

Kansas Office of Apprenticeship State Grant Scoring Rubric

The following are the review criteria the review team will use to score each grant application. Each grant will be rated based on the criteria listed and given a score out of one hundred.

	Exemplary	Meets Expectations	Needs Improvement	Insufficient Evidence
(1) Overall Program Plan & Long-term Programmatic Sustainability (25 points possible)	Highly developed, executable program with strong employer engagement, clear integration with industry, and robust programmatic sustainability strategies supporting high-wage, high-demand occupations in Kansas. (22–25 Points)	Clear program plan with employer involvement and defined recruitment/retention strategies. Sustainability planning is present and feasible. (17-21 Points)	Limited clarity in execution, employer engagement, or alignment with high-wage, high-demand occupations. Programmatic sustainability planning is weak or incomplete. (6-16 Points)	No clear program plan or lack of employer engagement, recruitment/retention strategy, or occupational alignment. (0-5 Points)
(2) Youth Apprenticeship Strategic Plan (10 points)	Clear, actionable plan with strong partnerships, defined populations, measurable outcomes, barrier mitigation, and youth engagement (including hiring two apprentices ages 16-17 and/or four K-12 or	Solid plan with most elements included; minor gaps in clarity or detail in K-12 or community engagement or outcomes.	Basic plan with limited detail on partnerships, outcomes, or K–12 or community engagement. (3-6 Points)	Missing key components including K-12 or community engagement and apprenticeship strategy. (0-2 Points)

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	community engagement activities and strategic plan).	(7-8 Points)		
	(9-10 Points)			
(3) Apprenticeship Growth Plan in Kansas (20 points)	Clear plan to increase enrollment by 5% with defined timelines, employer engagement, and funding alignment.	Feasible growth plan with general targets and reasonable pathway to achieving outcomes.	Vague targets or weak connection between funding and enrollment growth.	No measurable targets or explanation of how funding increases enrollment.
	(17-20 Points)	(13-16 Points)	(5-12 Points)	(0-4 Points)
(4) Capacity (10 points)	Strong prior grant performance, documented outcomes, clean compliance history, and demonstrated organizational capacity (or strong alternative capacity narrative if new).	Relevant experience or clear capacity explanation with general outcomes and fund use.	Limited information on experience or capacity; readiness is unclear.	Insufficient information to evaluate capacity or past performance.
	(9-10 Points)	(7-8 Points)	(3-6 Points)	(0-2 Points)

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(5) Budget Narrative & Financial Sustainability (20 points)	Detailed, realistic budget fully aligned with goals, apprentice targets, occupations, and long-term financial sustainability. There is a plan to sustain the activity once the funding ends. (17-20 Points)	Clear budget with most required elements and reasonable alignment to operations and financial sustainability. (13-16 Points)	Basic budget with limited clarity or weak financial sustainability connection. (5-12 Points)	Budget missing or lacks required elements. (0-4 Points)
(6) Matching Funds (15 points)	Clear 1:1 match with detailed, credible, and sustainable funding narrative. (13-15 Points)	Match identified with general explanation and acceptable documentation. (10-12 Points)	Match is unclear, weakly documented, or insufficiently supported. (4-9 Points)	No identifiable matching funds or narrative provided. (0-3 Points)
Total: 100 Points				