CITY OF DUBLIN
HUMAN SERVICES GRANT RATING GUIDE

Organization: _____

Program: _____

City Staff Score

Each project has already been scored by city staff in the Grant Ratings Worksheet using the criteria below. These scores will automatically be added to the scores you add for every project that is selected to receive funding.

Organization/Management (1 point each, maximum of 5)

Description	Score
The organization previously received funding from Dublin and has fully complied with the City's management procedures, including invoice and report deadlines.	
The organization, as presented in the application, is able to achieve the stated goals and outcomes.	
The organization and its staff are qualified and have the capacity to provide for the program. (non-profit status, resumes for staff, Board of Directors, information on clients served)	
The organization has completed all required aspects of the application process.	
The proposed program has a successful proven track record (not a new program).	

Commission Member Rating Categories

Please review each of the applications in ZoomGrants. For each application, provide a score (1-10) for each of the categories below. Descriptions of each score range are included below for guidance. Add your scores for each category, and any notes on each application, to the corresponding cells in the Grant Ratings Worksheet.

Need – Rate the need for this program/service.

Rating	Description	Score
Low 0-2	The applicant does not articulate a clear need for the project in their application and is unlikely to address that need.	
Mid 3-5	The applicant identifies a clear need, but it is not a critical human service need, and/or the applicant does not demonstrate a high likelihood of addressing that need.	
High 6-10	The applicant identifies a critical human service need in Dublin that other organizations do not and demonstrates a high likelihood of addressing that need.	

Benefit – Rate the benefit to low-income or high-risk individuals/households in Dublin.

Rating	Description	Score
Low 0-2	Applicant demonstrates a low number of low-income or high-risk Dublin individuals/households who will benefit from the project, and the application fails to identify any outcomes or ways it will measure project success.	
Mid 3-5	Applicant demonstrates a moderate number of low-income or high-risk Dublin individuals/households who will benefit from the project. The application identifies outcomes but is unclear or unlikely to demonstrate a project impact.	
High 6-10	Applicant demonstrates a high number of low-income or high-risk Dublin individuals/households who will benefit from the project. The application identifies clear and measurable outcomes to demonstrate project impact.	

Funding Request – Rate the applicant's funding request.

Rating	Description	Score
Low 0-2	The funding request is unreasonably high given the project's proposed impact, and the number of people served; the project budget is unrealistic.	
Mid 3-5	The funding request is reasonable but does not demonstrate a high impact or cost effectiveness given the proposed number of people served and/or the project budget has significant questions or flaws.	
High 6-10	The funding request is a reasonable amount demonstrating high impact and cost effectiveness given the proposed number of people served; the project budget is feasible and sound.	

Funding Sustainability – Rate the diversification of the project's funding sources.

Rating	Description	Score
Low 0-2	The Grant request is the only source of funds for the applicant's proposed project.	
Mid 3-5	The applicant has identified more than one funding source to support the proposed activity/service, but this grant request would be the main source of funds, and the long- term sustainability of the project is questionable.	
High 6-10	The applicant has identified multiple funding sources to support the proposed activity/service and ensure sustainability. The organization produces other income that may be used to support this program (fundraising).	

City Funding Necessity – Rate the necessity of City funding for this project.

Rating	Description	Score
Low 0-2	The project is not appropriate for City funds and will not reduce demands on other City resources.	
Mid 3-5	The project is an appropriate use for City funds but will not reduce demands on other City resources and/or other types of funding sources would be a better fit for this project.	
High 6-10	City funds are critical to the project, and funding request is appropriate for City sources and reduces demands for other City resources.	

Consistency with Policies – Rate the proposal's consistency with the HUD Strategic Goals and HUD Policy Priorities. (To determine CDBG eligibility)

Rating	Description	Score
Low 0-2	The proposal does not address any of the HUD Strategic Goals or HUD Policy Priorities.	
Mid 3-5	The proposal addresses one of the HUD Strategic Goals or HUD Policy Priorities.	
High 6-10	The proposal helps address multiple HUD Strategic Goals or HUD Policy Priorities.	

City Council Priorities – Rate the extent the proposal addresses one or more of the City Council's priorities.

Rating	Description	Score
Low 0-2	The proposal does not address any of the Council's priorities.	
Mid 3-5	The proposal addresses one or two of the Council's priorities but does not have a high likelihood of doing so effectively.	
High 6-10	The proposal demonstrates a high likelihood of addressing multiple Council priorities.	

Alameda County 9 Community-Level Challenges and Opportunity Areas – Rate the extent the proposal addresses one or more of the 9 challenges and opportunity areas as identified by the 2024 Eastern Alameda County Human Services Needs Assessment.

Rating	Description	Score
Low 0-2	The proposal does not address any of the 9 challenges and opportunity areas.	
Mid 3-5	The proposal addresses one or two of the 9 challenges and opportunity areas but does not have a high likelihood of doing so effectively.	
High 6-10	The proposal is highly likely to address multiple areas of the 9 challenges and opportunity areas.	

Innovation – If funds were allocated last year for the same project/activity, rate the extent to which the applicant adequately responds to changing community conditions. If the proposal is for a new project, rate the extent to which the project uses a new and innovative approach to solve an identified problem.

Rating	Description	Score
Low 0-2	The applicant does not demonstrate an ability to adapt the project to changing needs or is not using an innovative approach.	
Mid 3-5	It is unclear how the project will respond to changing community conditions identified in the application or use an effective but not particularly innovative approach.	
High 6-10	The applicant demonstrates a high likelihood of responding to changing conditions and/or using an innovative approach.	

Access – Rate the extent to which the project will ensure non-English speakers, people with disabilities, people experiencing homelessness, seniors, low-income families, and/or youth can access the proposed program or activities.

Rating	Description	Score
Low 0-2	The proposal does not mention accessibility concerns and does not describe how it will remove barriers or help community members access its services.	
Mid 3-5	The proposal addresses accessibility concerns but does not identify concrete or impactful ways the project will remove barriers for priority populations.	
High 6-10	The proposal describes concrete and impactful ways the applicant will improve language, technology, and/or transportation access for priority populations.	