



# Wisconsin Department of Public Instruction

## Bully Prevention Grant

### Uniform Grant Rubric

PI-1819 (Rev 07-21)

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The descriptors for each item are below. Reviewers should use the Rubric Scoring Sheet to record all scores.

#### III. Abstract

- ⇒ **Pass (4 points):** The abstract summarized the target population, summarized the key needs, and summarized the planned implementation approach(es).
- ⇒ **Fail (0 points):** The abstract had a missing or incomplete summary of the target population, the key needs, and/or the planned implementation approach(es).

#### VI. Plan

##### 1. Demonstration of Need

##### 1a. Identify overall need and corresponding supporting data

- ⇒ **Not Present (0 points):** There was no overall need, supporting data, or a data analysis approach included.
- ⇒ **Beginning (1 point):** There was an overall need included but no corresponding supporting data or a description of approaches to data analysis and assessing gaps.
- ⇒ **Developing (2 points):** There was an overall need for the grant included, some supporting data, and there was a partial description of an organized and systematic approach to use the data for meaningful analysis. The data analysis approach did not include, or only partially included, gaps being experienced by the target population.
- ⇒ **Accomplished (3 points):** There was clear need described for the grant, supporting data was included as was a description of an organized and systematic approach to use the data for meaningful analysis. This data analysis approach also included an assessment of the gaps being experienced by the target population.
- ⇒ **Exemplary (4 points):** There was a strong description of the overall need, the supporting data, and the organized and systematic approach to use the data for meaningful analysis. This data analysis approach also included an assessment of the gaps over multiple years being experienced by the target population.

#### VII. Do (Action Plan)

Note to reviewers... If there are multiple action plans, be sure to “read across” each action plan before scoring the two sections below.

##### 1. Action Plan’s SMART Goal

- ⇒ **Not Present (0 points):** There was not an action plan for every SMART goal.
  - ⇒ **Beginning (1 point):** There was an action plan for each SMART goal. Or, it is a SMART goal that does not directly address the identified needs.
  - ⇒ **Developing (2 points):** There was an action plan for each SMART goal. The stated goal does address the identified needs.
  - ⇒ **Accomplished (3 points):** There was an action plan for each SMART goal, and the SMART goal directly addresses the identified needs
  - ⇒ **Exemplary (4 points):** There was an action plan for each SMART goal, and the SMART goal
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directly addressed the Identified needs.

## 2. Action Plan's Action Step, Timeline, Evidence of Completion and Personnel

- ⇒ **Not Present (0 points):** There was significant information missing in the action step, timeline, evidence, and/or personnel sections.
- ⇒ **Beginning (1 point):** The Action Plan's action step(s), timeline, evidence of completion, and personnel responsible was partially incomplete.
- ⇒ **Developing (2 points):** The Action Plan's action step(s), timeline, evidence of completion, and personnel responsible was included, but was not well-aligned to the SMART goal.
- ⇒ **Accomplished (3 points):** The Action Plan's action step(s), timeline, evidence of completion, and personnel responsible was fully addressed and correspond to the stated goal. The action step(s) related directly to the SMART goal.
- ⇒ **Exemplary (4 points):** The Action Plan's action step(s), timeline, evidence of completion, and personnel responsible was thoughtfully addressed and would help achieve the stated goal. The action step(s) tightly align with the SMART goal.

## VIII. Study/Check

### 1. Evaluation

#### 1a. Process to collect and analyze grant specific data

- ⇒ **Not Present (0 points):** No process is described for how grant specific data will be collected and/or analyzed.
- ⇒ **Beginning (1 point):** There was a reference to collecting data, but what data, and how it would be analyzed, was unclear.
- ⇒ **Developing (2 points):** There was a description of the process for collecting grant specific data or the data analysis process, but not both.
- ⇒ **Accomplished (3 points):** There was a description of both what and how data will be collected as well as how these data would then be analyzed.
- ⇒ **Exemplary (4 points):** There was a description of both what and how data will be collected, as well as how a protocol will be used to analyze these data. It is clear that these data will be used in order to refine, improve, and strengthen the project.

#### 1b. Process for changing or making improvements to action steps

- ⇒ **Not Present (0 points):** No process is in place for changing or making improvements to the action step(s).
- ⇒ **Beginning (1 point):** There was an incomplete description of the process for changing or making improvements to the action step(s).
- ⇒ **Developing (2 points):** There is a brief description of the process for how changes and/or improvements to the action step(s) would occur.
- ⇒ **Accomplished (3 points):** There was a strong description, including a review of their data, for how any changes or improvements to the action step(s) would occur.
- ⇒ **Exemplary (4 points):** There was a well-crafted plan that thoroughly uses data to determine when and how any changes or improvements to the action step(s) would occur.

#### 1c. Process for sharing evaluation results with the public

- ⇒ **Not Present (0 point):** No process is in place to share evaluation results with the public.
- ⇒ **Beginning (1 point):** There was an incomplete description of the process for sharing evaluation results with the public.

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- ⇒ **Developing (2 points):** There is a brief description about the process for how evaluation data would be shared with the public.
  - ⇒ **Accomplished (3 points):** There was a strong description for how evaluation data would be shared with the public, with a special focus on communicating with specific external stakeholders.
  - ⇒ **Exemplary (4 points):** There was a well-crafted plan explaining how, as well as how often, evaluation data would be shared with the public, with a special focus on communicating to specific internal and external stakeholders.

**IX. Readiness**

**1. Stakeholders**

1a/1b. Identification of Stakeholders and Stakeholder Roles

- ⇒ **Not Present (0 points):** No planned stakeholders and/or planned stakeholder roles were identified.
- ⇒ **Beginning (1 point):** The planned stakeholders or planned stakeholder roles were not adequately described.
- ⇒ **Developing (2 points):** The planned stakeholder team and stakeholder roles were described.
- ⇒ **Accomplished (3 points):** The planned stakeholder team and corresponding roles were clearly described.
- ⇒ **Exemplary (4 points):** The planned stakeholder team and corresponding roles were described in-depth.

**2. Communication Structures and Protocols**

2a. Protocols for ongoing communication

- ⇒ **Not Present (0 points):** There are no planned procedures or protocols for ongoing communication.
- ⇒ **Beginning (1 point):** There are some planned procedures or protocols for ongoing communication, but they were not adequately described.
- ⇒ **Developing (2 points):** Plan describes how communications with stakeholders will occur using formal protocols.
- ⇒ **Accomplished (3 points):** Plan describes how communications with internal/external stakeholders (as applicable) would occur regularly, how the means of communication are clearly defined, and how formal communication protocols exist.
- ⇒ **Exemplary (4 points):** Plan includes an in-depth description for how communications with internal/external stakeholders (as applicable) will occur at least quarterly, how the means of communication are clearly defined, and how formal/written communication protocols have been put in place.



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## Wisconsin Department of Public Instruction Bully Prevention Grant Rubric Scoring Sheet

	<b>APPLICATION OVERVIEW</b>	
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Reviewer's Number	Date of Review <i>Mo./Day/Yr.</i>
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**Description**

The table below will be used to calculate the final overall score of the application. This is the score that the DPI will use to determine which projects to fund.

Section Name	Potential Scores	Weighting	Weighted Score
III. Abstract	0, 4	x 1.0	
VI. Plan—1a. Demonstration of Need	0, 1, 2, 3, 4	x 1.0	
VII. Do—1. Action plan's SMART goal	0, 1, 2, 3, 4	x 1.0	
VII. Do—2. Action plan's action steps, timeline, evidence of completion, and personnel	0, 1, 2, 3, 4	x 1.0	
VIII. Study/Check—1a. Process used to collect and analyze grant-specific data	0, 1, 2, 3, 4	x 1.0	
VIII. Study/Check—1b. Process for changing or making improvements to action steps	0, 1, 2, 3, 4	x 1.0	
VIII. Study/Check—1c. Process for sharing evaluation results with the public	0, 1, 2, 3, 4	x 1.0	
IX. Readiness—1a/1b. Identification of stakeholder/Stakeholder roles	0, 1, 2, 3, 4	x 1.0	
IX. Readiness—2a. Communication Structures and Protocols	0, 1, 2, 3, 4	x 1.0	
<b>Overall Score</b>			<b>0</b>

	<b>APPLICATION OVERVIEW</b>	
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Reviewer Comments

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