

Grant Evaluation Criteria Summary FAQ Sheet

Notice: ALL grant applications to the City of Jersey City's Division of Community Development (DCD) are evaluated jointly by a review panel, DCD staff, and local stakeholders. Each grant has specific restrictions and requirements that are taken into considerations during final evaluations, in addition to the priorities in our 5-year Consolidated Plan. Below is an overview of aspects all submitted applications are evaluated by.

The maximum points for each application is 100.

Application & Documents

Applicants are evaluated as to whether the information and documentation requested is provided prior to the deadline and in the correct format. All narratives shall be clear and concise.

Project Type/Priority Alignment/Need for Project

Each proposed project type will be evaluated against priorities set forth in the City of Jersey City's five-year consolidated plan and public feedback during hearings and survey results, as well as restrictions and goals assigned to each grant.

Community Need and Collaboration Efforts

Applicants must demonstrate the need for the proposed project and population. This section will also evaluate the agency collaborations and coordination with other programs.

Performance Goals

Applicants should clearly describe how the proposed project will meet each of the goals outlined in the application. Applicant must also address measuring performance for all stated goals.

Capacity/Project Readiness

Applicants ability to effectively, and are ready to, perform the proposed project and the ability to achieve its intended outcomes during the grant year will be evaluated. This includes both the agency's experience but staff qualifications.

Project Budget

Each proposed project must submit a budget that is feasible to the program design and intended outcomes. Budget reasonability will be reviewed. Sources of leveraged funds for the proposed project will be considered.

Agency Financial Health/Viability

Applicants will need to demonstrate overall sufficient revenue/income to operate. This will include a thorough review of the most recent audit, including unresolved findings.

*Returning grantees are additionally reviewed by current and previous grant management and performance outcomes. An example of grant management aspects considered during this can be found in the library section titled "**Sample Grantee Risk Analysis Table**". *This table is not an exhaustive list of considerations for all grants.*