

## Scoring Sheet for 2024 SHIP Community Partner Awards

Proposals will be evaluated based on the following criteria on a scale of 0-100 points. Scores will be used to determine consideration for funding.

Application Section	Maximum Points	Points Awarded	Rating
Organization Information	10		<p><b>0</b> – Does not describe mission and work of the organization</p> <p><b>5</b> – Organization mission and work are not clear or lack details</p> <p><b>10</b> – Describes organizational background including mission and work</p>
Project Description	10		<p><b>0</b> – Does not describe the health issue(s) that the project will address or how it hopes to address them.</p> <p><b>5</b> – Describes the health issue(s) that the project will address <i>or</i> how it hopes to address them in sufficient detail.</p> <p><b>10</b> – Describes the health issue(s) that the project will address <i>and</i> how it hopes to address them in sufficient detail.</p>
Policy, Systems or Environmental (PSE) Change	10		<p><b>0</b> – Does not state which PSE change the project is intended to impact and did not indicate need for technical support from the SHIP team.</p> <p><b>3</b> – States which PSE change the project is intended to impact but with no explanation.</p> <p><b>5</b> - States which PSE change the project is intended to impact with some explanation.</p> <p><b>10</b> - States which PSE change the project is intended to impact with a well-detailed explanation.</p>

<p><b>Project Sustainability</b></p>	<p>10</p>		<p><b>0</b> – Did not demonstrate how the PSE change will be sustained and maintained after SHIP funding.</p> <p><b>5</b> – Demonstrates how PSE change will be sustained but lacks detail.</p> <p><b>10</b> – Clearly demonstrates how the organization will sustain and maintain the PSE change.</p>
<p><b>Project Goals</b></p>	<p>10</p>		<p><b>0</b> – Does not state any goals</p> <p><b>5</b> – States at least one goal but lacks a connection to the following: One or more SHIP context area(s)</p> <ul style="list-style-type: none"> <li>• MN MOVES</li> <li>• MN EATS</li> <li>• MN COMMERCIAL TOBACCO</li> <li>• MN WELL-BEING</li> </ul> <p>And one or more settings:</p> <ul style="list-style-type: none"> <li>• Health care</li> <li>• Workplace</li> <li>• Schools</li> <li>• Community</li> <li>• Child care</li> </ul> <p><b>10</b> – States at least one goal and clearly connected to the following: One or more SHIP context area(s)</p> <ul style="list-style-type: none"> <li>• MN MOVES</li> <li>• MN EATS</li> <li>• MN COMMERCIAL TOBACCO</li> <li>• MN WELL-BEING</li> </ul> <p>And one or more settings:</p> <ul style="list-style-type: none"> <li>• Health care</li> <li>• Workplace</li> <li>• Schools</li> <li>• Community</li> <li>• Child Care</li> </ul>

<b>Priority Population</b>	10		<p><b>0</b> – Does not select a priority population or population is not well-tied/relevant to the project</p> <p><b>10</b> – Selects at least one priority population. If “other,” population is well-tied/relevant to the project</p>
<b>Health Equity</b>	10		<p><b>0</b> – Does not demonstrate how health equity has been addressed in the project.</p> <p><b>3</b> – Specifies at least one inequity that the project will address but does not demonstrate how the proposed activities will address it.</p> <p><b>5</b> – Specifies at least one inequity that the project will address and demonstrates how the proposed activities will address it, but the response is not well-tied/relevant to the identified population.</p> <p><b>10</b> – Specifies at least one inequity that the project will address and demonstrates how the proposed activities will address it, and the response is well-tied/relevant to the identified population.</p>
<b>Budget Proposal</b>	20		<p><b>a)</b> The budget details and justification are clear and provide a description of how funds will be used during the grant period.</p> <p><b>0</b> – Incomplete or missing components of the budget.</p> <p><b>5</b> – Detailed budget proposal with incomplete description of how funds will be used during the grant period</p> <p><b>10</b> – The budget detail and justification are clear and support activities outlined in the Proposal</p> <p><b>b)</b> Partner match contribution and amounts for each city served</p> <p><b>0</b> – Incomplete section answering the 10 percent partner match contribution and does not specify budget amounts per city served</p> <p><b>5</b> – The partner match contribution specified does not calculate to 10 percent of the total budget requested and/or the budget amounts per city are not provided</p>

			<b>10</b> – The partner match contribution totals to 10 percent of the budget requested and budget amount per city is specified
<b>Clarity &amp; Completion</b>	10		<b>0</b> – Unclear or incomplete application <b>10</b> – Clear and complete application
<b>Total Score</b>	<b>100</b>		

**Funding will be distributed in the following manner based on scores:**

The total amount of funding available for the 2024 Community Partner Awards is \$24,999.

Applications will be considered for funding based on the following scoring criteria:

Category 1: Applications receiving between **80-100 points** will be considered for the full amount requested.

Category 2: Applications receiving between **61-79 points** will be considered for full or partial funding, depending on availability.

Category 3: Applications **under 60 points** will not be considered for funding.

**Reductions:** Should the total amount of requested funding by eligible applicants exceed available funding, reductions will begin with proposals that fall into Category 2 and be proportionate to the percent of available funding.