Scoring Rubric

Scores

|  |  |
| --- | --- |
| 0 points | The section is completely missing. |
| 1 point | Minimal required information is provided but almost all of it is unclear, illogical or inaccurate. |
| 2 points | Some required information is provided but much of it is unclear, illogical or inaccurate. |
| 3 points | Most required information is provided but a small portion is unclear, illogical or inaccurate. |
| 4 points | All required information is present, clear, logical and accurate. |

Cover Page

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Measure** | **0** | **1** | **2** | **3** | **4** |
| The cover page includes relevant information about the project, the report and its authors: a descriptive title, name of the organization and project director, organization’s website or contact information, funding cycle, report author(s)/ evaluation firm, CDPH attribution, submission date, and recommended  citation. |  |  |  |  |  |

Abstract

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Measure** | **0** | **1** | **2** | **3** | **4** |
| In 350 words or less, the abstract provides a clear overview of the background, methods, results, and conclusions for work on this objective. Succinctly describes the problem/need for this objective, what the project was trying  to achieve, strategies used (key intervention and evaluation activities), key findings, to what extent the objective was achieved, and conclusions/  recommendations about the effectiveness of strategies used. |  |  |  |  |  |
| **Comments:** | | | | | |

Aim and Outcome

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Measure** | **0** | **1** | **2** | **3** | **4** |
| The report states up front what the project was trying to achieve (the objective and indicator) as well as the end result (whether the objective was  achieved). |  |  |  |  |  |

Background

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Measure** | **0** | **1** | **2** | **3** | **4** |
| Provides a clear rationale for work on this objective. Describes the problem or need, community norms, context, and the demographics ***relevant*** to this  objective. |  |  |  |  |  |
| Indicates the role of the community in assessing needs and selecting/ formulating the objective. |  |  |  |  |  |
| States whether or not any previous work has been done on this issue in the target area/region. |  |  |  |  |  |
| **Comments:** | | | | | |

Evaluation Methods and Design

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Measure** | **0** | **1** | **2** | **3** | **4** |
| The evaluation design and methods are a good fit for the objective and intervention activities. For example, if the objective includes policy implementation, is an outcome evaluation activity included? |  |  |  |  |  |
| Section states the outcome and/or process measures, the purpose of each data collection activity, sample, number of waves, and how data were analyzed. |  |  |  |  |  |
| **Comments:** | | | | | |

Implementation and Results

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Measure** | **0** | **1** | **2** | **3** | **4** |
| Clearly describes the purpose, timing and scope of key intervention and evaluation activities. |  |  |  |  |  |
| Clearly describes the results of key intervention and evaluation activities, including facilitators/barriers. |  |  |  |  |  |
| Represents results effectively, using data visualization principles where appropriate. Interpretation of data is provided. |  |  |  |  |  |
| Demonstrates the utility of the data/lessons learned. In a chronological narrative, makes linkages between activities, showing how they supported each other or informed next steps. |  |  |  |  |  |
| Demonstrates that cultural competency (or tailoring to target audiences) was applied in the intervention and evaluation. |  |  |  |  |  |
| Explains how findings were communicated to different stakeholders and the wider community. |  |  |  |  |  |
| **Comments:** | | | | | |

Conclusions and Recommendations

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Measure** | **0** | **1** | **2** | **3** | **4** |
| Restates to what degree the objective was met and provides insights into why things worked out the way they did. |  |  |  |  |  |
| Draws conclusions about which strategies or activities were most helpful or effective and makes recommendations for how things could be improved for  this project or others. |  |  |  |  |  |
| **Comments:** | | | | | |

Appendix

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Measure** | **0** | **1** | **2** | **3** | **4** |
| Data collection instruments and supplemental intervention and evaluation activity descriptions, materials or results are appropriately attached as  appendices rather than in the body of the report. |  |  |  |  |  |
| **Comments:** | | | | | |

Total Scores

|  |  |
| --- | --- |
| **Unacceptable** | **0 to 16 points** |
| **Poor** | **17 to 33 points** |
| **Fair** | **34 to 50 points** |
| **Good** | **51 to 59 points** |
| **Exemplary** | **60 to 68 points** |