Application Ranking Guide – Creative California Communities

This document is intended to act as a guide to assist applicants in composing successful applications to the **Creative California Communities (CCC)** 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.

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

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

The **CCC Planning grants** are given a "yay" or "nay" vote by each panelist, based on strength and merit of the plan. An application receiving a simple majority of "yay" votes is awarded $2,500.

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:

- Application articulates effective and robust strategic action by cross-sector partners.
- Project activities and timeline are clearly articulated and support the realization of specific, community-driven needs or priorities.
- The distinct character and identity of the community is represented in project design, and robust opportunities for engagement of community members in the project are evident.
- Application includes clearly articulated creative placemaking outcomes and methods for evaluating success.
- Resources, including time and funds, are effectively allocated, and project budget is realistic and complete.
- Applicant maps robust plan for community outreach and promotion, and documentation of program impact.

Areas of Assessment:

- Partnership description
- Project narrative
- Project budget

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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:

- Artists involved in the project are highly skilled and accomplished in their craft.
- Artists' work and processes are relevant for the community and the intended outcomes of the project.

Areas of Assessment:

- Artist(s) biographies
- Work samples

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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 specific community being served guide the development of outcomes and activities.
- Applicant organization and partners demonstrate deep connection to and experience working with target community.

- Program design uses evaluation data to inform the development of the project.

Areas of Assessment:
- Project Narrative
- Organizational history and mission statements
- Work samples

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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 and project leadership has significant experience in facilitating large-scale projects with multiple partners.
- Organizational missions of applicant and partners align with project goals.
- Organization demonstrates strong fiscal health.
- Application, including project narrative and budget, is complete and free from error.

Areas of Assessment:
- Staff biographies
- Organizational history and mission
- DataArts funder report
- Completeness and accuracy of overall application