



**INNOVATION FUND**  
**FISCAL YEAR 2017 IMPLEMENTATION GRANT RUBRIC**

<b>General Information</b>	
Applicant Name:	Reviewer Name:
Priority Area(s):	Date Reviewed:
Total Points:	

<b>Category</b>	<b>Total Points Possible</b>	<b>Points Received</b>
Executive Summary	<b>5</b>	
Innovation	<b>5</b>	
Alignment and Need	<b>15</b>	
Goals and Evaluation Plan	<b>15</b>	
Partnership Overview	<b>20</b>	
Capacity to Implement	<b>10</b>	
Scope of Work	<b>20</b>	
Budget	<b>10</b>	
Bonus Points?	<b>5</b>	
<b>Total Points</b>	<b>100 (+5 bonus points)</b>	

<b>Executive Summary</b>		<b>Score</b> 5 points possible
Applicant provides a concise description of the program it would like to implement, including the program's mission, vision, theory of change, and the anticipated population the program will serve.		
<b>5</b> <b>(Excellent)</b>	<p><b>The program overview includes and <i>effectively describes all of the following components:</i></b></p> <ul style="list-style-type: none"> <li>• An overview of the proposed Innovation Fund project,</li> <li>• A well-articulated mission and vision and logical theory of change, and</li> <li>• A description of the population the program will serve.</li> <li>• The application has excellent grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>4</b> <b>(Good)</b>	<p><b>The program overview <i>describes most of the following</i> or is missing one component:</b></p> <ul style="list-style-type: none"> <li>• An overview of the proposed Innovation Fund project,</li> <li>• A mission, vision, and theory of change, and</li> <li>• A description of the population the program will serve.</li> <li>• The application has effective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>2 3</b> <b>(Average)</b>	<p>The program overview <i>somewhat summarizes the following</i> or is missing two to three components:</p> <ul style="list-style-type: none"> <li>• An overview of the proposed Innovation Fund project,</li> <li>• A mission, vision, and theory of change, and</li> <li>• A description of the population the program will serve.</li> <li>• The application has adequate grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>1</b> <b>(Poor)</b>	<p>The program overview <i>ineffectively summarizes the following</i>, and/or is missing more than three components:</p> <ul style="list-style-type: none"> <li>• An overview of the proposed Innovation Fund project,</li> <li>• A mission, vision, and theory of change, and</li> <li>• A description of the population the program will serve.</li> <li>• The application has ineffective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>0</b> <b>(Incomplete)</b>	<ul style="list-style-type: none"> <li>• If the applicant skipped this section, please score the application as incomplete.</li> </ul>	
<b>Comments:</b>		

<b>Innovation</b> Applicant describes why its program solves an existing problem in a new and inventive way, has the potential to dramatically improve student achievement, is replicable, and can be objectively evaluated.		<b>Score</b> 5 points possible
<b>5</b> <b>(Excellent)</b>	<ul style="list-style-type: none"> <li>Applicant <b><u>thoroughly describes and effectively proves</u></b> why its program solves an existing problem in a new and inventive way, has the potential to dramatically improve student achievement, is replicable, and can be objectively evaluated.</li> </ul>	
<b>4</b> <b>(Good)</b>	<ul style="list-style-type: none"> <li>Applicant <b><u>describes and proves</u></b> why its program solves an existing problem in a new and inventive way, has the potential to dramatically improve student achievement, is replicable, and can be objectively evaluated.</li> </ul>	
<b>2 3</b> <b>(Average)</b>	<ul style="list-style-type: none"> <li>Applicant <b><u>somewhat describes and somewhat proves</u></b> why its program solves an existing problem in a new and inventive way, has the potential to dramatically improve student achievement, is replicable, and can be objectively evaluated.</li> </ul>	
<b>1</b> <b>(Poor)</b>	<ul style="list-style-type: none"> <li>Applicant <b><u>vaguely describes and/or does not prove</u></b> why its program solves an existing problem in a new and inventive way, has the potential to dramatically improve student achievement, is replicable, and can be objectively evaluated.</li> </ul>	
<b>0</b> <b>(Incomplete)</b>	<ul style="list-style-type: none"> <li>If the applicant skipped this section, please score the application as incomplete.</li> </ul>	
<b>Comments:</b>		

<b>Alignment and Need</b> The program is aligned to one of the Innovation Fund priority areas. The applicant describes the need for the program and the data it used to determine that need.		<b>Score</b> 15 points possible
<b>13 14 15</b> <b>(Excellent)</b>	<ul style="list-style-type: none"> <li>The program is <b><i>strongly aligned</i></b> with the selected Innovation Fund priority area.</li> <li>Applicant thoroughly explains how the implementation of the program will benefit students, teachers, or educational leaders.</li> <li>Applicant <b><i>thoroughly describes the data</i></b> used to determine this need. There is a strong link between the data and the need.</li> <li>Excellent grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>9 10 11 12</b> <b>(Good)</b>	<ul style="list-style-type: none"> <li>The program is <b><i>aligned</i></b> with the selected Innovation Fund priority area.</li> <li>Applicant explains how the implementation of the program will benefit students, teachers, or educational leaders.</li> <li>Applicant <b><i>describes the data</i></b> used to determine this need. There is a link between the data and the need.</li> <li>Effective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>5 6 7 8</b> <b>(Average)</b>	<ul style="list-style-type: none"> <li>The program is <b><i>somewhat aligned</i></b> with the selected Innovation Fund priority area.</li> <li>Applicant somewhat describes how the implementation of the program will benefit their students, teachers, or educational leaders.</li> <li>Applicant <b><i>somewhat describes the data</i></b> used to determine this need. There is a weak link between the data and the need.</li> <li>Adequate grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>1 2 3 4</b> <b>(Poor)</b>	<ul style="list-style-type: none"> <li>The program is <b><i>loosely aligned or not aligned</i></b> with the selected Innovation Fund priority area.</li> <li>Applicant does not explain or minimally explains how the implementation of the program will benefit students, teachers, or educational leaders.</li> <li>Applicant <b><i>does not describe or minimally describes</i></b> the data used to determine the need, or there is a nonexistent link between the data and the need.</li> <li>Ineffective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>0</b> <b>(Incomplete)</b>	<ul style="list-style-type: none"> <li>If the applicant skipped this section, please score the application as incomplete.</li> </ul>	
<b>Comments:</b>		

<b>Goals and Evaluation Plan</b>		<b>Score</b>
The applicant describes 3 -6 SMART goals, a logical plan for collecting and analyzing data, and describes potential external evaluators.		<b>15 points</b>
<b>13 14 15</b> <b>(Excellent)</b>	<ul style="list-style-type: none"> <li>• Applicant includes 3 – 6 goals, written in the SMART format.</li> <li>• The applicant includes 3 academic outcomes.</li> <li>• Applicant includes a logical and feasible plan for collecting and analyzing data and the plan is strongly aligned with the listed SMART goals.</li> <li>• Applicant describes potential external evaluators and their qualifications.</li> <li>• Excellent grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>9 10 11 12</b> <b>(Good)</b>	<ul style="list-style-type: none"> <li>• Applicant includes 3 – 6 goals, mostly written in the SMART format.</li> <li>• The applicant includes 2 academic outcomes.</li> <li>• Applicant includes a logical and feasible plan for collecting and analyzing data and the plan is aligned with the listed SMART goals.</li> <li>• Applicant describes potential external evaluators.</li> <li>• Effective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>5 6 7 8</b> <b>(Average)</b>	<ul style="list-style-type: none"> <li>• Applicant includes 3 – 6 goals, somewhat written in the SMART format.</li> <li>• The applicant includes 1 academic outcome.</li> <li>• Applicant includes a plan for collecting and analyzing data and the plan is somewhat aligned with the listed SMART goals.</li> <li>• Applicant lists or somewhat describes potential external evaluators.</li> <li>• Adequate grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>1 2 3 4</b> <b>(Poor)</b>	<ul style="list-style-type: none"> <li>• Applicant includes goals, but they are not written in the SMART format.</li> <li>• The applicant does not include any academic outcomes.</li> <li>• Applicant includes a plan for collecting and analyzing data, but the plan is not aligned with the listed SMART goals.</li> <li>• Applicant lists potential external evaluators, but does not include a description.</li> <li>• Ineffective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>0</b> <b>(Incomplete)</b>	<ul style="list-style-type: none"> <li>• If the applicant skipped this section, please score the application as incomplete.</li> </ul>	
<b>Comments:</b>		

<b>Partnership Overview</b>		<b>Score</b> 20 points possible
Applicant provides a detailed description of all partners that are critical to the success of the program, how those partners will play a role in the implementation process, and how it has or will develop a relationship with all listed partners.		
<b>16 17 18 19 20</b> <b>(Excellent)</b>	<ul style="list-style-type: none"> <li>Applicant <b>provides a comprehensive list and description of critical partners.</b></li> <li>Applicant provides thorough details of how each partner will play a role in the proposed Innovation Fund Project, both before and after the grant period.</li> <li>Attached statements of commitment from listed partners strongly support the applicant's answers.</li> <li>Excellent grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>11 12 13 14 15</b> <b>(Good)</b>	<ul style="list-style-type: none"> <li>Applicant <b>identifies and describes all critical partners.</b></li> <li>Applicant includes details of how each partner will play a role in the proposed Innovation Fund project, both before and after the grant period.</li> <li>Attached statements of commitment from listed partners support the applicant's answers.</li> <li>Effective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>6 7 8 9 10</b> <b>(Average)</b>	<ul style="list-style-type: none"> <li>Applicant <b>identifies and describes a few critical partners.</b></li> <li>Applicant includes vague details of how each partner will play a role in the proposed Innovation Fund project, both before and after the grant period.</li> <li>Attached statements of commitment from listed partners loosely support that the partners are committed to the implementing the program.</li> <li>Adequate grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>1 2 3 4 5</b> <b>(Poor)</b>	<ul style="list-style-type: none"> <li>Applicant <b>does not identify or identifies and minimally describes any critical partners.</b></li> <li>Applicant's includes minimal details of how each partner will play a role in the proposed Innovation Fund project, both before and after the grant period.</li> <li>Attached statements of commitment from listed partners do not support that the partners are committed to implementing the program.</li> <li>Ineffective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>0</b> <b>(Incomplete)</b>	<ul style="list-style-type: none"> <li>If the applicant skipped this section, please score the application as incomplete.</li> </ul>	
<b>Comments:</b>		

<b>Capacity to Implement</b> Applicant provides a thorough description of its capacity to implement this program, including the individual(s) that will lead/facilitate the implementation process and why they were chosen as the grant lead(s).		<b>Score</b> 10 points possible
<b>9 10</b> <b>(Excellent)</b>	<ul style="list-style-type: none"> <li>• Applicant <b>provides strong evidence</b> that it has the capacity to lead a grant of this nature.</li> <li>• The grant lead(s) is/are highly qualified to lead the implementation process.</li> <li>• Applicant thoroughly discusses the roles and responsibilities of other stakeholders who will be involved in the implementation of the proposed Innovation Fund project.</li> <li>• Attached statements of commitment from key personnel and leadership strongly support the applicant's answers.</li> <li>• Excellent grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>6 7 8</b> <b>(Good)</b>	<ul style="list-style-type: none"> <li>• Applicant <b>provides evidence</b> that it has the capacity to lead a grant of this nature.</li> <li>• The grant lead(s) is/are qualified to lead the implementation process.</li> <li>• Applicant discusses the role and responsibilities of other stakeholders who will be involved in the implementation of the proposed Innovation Fund project.</li> <li>• Attached statements of commitment from key personnel and leadership support the applicant's answers.</li> <li>• Effective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>3 4 5</b> <b>(Average)</b>	<ul style="list-style-type: none"> <li>• Applicant <b>provides some evidence</b> it has the capacity to lead a grant of this nature.</li> <li>• The grant lead(s) is/are somewhat qualified to lead the implementation process.</li> <li>• Applicant somewhat discusses the roles and responsibilities of other stakeholders who will be involved in the implementation of proposed Innovation Fund project.</li> <li>• Attached statements of commitment from key personnel and leadership loosely indicate that the individuals listed have the capacity to implement the program.</li> <li>• Adequate grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>1 2</b> <b>(Poor)</b>	<ul style="list-style-type: none"> <li>• Applicant <b>provides limited evidence</b> that it has the capacity to lead a grant of this nature.</li> <li>• The grant lead(s) is/are not qualified to lead the implementation process.</li> <li>• Applicant minimally discusses or does not discuss the role and responsibilities of other stakeholders who will be involved in the implementation and proposed Innovation Fund project.</li> <li>• Attached statements of commitment from key personnel and leadership do not indicate that the individuals listed have the capacity to implement the program.</li> <li>• Ineffective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>0</b> <b>(Incomplete)</b>	<ul style="list-style-type: none"> <li>• If the applicant skipped this section, please score the application as incomplete.</li> </ul>	
<b>Comments:</b>		

<b>Scope of Work</b> The applicant includes a chart detailing the scope of work required to implement the proposed program, describes intended milestones and deliverables, and discusses any potential challenges as well as plans to mitigate those challenges.		<b>Score</b> 20 points possible
<b>16 17 18 19 20</b> <b>(Excellent)</b>	<ul style="list-style-type: none"> <li>• Applicant <b>thoroughly describes all program activities and deliverables</b> over the grant period.</li> <li>• The activities described appear to align with the successful implementation of a program that will yield positive outcomes.</li> <li>• Applicant thoroughly describes any limiting circumstances and proposed plans to mitigate those challenges.</li> <li>• Excellent grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>11 12 13 14 15</b> <b>(Good)</b>	<ul style="list-style-type: none"> <li>• Applicant <b>describes all program activities and deliverables</b> over the grant period.</li> <li>• The activities described appear to mostly align with the successful implementation of a program that will yield some positive outcomes.</li> <li>• Applicant describes any limiting circumstances and proposed plans to mitigate those challenges.</li> <li>• Effective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>6 7 8 9 10</b> <b>(Average)</b>	<ul style="list-style-type: none"> <li>• Applicant <b>somewhat describes all program activities and deliverables</b> over the grant period.</li> <li>• The activities described appear to somewhat align with the implementation of a program that may or may not yield positive outcomes.</li> <li>• Applicant somewhat describes potential limiting circumstances and the proposed plans to mitigate those challenges.</li> <li>• Adequate grammar and sentence mechanics (spelling, capitalization, punctuation)</li> </ul>	
<b>1 2 3 4 5</b> <b>(Poor)</b>	<ul style="list-style-type: none"> <li>• Applicant <b>does not or minimally describes the program activities and deliverables</b> over the grant period.</li> <li>• The activities described do not appear to align with the implementation of a program that yields positive outcomes.</li> <li>• Applicant does not describe or minimally describes any potential limiting circumstances and proposed plans to mitigate those challenges.</li> <li>• Ineffective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>0</b> <b>(Incomplete)</b>	<ul style="list-style-type: none"> <li>• If the applicant skipped this section, please score the application as incomplete.</li> </ul>	
<b>Comments:</b>		

<b>Budget</b> Applicant provides a specific budget and budget narrative with reasonable, allowable, and allocable expenses.		<b>Score</b> 10 points possible
<b>9 10</b> <b>(Excellent)</b>	<ul style="list-style-type: none"> <li>Line items are <b>specific and reasonable</b>.</li> <li>Items are directly related to the proposed Innovation Fund project (allocable) as identified within the grant application.</li> <li>Excellent grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>6 7 8</b> <b>(Good)</b>	<ul style="list-style-type: none"> <li>Line items are <i>mostly specific and reasonable</i>. There are a few (1-2) items that may be misaligned.</li> <li>Most items are directly related to the proposed Innovation Fund project as identified within grant application.</li> <li>Effective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>3 4 5</b> <b>(Average)</b>	<ul style="list-style-type: none"> <li>Line items are <i>somewhat specific and reasonable</i>. There are a few (3-4) items that may be misaligned.</li> <li>Items are somewhat related to the proposed Innovation Fund project as identified within the grant application.</li> <li>Adequate grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>1 2</b> <b>(Poor)</b>	<ul style="list-style-type: none"> <li>Line items <b>are not specific or reasonable</b>.</li> <li>Items are not related or minimally related to the proposed Innovation Fund project as identified within the grant application.</li> <li>Ineffective grammar and sentence mechanics (spelling, capitalization, punctuation).</li> </ul>	
<b>0</b> <b>(Incomplete)</b>	<ul style="list-style-type: none"> <li>If the applicant skipped this section, please score the application as incomplete.</li> </ul>	
<b>Comments:</b>		