ALA Library Capacity Building Grants 2024

American Library Association

ALA Library Capacity Building Grants Review Scoring System and Rating Guide (2024)

Project Name
Character Limit: 13

This Evaluation Tutorial Video goes through the review submission process on ALA's grant system and will help you to get familiar with navigating the platform.

Application Criteria
Grant guidelines state 'applications will be evaluated according to the following criteria:

- The budget cuts and impact on library to provide services to the community.
- Identification of target audience(s) and their needs.
- Proposed use of grant funds to serve target audiences.
- Expected outcomes and impacts and measurements.
- Budget and alignment of requested items/elements to proposed activities.

Scoring System and Rating Guide
These areas will be scored as Weak, Moderate, or Strong for each section being rated/scored.

Weak =   1
Average =   2
Strong =   3

Question Areas for Review

1. Current budget and staffing   .5
2. Library and current (not current) service   .5
3. Target audience and needs   1.0
4. Use of grant funds to support target   1.5
5. Anticipated outcomes and impacts   1.5
6. Budget and alignment   1.0

Reviewer Questions

Evaluator Score for Current budget and staffing*

Current budget and staffing = scored at rate of 0.5

Value	Score
0-10%	0.5
10-20%	1.0
20% +	1.5

For Current budget and staffing I assign a score of:
Choices
0.5
1.0
1.5

Evaluator Score for Library and current (not current) service*

Library and current (not current) service = scored at rate of 0.5

Evaluator Score for Target audience and needs*

Target audience and needs = scored at rate of 1.0

Value	Score
Audience(s) not well identified or defined. Needs of audience(s) not well identified or defined.	1
Audience(s) identified and defined. Needs of audience(s) identified and defined.	2
Audience(s) well identified and defined. Needs of audience(s) well identified and defined.	3

For Target audience and needs, I assign a score of:

Choices
1
2
3

Evaluator Score for Use of grant funds to support target audience*

Use of grant funds to support target audience = scored at rate of 1.5

Value	Score
Project description and approach not clear.	1.5
Project description and approach defined adequately and appropriately	3.0
Project description and approach very well-planned and attainable.	4.5

For Use of grant funds to support target audience, I assign a score of:

Choices
1.5
3.0

4.5

Evaluator Score for Anticipated outcomes and impacts*

Anticipated outcomes and impacts = scored at rate 1.5

Value   Score

Outcomes, impact and measurements not

Budget is well designed and accurate with maximum connection to project	3

For Budget and alignment, I assign a score of:

Choices
1
2
3

Overall Application Numeric Score*

Please total your scores for each of the above questions. For this overall application, I assign a score of:

Choices
10
10.5
11
11.5
12
12.5
13
13.5
14
14.5
15
15.5
16
16.5
17
17.5
18
18.5
19
19.5
20

Overall Recommendation and Reviewer Written Comments

Would you recommend that this application be awarded this grant?*

Choices
Yes
Yes, with reservations
No

Overall Application Comments*

Please write 3-5 sentences minimum, describing both strengths and weaknesses of the application. Your comments will play a critical role in determining which libraries receive funding. **Please note that your feedback may be anonymized and shared with applicants, so be sure it is constructive and detailed.**

Character Limit: 1500

Review and Save

Please review your scores and written comments to ensure a complete evaluation.
Once you have completed your review, click "Save" in the bottom right corner of your screen. Note: The "Save" button takes the place of a "Submit" button. When you click "Save" you will be taken to the confirmation page to notify you that your work has been saved and then direct you back to your Dashboard.

When you have completed all of your evaluations, your dashboard will show all of your assigned applications in green and labeled as "Complete". If an application is in orange and marked "In Draft", please review your evaluation as it is not yet complete (e.g. one score is missing from a required question).

If you have any questions contact the Public Programs Office at publicprograms@ala.org. Thank you again for being a reviewer!