CULTURAL HERITAGE & PRESERVATION

Investing in Oregon's cultural heritage by recovering, preserving and sharing historic assets and achievements.

Cultural Development Application: Category Assessment Rubric

Cultural Heritage & Preservation projects invest in Oregon's cultural heritage by recovering, preserving and sharing historic assets and achievements. Cultural Heritage & Preservation projects restore or renovate historic assets, create educational exhibits, support digital/oral preservation and archival work, and/or support museum collections and historic research/publications, among others.

Applicants are advised to use the descriptive qualities in crafting an application. Panelists are advised to use the same descriptive qualities to assign a score for each application section. These are project-based applications.

Significance & Quality of Project *Up to 10 points*	Exemplary-Strong (range: 10-7)	Good-Fair (range: 6-3)	Marginal-Weak (range: 2-0)
Explain the significance of the cultural heritage or preservation project to your community and how this informed the design of your project (scope, time, budget). If this is a renovation or construction project, identify the proposed contractor and their qualifications.	Significance of the cultural heritage or preservation project to community clearly defined. Project activities clearly advance Oregon's cultural heritage by recovering, preserving, and/or sharing historic assets and achievements.	Significance of the cultural heritage or preservation project to community defined. Project activities advance Oregon's cultural heritage by recovering, preserving, and/or sharing historic assets and achievements.	Significance of the cultural heritage or preservation project to community ill defined. Project activities do not advance Oregon's cultural heritage by recovering, preserving, and/or sharing historic assets and achievements.
Community Impact & Public Benefit *Up to 10 points*	Exemplary-Strong (range: 10-7)	Good-Fair (range: 6-3)	Marginal-Weak (range: 2-0)
Describe the change that will result from this project. How will increased investment in cultural heritage impact	Project specifically demonstrates meaningful public value.	Project demonstrates meaningful public value.	Project does not demonstrate meaningful public value.

your community? Include intended outcomes and who will benefit (include population/geographic scope). If your organization has developed goals around diversity, equity, and inclusion, how does this project help achieve these goals?	Project activities clearly designed to increase investment in cultural heritage. If organization has identified diversity, equity, and inclusion goals, there is clear alignment with stated project goals.	Project activities designed to increase investment in cultural heritage. If organization has identified diversity, equity, and inclusion goals, there is alignment with stated project goals.	Project activities not designed to increase investment in cultural heritage. If organization has identified diversity, equity, and inclusion goals, there is little alignment with stated project goals.
Project Management & Evaluation *Up to 10 points*	**Exemplary-Strong** (range: 10-7)	**Good-Fair** (range: 6-3)	**Marginal-Weak** (range: 2-0)
Who will measure the project's success and what indicators will they use? Please describe project **outputs** (number of participants, demographics, deliverables) and **outcomes** (historic assets and achievements recovered/preserved/ shared; value of investment in Oregon heritage increased). Describe the qualifications of your staff and board to evaluate project success and provide strong organizational/fiscal management.	Evaluation plan clearly articulates why the project was determined to be successful. Evaluation plan in place to measure change over the funding period. Project-specific outputs and outcomes clearly defined. Explanation of organization and project management shows: 1) Staff and Board highly qualified; 2) Clear ability to monitor project progress; 3) Clear evidence of fiscally responsible and healthy organization.	Evaluation plan articulates why the project was determined to be successful. Project outputs and outcomes provided but not distinguished. Explanation of organization and project management shows: 1) Staff and Board reasonably qualified; 2) Adequate ability to monitor project progress; 3) Reasonable evidence of fiscally responsible and healthy organization.	Evaluation plan poorly articulates why the project was determined to be successful. Evaluation plan unclear. Project outputs and outcomes not defined. Explanation of organization and project management shows: 1) Staff and Board lacking appropriate qualifications; 2) Ability to monitor project progress unclear; 3) Little evidence of fiscally responsible and healthy organization.

Budget Form & Narrative *Up to 10 points*	Exemplary-Strong (range: 10-7)	Good-Fair (range: 6-3)	Marginal-Weak (range: 2-0)
Budget Form: Uploaded Budget Template Narrative: Is your project scalable? How will Cultural Trust funds be used?	Project budget template is complete. Project income and expenses are described in detail. Project revenue section indicates planned, pending or confirmed status. Cultural Development Grant Request amount identified. Request amount does not exceed 50% of total project budget. In-Kind Contributions section completed (as applicable). In-Kind contributions are less than 50% of required applicant income match. Total Project Expenses and Revenue equal. Budget Narrative clearly identifies how Cultural Trust funds will be used and if the project is scalable.	Project budget template is partially complete. Project income and expenses are described. Project revenue section indicates planned, pending or confirmed status. Cultural Development Grant Request amount identified. Request amount does not exceed 50% of total project budget. In-Kind Contributions section completed (as applicable). In-Kind contributions are not the majority of required applicant income match. Total Project Expenses and Revenue equal. Budget Narrative identifies how Cultural Trust funds will be used and if the project is scalable.	Project budget template is incomplete. Project income and expenses are not described. Project revenue status incomplete. Cultural Development Grant Request amount not identified. In-Kind Contributions section unclear and/or reflects 100% of required applicant income match. Total Project Expenses and Revenue do not equal. Budget Narrative does not identify how Cultural Trust funds will be used and if the project is scalable.