

FY24 CBCG Review Committee
RUBRIC

Section	Very Low	Low	Medium	High	Very High	Questions to Consider
Identification of Gap or Priority to be addressed (10 Points)	2 - 3 Applicant identified gap(s) or priority(ies) but did not provide any further information	4 - 5 Applicant provided very little information about recognized gaps or priority areas to be addressed	6 - 7 Applicant provided general information about recognized gaps or priority areas to be addressed	8 - 9 Gap was identified through a real-world event or exercise, but the narrative does not mention a deliberate planning process or formal AAR/CAP.	10 Gap was identified through a deliberate planning process and references a formal document (CAP, AAR, etc.) from a real-world event or exercise and is based on quantitative data that was provided.	<ul style="list-style-type: none"> •Is the identified gap or priority on the the target priorities? •How closely is the gap or priority tied to the target priority? •How well is the gap identified, level of detail of the gap. •Does the gap from an assessment, exercise or documented need?
Methodology to address Gap or Priority (25 Points)	5 - 9 Methodology did not convey a logical approach or did not adequately address a specified gap or priority	10-14 Methodology was logical yet lacking in details; applicant provided very little information about how project would address a specified gap or priority	15 - 19 Applicant provided sufficient amount of detail on the methodology for how the project would address a gap or priority	20 - 24 Applicant provided a thought out methodology for how the project would address a gap or priority	25 The methodology to address the gap provides comprehensive and thorough method to correcting the deficiency and references specific best practices from local, state, or federal guidance or documented best practices.	<ul style="list-style-type: none"> • Is each section of the application completed? • Is there sufficient detail provided for each section of the application? • Do you (as an evaluator) have a clear understanding of the project? • Does it appear as though the applicant has done the appropriate amount of research to fully understand the costs? • Does the application clearly explain how the gap/priority will be addressed? • Based on your knowledge and experience, does the plan to address the gap sound appropriate?
Project Sustainability (10 Points)	0 Applicant relies on any funding source outside of organic local funds to sustain the project.	2 -4 Applicant provided some details on how the organization/county would sustain the project	5 - 7 Applicant provided sufficient amount of detail on how the organization/county would sustain the project	8 - 9 Applicant provides a general description of how the project will be sustained with organic funds, staffing and materials not contingent on state, federal or non-profit funding after project implementation.	10 Applicant provides detailed description of how the project will be sustained with organic funds, staffing and materials not contingent on state, federal or non-profit funding after project implementation.	<ul style="list-style-type: none"> • How well does it appear that the project will be sustained? • Is it clear where the funding will come from going forward? • Do you as the evaluator have a clear understanding of how the project will be sustained?
FY2024 Target Priorities addressed (25 Points)	5 Projects purchasing radio communications.	10 Other items supported by a documented local or regional risk assessment/THIRA.	15 •Project directly increases the capacity for coordinated incident management and coordination within the jurisdiction (not including communications technology projects). •Project directly increases the jurisdiction's EOC capabilities to include technology initiatives and continuity of operations (not including communications technology projects). •Project increases the resiliency of the community or organization (not including communications technology).	20 Project directly increases the preparedness and readiness of the residents and visitors to the jurisdiction.	25 Project directly increases local mass care and human services capacity to serve disaster survivors in a sheltering or feeding scenario.	<ul style="list-style-type: none"> • How well does the project fit with the target priority? • Is the description clear and direct?
Timeline of Activities/ Milestones (20 Points)	0 No timeline described	5 Timeline is extremely vague and does not provide a sufficient amount of detail	10 The timeline that was provided by the applicant has some details, but mostly in generalities	15 Applicant provides details to ensure project completion and paperwork submission before the end of POP without any buffers.	20 Applicant provides enough detail to ensure project completion and paperwork submission before the end of the Period of Performance with buffers built in where needed.	<ul style="list-style-type: none"> • Note: It is important to understand that the project CAN be completed within 1 year. • Based on your experience and knowledge, do you see the project able to be completed within 1 year? •Do you see any potential issues or concerns or potential for delays?
Budget (10 Points)	2 - 3 Budget is extremely vague and does not provide a sufficient amount of detail	4 - 5 The applicant provided a budget which has some details, but mostly in generalities	6 - 7 Applicant provided general information about the budget for the project	8 - 9 Applicant provided a good amount of details on the budget for the project from start to finish	10 Applicant provided extremely detailed information about the budget for the project from start to finish	<ul style="list-style-type: none"> • Based on your experience and knowledge, does the budget look appropriate? • Did the applicant provide quotes and timelines?