

PROPOSAL REVIEW CRITERIA: Individual Rating sheet for 2011-2012
For Members of the CDBG Committee

Agency _____ Program/Project Title _____ Project # _____

This sheet should be completed after reading a proposal. Enter the number of points for each question that you determine should be assigned. Please bring this completed form to the CDBG Committee meeting where the agency will answer questions related to this proposal.

	10 points		
1. To what extent does the proposal meet the Objectives of the <u>Community Development Program Goals and Priorities</u> for 2011-2012	1 Does not meet objectives or priorities	10 Meets objectives and priorities	Points
	10 points		
2. To what extent is the proposed <u>program design</u> and <u>work plan</u> sufficiently detailed to demonstrate the ability to result in a <u>positive impact on the need</u> or problem identified?	1 Ineffective program design, unlikely to have a positive impact	10 Highly effective program design, logical & efficient work plan, very likely to have positive impact	Points
	5 points		
3. To what extent does the proposal include objectives that are realistic and measurable and are likely to be achieved within the proposed timeline?	1 Vague objectives, not realistic or measurable, unlikely to be achieved within timeline	5 Clear objectives, realistic & measurable, very likely to be achieved within timeline	Points
	10 points		
4. To what extent do the agency, staff and/or Board <u>experience, qualifications, past performance</u> and <u>capacity</u> indicate probable success of the proposal?	1 Low capacity to provide high quality service, poor track record, poor qualifications.	10 High capacity to provide high quality services, strong administration, excellent track record, high staff and Board qualifications.	Points
	10 points		
5. To what extent is the agency's proposed <u>budget reasonable and realistic</u> , able to <u>leverage additional resources</u> , and demonstrate <u>sound fiscal planning</u> and management?	1 Proposed budget is unclear and/or incorrect, unrealistic, does not leverage additional resources.	10 Proposed budget is clear and accurate, reflects realistic & appropriate costs, leverages other funds to support program	Points
	5 points		

6. To what extent does the agency's proposal demonstrate efforts and success at securing a <u>diverse array of support, including volunteers, in-kind support</u> and securing <u>partnerships with agencies</u> and community groups?	1 Very few partnerships, volunteer or in-kind support.	5 Strong partnerships, effectively utilize volunteers & in-kind support.	Points
	5 points		
7. To what extent does the applicant propose services that are accessible and appropriate to the needs of <u>low income individuals, culturally diverse</u> populations and/or populations with specific <u>language barriers</u> and/or <u>physical or mental disabilities</u> ?	1 Little attention paid to culturally relevant programming, few low income individuals served, no specific plan for addressing accessibility or language barriers.	5 Program design is culturally responsive, addresses accessibility & language needs of a variety of individuals, serves a high number of low income individuals.	Points
Comments, thoughts, issues:			
55 Total Points Possible	Total Points Assigned to Proposal:		

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CDBG Committee /Name of Person completing this form: _____

If you have questions about this proposal that you would want the agency to address during their scheduled question/answer time, please list them below. Submit these questions to the Community Development Division Office by the time period identified by program goal area listed below:

Housing and Economic Development: Due

Access and Homeless: Due

Questions (list):