ACAP Evaluation Rubric - Unincorporated Collective/Individual

Name of Applicant/Organization

Each of the three assessment criteria will count for a third (1/3) of the applicant's overall rating. Applicants will be scored on a rating scale from 1 (poor) to 5 (excellent) in each of the assessment criteria for a maximum rating of 15.

Viability of Project/Activity	Poor (1)	Fair (2)	Good (3)	Very Good (4)	Excellent (5)	Score
	• There is little past history of project and budget management, and no indicators of the probability of success.	• Past history of project and budget management is not relevant to the current project and doesn't indicate probability of success.	• Past history of project and budget management is relevant to the current project and indicates some probability of success.	• Past history of project and budget management is clear, relevant to the current project and indicates a probability of success.	• Past history of project and budget management is clear, relevant to the current project and indicates a high probability of success.	
	• The work plan is unrealistic, is incomplete, and has insufficient time and resources dedicated to each phase.	• The work plan has missing elements, and has not dedicated appropriate time and resources to one or more phase of the project.	• The work plan is realistic, includes general categories of activity, and has sufficient time dedicated to each phase.	• The work plan is realistic, includes all the major activities required, and has sufficient time and resources dedicated to each phase.	• The work plan is coherent and realistic, includes all the major activities required, and has sufficient time, resources and contingency plans dedicated to each phase.	
	• There are no plans for raising sufficient funds to realize the project, including in-kind donations if relevant, and there is no appropriate mix of revenues (appropriate to the project, applicant and community).	• Plans for raising sufficient funds to realize the project, including in-kind donations if relevant, are unrealistic, and don't include an appropriate mix of revenues (appropriate to the project, applicant and community); there is an unrealistic contingency plan.	• Plans for raising sufficient funds to realize the project, including in-kind donations if relevant, are appropriate and realistic, and include an appropriate mix of revenues (appropriate to the project, applicant and community); there is a contingency plan.	• Plans for raising sufficient funds to realize the project, including in-kind donations if relevant, are appropriate and realistic, and include an appropriate mix of revenues (appropriate to the project, applicant and community); there is a realistic contingency plan.	• Plans for raising sufficient funds to realize the project, including in-kind donations if relevant, are robust and realistic, and include an appropriate mix of revenues to the project, applicant and community; there is a strong contingency plan.	
	• Projections of fees and other expenses are not backed up by research and planning, and artist compensation is insufficient.	• Some projections of fees and other expenses are backed up by research and planning, and artist compensation is insufficient.	• Most projections of fees and other expenses are backed up by research and planning, and compensate artists and cultural producers appropriately, in accordance with relevant industry fee schedules and standards (i.e., CARFAC).	• Projections of fees and other expenses are backed up by research and planning, and compensate artists and cultural producers appropriately, in accordance with relevant industry fee schedules and standards (i.e., CARFAC).	• Projections of fees and other expenses are backed up by careful research and planning, and compensate artists and cultural producers appropriately, in accordance with relevant industry fee schedules and standards (i.e., CARFAC).	
Artist and/or Cultural Merit	**Poor (1)**	**Fair (2)**	**Good (3)**	**Very Good (4)**	**Excellent (5)**	Score
	• Poor history and achievements.	• Vague or incomplete history and achievements.	• Defined history and achievements.	• Clear and defined history and achievements.	• Clear and compelling history and achievements.	
	• Missing or irrelevant artistic / cultural / aesthetic / geographic / linguistic /community influences and no consideration, if relevant, of the priorities of the Arts & Culture Assistance Program guidelines and the SSM Community Cultural Plan.	• Imprecise artistic / cultural / aesthetic / geographic / linguistic / community influences, with no consideration, if relevant, of the priorities of the Arts & Culture Assistance Program guidelines and the SSM Community Cultural Plan.	• Clear artistic / cultural / aesthetic / geographic / linguistic / community influences consideration, as relevant to project, of the priorities of the Arts & Culture Assistance Program guidelines and the SSM Community Cultural Plan.	• Relevant artistic / cultural / aesthetic / geographic / linguistic / community influences with consideration, as relevant to project, of the priorities of the Arts & Culture Assistance Program guidelines and the SSM Community Cultural Plan.	• Vital and relevant artistic / cultural / aesthetic / geographic / linguistic /community influences with consideration, as relevant to project, of the priorities of the Arts & Culture Assistance Program guidelines and the SSM Community Cultural Plan.	
	• Unclear or irrelevant intended activity; poor support materials that don't show quality of work nor demonstrate skills, knowledge or process relevant to the project.	• General intended activity; insufficient support materials that don't show quality of past work nor demonstrate skill, knowledge and process relevant to the project.	• Distinctive intended activity; good quality support materials that relate to the project, and demonstrate skill, knowledge and process relevant to the project.	• Distinctive and interesting intended activity; high-quality support materials that clearly relate to the project, and demonstrate the skills, knowledge and process required to realize the project.	• Distinctive and compelling intended activity; support material demonstrates high artistic quality, clearly support the project, and demonstrate the skills, knowledge and process required to realize the project.	
	• Project partners and collaborators are not relevant to activity, and their specific roles, contributions and expertise are not defined.	• Choice of project partners and collaborators is not particularly relevant to activity, and their specific roles, contributions and expertise are insufficiently defined.	• Choice of project partners and collaborators is relevant to activity, and their specific roles, contributions and expertise are somewhat defined.	• Choice of project partners and collaborators is relevant to activity, and their specific roles, contributions and expertise are well-defined.	• Choice of project partners and collaborators highly relevant to activity, with their specific roles, contributions and expertise clearly defined, with the right expertise in the art form and appropriate cultural knowledge.	
	• Unclear artistic goals and rationale, with undefined project outcomes.	• Unclear artistic goals and rationale, with poorly-defined project outcomes.	• Clear artistic goals and rationale, with reasonably-defined project outcomes.	• Clear artistic goals and rationale, with well-defined project outcomes.	• Distinct artistic goals and rationale, with robustly-defined project outcomes.	
Community Impact	**Poor (1)**	**Fair (2)**	**Good (3)**	**Very Good (4)**	**Excellent (5)**	Score
	• Poorly-defined goals, plans and impacts on applicant, other artists, communities, audiences, participants.	• Vaguely-defined goals, plans and impacts on applicant, other artists, communities, audiences, participants.	• Goals, plans and impacts on applicant, other artists, communities, audiences and participants are included.	• Clear and achievable goals, considered plans and defined impacts on applicant, other artists, communities, audiences, participants.	• Clear and relevant goals, precise plans and well-defined impacts on applicant, other artists, communities, audiences, participants.	
	• No discernible contribution to fulfilling applicant's development or achievement of objectives.	• Unclear contribution to fulfilling applicant's development or achievement of objectives.	• Explicit contribution to applicant's development or group's objectives.	• Clear and appropriate contribution to fulfilling applicant's development or achievement of objectives.	• Unique and compelling contribution to fulfilling applicant's development or achievement of objectives.	
	• No service to any priority groups (artists and/or audiences).	• Little service to one or more priority groups (artists and/or audiences), with few or missing plans to reach them.	• Some service to one or more groups (artists and/or audiences), with plans to reach them.	• Service to one or more priority groups (artists and/or audiences), with culturally appropriate plans to reach them.	• Service to one or more priority groups (artists and/or audiences), with robust and culturally appropriate plans to reach them.	
	• If the project has partners and collaborators, they are insufficiently described and their involvement in the project is not defined.	• If the project has partners and collaborators, they are named but their involvement in the project is unclear.	• If the project has partners and collaborators: they are clearly involved with detailed interactions, clear contributions and are appropriate to the project.	• If the project has partners and collaborators, they are well-chosen, very involved in and relevant to the project.	• If the project has partners and collaborators, they are well-chosen, deeply involved in and highly relevant to the project.	
					Total:	0