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|----------------------|-----------------------|
| Organisation: | Project Title: |
| Assessor: | Moderator: |

| Assessment criteria | High | Moderate | Poor | No Score |
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| Part Two - About the project (Q11) | | | | |
|---|--|---|--|--|
| <p>The organisation is able to clearly describe the project / activity that it intends to deliver. The proposed project is SMART (Specific, Measureable, Achievable, Realistic, and Tim-bound)</p> | <p>The organisation presents a coherent outline of the proposed project, activity or event – able to demonstrate a clear understanding of the service required; geographical coverage and how activities will be delivered.</p> <p>The applicant provided a detailed project outline, which is Specific, Measureable, Achievable, Realistic, and Tim-bound. The applicant also stated clear project /activity start and end date, with the project starting at least 3 months from the date application is submitted.</p> | <p>The applicant provides clear details of the proposed service outlining outcomes and outputs, however there are gaps in explaining how services will be delivered or how the outcomes will be measured.</p> <p>Overall the proposed project is robust and has clear and achievable community benefit.</p> | <p>The organisation fails to provide clear outline of the proposed activity/project. The proposed project lacks clarity, is not easily measurable, achievable realistic or time limited.</p> | <p>The applicant failed to sufficient details of the proposed activity/project or event. The application lacks details, which are specific, measureable, achievable, realistic, or time-bound. The applicant also failed to provide clear project /activity start and end date (with the project starting at least 3 months from the date application is submitted).</p> |
| Officers scores | | | | |
| Moderators scores | | | | |
| Maximum score | Max Score 20 | Max Score 10 | Max Score 5 | Max Score 0 |
| Total score | | | | |

| Assessment criteria | High | Moderate | Poor | No Score |
|--|--|---|---|--|
| Part Two continued – about project beneficiaries (Q14) | | | | |
| The organisation outlines the geographical area beneficiaries are based and provided locations that the project/event or activity will take place, including post codes and wards. | The organisation provided full details of geographical area beneficiaries are based and provided locations that the project/event or activity will take place, including post codes and wards. | The organisation provides limited information on the geographical area beneficiaries are based and provided locations that the project/event or activity will take place, including post codes and wards. | The organisation did not fully explain geographical area beneficiaries are based in and provided limited information of the locations that the project/event or activity will take place, including post codes and wards. | The applicant failed to provide any details No reference made to geographical locations the intended beneficiaries is based. |
| Officers scores | | | | |
| Moderator's scores | | | | |
| Maximum core | Max Score 15 | Max Score 10 | Max Score 5 | Max Score 0 |
| Total score | | | | |

| Assessment criteria | High | Moderate | Poor | No Score |
|--|---|---|--|---|
| Part three - Project Budget (Q15 / Q16) | | | | |
| <p>The organisation provided detailed and realistic budget that is credible and well costed. All costs outlined on the budget are based on quotes from suppliers of goods and services enabling the applicant to demonstrate good value for money.</p> <p>The applicant provided full details of any match funding where the total project costs are higher than the maxim grant available or the proposed activity is jointly funded.</p> | <p>The organisation provided detailed and realistic budget that is credible and well costed. Most of the costs outlined on the budget are based on quotes from suppliers of goods and services enabling the applicant to demonstrate good value for money.</p> <p>The organisation provided full details of any match funding where the total project costs are higher than the maxim grant available or the proposed activity is jointly funded.</p> | <p>The organisation provided detailed and realistic budget that is credible and well costed.</p> <p>Some of the costs outlined on the budget are based on quotes from suppliers of goods and services enabling the applicant to demonstrate good value for money.</p> <p>The organisation did not provide full details of any match funding where the total project costs are higher than the maxim grant available or the proposed activity is jointly funded.</p> | <p>The organisation failed to provide sufficient detailed and realistic budget breakdown that is credible and well costed. The costs appear to be inflated and not based on quotes.</p> <p>The organisation did not provide sufficient information of match funding, where the total project costs are higher than the maxim grant available or the proposed activity is jointly funded.</p> | <p>The organisation failed to provide any details of a realistic budget breakdown that is credible and well costed. The costs appear to be inflated and not based on quotes.</p> <p>The organisation did not provide any details of any match funding where the total project costs are higher than the maxim grant available or the proposed activity is jointly funded.</p> |
| Officers scores | | | | |
| Moderator's scores | | | | |
| Maximum score | Max Score 15 | Max Score 10 | Max Score 5 | Max Score 0 |
| Total score | | | | |

| Assessment criteria | High | Moderate | Poor | No Score |
|---|--|--|---|--|
| Part four – the difference the project/activity will make (Q17) | | | | |
| <p>The organisation is able to clearly demonstrate how the need for the proposed project, activity or event was established.</p> <p>The applicant is able to reference / evidence how the need was established. Evidence provided could include findings from independently verifiable existing research or data, undertaking own focus groups, consultation or survey.</p> | <p>The organisation is able to clearly demonstrate how the need for the proposed project, activity or event was established.</p> <p>The applicant provided robust and detailed evidence of how the need was established.</p> | <p>The organisation is able to clearly demonstrate how the need for the proposed project, activity or event was established.</p> <p>The applicant provided some evidence of how the need was established, but could have presented/articulated better.</p> | <p>The organisation provided very weak and limited information to demonstrate how the need for the proposed project, activity or event was established. The information provided is very limited.</p> <p>The applicant failed to provide sufficient evidence of how the need was established.</p> | <p>The organisation failed to provide clear information on how the need for the proposed project, activity or event was established. The information provided is very limited.</p> <p>The applicant failed to provide sufficient evidence of how the need was established.</p> |
| Officers scores | | | | |
| Moderator's scores | | | | |
| Maximum score | Max Score 15 | Max Score 10 | Max Score 5 | Max Score 0 |
| Total Score | | | | |

| Assessment criteria | High | Moderate | Poor | No Score |
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| Part four continued – The difference the project will make (Q18) | | | | |
|--|---|---|---|--|
| The organisation is able to provide comprehensive details of the outcome, change or difference the proposed project will make to its intended beneficiaries. | The organisation is able to provide comprehensive details of the change or difference the proposed project will make to its intended beneficiaries. | The organisation is able to provide partial details of the change or difference the proposed project will make to its intended beneficiaries. | The organisation did not provide sufficient information of the change or difference the proposed project will make to its intended beneficiaries. | The organisation provided no details of how the proposed activities will actively seek to involve as wide a range of people as possible? |
| Officer's scores | | | | |
| Maximum score | Max Score 10 | Max Score 10 | Max Score 5 | Max Score 0 |
| Total score | | | | |

| Assessment criteria | High | Moderate | Poor | No Score |
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| Part four continued – Community Plan (Q19) | | | | |
|---|--|---|--|--|
| The organisation is provided details of how the proposed activity/project will contribute to the aims and aspirations of Tower Hamlets Community Plan themes and the principles of One Tower Hamlets. | The organisation provided is full details of how the proposed activity/project will contribute to the aims and aspirations of Tower Hamlets Community Plan themes and the principles of One Tower Hamlets. | The organisation is provided limited information of how the proposed activity/project will contribute to the aims and aspirations of Tower Hamlets Community Plan themes and the principles of One Tower Hamlets. | The organisation did not provide sufficient level of information of how the proposed project/activity will contribute to the Tower Hamlets Community Plan and the principals of One Tower Hamlets. | The organisation did not provide any information of how the proposed project/activity will contribute to the Tower Hamlets Community Plan and the principals of One Tower Hamlets. |
| Officer's scores | | | | |
| Moderator's scores | | | | |
| Maximum score | Max Score 10 | Max Score 7 | Max Score 5 | Max Score 0 |
| Total score | | | | |

| Assessment criteria | High | Moderate | Poor | No Score |
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| Part four continued - Project publicity and promotion / involving all sections of the community (Q20) | | | | |
|--|---|--|--|--|
| <p>The organisation is able to clearly demonstrate what they will do to promote the activity in order to ensure that people from different backgrounds know about the activity/ project/event and how to benefit from it.</p> <p>The organisation clearly states how all publicity materials promoting the project/activity acknowledge the Council.</p> | <p>The organisation is able to clearly demonstrate what they will do to promote the activity in order and ensure that people from different backgrounds know about the activity/ project/event and how to benefit from it.</p> <p>The organisation clearly states how all publicity materials promoting the project/activity acknowledge the Council.</p> | <p>The organisation is able to clearly demonstrate what they will do to promote the activity in order and ensure that people from different backgrounds know about the activity/ project/event and how to benefit from it.</p> <p>The organisation clearly states how all publicity materials promoting the project/activity acknowledge the Council</p> | <p>The organisation provided very limited evidence demonstrating what they will do to promote the activity and ensure that people from different backgrounds know about the activity/ project/event and how to benefit from it.</p> <p>The organisation failed to clearly states how all publicity materials promoting the project/activity acknowledge the Council.</p> | <p>The organisation failed to provide any information and is unable to demonstrate what they will do to promote the activity and ensure that people from different backgrounds know about the activity/ project/event and how to benefit from it.</p> <p>The organisation failed to clearly states how all publicity materials promoting the project/activity acknowledge the Council.</p> |
| Officers scores | | | | |
| Moderator's scores | | | | |
| Maximum score | Max Score 5 | Max Score 3 | Max Score 1 | Max Score 0 |
| Total score | | | | |

| Assessment criteria | High | Moderate | Poor | No Score |
|---|--|---|--|--|
| Part four continued – Project publicity and promotion / involving all sections of the community (Q20) | | | | |
| The organisation is able to provide details of how the proposed activities will actively seek to involve as wide a range of people as possible? | The organisation provided full details of how the proposed activities will actively seek to involve as wide a range of people as possible? | The organisation provided partial information of how the proposed activities will actively seek to involve as wide a range of people as possible? | The organisation provided very limited information of how the proposed activities will actively seek to involve as wide a range of people as possible? | The organisation failed to provide details of how the proposed activities will actively seek to involve as wide a range of people as possible? |
| Officers scores | | | | |
| Moderator's scores | | | | |
| Maximum score | Max Score 5 | Max Score 3 | Max Score 1 | Max Score 0 |
| Total Score | | | | |