

# Project and Program Grant Application Evaluation Criteria

Applicant: \_\_\_\_\_

Project: \_\_\_\_\_

	Proposal Score
<b>Commissioner Evaluation</b> <i>(Items 1-6: maximum of 70 points)</i>	
<b>Application Submission Completed by Staff</b> <i>(Items 7-10 : maximum of 10 points)</i>	
<b>Minimum Point Threshold to be Considered for Funding</b>	56

**1. Applicant Evaluation** **(Maximum of 15)** \_\_\_\_\_

- ♦ The applicant is qualified and has the capacity to produce this project/program.
- ♦ The applicant is able to achieve the stated goals and outcomes.
- ♦ The amount of dollars requested compared to the number of Livermore residents served is reasonable for this project/program.

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**2. Program Evaluation** **(Maximum of 15)** \_\_\_\_\_

- ♦ The applicant possesses the credentials to provide a quality project/program.
- ♦ The project/program specifically addresses one or more of the main strands found in the Cultural Arts Master Plan.
- ♦ The project/program meets one or more of the Council's current cultural arts priorities and will be beneficial for Livermore's cultural arts community.

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**3. Funding/Budget** **(Maximum of 10)** \_\_\_\_\_

- ♦ Project/program and administrative budgets are reasonable.

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**4. Alternative Funding Sources** **(Maximum of 10)** \_\_\_\_\_

- ♦ The applicant has secured the required 1:1 matching funds at least 50% of which are from cash sources *other than* the City of Livermore.
- ♦ If applicable, will the applicant charge a fee and/or produce other income that may be used to support this project/program.
- ♦ The applicant has secured the funds necessary to complete the project or program.

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**5. Community Support and Collaboration** (Maximum of 5) \_\_\_\_\_

- ♦ Does this applicant have overall program and financial support from Livermore residents?
- ♦ Has the applicant secured partners within the Livermore community to achieve the project/program goals?

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**6. Marketing and Outreach** (Maximum of 5) \_\_\_\_\_

- ♦ Does this applicant have a well thought out and workable marketing and outreach plan?
- ♦ The project/program is accessible to the diverse population that is Livermore (lower income residents, disabled, the elderly, youth, cultural diversity, etc.).

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**TO BE COMPLETED BY STAFF**

**7. Application Process**

- a. Has the application been completed according to the checklist? **Up to 10 points**  
or,
- b. were extra materials added to the application or insufficient information provided? **0 points**

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**8. Has the applicant previously applied for funding from the Commission for the Arts under the Project and Program Grants program? \_\_\_\_\_**  
When? \_\_\_\_\_

**9. Has the applicant previously applied for funding under any other City Art program? Yes/No \_\_\_\_\_ If yes, when? \_\_\_\_\_**

**10. Did the applicant receive funding for prior applications?  
Yes/No \_\_\_\_\_**

**11. Did the applicant submit a Final Report for prior grants?  
Yes/No \_\_\_\_\_**