



NEW MEXICO COALITION FOR LITERACY

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New Mexico Coalition for Literacy Operating Assistance Grant

Score Sheet

Name of Applicant Organization: _____

Date of Review: _____

Directions

After you have read the organization's application, complete this Score Sheet to rate it on a 1,000-point scale, using the information collected from the application.

Compliance, Application Requirements, and Attachments

1. The application was submitted on time. **PASS/FAIL** _____
2. The application is signed and initialed in all of the required sections. **PASS/FAIL** _____
3. The organization is in compliance with all of its required filings (e.g. Attorney General, Internal Revenue Service, and Secretary of State). **PASS/FAIL** _____
4. The organization successfully completed its prior NMCL grant and addressed the Grants Review Committee's concerns (if applicable). **PASS/FAIL** _____
5. The organization has provided (if an existing project) and will provide Basic Literacy Education to adults whose Basic Literacy skills are at or below the sixth grade level. **PASS/FAIL** _____
6. The organization has provided (if an existing project) and will provide one-to-one tutoring in Basic Literacy Education through professionally trained and certified volunteer tutors. **PASS/FAIL** _____
7. The organization did not alter the content, structure, or format of the application and followed the directions. The organization submitted a single-stapled original and nine (9) copies of the application. All sections (I-X) in the grant application are complete and all attachments have been included and stapled to the back of the application. **PASS/FAIL** _____

Service Requirements **225pts.** **POINTS AWARDED _____**

1. The organization is serving adult Basic Literacy Students who read at or below the sixth grade level at an appropriate level for the needs of the community [75 points]
2. The organization's ratio of Basic Literacy to ESL students is fairly balanced. [25 points]
3. The organization provides one-to-one tutoring at an appropriate level for the needs of the community. [100 points]
4. The organization successfully executed previously awarded grants or literacy contracts? [25 points]

Preference for Funding **175pts.** **POINTS AWARDED _____**

1. The organization is serving a rural Literacy Service Area. [50 points]
2. The organization is located in the community and/or is partnered with a library. [75 points]
3. The organization project is serving a special population. [50 points]

Services Profile & Student/Tutor Profile **100pts.** **POINTS AWARDED _____**

1. The organization does a sufficient job at providing Basic Literacy Education based on the needs of the community. [30 points]
2. The student and tutor population is appropriate to the needs and demographics of the community. [10 points]
3. There is a demonstrated need for Basic Literacy Education in the Literacy Service Area. [30 points]
4. There are no other educational providers in the Literacy Service Area that are meeting the need for Basic Literacy Education. [30 points]

Funding Profile, Budget & Financials **300pts.** **POINTS AWARDED _____**

1. The size and diversity of the organization's budget is appropriate for the project in light of its community resources. [20 points]
2. The literacy project is likely to continue beyond the contract period, given multiple funding sources. [20 points]

