

Application Rubric & Scoring

Below is a description of the RFP components, the amount of points they are weighted in the overall score of your application, and other details.

NOTE: Be sure to revisit the specific requirements for each Coordinating Center and programmatic focus areas for additional instructions and eligibility requirements.

Project Cover Page	
Section	Additional Details
1. Project Title	-----
2. Total Amount Requested	Varies by Coordinating Center. Please check the Center Specific RFP.
3. Coordinating Center (CC)	Select <u>one</u> of the following: <ol style="list-style-type: none"> 1. Emory University – Building Organizational Capacity 2. University of Houston – Wellbeing, Mental Health, Trauma-Informed Care, Substance Use, & Telehealth 3. Southern AIDS Coalition – HIV-Related Stigma 4. Wake Forest University - Faith-Based Advocacy and Spiritually Integrated Capacity Building
4. Project Abstract	5-6 sentence summary of your project

Project Narrative			
Section	Points	Max. Length	Additional Details
Statement of Need	15	250 words	Please describe the need to build your organizational capacity, skills, and knowledge around the specific focus area of the CC to which you are submitting an application.
Organizational Background and Capacity	15	500 words	<ul style="list-style-type: none"> • Please provide a brief description of your organization's history and purpose, including mission, goals, and priority populations. • If you don't hold 501(c)(3) status, also briefly describe your fiscal sponsor's history, purpose, and relationship to your work. • Please also describe the role your organization plays in addressing the content area in which you are applying.
Program / Work Plan Narrative	35	2000 words	Please provide a detailed description of your program/work plan, including a detailed description of the objectives, goals, activities, timeline, and explain how the plan will help you address the problem or need. Please organize this section by objectives.

			<p>Please fill out the work plan template provided. This is an opportunity for you to outline and explain your program plan. A work plan template is provided for you and will also be a required attachment with the final submission.</p> <p>The narrative should include, but not limited to, the following:</p> <ul style="list-style-type: none"> • Detailed description of the proposed project (see Coordinating Center specific requirements and insert the relevant program components here, including information about the proposed intervention or program). • Population of focus on which the project is intended to serve. • How your organization will benefit from the proposed project. • How the proposed project meets the goals of the respective Coordinating Center. • How the proposed project helps to enhance access to high-quality HIV care and/or prevention services. • Your plans for sustaining the work of the project at the end of the grant.
Alignment with Guiding Principles (Shared Values)	10	250 words	<p>Please describe the ways in which you plan to practice the COMPASS CC guiding principles. Please refer back to the Guiding Principles section of the RFP.</p>
Vision / Impact	15	500 words	<ul style="list-style-type: none"> • What impact does your organization want to make with this project? • What does your organization want to see at the end of the year project? • How will your organization know that your project was a success?
6. Budget and Budget Narrative	10	Use template	<p>Please upload your completed budget using the provided budget template. Your budget should provide details about each line item (i.e., what that item is for) and briefly describe the responsibilities, time commitment, and rate for any staff or consultant included in the budget.</p>

Supplemental Materials**Required**

1. Project Budget Template
2. Work Plan Template, if required by the CC to which you are applying
3. Organization's (or fiscal sponsor's) IRS 501(c)(3) Designation Letter Board of Directors List
4. Diversity Table
5. Fiscal Sponsorship Agreement or Letter from Fiscal Sponsor (if applicable)

NOTE: Applicants who are selected for funding may be required to submit an Audit or IRS Form 990