

# Assessment Scale

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On the basis of the information provided in each application the members of the assessment committee give a mark from 1 to 4 for each of the five assessment areas set out below.

The individual marks for each assessment area will provide a total score out of 20. These are then averaged and a ranked list is created listing the applications with the highest scores at the top.

## The five assessment areas:

### Area 1: The idea / Te kaupapa

#### What is it the applicant wants to do?

Give a mark based on your assessment of how strong and well-developed the idea behind the proposed project is.

4	The idea / kaupapa is extremely strong and well-developed
3	The idea / kaupapa is generally strong and has merit
2	The idea / kaupapa is under-developed
1	The idea / kaupapa is not developed

### Area 2: The process / Te whakatutuki

#### How will the applicant carry out the project, and where and when?

Give a mark based on your assessment of the process (creative and/or practical), planning and timeline put forward for the project in the application.

4	The process, planning and timeline are extremely well-conceived and convincing
3	The process, planning and timeline are mostly well-conceived and credible
2	Some aspects of the process, planning or timeline are well-conceived
1	The process, planning and timeline are poorly conceived and not convincing, and/or key elements of the process, planning and timeline are incomplete

### Area 3: The people / Ngā tāngata

#### Who is involved?

Give a mark based on your assessment of the relevant experience of the individual or group and their ability to deliver the project.

4	The ability and experience of the individual or group involved in the delivery of the project is exceptional
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<b>3</b>	The ability and experience of the individual or group involved in the delivery of the project is strong
<b>2</b>	The ability and experience of the individual or group involved in the delivery of the project is below average or unproven
<b>1</b>	The ability and experience of the individual or group involved in the delivery of the project is unknown or not credible

#### Area 4: The criteria / Ngā paearu

##### **How will the project deliver to the selected criterion?**

Give a mark based on how well the proposed project will deliver to the selected criterion.

<b>4</b>	The project has potential to deliver exceptional results under the selected criterion
<b>3</b>	The project has the potential to deliver strong results under the selected criterion
<b>2</b>	The project has the potential to deliver limited results under the selected criterion
<b>1</b>	The project has the potential to deliver minimal or no results under the selected criterion

#### Area 5: The budget / Ngā pūtea

##### **How much will the project cost?**

Give a mark based on your assessment of how strong the proposed project's financial information is and how reliable its budget is.

<b>4</b>	The financial information, including the budget, is realistic, complete and accurate
<b>3</b>	The financial information, including the budget, is mostly complete, realistic and accurate
<b>2</b>	The financial information, including the budget, is incomplete and only partly realistic and accurate
<b>1</b>	The financial information, including the budget, is unrealistic and/or incomplete and/or inaccurate