

# Innovation Fund

# Proposal Rating Sheet

<b>Project Name</b>	
<b>Agency</b>	

Criterion	Not Demonstrated	Below Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Describes project intentions clearly and resulting benefits</b>	No clear intention for use of funds (0 points)	Intent unclear or uses jargon (5 points)	Intent clear and presents benefits (10 points)	Intent clear and benefits are Mayoral priority (15 points)	
<b>Presents business case and how funds will be repaid</b>	No business case and would result in a loss or increased cost (0 points)	Presents business case and unclear how funds will be repaid (5 points)	Presents business case and intends to repay with savings OR revenue (10 points)	Presents business case and intends to repay with savings AND revenue (15 points)	
<b>Identifies and analyzes project risks</b>	No evidence of risks or adverse results (0 points)	One risk or adverse result is given (5 points)	Two or more risks given (10 points)	Three or more risks given and a plan for mitigation (15 points)	
<b>Defines and describes success with performance measures</b>	No goals identified (0 points)	One goal identified, no performance measures (5 points)	Goals identified with prospective performance measures (10 points)	Goals and performance measures identified with discussion about outcomes (15 points)	
<b>Explains how project impacts equity</b>	No evidence of (or adverse) impact in the project (0 points)	Equity influences the proposal (5 points)	Equity is operationalized in the proposal (10 points)	Equity is a central tenet of the project (15 points)	
<b>Outlines financial resources to achieve project goals</b>	No evidence of financial plan or itemized costs (0 points)	Itemized costs are non-specific; no evidence of financial planning (5 points)	Itemized costs are specific; financial plan is clearly outlined (10 points)	Itemized costs and financial plan are supported with descriptions (15 points)	
<b>Leverages City resources with partnerships</b>	No evidence of partnerships (0 points)	Partnership identified within the City OR an external partner (1 points)	Partnership identified and external funding (3 points)	Multiple partners identified and external funding (5 points)	
<b>Exhibits appropriate grammar, punctuation, and spelling</b>	More than 5 grammar, punctuation, or spelling errors (0 points)	3–4 grammar, punctuation, or spelling errors (1 point)	No spelling errors, and not more than 2 grammar or punctuation errors (3 points)	No spelling errors, and not more than one grammar or punctuation error (5 points)	
<b>Total Points (100 max)</b>					

<b>Judge's Name</b>		<b>Agency</b>	
<b>Signature</b>		<b>Date</b>	