

## **Application Ranking Guide – JUMP StArts**

This document is intended to act as a guide to assist applicants in composing successful applications to the **JUMP StArts** grant program.

A peer panel reviews all applications and work samples in a multi-step process that involves assigning numerical ranks to each application. The 6-point ranking system below is utilized and panelists' ranks are averaged to obtain the final score.

For each of the following rankings, the description refers to the contents of the application submitted, including work samples and attachments.

<b>6</b>	<b>Exemplary</b>	Meets all of the review criteria to the highest degree possible
<b>5</b>	<b>Strong</b>	Meets all of the review criteria in a significant manner
<b>4</b>	<b>Good</b>	Meets the majority of the review criteria; however, areas of the application need improvement, development or clarification
<b>3</b>	<b>Marginal</b>	Does not meet the majority of the review criteria in a significant manner
<b>2</b>	<b>Weak</b>	Significant inadequacies in addressing review criteria
<b>1</b>	<b>Ineligible</b>	Inappropriate for CAC support: incomplete applications, applications with significant ineligible expenses, and proposals that do not meet program requirements

Below, the qualities of exemplary applications (Ranked 6) in the **JUMP StArts** program are outlined, and the areas of the application in which those criteria will be assessed are identified.

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**Review Criteria #1: Project Design and Implementation:** Project design indicates realistic timeline, appropriate budget, clear artistic and community-based objectives and achievable outcomes. Design articulates methods to evaluate and measure success, collect and analyze data, and document activities. Design demonstrates depth of participant involvement and clear plans for community outreach and marketing.

### **Qualities of Exemplary Applications:**

- Project activities, budget, and timeline are clearly articulated and support the realization of specific project outcomes.
- Reasoning behind choices in venue, timeline, and other logistical factors are explicated clearly in the application.

- Project outcomes are rigorously attuned to the needs, challenges, contexts, and aptitudes of the system-engaged youth population.
- Resources, including time and funds, are effectively allocated.
- Project design specifically takes into consideration the transient nature of the target population, and articulates strategies to successfully execute programming in this context.
- Evaluation plans are specific and robust, and methods are informed by field-wide best practices.

**Areas of Assessment:**

- Project narrative
  - Project budget
  - Student impact
  - Assessment and evaluation
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**Review Criteria #2: *Artistic Merit:*** Artists involved in the project demonstrate skills, expertise, and experiences that are central to the outcomes of the project design. California artists are engaged at every stage of project design and execution.

**Qualities of Exemplary Applications:**

- Artistic experiences for students are of the highest professional caliber.
- Teaching artists possess experience, training, and qualifications necessary to successfully deliver curriculum in juvenile justice settings.
- Artistic experiences are relevant to the students and responsive to the cultures represented in the school communities.

**Areas of Assessment:**

- Artist biographies
  - Work samples
  - Project narrative
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**Review Criteria #3: *Community Impact:*** Project demonstrates reach and/or depth of engagement in an identified community. Project responds to a need or set of priorities identified with the community to be served. Project execution and evaluation involve significant community participation in accordance with the identified project outcomes.

**Qualities of Exemplary Applications:**

- The needs and contexts of the system-engaged student population(s) being served guide the development of outcomes and activities. Curriculum is responsive to the cultures represented by the student communities, as well as their specific contexts.

- Applicant demonstrates meaningful, communicative and cooperative with project partners.
- Program design uses ongoing, data-driven evaluation to increase impact.
- Documentation and communication plan will effectively educate the community at large on the value of the program.

**Areas of Assessment:**

- Project narrative
  - Partnership description
  - Student impact
  - Documentation and communication
  - Letter(s) of support
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**Review Criteria #4: *Management and Leadership:*** Ability of applicant organization to implement proposed project is clearly demonstrated by qualifications of project's team, viability of project budget, and overall fiscal and managerial health of applicant and partnering organizations.

**Qualities of Exemplary Applications:**

- Organizational leadership has significant experience working at the intersection of arts and juvenile justice.
- Organizational mission aligns with JUMP StArts program goals.
- Staff and board membership are diverse and representative of the program constituents.
- Partnership agreements are clearly delineated and balanced.
- Organization demonstrates strong fiscal health overall.
- Project budget is thoroughly and realistically developed, and is fully aligned with activities stated in narrative.
- Application, including project narrative and budget, are complete and free from error.

**Areas of Assessment:**

- Staff and board biographies
- Organizational history and mission
- Partnership description
- DataArts funder report
- Project Budget
- Letters of Agreement
- Completeness and accuracy of application overall