



Work in Water Mini-Grant Rubric

Work in Water (WiW) funds are limited to participants of the WiW Training, and can only be used to fund transportation or internships. The program is intended to support requests ranging \$500 to \$4,500.

Applications that include an internship will be scored out of 100 points. Applications that do not include an internship will be scored out of 75 points.

Utility Name:

Contact Name:

Target School:

EVENT PLAN		
Points Possible		Points Given
5 pts	Timeline and event logistics are realistic, well thought out, and achievable.	
10 pts	There is a plan and process for transporting the students.	
20 pts	The treatment plant tours are well thought out, align with the messages in the classroom workshop, provide opportunities to see work in action, and include opportunities for staff to talk about their jobs and how they got into the industry.	
5 pts	The WiW program fits the needs and long-term goals of the utility.	
LOCAL SUPPORT		
Points Possible		Points Given
10 pts	There is support from utility management for the WiW outreach effort.	
INTERNSHIP		
Points Possible		Points Given
10 pts	There is a plan for daily supervision and overall management of intern.	
10 pts	There is a well thought out plan to provide the intern with a well-rounded internship with multiple duties and roles.	
5 pts	Human resources is supportive and has a process plan.	
BUDGET		
Points Possible		Points Given
10 pts	There is financial support from the utility as well as from mini-grant funds.	
10 pts	The budget is clear and fits within the mini-grant guidelines.	
5 pts	Utility is willing and able to complete the requirements: 1) W9 Form, 2) time logs, 3) evaluations.	
TOTAL POINTS AWARDED		
100	<i>TOTAL POINTS POSSIBLE WITH INTERNSHIP</i>	
75	<i>TOTAL POINTS POSSIBLE WITHOUT INTERNSHIP</i>	



I have the following questions regarding the implementation of this Work in Water project:

I recommend providing this utility with the full amount of the requested funds for this project.

Due to lack of clarity, planning or other reasons (please describe below), I do not recommend funding this project at this time.

I recommend providing this utility with partial funds for the implementation of this project.
Please describe partial funding recommendation below.