Score Card for PACE Outstanding Training Project Award

Description: This award recognizes an outstanding individual or collaborative team who develop and implement industry specific adult training through a public or private partnership.

Directions: Score each bulleted criterion from 1 to the highest possible score, based on the award submission write-up. Point values are located behind each individual criterion; each bulleted criterion has a point value of 1 or 2. Total the score in each section. Add the sections to determine the final score.

Scoring Rubric Criterion and Point Values	Points Available	Awarded Score
() () () () () () () () () ()	for Section	
1. Needs Assessment (Description of Need)	10	
 The need for training is clearly described. (2) The needs assessment that was conducted 	10	
measures the discrepancy between "beginning" and "desired" conditions. (2)		
 The needs assessment includes every stakeholder in 		
the partnership. (2)		
 The needs assessment results are used to develop 		
the training plan. (2)		
The training plan has clear outcomes which flow		
from the needs assessment. (2)		
2. Creativity/Customization		
The partners identified a problem and created a	12	
training solution. (2)		
 The training activities are clearly described. (2) 		
 The training is unique to the entity for which it was 		
developed. (2)		
 The training introduces significant positive change 		
for the participating organizations. (2)		
 The process (rollout) of implementing the training is 		
clearly described. (2)		
All required resources identified in the needs		
assessment (human/equipment) were used		
efficiently to implement the training. (2)		
3. ROI		
The training was fully implemented. (1)	4	
The candidate provided evidence that the training The candidate provided evidence that the training The candidate provided evidence that the training The candidate provided evidence that the training		
met the intended outcomes - narrative		
(testimonials) or metrics or both. (2)		
There is an ongoing evaluation plan for the training which includes the stakeholders (1)		
which includes the stakeholders. (1)		

 4. Partnerships Developed The partners had an agreed vision of common goals. (1) Roles/Responsibilities for each partner organization were identified. (1) The management/leadership structure for the project was well-defined among the partners. (1) The funding and allocation of resources of the 	4	
training project was clarified among the partners. (1)		
5. Conventions of Submission (OPTIONAL SECTION)		
 Sections are clearly written. 		
 All details are relevant. 		
 Conclusions flow from details. 		
 Appropriate language for intended audience. 		
TOTAL	30	