**Community Support Grant Evaluation Criteria**

**Operating and Project Support Evaluation Criteria:**

(Up to $12,000 in funding is available for operating and/or project support. The amount of funding requested cannot exceed 50% of overall operating expenses.)

**Mission/Goals** (300 words or less)

* Provide your organization’s mission statement and strategic goals.
* Explain how the programs and services in this proposal advance your mission and goals.

**Evaluation Criteria = 10%**

-Is the mission written clearly and are the goals well defined?

-Is there a clear description of how the proposal addresses the mission and goals of the organization?

**Diversity, Equity, and Inclusion** (300 words or less)

* How will your organization invite, engage and/or create alongside nondominant communities (people with disabilities, older adults, veterans, low-income communities, etc.) to ensure positive and meaningful experience with your programs?
* Does the leadership/staff of your organization include members of the nondominant communities you serve?
* Highlight key components of your organization’s Accessibility Plan or explain how you address requests for accommodations.

**Evaluation Criteria = 15%**

-Is there a clearly defined plan or evidence of previous efforts to engage with nondominant communities and increase access for people with disabilities?

-Are members of the identified community represented in the planning, decision making, and evaluation processes?

-Is there a clearly defined Accessibility Plan and/or publicized process for requesting accommodations?

**Community** (300 words or less)

* Provide a brief introduction of the community you serve and articulate how you identified the needs of that community (location, demographics, economics, etc.).
* What role does your community have in the planning and execution of your programs?

**Evaluation Criteria = 20%**

-Is the community that is served by the organization clearly defined?

-Is there a clearly defined process by which community needs and interests are identified?

**Administration/Management** (300 words or less)

* Explain the resources available for your organization to provide the services and programs outlined. Include resources other than funding, such as staffing and/or volunteers, community support, consultants, etc.
* Who was involved in the planning process? Identify any key partners.

**Evaluation Criteria = 5%**

-Does the proposal address the workload and organizational capacity to carry out their plan?

-Is it clearly outlined who will be involved?

**Marketing/Promotion** (100 words or less)

* How do you share the story of your organization, programs, or services with your communities?

**Evaluation Criteria = 5%**

-Does the organization have a clearly defined plan for advancing the story of their organization, programs, and services?

**Evaluation** (300 words or less)

* What methods do/will you use to evaluate and measure the impact of your programs and services in your community?
* How do/will you evaluate and measure the impact of your programs and services to ensure they advance your mission and goals?
* Who is involved in the evaluation of your programs and services?
* What have you learned from past evaluations and what actions did you take because of what you learned? If you are a first time applicant, how do you intend to use feedback from future evaluations?

**Evaluation Criteria = 15%**

-Are there clear and specific plans for outcome measurement, documentation, and evaluation of programs and services?

-Is there a clear plan for assessing the impact of programs and services in relation to organizational goals?

-Are members of the intended communities significantly involved in the evaluation of programs?

-Is there a clear indication that feedback from previous evaluations has impacted the organization’s programs and planning? If a first time applicant, is there a clear indication that feedback will be incorporated into future programs and processes?

**Proposal Narrative** (500 words or less)

* Provide details about programs and services planned within the timeframe of July 1 – June 30.
* Identify artists who are involved with your organization, and provide detailed information regarding their qualifications pertaining to their level of involvement.

**Evaluation Criteria = 20%**

-Does the proposal clearly describe what the organization plans to do and how they will carry out the proposal?

-Does the proposal clearly outline when and where programs and services will occur?

- Are the artists involved clearly identified and appropriate for the proposed programs and

services?

**Budget Narrative and Budget** (100 words or less)

* Describe the different types of funding sources that support your organization, including in-kind donations and highlighting key partnerships.
* Explain how your budget aligns with the programs and services you provide.
* Describe any major financial challenges or successes of your organization.
* The narrative should provide an overall picture of your organization’s financial situation. Do not include figures in the budget narrative.

**Evaluation Criteria = 10%**

-Does thebudget demonstrate appropriate financial planning?

-Are there diverse and appropriate funding sources?

-Does the budget demonstrate strong financial and/or in-kind support from key partners?

-Does the budget seem appropriate for the proposed programs and services?

**Arts Learning Evaluation Criteria:**

(Up to $5,000 in funding is available. The Arts Council can fund up to 50% of total expenses).

**Project Narrative** (500 words or less)

* Provide detail about the arts learning programs and services planned within the timeframe of July 1 – June 30.

**Evaluation Criteria = 20%**

-Does the proposal clearly describe the Arts Learning components, programs, or services?

**Arts Learning Population Served** (500 words or less)

* Who is being served through your organization’s arts education programs and services?

**Evaluation Criteria = 10%**

-Is the target audience clearly identified?

**Arts Learning: Pre-K – 12 Standards** (500 words or less)

* If the target audience is Pre-K – 12 students, explain how the [Wyoming Fine and Performing Arts Standards](https://edu.wyoming.gov/educators/standards/arts/) will be addressed in the planning and implementation of the programs or services offered. Please list specific standards (example: FPA 8.1.A.1) and how those standards will be addressed through programming or services.

-AND/OR-

**Arts Learning: Non Pre-K – 12** (500 words or less)

* If the target audience is not Pre-K – 12 students, what are the specific arts learning goals and how were those goals identified?

**Evaluation Criteria = 20%**

-Do the programs or services clearly fulfill the appropriate Fine and Performing Arts Standards or are specific arts learning goals identified?

**Arts Learning: Artists Involved** (500 words or less)

* Identify the artists, consultants, teachers, educators, and key partners involved. Detail their qualifications as to their level of involvement, and how they were selected.

**Evaluation Criteria = 15%**

-Are the artists, consultants, educators, and/or partners clearly identified and appropriate for the proposed programs and services?

**Arts Learning: Furthering Arts Learning in Wyoming** (500 words or less)

* How will your programming and services provide growth or further arts education in Wyoming?

**Evaluation Criteria = 20%**

-Does the organization have a clearly defined plan for advancing arts learning? Are the programs and services sustainable for future growth?

**Arts Learning: Evaluation** (500 words or less)

* How will you evaluate and measure outcomes in relation to the identified standards or arts learning goals?

**Evaluation Criteria = 15%**

-Are there clear and specific plans for measuring/evaluating the impact of programs and services?

**Rural Arts Access Supplemental Funding Criteria:**

(Up to $1,000 in funding available. Expenses and income must be clearly outlined in the budget).

* To qualify for Rural Arts Access funds, identify the underserved rural community/audience you will reach, and explain in detail the specific programs and services your organization will provide. (200 words or less)

**Evaluation Criteria = Yes/No Funding**

-Does the organization specifically provide appropriate outreach programs or services to rural communities?

**Folk and Traditional Arts Supplemental Funding Criteria:**

(Up to $1,000 in funding available. Expenses and income must be clearly outlined in the budget).

* Describe in detail your plan for including Folk & Traditional arts and artists in your programs and services. (200 words or less)

**Evaluation Criteria = Yes/No Funding**

-Does the organization include appropriate Folk and Traditional arts or artists in their programs and services?

**Organizational Professional Development Supplemental Funding Criteria:**

(Up to $1,000 in funding available. Expenses and income must be clearly outlined in the budget).

* Describe what professional development opportunities are planned for staff and/or volunteers. If applicable, please name the specific conference, training, or opportunity alongside the potential dates and presenters.
* Describe how these opportunities will both contribute to the growth of your staff and/or volunteers, and advance the strategic goals of your organization. (200 words or less)

**Evaluation Criteria = Yes/No Funding**

- Does the organization offer or have a plan for professional development opportunities for their staff and/or volunteers that thoughtfully considers both the growth of their staff and their organization’s strategic goals?