

2024 Digital Equity Grants - Scoring Criteria

100 points total
<p>Organization Mission and Experience with Inequitably Impacted Populations (0-5 points)</p> <ul style="list-style-type: none"> - Serves populations inequitably impacted by racial and socio-economic disparities - Digital equity aligns with organization’s priorities - Has experience providing culturally-informed programs and ensuring language access
<p>Community Partners (0-10 points)</p> <ul style="list-style-type: none"> - Proactively engages with community organizations doing similar and/or complementary work - Lists the names of organizations they have collaborated with and the dates of their partnership - Describes the mechanisms used to collaborate and frequency of communications - Clearly defines roles and responsibilities when partnering with other organizations - If no current partnerships exists: explains their challenges with partnership and the barriers faced working with other organizations
<p>Project Summary (0-5 points)</p> <ul style="list-style-type: none"> - Provides high-level summary of project and how it will achieve digital equity and meet the technology needs of Seattle residents
<p>Statement of Need (0-5 points)</p> <ul style="list-style-type: none"> - Demonstrates a clear understanding of Seattle’s digital equity gaps and the specific barriers of prioritized audience(s) - Uses data to establish a clear community need for project - Uses a combination of community engagement/listening, focus groups, surveys, exit interviews, and other methods to determine digital equity needs of their program participants - Focuses on the need for this specific project, rather than a general need for digital equity programs
<p>Population Served (0-10 points)</p> <ul style="list-style-type: none"> - Clearly defines the demographic and language groups that will be served - Understands what specialized services are needed to address the barriers that these populations face and has a strategy for addressing these barriers
<p>Project Implementation (0-10 points)</p> <ul style="list-style-type: none"> - For new projects: explains how the project will ramp up to be successful - For the continuation of an existing program: explains how the organization will build on previous success - For projects that expand an existing program: explains how funding will increase organizational capacity to deliver programs and services
<p>Project Outcomes (0-10 points):</p> <ul style="list-style-type: none"> - Project will result in observable, intended changes for participants - Lists specific actions and measurable steps needed to achieve project goals - Identifies both quantitative and qualitative benefits for participants

Outreach and Community Engagement (0-10 points):

- Includes the total number of people the organization expects to reach
- Outlines a clear plan to reach the desired number of Seattle residents
- Outreach plan is detailed and specific to the prioritized audience and includes how demographic and language groups will be prioritized
- Response includes potential challenges to outreach and how the project will address those challenges

Project Timeline (0-5 points):

- Activities are well planned and ready to implement, resulting in successful project outcomes and timely completion of the project within 1 year
- Includes the milestones and deliverables and when they will be completed
- Includes a timeline for midyear and final reports

Roles and Responsibilities (0-5 points)

- Clearly outlines roles and responsibilities to support all aspects of project planning, implementation, outreach, and reporting.
- Lists team members working on the project and each member's title, role and responsibilities.
- Includes managers, coordinators, staff, volunteers, and consultants funded by both the community match and grant funds.

Project Evaluation (0-10 points):

- Demonstrates a well-defined evaluation plan with administrative procedures to track outcomes.
- Outcomes are realistic, actionable, equitable.
 - o Realistic: Does the organization have the resources needed to collect and keep track of the data?
 - o Actionable: Will the data help the organization make decisions in the future?
 - o Equitable: Will the data help the organization understand who the project is serving and whether they are reaching their target population(s)?

Budget Narrative (0-10 total)

- Budget narrative is realistic, well planned, accurate, secure, and ready to expend.
- Provides detail on how the budget was determined for each budget category: (1) personnel; (2) computing devices; (3) internet connectivity; (4) software and online services; (5) supplies; and (6) fiscal agency fees.
- The organization is budgeting for equity, including diversity and adequacy of subcontracting and/or hiring BIPOC staff.
- Funds are used primarily to deliver direct services to intended populations, unless there is a compelling reason for prioritizing other expenses.

Community Match (0-5 points)

- Explains how community match was determined for each match categories. Match categories: (1) in-kind match for hardware/devices; (2) in-kind match for staff/consultants/volunteers; (3) cash match, and (4) other match sources.
- Includes explanation of how the match amount will contribute to the success of their project.