Community Care Fund

Application Review Questions

Applications to the Community Care Fund are reviewed by a diverse committee of Duke employee volunteers. Reviewers will read each proposal for the following criteria. The score fields marked by asterisks below will require the reviewers to score them on a scale from 1-3 or 1-4, while all other fields will only require the reviewers’ reflective comments.

*Funding Request* - The funding request clearly shows how the expenses requested from the Community Care Fund support the goals outlined in the proposal.

**Project Budget** - The request for funding seems reasonable, considering the cost per person, need of participants, goals of project, cost of materials, duration and “depth” of project.

**Project Timeline** - The timeline for project development, implementation, and evaluation will result in the project being completed on time. (Funding cannot be awarded for projects that will be completed before November 2018.)

*Project Fit* - The project’s goals and activities clearly fit the Community Care Fund theme description.

*Population To Be Served* - The majority of the people served by the project represent marginalized groups. (Ex. People with physical or mental disability, low socioeconomic status, immigrants, people of color, women, LGBTQ)

**Project Need** - The project addresses an unmet community need.

**Project Alignment With Organization’s Mission** - The project is aligned with the organization’s mission.

**Participant Engagement** - The project’s plan for attracting and enrolling participants will result in the project’s desired level of participation.

**Best Practices** – If relevant, the project uses best practices, including strategies based on previous successes or research- or evidence-based strategies.

*Outcomes* - The expected outcomes, or results, of the project are clearly stated and correlated with the project’s long-term goals.

*Project Implementation Evaluation* - The organization has a clear definition of success and specific metrics to measure success.

**Partnerships, Collaborations & Coordination** - The organization is working in coordination and/or collaborating on the project with specific organizations in the same or related fields.