



Colorado Creative Industries Division  
*Colorado Creates* Review Rubric

Artistic Excellence & Merit (40% total)	High Recommend highly 10 – 8	Medium Recommend with some reservations 7 – 6	Low Do not recommend 5	Notes
Artistic samples submitted	Artistic samples clearly show evidence of high accomplishment and skill, high quality audience experience and/or qualified leadership. Samples directly support applicant's focus or mission. Samples are appropriate to discipline (e.g. performing arts has video/audio and/or critical reviews, visual arts has high quality images)	Artistic samples show evidence of accomplishment and skill, quality audience experience and/or qualified leadership. Samples support applicant's focus or mission. Samples are appropriate to discipline (e.g. performing arts has video/audio and/or critical reviews, visual arts has high quality images)	Artistic samples are not included, do not show evidence of artistic accomplishment and skill, or show poor audience experience. Samples do not support the applicant's focus or mission	
Mission and goals	Programs are clearly aligned with organization's mission; goals are clearly described and measurable. Programs are clearly described and includes detail (e.g. population, numbers served, expected results)	Programs are aligned with organization's mission; goals are described and measurable. Programs have some detail and good description of expected outcomes	Programs are not aligned with the organization's mission; goals are incomplete and/or not measurable. Program description is difficult to understand	
Quality of leadership	Qualifications of artists and/or professionals involved in programs are high. Samples demonstrate strong and meaningful involvement of artists & stakeholders in planning	Qualifications of artists and/or professionals involved are somewhat evident. Samples demonstrate involvement of artists & stakeholders in planning	Lacks evidence of qualified artists and/or professionals involved. Samples lack meaningful involvement of artists & stakeholders in planning	
<b>Preliminary Section Score:</b>				



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Community Involvement & Benefit (30% total)	High Recommend highly 10 – 8	Medium Recommend with some reservations 7 – 6	Low Do not recommend 5	Notes
Collaboration	Collaborations are highly diverse, nature of collaboration is specified and shows meaningful and demonstrate mutual benefit	Collaborations are varied, nature of collaboration is alluded to, and demonstrate some mutual benefit	Collaborations are limited, superficial and demonstrate little benefit for one or more parties	
Inclusiveness	Organization demonstrates a high level of inclusiveness within multiple stakeholders, e.g. board, staff, programs and volunteers	Organization demonstrates some inclusiveness within one or more stakeholder group, e.g. board, staff, programs and volunteers	Organization demonstrates little or no inclusiveness within board, staff, programs and volunteers	
Accessibility	Program is highly accessible due to location, appropriate costs, and/or ability to serve those with special needs	Program is accessible due to location, appropriate costs, and/or ability to serve those with special needs	Program is not accessible due to location, appropriate costs, and/or ability to serve those with special needs	
Population served	Applicant clearly defines community served by organization. Programs are planned with identified community, and program clearly reaches self-defined intended audience	Applicant defines community served by organization. Programs involve some outreach to identified community, and program reaches self-defined intended audience	Applicant does not define community served by organization. Programs are not planned with targeted audiences, and program reach is not well defined and limited in scope	
Community support	Clear evidence programs and services fulfill community needs and/or community interest. In-kind shows a strong connection to community through donated goods or services	Evidence programs and services fulfill community needs and/or community interest. In-kind shows a connection to community through some donated goods or services	Little or no evidence programs and services fulfill community needs and/or interest. Little or no evidence of connection to community. Lack of in-kind support	
<b>Preliminary Section Score:</b>				



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Implementation Capacity (30% total)	High Recommend highly 10 – 8	Medium Recommend with some reservations 7 – 6	Low Do not recommend 5	Notes
Financial information	Operating budget is clearly feasible and shows a diversity of non-CCI funding; if applicable, required cash match is easily met; organization is financially stable; major swings in income and expense or one year of deficit are explained clearly	Operating budget is feasible and shows some non-CCI funding; if applicable, required cash match is met; organization is financially stable or has plans for stability; major swings in income and expense or one to two years of deficit are explained	Operating budget is not feasible and lacks diversity of funding; if applicable, required cash match is barely or not met; organization is financially unstable and has no articulated plans for stability; major swings in income and expense or one or more years of deficit are not explained	
Accuracy	Application is accurate throughout and includes all required information; clarity and specificity of writing, lack of typos and other mistakes indicate a careful application	The majority of the application is accurate and includes required information; writing is adequate for panel understanding	The application has numerous inaccuracies, directions have not been followed, writing lacks clarity and required information is incomplete	
Planning & management	Planning and goals are clear and based on sound, measurable evaluation techniques; key personnel are highly qualified and experienced	Planning and goals are adequate and based on evaluation techniques; key personnel are qualified and experienced	Planning and goals are not adequate and do not address evaluation results; qualifications of key personnel are not included	
Board or advisory committee & volunteers	Number of board members, terms/rotation and composition is appropriate for the size and mission of organization; board is diverse and representative of the community and 100% contribute financially to the organization. Volunteer numbers and hours are provided and appropriate to organization's size	Number of board members, terms/rotation and composition of the board is adequate for the size and mission of organization; board is diverse and representative of the community and contributes financially to the organization. Strong evidence of volunteer participation is provided and adequate to organization's size	Number of board members and composition of the board (professions, skills, experience) is not appropriate for the size and mission of organization; terms and rotation are not defined; board is not diverse and/or representative of the community and demonstrates low commitment to the organization	
<b>Preliminary Section Score:</b>				