



City of Lowell- Office of Cultural Affairs and Special Events
 ARPA Cultural Festivals and Events Program
 Scoring Rubric

Festival or Event Name: _____ Total Points _____

The following criteria will be used to review submissions for the City of Lowell Cultural Festivals and Events Program.

	Poor	OK	Good	Great	Score
Application Is the application fully complete and well organized?	1 - 2	2 - 3	3 - 4	4 - 5	
Eligibility Does the proposed festival or event meet the eligibility requirements for this program? (non-profit, cultural focus)	1 - 2	2 - 3	3 - 4	4 - 5	
COVID-19 Impact Applicant has clearly described the impact of the COVID-19 pandemic on the festival or event	1 - 2	2 - 3	3 - 4	4 - 5	
Covid-19 Recovery Plan Applicant has clearly outlined a plan to utilize ARPA funds to help festival/event recovery.	1 - 2	2 - 3	3 - 4	4 - 5	
Longevity Applicant has demonstrated a clear plan for sustainability for the festival or event beyond the ARAP festival and Event program	1 - 2	2 - 3	3 - 4	4 - 5	
Local Economy Applicant has clearly explained and evidenced how the festival or event will support the local economy	1 - 2	2 - 3	3 - 4	4 - 5	
Budget What percentage of the total project budget does this grant request represent?	76-100%	51-75%	26-50%	25% and under	
Timeline Applicant has included a timeline with clearly defined dates that are within April 2023 – December 2024	1 - 2	2 - 3	3 - 4	4 - 5	
Equity and Inclusivity Applicant has clearly defined how this project will promote equity and inclusivity in Lowell	1 - 2	2 - 3	3 - 4	4 - 5	

New Festivals and Events

Unique or unmet Need Applicant has clearly outlined how their new festival or event fills a unique or currently unmet need in the City	1 - 2	2 - 3	3 - 4	4 - 5	
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