

SDBII Specialty Processing Equipment Grant Rubric

Grant Application (5 Possible Points)	No information is provided.	Limited project description. Organization could be improved.	Project is well-described, and organization is easy to follow.	Project is expertly described with a flow that is easy to follow and enhances review of the proposal.	
Section Score:	0	1 to 2	3 to 4	5	
Goals Alignment (10 Possible Points)	None of the project areas are explicitly addressed. No participation in SDBII programs.	Outcomes are related to one or more goals, but goal outcomes are not explicitly stated. Limited to no involvement in SDBII program (previous grant attempts, educational events, working with the evaluation team, etc.).	Outcomes are explicitly related to one or more goal areas with limited to moderate involvement in SDBII program (previous grant attempts, educational events, working with the evaluation team, etc.).	Multiple goal areas are directly addressed in the application. Descriptions are detailed yet concise. Applicant has a consistent history of engaging with the SDBII program (previous grant attempts, educational events, working with the evaluation team, etc.).	
Section Score:	0 to 1	2 to 4	5 to 8	9 to 10	
Summary (20 Possible Points)	Summary does not address (or briefly addresses) any of the following areas as a result of the project: improved profitability, improved efficiency or capacity, new processes or products, retention or addition of jobs, and/or growth of the dairy supply chain. Limited to no background on proposed or existing business is provided.	Summary addresses in some detail one or more of the following areas as a result of the project: improved profitability, improved efficiency or capacity, new processes or products, retention or addition of jobs, and/or growth of the dairy supply chain. Limited to some background on proposed or existing business is provided.	Summary addresses in detail one or more of the following areas as a result of the project: improved profitability, improved efficiency or capacity, new processes or products, retention or addition of jobs, and/or growth of the dairy supply chain. Background provided is thorough on proposed or existing business. Some thought is given toward future projects and business goals.	Summary addresses in great detail one or more of the following areas as a result of the project: improved profitability, improved efficiency or capacity, new processes or products, retention or addition of jobs, and/or growth of the dairy supply chain. Extensive background on existing or proposed business, pre-emptive planning steps, and integration and impact of proposal impacts is provided. Considerations for future projects and business goals are provided.	
Section Score:	0 to 4	5 to 9	10 to 14	15 to 20	
Work Plan (20 Possible Points)	Work plan does not address (or briefly addresses) the following information: critical issues for their dairy business and timelines for proposal completion.	Work plan does not address (or briefly addresses) the following information: critical issues for their dairy business and timelines for proposal completion. Limited to no description on steps required to complete overall project is provided; dates of completion are not reasonable; or listed items do	Work plan addresses the following information in limited detail: critical issues for their dairy business, permitting status and timelines for proposal completion. More detail is needed on steps required to complete overall project; dates of completion; or listed items do not contribute to the proposal’s stated goals.	Work plan addresses the following information in a good amount of detail: critical issues for their dairy business and timelines for proposal completion. Enough detail is provided on steps required to complete overall project; dates of completion; and all listed items contribute to the proposal’s stated goals.	Work plan addresses the following information in a great detail: critical issues for their dairy business and timelines for proposal completion. Detailed explanation and flow is provided on steps required to complete overall project; dates of completion; and all listed items contribute to the proposal’s stated goals.

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		not contribute to the proposal's stated goals.			
Section Score:	0 to 1	2 to 4	5 to 9	10 to 14	15 to 20
Business Fundamentals (20 Possible Points)	Proposal does not provide projections on how the processing investments included in the project will pay off over time. Pay-back opportunities such as increased processing capacity, ability to produce higher value products, decreased labor costs, eliminating waste, (etc.) are not addressed (or are briefly addressed). The applicant does not explain the logic behind making these improvements given their existing business infrastructure. No business plan is included (applications over \$150,000 must include a business plan).	Proposal provides basic projections on how the processing investments included in the project will pay off over time. Pay-back opportunities such as increased processing capacity, ability to produce higher value products, decreased labor costs, eliminating waste, (etc.) are addressed in limited detail. The applicant gives some description of the logic behind making these improvements given their existing business infrastructure. A basic business plan is included (applications over \$150,000 must include a business plan).	Proposal provides useful projections on how the processing investments included in the project will pay off over time. Pay-back opportunities such as increased processing capacity, ability to produce higher value products, decreased labor costs, eliminating waste, (etc.) are addressed in detail. The applicant provides a clear description of the logic behind making these improvements given their existing business infrastructure. A well-researched business plan is included (applications over \$150,000 must include a business plan)	Proposal provides excellent projections on how the processing investments included in the project will pay off over time. Pay-back opportunities such as increased processing capacity, ability to produce higher value products, decreased labor costs, eliminating waste, (etc.) are addressed in meticulous detail. The applicant provides a compelling description of the logic behind making these improvements given their existing business infrastructure. A well-researched and newly updated business plan is included	
Section Score:	0 to 4	5 to 9	10 to 14	15 to 20	
Budget (20 Possible Points)	Budget items are not described clearly. Budget includes exorbitant or insufficient funding amounts to achieve outcomes. Unnecessary items are included. Costs are unreasonable for equipment and other costs listed. Unallowable costs are included within the budget. Quotes are not included.	Budget line items are described. Budget funding amounts may be too much or too little to achieve activities and outcomes. Unnecessary items are included. Costs could be better justified for equipment and other costs listed. Unallowable costs are included within the budget. Limited quotes are included.	Budget line items are descriptive and understandable. Budget funding amounts are adequate to achieve activities and outcomes. Costs are justified for equipment and other costs listed. No unnecessary or unallowable items/costs are included. Some quotes are included.	Budget line items are descriptive and understandable. Budget funding amounts are adequate to achieve activities and outcomes. Costs are justified for equipment and other costs listed. No unnecessary or unallowable items/costs are included. Quotes are included for all project costs.	
Section Score:	0 to 4	5 to 9	10 to 14	15 to 20	
Other Considerations (5 Possible Points)	No additional considerations are provided.	Some additional considerations are listed but are not thoughtfully linked to the proposal.	Descriptions of partnerships, investments, industry impacts, etc. are provided and linked to the proposal.	Detailed and clear impact of the proposal with partnerships, investments, industry impacts, etc. are provided.	
Section Score:	0	1 to 2	3 to 4	5	