatives by filling a gap in services for this target population and/or issue

Question 2.6

Organization Contribution and Capacity to Manage Program/Project: This is where the applicant can provide information that confirms both their commitment and their capacity to manage this program/project.

There is no indication that the applicant has any experience engaging with this target population	0	1	2	3	The applicant has a history of working with this target population (even if a different issue)
There is no historic experience of this organization using this approach.	0	1	2	3	There is strong confidence in the ability of the organization to successfully implement this approach (even if a different target population)
There is no support being provided by the organization to support this program/project	0	1	2	3	The organization is providing additional direct and/or in-kind support to this program/project
There are no identified (potential) sources of support to sustain this program/project after the completion of UW funding	0	1	2	3	There are clear plans in place to sustain this project/program after the UW granting period

Question 2.7

Work-Plan: This is where the applicant provides information about the steps and significant dates associated with this program/project (e.g. recruitment of staff/volunteers, participant recruitment, resource development, tool development, orientation/training, delivery, evaluation).

There are gaps in identifying the key components of a work plan that will be needed to complete this program/project	0	1	2	3	The components of a work plan, relevant to this program/project, are well addressed
The timeframe seems too fast/slow given the proposed activities.	0	1	2	3	The timeframe seems logical given the proposed activities .

Theory of Change (Questions 3.1 to 3.6)

There appears to be no connection between the proposed activities and both the intended target audience and the issue/challenge being addressed	0	2	4	6	Activities clearly involve the target audience and focus on the issue/challenge being addressed
Activities are not clearly described	0	1	2	3	Activities are written as action steps
The volume of people facing this issue/challenge on the Island, the number of expected participants, and the number of participants expected to complete the program/project, seem unrealistic (based on available resources and community need).	0	1	2	3	There is a logical connection between the number of people facing the issue/challenge on the Island and the expected number of participants for this program/project; there is a logical assumption for the expected number of participants who complete this program/project (based on available resources and community need)
There is no clear connection between the short-term outcomes and the activities of the program/project	0	1	2	3	It is clear to understand how the activities could result in these short-term outcomes.
There is no clear connection between the short-term outcomes and the issue/challenge being addressed	0	1	2	3	It is clear to understand the connection between the short-term outcomes and the issue/challenge being addressed.

There is no clear connection between the short-term outcomes and the target population	0	1	2	3	It is clear to understand the connection between the short-term outcomes and the target population
The assumptions to achieve short-term outcomes seem disconnected to the actual outcomes	0	1	2	3	The assumptions to achieve short-term outcomes seem reasonable
There is no clear connection between the indicators and the short-term outcomes	0	1	2	3	The indicators associated with the short-term outcomes seem connected and attainable
There is no clear connection between the medium-term outcomes and the activities of the program/project	0	1	2	3	It is clear to understand how the activities could result in these medium-term outcomes.
There is no clear connection between the medium-term outcomes and the issue/challenge being addressed	0	1	2	3	It is clear to understand the connection between the medium-term outcomes and the issue/challenge being addressed.
There is no clear connection between the medium-term outcomes and the target population	0	1	2	3	It is clear to understand the connection between the medium-term outcomes and the target population
The assumptions to achieve medium-term outcomes seem disconnected to the actual outcomes	0	1	2	3	The assumptions to achieve medium-term outcomes seem reasonable
There is no clear connection between the indicators and the medium-term outcomes	0	1	2	3	The indicators associated with the medium-term outcomes seem connected and attainable
There is no clear connection between the long-term outcomes identified and the proposed project/ program	0	1	2	3	Long-term outcomes clearly align with the program/project
The applicant does not appear to have the capacity to measure outputs and outcomes.	0	1	2	3	The applicant has the resources to gather, collate, and review/interpret evaluation material
There are no identified external influences associated with this program/project	0	1	2	3	Potential external influences and risks have been identifying
There are no proposed mitigation strategies identified to reduce the potential for, and/or impact of, influences	0	1	2	3	Mitigation strategies have been identified to prevent, reduce the impact, and/or respond to influences/risks that could/do occur.

Budget: This is where the applicant provides information about the expenses and revenues associated with the program/project.

There are no details in the various funding lines	0	1	2	3	Details within the budget provide the Evaluator with a good understanding of how the funds will be used
The costs seem too high/low given the scope of the program/project	0	1	2	3	The costs seem reasonable given the scope of the proposal

Total Scores:

Question	Maximum Score
Target Population	15
Challenge/Issue	6
Proposed Approach	12
Stakeholders	9
Organization Contribution and Capacity	12
Work-plan	6
Theory of Change	54
Budget	6
Total	120
Less Penalties for Excess Word Counts	