

Legal Aid Innovation & Infrastructure Grants

Draft LOI Selection Criteria 2021

This rubric is to provide reviewers with a common frame of reference when scoring the Letters of Interest (LOIs). In addition to individual LOI scores, the Selection Committee will consider other factors, such as seeking geographic diversity, in determining which organizations will be invited to submit an application. Because circumstances will vary, the rubric is intended to offer guidelines rather than hard rules.

Total Points Available = 20 (17 Points + 3 Priority Points)

1. Organizational Vision, Capacity and Ability to Achieve Project Goals (LOI Question 2)

The extent to which the organization demonstrates the ability to deliver and effectively manage the proposed activities and outcomes. This can include the Executive Director/Program Officer's articulated vision for the organization, and how the grant aligns. Overall considerations include where they are now, their intentions for the future, and their learning and growth capabilities. It is not limited to traditional capacity measures such as organization size, established infrastructure, or board stature, but rather can include important capacities such as strong community connections, established partnerships, and cultural competence.

3 Points Available

2. Need for Proposed Services and Populations Served (LOI Question 3)

Describe the "why": The Letter of Intent should explain the stated need to be addressed with these infrastructure and innovation grant funds. Depending on the nature of the project proposed, this may be a description of the population the organization serves and an articulation of the community needs, or it may be a description of organizational needs and the issues the organization will address with these grant funds.

4 Points Available + 1 Priority Point for serving rural communities and 1 Priority Point for serving immigrant communities (6 total, including Priority Points)

3. Strength of Proposed Project to Address Identified Infrastructure and/or Innovation Needs (LOI Question 4)

The project should describe the “what” and “how” of the proposed infrastructure and innovation activities. The Letter of Intent should explain how the grantee will address the stated need with proposed activities that have been thoughtfully conceived and well-articulated. Planning components should include an assessment of resources needed, including allocation of appropriate staff, analysis of the skills necessary to achieve deliverables, training, readiness, timeline, potential barriers, and outputs.

4 Points Available + 1 Priority Point for significant partnership (5 total, including Priority Point)

4. Significance of Proposed Outcomes and Impact (LOI Questions 5 and 6)

Outcomes may include the number of people serviced, increased efficiency measures, the nature of the impact and other quantifiable deliverables, or it may be qualitative descriptions of how change will impact service delivery in the future. Consider budget, meaningful impact for applicant or identified constituents, and how the organization will know if it has been successful.

4 Points Available

5. Additional Factors (LOI Question 5)

An additional point can be allocated, up to two points total, for each significant additional consideration. Additional factors could include considerations such as replicability, sustainability, or contributions to the legal aid infrastructure or learning community as a whole (e.g. mapping of legal services).

2 Points Available