



COMMUNITY PARTNERSHIP FUND

APPLICATION ASSESSMENT CRITERIA FOR COMPLETED PROJECT PLAN TEMPLATES

ASSESSMENT CRITERIA	LOW (1)	MEDIUM (2)	HIGH (3)
<p>1. Project plan – Demonstrating Community Need</p> <p><i>Extent to which the proposal responds to identified local need and demand</i></p>	<ul style="list-style-type: none"> - Very limited or no evidence that the proposal is addressing local need. - 	<ul style="list-style-type: none"> - Some evidence provided that the proposal will meet local need and demand 	<ul style="list-style-type: none"> - Strong and comprehensive evidence that the proposal meets local need and demand
<p>2. Project Plan – Activities and Timescales</p> <p><i>Extent to which there is a clear activity with identified timescales and key milestones</i></p>	<ul style="list-style-type: none"> - Very limited or no programme plan. No timescales or milestones (or timescales and milestones that are unrealistic) 	<ul style="list-style-type: none"> - Outline programme plan provided with some timescales and milestones identified. 	<ul style="list-style-type: none"> - A clear, robust programme plan with identifiable and realistic timescales and milestones.
<p>3. Sustainability, Exit Strategy & Legacy</p> <p><i>Extent to which the project can be sustained after the Community Partnership Fund ends.</i></p> <p>NB: High score of 3 is mandatory for this</p>	<ul style="list-style-type: none"> - Project and community benefits likely to cease once funding ends 	<ul style="list-style-type: none"> - Reasonable plan in place to source additional funding and/or sustain the project for at least 1 year. - Community benefits will likely 	<ul style="list-style-type: none"> - Clear and realistic plan in place to generate additional income and/or secure additional funding to sustain the project for at least 1 year.



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<p>section.</p>		<p>continue after the funding ends.</p>	<ul style="list-style-type: none"> - Community benefits will continue after the funding ends.
<p>4. Community Partnership Fund Objectives</p> <p><i>Your project must meet the Community Partnership Fund objectives.</i></p> <p><i>Degree of certainty that the projected outputs and outcomes are achievable and measurable</i></p>	<ul style="list-style-type: none"> - Very limited or no outcomes identified with no information on measurement. 	<ul style="list-style-type: none"> - Some outcomes identified with attempt to demonstrate how these will be measured. 	<ul style="list-style-type: none"> - Clear and appropriate outcomes identified which appear achievable and measurable.
<p>5. Proven Track Record</p> <p><i>Extent to which the applicant has experience in successful project delivery and grant management</i></p>	<ul style="list-style-type: none"> - Very limited or no proven track record of managing and delivering funding and projects 	<ul style="list-style-type: none"> - Some relevant experience of delivering successful funded projects with RCTCBC or other funders 	<ul style="list-style-type: none"> - Clear evidence demonstrating a proven track record of delivering successful funded projects with RCTCBC or other funders.
<p>6. Project Costs (5)</p> <p><i>Extent to which all appropriate expenditure and sources of income have been identified. Extent to which the proposal demonstrates value for money.</i></p>	<ul style="list-style-type: none"> - Very limited financial detail provided. - No match funding identified. - Project doesn't offer value for money 	<ul style="list-style-type: none"> - Some financial detail provided. - Minimum 20% match funding identified. - Project offers value for money somewhat 	<ul style="list-style-type: none"> - Comprehensive financial detail provided. - Significant match funding identified. - Project offers good value for money



ASSESSMENT OUTCOME RECORD

Case Reference & Name of Organisation		Project Name	
Date of Panel		Panel members	

Assessment Summary	Score (H=3, M=2, L=1)	Comments
1. Demonstrating Community Need		
2. Activities and timescales		
3. Sustainability, Exit Strategy & Legacy		
4. Outcomes and Output projections		



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5. Proven Track Record		
6. Project Costs / Value for Money		Total Cost (including Grant): Total Recommended Funding:
TOTAL SCORE		

Pre- Assessment Comment/s

**Delete as appropriate/list all that apply.*

*A score of 1 or less has been recorded in one or more sections – Therefore the application has been declined.

* A score of 2 or less has been recorded on Sustainability, Exit Strategy, Legacy section – therefore the application has been declined

*A score of 14 or less out of 18 has been recorded - Therefore the application has been declined.

*A score of 15 or above out of 18 has been recorded - Therefore the application has been progressed to full Assessment Panel.

Officer Assessment Decision



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Approved for full Assessment Panel Consideration	
Declined	
Date	
Full Assessment Panel Decision	Approved/Declined/Conditional Offer
Date of Full Assessment Panel decision	