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ARPA NONPROFIT CAPITAL PROJECT FUND | GRANT SCORING RUBRIC LOI SCORING RUBRIC | 2022

LETTER OF INTENT			
	8-10 Points	4-7 Points	0-3 Points
Organization Mission and Background	The purchase request is clearly aligned with the organization's established mission and programming. The organization's background clearly articulates a history of executing its specified programming.	The purchase request is only partially aligned with the organization's mission and program or the organization has little history executing its specified programming.	The purchase request is outside the scope of the organization's mission and there is no history of the organization executing programming related to the purchase.
Negative Economic Impact	Demonstrates negative economic impact that clearly arose from the COVID-19 global pandemic. Negative impact is clearly described, and proposed purchase is a clear remedy to the impact.	Negative economic impact only partially described, or purchase is not a clear remedy to the impact.	Negative economic impact not demonstrated.
Client Impact	Headquartered and serves clients in a Qualified Census Tract (QCT)	Headquartered or serves clients in a Qualified Census Tract (QCT)	Neither headquartered nor serves clients in a QCT
Proposal Description (8-10 or 0)	Project is related and reasonably proportional to the economic impact outlined.		Project is not related or reasonably proportional to the economic impact or no negative economic impact was demonstrated.
Proposal Costs	Amount requested is justified by the proposal description. Does not exceed maximum grant amount.	Amount requested somewhat justified by the proposal description. Does not exceed maximum grant amount.	Amount requested is not justified or exceeds maximum grant amount.
Funding Sources (Pandemic Relief Funding/Other Funding Sources)	No additional funding sources required, or appropriate attempts	No additional funding sources required, or appropriate attempts	Additional funding sources needed to execute project that have not

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	have been made to obtain funding from diverse sources based on the scale of the project and the size/resources of the organization. Role of ARPA funding in project is clearly articulated. Use of requested funding is not contingent upon receipt of other funding.	have been made to obtain funding from diverse sources based on the scale of the project and the size/resources of the organization. Role of ARPA funding in project is somewhat articulated. Use of requested funding is not contingent upon receipt of other funding.	been secured. Role of ARPA funding in project is not clear or use of requested funding is contingent upon receipt of other funding.
Fund Management Capacity	Demonstrates organization's capacity to successfully manage the ARPA funds; Organization's financial infrastructure and fiscal management are thoroughly explained.		Organization does not demonstrate ability to successfully manage the ARPA funds.
Changes in Operating Costs	Any increases or decreases in operating costs are adequately explained and compensated for, if necessary.		No explanation provided
Preparedness	Explains where organization is in the planning process; organization is ready to execute project.		Inadequate or no explanation provided.
Total points			
Initial Recommendation: Reviewer Rating and Comments Based on your initial impression of this LOI, would you recommend this organization to submit a full proposal?	Highly Recommend without reservation	Recommend, but with some reservations	Do not recommend
Reviewer Notes			

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