

PROPOSAL REVIEW CRITERIA: Individual Rating sheet for 2013-2014
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 provide a brief presentation of their proposal.

	20 points		
1. To what extent does the proposal meet the Objectives of the <u>Community Development Program Goals and Priorities</u> for 2013-2014	1 Does not meet objectives or priorities	20 Meets objectives and priorities	Points
	20 points		
2. Who will directly benefit from this project (numbers) and to what extent will it benefit the individuals it proposes to serve (depth of service/impact)?	1 Small number of LMI persons / Little impact	20 High number of LMI persons / Great impact	Points
	15 points		
3. To what extent does the proposal include outcomes that are realistic and measurable, are likely to be achieved within the proposed timeline, and will show a positive impact on the needs	1 Vague outcomes, not realistic or measurable, unlikely to be achieved within timeline, out not measure impact on need	15 Clear outcomes, realistic & measurable, very likely to be achieved within timeline, and measure positive impact on need	Points
	15 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.	15 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
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	10 points		
6. To what extent does this proposal give evidence of thorough <u>planning</u> , which incorporates <u>coordination</u> with existing agencies, volunteers, and resources?	1 Project is vague, poorly planned, and isn't coordinated with existing resources	10 Project is well planned, thorough, and is carefully coordinated with existing resources	Points
	10 points		
7. What is your general reaction to this proposal?	1 General reaction is very negative	10 General reaction is very positive	Points
Comments, thoughts, issues:			
100 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, 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 July 6 by noon

Access and Homeless: Due July 10 by noon

Questions (list):