

## Brentwood Community Fund 2025 Scoring Matrix

Scoring line	Score		Weighting multiplier	Maximum score (%)
	0 -5	Score criteria		
1	Does the applicant demonstrate how the project meets the criteria and supports the priorities and expected outcomes outlined in the guidance notes?	<p>0= The applicant does not identify how the project meets the priorities and expected outcomes.</p> <p>1= The applicant makes tenuous links to the local priorities and outcomes.</p> <p>2= The applicant makes reasonable links to the local priorities and outcomes.</p> <p>3= The applicant makes good links to the local priorities and outcomes.</p> <p>4= The applicant makes very good links to the local priorities and delivery of outcomes.</p> <p>5= Excellent understanding of local priorities and clear, robust links to how it will deliver the outcomes.</p>	x3	15
2	Has the applicant clearly shown the need for the project and has it been developed with the community?	<p>0= No evidence of engagement with, or understanding of communities / beneficiaries</p> <p>1= A small amount of understanding of need and engagement/ consultation with beneficiaries</p> <p>2= Reasonable level of understanding of need and reasonable community engagement</p> <p>3= Good understanding of needs of the community and has undertaken a good level of engagement to shape the project.</p> <p>4= Very good understanding of needs of beneficiaries and has directly worked with communities/ beneficiaries to shape the project.</p> <p>5= Excellent understanding of needs of beneficiaries and evidence of engagement with wider communities to shape, codesign and grow the project.</p>	x3	15
3	The application demonstrates the promotion of volunteering in its planning and delivery.	<p>0 = The application shows no evidence of how the project will promote volunteering.</p> <p>1= The application shows a small amount of evidence of how the project will promote volunteering.</p> <p>2= The application shows reasonable evidence of how some aspects of the project will promote volunteering.</p> <p>3= The application shows a good amount of evidence of the promotion of volunteering.</p> <p>4= The application shows a very good amount of evidence of the promotion of volunteering.</p> <p>5=The application clearly demonstrates how volunteering is integral to the project.</p>	x3	15
4	Does the project demonstrate a commitment to equality, diversity and inclusion (EDI)?	<p>0= Unclear/ no understanding of EDI shown</p> <p>1= Some/ a little understanding of EDI shown but no evidence of commitment or specific actions to address inequalities</p> <p>2= Reasonable understanding of EDI shown with some actions outlined to address inequalities</p> <p>3= Good understanding of EDI with a good amount of actions outlined to address inequalities.</p> <p>4= Very good understanding of EDI shown, with clear actions showing EDI is a priority in their organisation's delivery.</p> <p>5= Excellent understanding of all aspects of EDI, with EDI being central to the work of the organisation.</p>	x2	10
5	Does the applicant demonstrate a commitment to minimising their environmental impact?	<p>0= Unclear/ no commitment to sustainability</p> <p>1= Some/ a little understanding of environmental impacts and sustainability.</p> <p>2= Reasonable understanding of sustainability and environmental impact shown.</p> <p>3= Good understanding of sustainability and environmental impact, with actions to mitigate these.</p> <p>4= Very good understanding shown of sustainability, with it being a clear priority in the organisation and project delivery.</p> <p>5= Excellent understanding of sustainability with it being central to the work of the organisation, excellent understanding shown around how project delivery will have impact on the environment, with actions not only to mitigate the impact, but to positively benefit it.</p>	x2	10
6	Is the project delivery sustainable past initial delivery and does it leave a legacy?	<p>0= The project is not sustainable and does not leave any legacy</p> <p>1= There is a little thought into the legacy of the project and how to sustain it.</p> <p>2= The applicant has shown a reasonable amount of thought about the legacy of the project or how to sustain it.</p> <p>3= The applicant has shown good understanding of how they will continue to sustain the delivery of the project or leave a lasting legacy.</p> <p>4= The applicant has considered, from the outset, the legacy of the project and how they will continue to deliver it, taking steps to plan accordingly.</p> <p>5= The project's legacy and continued delivery is central to the aims of the project.</p>	x2	10
7	Has the applicant demonstrated their commitment to safeguarding during project delivery and throughout their organisation?	<p>0= Unclear/ no understanding of safeguarding</p> <p>1= Some/ a little understanding shown with attached policy or statement</p> <p>2= Reasonable understanding shown with attached policy or statement.</p> <p>3= Good understanding of safeguarding shown, with a good policy or statement attached.</p> <p>4= Very good understanding of safeguarding with specific recognition of risks in project delivery and policy or statement attached.</p> <p>5= Excellent understanding of safeguarding with risks recognised, and management of these outlined in specific actions, with policy or statement attached.</p>	x2	10

8	Has the applicant outlined the health and wellbeing benefits of the project and how these will be measured?	<p>0= Unclear/ no understanding of health and wellbeing impacts.</p> <p>1= Some/ a little understanding of health and wellbeing impacts with little information on how this will be measured.</p> <p>2= Reasonable understanding of health and wellbeing impacts shown, with reasonable methods of measuring these.</p> <p>3= Good understanding of health and wellbeing benefits, with good methods of measuring these.</p> <p>4= Very good understanding of health and wellbeing benefits, with detailed, clear and robust methods of measuring these.</p> <p>5= Excellent understanding of the impact their project will have on health and wellbeing, with a range of strong evaluation methods used throughout delivery.</p>	x2	10
9	Has the applicant demonstrated inkind or match funding towards the project?	<p>0= Unclear/ no evidence of match funding or inkind contributions.</p> <p>1= Some/ a little additional match funding or inkind contributions.</p> <p>2= Reasonable level of additional match funding or inkind contributions with some confirmed.</p> <p>3= Good level of additional match funding or inkind contributions with some confirmed.</p> <p>4= Very good level of additional match funding or inkind contributions with the majority confirmed.</p> <p>5= Excellent level of additional match funding or inkind contributions shown, committed and evidenced.</p>	x1	5
<b>TOTAL</b>				<b>100%</b>

**Technical check**

Has the organisation provided a constitution or terms of reference?
Does the budget balance and is it realistic?
Can the applicant realistically deliver the project by 31 March 2026?
Has the applicant provided a valid Public Liability Insurance certificate?
Has the applicant provided their Safeguarding policy or statement?
If permissions are required, i.e. for building works, have these been provided?
Is the delivery of the project mostly in Brentwood Borough and/ or does it benefit only Brentwood residents?