Scoring matrix – Small Project Grants 2023

| **Categories** | **Low (0-3)** | **Medium (4-6)** | **High (7-10)** |
| --- | --- | --- | --- |
| **Evidence of need (30%)** | * No community support or endorsement from local community provided * No engagement or collaboration with local community detailed * No statement of need included * Other funding sources very possible | * Some degree of community support and/or endorsement included * Some engagement or collaboration with local community planned * Other funding sources slightly possible | * Statement of need included as evidence * Multiple letters of support/endorsement from community * Strong engagement/collaboration with other community groups demonstrated * Other funding sources very unlikely |
| **Alignment to Council Priorities (20%)** | * Little to no detail explaining alignment to Council priorities | * Some alignment to Council priority provided, however little detail given * Some evidence of understanding of relevant Council plans | * Clear alignment to Council priority with reasons strongly articulated * Supports initiatives that advance reconciliation and/or celebrate First Nations Peoples * Supports one or more of Council’s environmental/wellbeing priorities |
| **Community Benefit (30%)** | * Community benefits are not clear or appear unachievable * Low benefit for target group/unlikely to impact others in community * Minor increase in community activity likely * Gender has not been considered * Accessibility for diverse groups not considered | * Community benefits appear clear and achievable * Moderate benefit for target group/ impact is likely to include other groups in shire * Moderate increase in community activity likely | * Community benefits appear clear, achievable and well considered * Significant benefit for target group/ impact will benefit shire broadly * Impact of project on all gender identities has been considered * Accessibility for diverse community groups has been addressed |
| **Ability to deliver project (20%)** | * Inadequate project planning - aims are unclear or appear unachievable, project description lacks clarity and tasks list incomplete or has little attention to detail * Inadequate budget - unclear/incomplete, no funds or in-kind contribution, no additional funding sources sought, project costs exceed project value or will require ongoing funding * Potential risks or strategies to mitigate these not adequately considered * No supporting documentation provided | * Adequate project planning - clear and achievable aims and project timeline * Adequate budget - most costs or income sources identified, some funds or in-kind contribution included, additional funding sources may have been sought and project costs equal project value * Some relevant risks considered with strategies to mitigate these * Some supporting documentation provided | * Excellent project planning - clear articulation of all tasks in a logical order with realistic timelines * Sound budget - all costs and income sources clearly identified, significant funds or in-kind contribution included, additional funding sources may have been confirmed and project value exceeds project cost * Relevant risks carefully considered with strategies to mitigate these * All supporting documentation provided |