



GRANT OPPORTUNITY DECISION-MAKING MATRIX



Opportunity (Grant ID):

Reviewer:

Date:

											Decision: __ Pursue Grant __ Do Not Pursue Grant	
DECISION FACTORS	DECISION FACTOR WEIGHTING											SCORE
	Weak				Neutral			Strong				
	0	1	2	3	4	5	6	7	8	9	10	
1. Organization Fit (with mission, vision, business plan, FY priorities)	Low alignment, no priority, or low priority				Moderate alignment, moderate priority			High alignment, major priority, or links to multiple priorities				
2. Value to Organization Capabilities	Low contribution to organization capabilities				Moderate contribution to organization capabilities			Significant contribution to organization capabilities				
3. Partnerships	Requires outreach to new partners and drafting of agreements				Requires outreach to existing partners and drafting of new agreements			Leverages existing partnerships and agreements				
4. Proposal Content	Text must be substantially new, content not available from existing sources				Some text is available, balance of text must be new			Text can be repurposed, content is available from multiple sources				
5. Deadline for Application	Not enough time to convene advisory team and write proposal, high impact on ongoing work				Requires reassignment of staff or ongoing work to to meet application deadline			Adequate time to convene advisory team and write proposal, low impact on ongoing work				

DECISION FACTORS - continued	Weak				Neutral			Strong				Score
	0	1	2	3	4	5	6	7	8	9	10	
6. Sustainability - Funding	No sources of future funding identified after grant funding ceases, low potential for future funding from organization				Future funds identified to cover some project costs after grant funding ceases			Future funds identified to cover all project costs after grant funding ceases, high potential for future funding from organization				
7. Sustainability - Resources	Requires major investment of organizational resources				Requires moderate investment of organization resources			Requires minimal investment of organizational resources				
8. Staff Capability and Availability	Not experienced relevant to key performance requirements, inadequate credentials; staff not available to perform project if grant awarded				Experience gaps exist relevant to key performance requirements, adequate credentials; some staff are available to perform project if grant awarded, must find additional staff			Extensive experience relevant to key performance requirements, appropriate credentials; proper staff are available to perform project if grant awarded				
9. Staff Training	Requires staff training, no training costs provided				Moderate training required, covers some training costs			Minimal training required, covers all training costs				
10. Funding-to-Cost Considerations	ROI likely to be less than total costs of proposal and contract performance				ROI likely to offset total costs of proposal and contract performance			ROI likely to greatly exceed total costs of proposal and contract performance				
TOTAL SCORE												
REVIEWER COMMENTS:												

