

# APPENDIX C. Scoring Rubric

## HAVCP Service Day Mini-Grant Program Scoring Rubric

### Total Points available: 30

Each application is scored by three staff members. Average scores and priority points are used to present recommendations to the Executive Director and Commissioners.

### Organizational Characteristics (Possible Points: 20)

#### History of EAC Funding

Possible Points	Criteria
10	Organization has not received past funding directly from EAC.
0	Organization has received past funding directly from EAC.

#### Area of Persistent Poverty and/or Historically Disadvantaged Community

Possible Points	Criteria
5	Organization serves population(s) in an area of persistent poverty and/or historically disadvantaged community.
0	Organization does not serve population(s) in an area of persistent poverty and/or historically disadvantaged community.

#### Rural Area

Possible Points	Criteria
5	Organization serves population(s) in a rural area.
0	Organization does not serve population(s) in a rural area.

### Program Design and Strategy (Possible Points: 5)

Successful applications will address the following elements of Program Design and Strategy:

- A sound and relevant program that meets the unique needs of the communities served;
- A clear description of how the proposed activities will encourage college students to assist state and local governments in the administration of elections by serving as nonpartisan poll workers or assistants and encourage jurisdictions to utilize these efforts; and,
- The number of targeted college students, including how this number was calculated.

Possible Points	Criteria
5	Application narrative clearly and completely addresses all requested components.
3	Application narrative clearly and completely addresses most of the requested components.
0	Application narrative is unclear and/or does not address critical application components.

**Budget/Cost Effectiveness (Possible Points: 5)**

Successful applications will address the following elements of Budget and cost effectiveness:

- Costs are clearly justified based on the proposed activities and project scope;
- Budget and budget narrative are accurate and complete (See Appendix B); and,
- Cost sharing is clearly and accurately identified.

Possible Points	Criteria
5	Budget clearly and completely addresses all requested components.
3	Budget clearly and completely addresses most of the requested components.
0	Budget is unclear and/or does not address critical application components.

**Priority Consideration**

All selection criteria and application quality being equal, EAC will give priority consideration to projects from institutions and organizations that engage historically underrepresented groups, as defined by the federal government, as poll workers.

(a) The term “equity” means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

(b) The term “underserved communities” refers to populations sharing a particular characteristic, as

well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” [Source](#)

**Does the Applicant meet the criteria for Priority Consideration? Yes or No**