Corporation for National and Community Service
INDIVIDUAL REVIEWER FORM
2015 FGP-SCP INDIAN TRIBES COMPETITION

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Assess the extent to which the applicant addresses each of the Criteria. Using the reviewer rubric as a guide to understanding the ratings, select a rating to show how well the application addresses each criterion element.

I. Program Design (50%)
- ▪ **Strengthening Communities and Performance Measures Work Plans- Questions 1-4**
- ▪ **Recruitment and Development of Volunteers- Questions 5-8**

Strengthening Communities (35%)

Q1. Describes the community and demonstrates that the community need(s) identified in the **Primary Focus Area** of **Education (FGP)** or **Healthy Futures- Independent Living and/or Respite for Caregivers (SCP)** exist in the geographic service area.

__Excellent (7 pts.)	Provides persuasive evidence identifying the community need that is a high priority for the geographic service area, using objective data and evidence, or statements of support from key stakeholders. ▪ Goes beyond what was requested; shows that meeting this need is a high priority for the geographic service area. ▪ Provides a thorough, detailed response to all of the information requested. ▪ Provides a clear and highly compelling description of the community need. ▪ Supports assertion of a high priority community need with statements of support from key stakeholders.
__Good (5 pts.)	Demonstrates a community need in the geographic service area using objective data. ▪ Provides a response to all of the information requested. ▪ Explains most assumptions that the community need exists ▪ Supports assertion of community need with examples or other objective data.
__Fair (3 pts.)	Demonstrates a community need in the geographic service area using objective data. ▪ Describes a community need but the objective data does not clearly provide persuasive evidence to demonstrate the community need. ▪ Describes a community need but makes some assumptions that the community need exists in the geographic service area.
__Does Not Meet (0 pts.)	Does not provide any objective sources in describing a community need in the geographic service area. ▪ Gives many unsupported assumptions and reasons that the issue described is a community need. ▪ Makes many assumptions that the community need exists in the geographic service area. ▪ Tends to "parrot" back the question, rather than answer and explain it. ▪ Does not respond with any objective data.

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Q2. Describes how the service activities of the volunteers in the **Primary Focus Area** of **Education (FGP) or Healthy Futures- Independent Living and/or Respite for Caregivers (SCP)** will lead to National Performance Measure output and outcomes.	
__Excellent (7 pts.)	Presents an evidence basis demonstrating that this service activity will lead to the National Performance Measure(s). Highest probability and confidence that the service activity will lead to outputs or outcomes. ▪ Goes beyond what was requested, using an evidence basis (using performance data, research, a well-developed theory of change). ▪ Provides a thorough, detailed response to all of the information requested. ▪ Provides a clear and highly compelling description of how the proposed FGP/SCP volunteer activities lead to a National Performance Measure.
__Good (5 pts.)	Clearly and convincingly demonstrates how the proposed service activity is related to successfully achieving the National Performance Measure(s). High probability and confidence that the service activity will lead to outputs or outcomes. ▪ Provides a realistic description of how proposed service activity is related to achieving the National Performance Measure(s). ▪ Explains most assumptions and reasons.
__Fair (3 pts.)	Demonstrates how the proposed service activity is related to successfully achieving the National Performance Measure. Fair to acceptable probability that the service activity will lead to outputs or outcomes. ▪ Is sometimes unclear how the proposed activities will achieve the anticipated results. ▪ Makes some assumptions and reasons.
__Does Not Meet (0 pts.)	Does not demonstrate how the proposed service activity is related or is only tangentially related to addressing the National Performance Measure. Low probability the service activity will lead to outputs or outcomes. ▪ Gives an unclear description of how the proposed service activity is related to successfully achieving the National Performance Measures. ▪ Tends to "parrot" back the question, rather than answer and explain it. ▪ Does not address National Performance Measures.
Q3. Describes a plan and infrastructure to support data collection and ensure National Performance Measure outcomes and outputs are measured, collected, and managed.	
__Excellent (7 pts.)	Highest probability and confidence that the National Performance Measure outputs and outcomes will be measured, collected, and managed. ▪ Goes beyond what was requested, showing that the applicant has experience in collecting and reporting similar performance measures with consideration to proper data collection processes.

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	- Provides a thorough, detailed explanation of their data collection processes including how the outputs and outcomes will be collected consistently and accurately. - Provides a thorough, detailed explanation of the infrastructure available to collect the National Performance Measure data, including systems and tools for facilitating data collection. - Provides a thorough, detailed explanation of how data will be managed once collected.
__Good (5 pts.)	High probability and confidence that the National Performance Measure outputs and outcomes will be measured, collected, and managed. - Provides a realistic description of how the outputs and outcomes will be measured. - Includes plans to collect and manage National Performance Measure data that explains most assumptions. - Covers information on infrastructure that explains most assumptions.
__Fair (3 pts.)	Acceptable probability that the National Performance Measure outputs and outcomes will be measured, collected, and managed. - Is sometimes unclear how the outputs and outcomes will be measured. - Includes plans to collect and manage National Performance Measure data that makes some assumptions. - Covers information on infrastructure that makes some assumptions.
__Does Not Meet (0 pts.)	Low probability the National Performance Measure outputs and outcomes will be measured, collected, and managed. - Gives an unclear description of how the outputs and outcomes will be measured. - Includes plans to collect and/or manage National Performance Measure data that includes many unsupported assumptions. - Covers information on infrastructure that makes many unsupported assumptions. - Did not connect the plan or infrastructure to National Performance Measure measurement. Tends to "parrot" back the question, rather than answer and explain it. - Does not provide information on either the plan or the infrastructure to collect National Performance Measures.

Total Points for Strengthening Communities:	N/A
COMMENTS: (Note significant strengths and weaknesses identified in your assessment)	

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Performance Measures Workplans

Foster Grandparent Program Performance Measures Requirements:

Requirement 1: At least 75 percent of the unduplicated Foster Grandparent volunteers must be in work plans that address Agency-Wide Priority Measure Outcomes for K-12 Success and/or School Readiness.

Requirement 2: No more than 25 percent of the unduplicated Foster Grandparent volunteers can be placed in assignments that address:
• Agency-Wide Outputs in K-12 Success and/or School Readiness and/or
• Complementary Measures Outputs in Child Safety, Welfare, and Health; Education; Economic Opportunity

Senior Companion Program Performance Measures Requirements:

Requirement 1: At least 90 percent of the unduplicated Senior Companion volunteers must be in work plans that address Agency-Wide Priority Measures in Healthy Futures - Independent Living Outcome and/or Complementary Program Measures - Respite Care Outcome.

Requirement 2: No more than 10 percent of unduplicated Senior Companion volunteers can be placed in assignments that address the Other Older Adult and Individuals with Disabilities Output Measure.

Q4. In assessing the work plans, determine how successfully the work plans logically connect four major elements in the Primary Focus Area or each other and are aligned with the National Performance Measure instructions:
1. The community need(s) identified
2. The service activities that will be carried out by FGP or SCP volunteers
3. The instrument description and data collection plans
4. Work plans include target numbers that lead to outcomes or outputs, and are appropriate for the total number   of volunteers assigned to the work plan
5. 5. Optional evidence-based work plan: The work plan describes the community need and specifies the applicability of the evidence-based model, and includes all required targets and data collection instrument(s).

__Excellent (14 pts.)	Clearly and convincingly connects a community need and the service activities to a National Performance Measure output and OUTCOME appropriate to the number of duplicated volunteers.
	▪ Goes beyond what was requested, and commits to National Performance Measure outcomes that address the community need.
	▪ Provides a thorough, detailed response to all of the information requested.
	▪ Provides a clear and highly compelling description of how the proposed activities connect the community need to a National Performance Measure output and outcome.
	▪ Links four major element ideas and objectives with comprehensive plans explaining and connecting a community need to FGP or SCP

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	volunteer activity, data collection instrument, and National Performance Measure outputs and outcomes that are appropriate to the number of volunteers. ▪ Includes a Data Collection Plan.
__Good (12 pts.)	Clearly and convincingly connects a community need and the service activities to a National Performance Measure OUTPUT appropriate to the number of duplicated volunteers. ▪ Provides a response to all of the information requested. ▪ Provides a realistic description of how the proposed activities connect the community need to National Performance Measure outputs. ▪ Links four major elements explaining and connecting a community need to FGP or SCP volunteer activity, data collection instrument, and National Performance Measure outputs that are appropriate to the number of volunteers. ▪ Includes a Data Collection Plan.
__Fair (8.5 pts.)	Connects a community need and the service activities to a National Performance Measure OUTPUT. ▪ Covers a community need, service activities, instrument descriptions and a National Performance Measure output that are related. ▪ Is sometimes unclear how the proposed activities connect the community need to a National Performance Measure output and align with the National Performance Measure instructions. ▪ Includes unrealistic target numbers or volunteer numbers. ▪ Makes some assumptions and leaves some reasons unexplained in describing and connecting a community need to FGP or SCP volunteer activity, data collection instruments, and a National Performance Measure output. ▪ Outputs and Outcomes may not be appropriate for the number of volunteers.
__Does Not Meet (0 pts.)	Does not connect the four major elements. ▪ The community need, service activities, data collection instrument, and National Performance Measure output are not related. ▪ Gives an unclear description of how the proposed activities connect the community need to National Performance Measure outputs. ▪ Includes at least one work plan with zero target numbers. ▪ Did not connect a community need to FGP or SCP volunteer activity, data collection instrument, and a National Performance Measure outcome. ▪ Tends to "parrot" back the question, rather than answer and explain it. ▪ Does not address one of the four major elements.
Total Points for Performance Measure Workplans:	N/A

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Q5. **(For SCP applications)** Work plan service activity addresses how the service of Senior Companion volunteers will address Elder Justice priorities by placing volunteers in assignments that help to mitigate the potential that clients and caregivers served by the Senior Companions will be victims of financial fraud, abuse, and/or neglect.	
__Excellent (5 pts.)	Significant "Preventing Elder Abuse" service activities in the work plans that include the unique needs of tribal members. Highest probability and confidence that the plans for this activity will address Elder Justice. ▪ Goes beyond what was requested, showing that the applicant has anticipated issues that may arise in serving veterans and/or military families. ▪ Provides a clear and realistic plan to serve veterans and/or military families with the infrastructure to sustain this service. ▪ Supports ideas and objectives with comprehensive plans explaining and connecting service activity to veterans and/or military families.
__Good (3.5 pts.)	Significant "Preventing Elder Abuse" service activity in the work plan or significant activities that address Elder Justice even if there are no "Preventing Elder Abuse" service activities in the work plan. High probability and confidence that the plans for this activity will address Elder Justice. ▪ Provides a realistic plan to address Elder Justice Issues. ▪ Explains most assumptions and reasons. ▪ Supports ideas with plans, examples, or outlines.
__Fair (2 pts.)	Some service activity in the work plan or activities that address Elder Justice even if there are no "Preventing Elder Abuse" service activities in the work plan. Acceptable confidence that these plans for this activity will be met. ▪ Is sometimes unclear how the proposed service activities will serve address Elder Justice. ▪ Makes some assumptions and leaves some reasons unexplained.
__Does Not Meet (0 pts.)	Unrealistic or no activity(ies) Elder Justice related activity or little confidence that proposed plans will lead to activity that addresses Elder Justice. ▪ Gives an unclear description of how the proposed service activities will address Elder Justice activities ▪ Gives many unsupported assumptions and reasons regarding how activities will address elder justice. ▪ Tends to "parrot" back the question, rather than answer and explain it. ▪ Does not address issues of Elder Justice.
COMMENTS: (Note significant strengths and weaknesses identified in your assessment)	

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Recruitment and Development of Volunteers (15%)

Q5. Demonstrates a plan and infrastructure to create well-developed high quality FGP or SCP assignments with opportunities for volunteers to share their experiences, abilities, and skills to improve their communities and themselves through service in their communities.

__Excellent (5 pts.)	Realistic plan and infrastructure to create well-developed high quality FGP/SCP volunteer assignments. - Volunteer assignments include all of the following: opportunities to share their experiences, abilities, and acquire new skills to improve their communities and themselves through service in their communities. - Goes beyond what was requested and is actively measuring the impact of volunteer activity on the FGP/SCP volunteer. - Provides a clear and realistic plan to create high quality FGP/SCP volunteer assignments, and the infrastructure to sustain this volunteer coordination.
__Good (3.5 pts.)	Realistic plan and infrastructure to create well-developed high quality FGP/SCP volunteer assignments. - Volunteer assignments include at least three of the following: opportunities to share their experiences, abilities, and acquire new skills to improve their communities and themselves through service in their communities. - Provides a realistic plan to create high quality FGP/SCP volunteer assignments. - Explains most assumptions regarding infrastructure to sustain this volunteer coordination.
__Fair (2 pts.)	Realistic plan to create high quality FGP/SCP volunteer assignments. - Volunteer assignments include at least two of the following: opportunities to share their experiences, abilities, and acquire new skills to improve their communities and themselves through service in their communities - Is sometimes unclear how the proposed plan and infrastructure will create high quality FGP/SCP volunteer assignments. - Makes some assumptions regarding the infrastructure required to coordinate volunteers.
__Does Not Meet (0 pts.)	Unrealistic or no plan to create high quality FGP/SCP volunteer assignments. Volunteer assignments include only one of the following: opportunities to share their experiences, abilities, and acquire new skills to improve their communities and themselves through service in their communities

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	- Gives an unclear description of how the proposed plan or infrastructure will create high quality FGP/SCP volunteer assignments. - Does not address volunteer coordination or gives many unsupported assumptions. - Tends to "parrot" back the question, rather than answer and explain it.
Q6. Demonstrates a plan and infrastructure to ensure FGP or SCP volunteers receive training needed to be highly effective means to address the identified community need(s).	
__Excellent (4 pts.)	Realistic plan and infrastructure to create high quality FGP/SCP volunteer training that includes evaluations of the training by the FGP/SCP volunteers or the stations. - Goes beyond what was requested and is actively evaluating the training. - Provides a clear and realistic plan to train volunteer, with infrastructure that includes a training curriculum and training material.
__Good (2.5 pts.)	Realistic plan and infrastructure to train FGP/SCP volunteers. - Provides a realistic plan to train volunteer. - Explains most assumptions regarding infrastructure required to support FGP/SCP volunteer training.
__Fair (1.5 pts.)	Realistic plan to train FGP/SCP volunteers. - Is sometimes unclear how the training activity is related to service activities. - Makes some assumptions regarding infrastructure required to support FGP/SCP volunteer training.
__Does Not Meet (0 pts.)	Unrealistic or no plan to create high quality FGP/SCP volunteer assignments. - Volunteer assignments include only one of the following: opportunities to share their experiences, abilities, and acquire new skills to improve their communities and themselves through service in their communities. - Gives an unclear description of how the proposed plan or infrastructure will create high quality FGP/SCP volunteer assignments. - Does not address volunteer coordination or gives many unsupported assumptions. - Tends to "parrot" back the question, rather than answer and explain it.
Q7. Describes the demographics of the community served and demonstrates plans to recruit a volunteer pool reflective of the demographics of the geographic communities served. These could possibly include: - Individuals of all races, ethnicities, sexual orientation, and degrees of English language proficiency. - Veterans and military family members as FGP or SCP volunteers.	

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• FGP or SCP volunteers with disabilities, including individuals with age-related disabilities	
__Excellent (4 pts.)	Realistic plan and infrastructure for significant activity in the recruitment and development of an FGP/SCP volunteer pool that is reflective of the community served, and includes one or more of the above volunteer pools. This plan includes developing service activities that might be particularly attractive to the volunteer pool. ▪ Goes beyond what was requested, showing that the applicant has partnered with volunteer stations that will assist in recruitment and development. ▪ Provides a clear and highly compelling plan to recruit and develop FGP/SCP volunteers from one of the above volunteer pools and that are reflective of the community serviced. ▪ Supports ideas and objectives with comprehensive plans explaining and connecting service activity to recruitment and development.
__Good (2.5 pts.)	Realistic plan and infrastructure for significant activity in the recruitment and development of FGP/SCP volunteers who are reflective of the community served. ▪ Provides a realistic plan to recruit and develop a volunteer pool reflective of the community served. ▪ Explains most assumptions about infrastructure required for recruitment. ▪ Supports ideas with plans, examples, or outlines.
__Fair (1.5 pts.)	Realistic plan for the recruitment and development of volunteers who are reflective of the community served. ▪ Plan is sometimes unclear how the proposed recruitment and development activities will result in a volunteer pool reflective of the community served. ▪ Makes some assumptions about infrastructure required for recruitment.
__Does Not Meet (0 pts.)	Unrealistic or no plan for the recruitment and development of a volunteer pool reflective of the community served. ▪ Gives an unclear plan of how the proposed activities will serve recruitment. ▪ Tends to "parrot" back the question, rather than answer and explain it. ▪ Does not address the recruitment of FGP/SCP volunteers.
Q8. Demonstrates a plan and infrastructure to retain and recognize FGP/SCP volunteers regulations.	
__Excellent 2 pts.)	Plan and infrastructure for significant retention and recognition activity that includes measuring the satisfaction of current volunteers. ▪ Goes beyond what was requested, and is actively managing retention activities including volunteer satisfaction measurement. ▪ Provides a clear and highly compelling plan of how the proposed recognition activities will serve volunteer retention.

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__Good (1.5 pts.)	Plan and infrastructure for significant retention and recognition activity. ▪ Provides a realistic plan of how the proposed recognition activities will serve volunteer retention. ▪ Explains most assumptions regarding infrastructure that supports volunteer retention.
__Fair (0.5 pt.)	Plan for some retention and recognition activity. ▪ Plan is sometimes unclear how the proposed recognition activities will serve volunteer retention. ▪ Makes some assumptions regarding volunteer retention.
__Does Not Meet (0 pts.)	Unrealistic or no retention and recognition activity. ▪ Gives an unclear plan of how the proposed recognition activities will support volunteer retention. ▪ Gives many unsupported assumptions regarding volunteer retention. ▪ Tends to "parrot" back the question, rather than answer and explain it.
COMMENTS: (Note significant strengths and weaknesses identified in your assessment)	

Total Points for Recruitment and Development of Volunteers:		N/A

II. Organizational Capacity (35%)
   ▪ **Program Management – Questions 9-13**
   ▪ **Organizational Capability – Questions 14-17**

Program Management (15%)

Q9. Plans and infrastructure to ensure management of volunteer stations in compliance with FGP or SCP program regulations (such as preventing or identifying prohibited activities).

__Excellent ₃ pts.)	Realistic and dynamic plan and infrastructure to ensure volunteer stations and assignments comply with FGP/SCP program regulations. ▪ Goes beyond what was requested, is actively evaluating and assessing current volunteer station management. ▪ Provides a clear and realistic plan to manage volunteer stations, and the infrastructure to sustain them. ▪ Addresses how to prevent or identify prohibited activities.
__Good (2 pts.)	Realistic plan and infrastructure to ensure volunteer stations and assignments comply with FGP/SCP program regulations. ▪ Provides a realistic plan to engage and manage volunteer stations. ▪ Explains most assumptions.

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	▪ Explains most assumptions about prevention of or identifying prohibited activities.
__Fair (1 pt.)	Realistic plan to ensure volunteer stations and assignments comply with FGP/SCP program regulations. ▪ Is sometimes unclear how the proposed plan will ensure compliance with FGP/SCP program regulations. ▪ Makes some assumptions regarding infrastructure required to prevent or identify prohibited activities.
__Does Not Meet (0 pts.)	Unrealistic or no plan to ensure volunteer stations and assignments comply with FGP/SCP program regulations. ▪ Gives an unclear description of how the proposed plan or infrastructure will ensure compliance with FGP/SCP program regulations. ▪ Gives many unsupported assumptions regarding prevention of or identification of prohibited activities. ▪ Tends to "parrot" back the question, rather than answer and explain it.
Q10. Plans and infrastructure to develop and/or oversee volunteer stations to ensure that volunteers are performing their assigned service activities.	
__Excellent 3 pts.)	Demonstrates a realistic plan for developing and overseeing volunteer stations to ensure that volunteers are performing their assigned service activities. ▪ Goes beyond what was requested; shows that developing and overseeing volunteer stations is a priority for project management ▪ Clearly describes plans and infrastructure to develop volunteer stations that address the specified community need(s). ▪ Provides a clear and highly compelling description of the oversight of volunteer stations to ensure that volunteers are performing their assigned service activities.
__Good (2 pts.)	Demonstrates how volunteer stations will be developed and/or overseen to ensure that volunteers are performing their assigned service activities. ▪ Provides a realistic description of plans and infrastructure to develop and/or oversee volunteer stations ▪ Explains most assumptions and reasons.
__Fair (1 pt.)	Demonstrates how volunteer stations will be developed and/or overseen to ensure that volunteers are performing their assigned service activities. ▪ Is sometimes unclear how the volunteer stations will be developed or overseen. ▪ Makes some assumptions and leaves some reasons unexplained.
__Does Not Meet (0 pts.)	Does not describe how volunteer stations will be developed and/or overseen to ensure that volunteers are performing their assigned service activities.

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	- Gives an unclear description of how the volunteer stations will be developed. - Gives many unsupported assumptions about the oversight of volunteer stations - Tends to "parrot" back the question, rather than answer and explain it. - Does not address the development or oversight of volunteer stations.
Q11. Plans and infrastructure to meet changing community needs, to include minimizing disruption to current volunteers as applicable and/or graduating stations as necessary.	
__Excellent ₃ pts.)	Describes significant plans and infrastructure to respond to changing community needs and plans to minimize disruptions to current volunteers where possible. - Goes beyond what was requested, showing that the applicant has significant plans to develop new stations and/or graduate volunteer stations as necessary to consistently address specific community needs in a responsible manner. - Provides a realistic description of how any changes to volunteer stations and the proposed activities will minimize disruption to current volunteers. - Supports ideas with plans, examples, or outlines.
__Good (2 pts.)	Describes plans and infrastructure to develop new stations and responsibly graduate volunteer stations to consistently meet changing community needs and plans and infrastructure to minimize disruptions to current volunteers. - Provides a realistic description of how new stations would be developed and/or graduated - The proposed plan demonstrates how disruption to current volunteers will be minimized. - Supports ideas with plans, examples, or outlines.
__Fair (1 pt.)	Realistic plan to adjust programming to meet changing community needs. - Plan has unsupported assumptions and reasons why programming would not need to be adjusted to meet changing community needs - Gives an unclear description of how the proposed graduation of stations will not lead to any disruption of volunteers.
__Does Not Meet (0 pts.)	No plans to adjust programming to meet changing community needs. - Does not address the requirement to minimize disruptions to current FGP/SCP volunteers where possible. - Tends to "parrot" back the question, rather than answer and explain it.
Q12. Provides evidence of an organizational track record in managing volunteers in the Primary Focus Area, to include, if applicable, measuring performance in the Primary Focus Area.	

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__Excellent ₃ pts.)	The applicant organization demonstrates a track record of effective management of volunteers in the primary Focus Area and in measuring performance in the Primary Focus Area. ▪ Previous or current evidence of effective management of volunteers in the primary Focus Area and in measuring performance in the Primary Focus Area. ▪ Examples of current and past performance measure outcomes. ▪ Provides a thorough, detailed response to all of the information requested, in 1) managing volunteers, 2) Primary Focus Area, and 3) measuring performance.
__Good (2 pts.)	The applicant organization has a track record of effective management of volunteers in the Primary Focus Area. ▪ Demonstrates a sound track record in managing volunteers in the Primary Focus Area. ▪ Examples of current or past activity in the Primary Focus Area. ▪ Provides most of the information requested in 1) managing volunteers, 2) Primary Focus Area, and 3) measuring performance.
__Fair (1 pt.)	The applicant organization has some experience in managing volunteers or some experience in the primary focus area. ▪ Demonstrates some experience in managing volunteers OR demonstrates some experience in the Primary Focus Area. ▪ Includes minimal examples of current or past activity. ▪ Provides responses to only two of the three parts of the information requested in 1) managing volunteers, 2) Primary Focus Area, and 3) measuring performance.
__Does Not Meet (0 pts.)	The applicant organization has no experience in either managing volunteers or the primary focus area. ▪ No examples of current or past activity in managing volunteers or in the primary focus area.
Q13. Plans and infrastructure to ensure the project is in compliance with FGP or SCP federal regulations to include establishing an Advisory Council, ensuring volunteers are placed in stations that have signed the required MOU, and ensuring all volunteers are eligible to serve in FGP or SCP.	
__Excellent ₃ pts.)	Realistic plan and infrastructure to ensure project is in compliance with FGP or SCP federal regulations with the highest probability of success. ▪ Goes beyond what was requested, is actively managing project operations to ensure the project is in compliance at all times ▪ Provides a clear and realistic plan to ensure compliance and addresses plans for each of the items listed above (advisory council, MOUs, volunteer eligibility)
__Good (2 pts.)	Realistic plan and infrastructure to ensure project is in compliance with FGP or SCP federal regulations with a high probability of success.

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	▪ Provides a clear and realistic plan to ensure compliance and addresses plans for each of the items listed above (advisory council, MOUs, volunteer eligibility) ▪ Explains most assumptions regarding the infrastructure required to ensure compliance
__Fair (1 pt.)	Realistic plan and infrastructure to ensure project is in compliance with FGP or SCP federal regulations with an acceptable probability of success. ▪ Is sometimes unclear how the proposed plan and infrastructure will ensure compliance ▪ Makes some assumptions regarding infrastructure required to ensure compliance
__Does Not Meet (0 pts.)	Unrealistic or no plan or absence of infrastructure to ensure project is in compliance with FGP or SCP federal regulations, with a low probability of success. ▪ Gives an unclear description of how the proposed plan or infrastructure will ensure compliance ▪ Gives many unsupported assumptions regarding infrastructure required to ensure compliance. ▪ Tends to "parrot" back the question, rather than answer and explain it.
COMMENTS: (Note significant strengths and weaknesses identified in your assessment)	

Total Points for Program Management :	
Organizational Capability (20%)	
Q14. Plans and infrastructure to provide sound programmatic and fiscal oversight (both financial and in-kind), day-to-day operational support to ensure compliance with FGP or SCP program requirements (statute, regulations, and applicable OMB circulars) and to ensure accountability and efficient and effective use of available resources.	
__Excellent (5 pts.)	Highest confidence in the plan and infrastructure to provide sound programmatic and fiscal oversight, day-to-day operational support and to ensure accountability and efficient and effective use of the available resources. ▪ Goes beyond what was requested, is actively evaluating how programmatic and fiscal oversight, day-to-day operational support are necessary to ensure accountability and efficient and effective use of available resources. ▪ Provides a clear and realistic plan to manage and regularly assess and provide sound programmatic and fiscal oversight, day-to-day

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	operational support to ensure accountability and efficient and effective use of available resources.
__Good (3.5 pts.)	High confidence in the plan and infrastructure to provide sound programmatic and fiscal oversight, day-to-day operational support and to ensure accountability and efficient and effective use of the available resources. - Provides a realistic plan to manage and regularly assess and provide sound programmatic and fiscal oversight, day-to-day operational support to ensure accountability and efficient and effective use of available resources. - Explains most assumptions regarding infrastructure to provide sound programmatic and fiscal oversight.
__Fair (2 pts.)	Fair to acceptable confidence in the plan and infrastructure to provide sound programmatic and fiscal oversight, day-to-day operational support and to ensure accountability and efficient and effective use of the available resources. - Provides a realistic plan to manage sound programmatic and fiscal oversight, day-to-day operational support. - Makes some assumptions regarding infrastructure to provide sound programmatic and fiscal oversight.
__Does Not Meet (0 pts.)	Low confidence in the plan and infrastructure to provide sound programmatic and fiscal oversight, day-to-day operational support and to ensure accountability and efficient and effective use of the available resources. - Does not provide a clear description of sound programmatic and fiscal oversight - Gives many unsupported assumptions regarding operational infrastructure. - Tends to "parrot" back the question, rather than answer and explain it.
Q15. Descriptions of clearly defined paid staff positions, including (as applicable) identification of current staff assigned to the project and how these positions will ensure the accomplishment of the program objectives.	
__Excellent (5 pts.)	Provides clearly defined paid staff positions, including (as applicable) identification of current staff assigned to the project. - Goes beyond what was requested and is actively assessing staff position compatibility with project management. - Provides a clear and realistic plan of appropriate staffing for the project
__Good (3.5 pts.)	Provides clearly defined staff positions, including (as applicable) identification of current staff assigned to the project. - Provides a realistic staff planning infrastructure. - Staff assignments are coordinated with project management. - Explains most assumptions regarding the infrastructure for paid staff.

__Fair (2 pts.)	Provides some description of paid staff positions, including (as applicable) identification of current staff assigned to the project.
	  ▪ Provides a realistic staff planning infrastructure.
	  ▪ Staff assignments are coordinated with project management.
	  ▪ Makes some assumptions regarding the infrastructure required for paid staff.

__Does Not Meet (0 pts.)	No clear description of paid staff positions, including (as applicable) identification of current staff assigned to the project.
	  ▪ Does not provide a clear description of how staff assignments are coordinated with project management.
	  ▪ Gives many unsupported assumptions regarding the infrastructure required for paid staff.
	  ▪ Tends to "parrot" back the question, rather than answer and explain it.

Q16. Demonstration of organization's capacity to:
  • Develop and implement internal policies and operating procedures to provide governance and manage risk, such as accounting, personnel management, and purchasing
  • Manage capital assets such as facilities, equipment, and supplies	

__Excellent (5 pts.)	Highest probability and confidence that the grantee has sufficient organizational capacity as described above in areas 1-2.
	  ▪ Goes beyond what was requested in areas 1-2, showing that the applicant has anticipated issues that may arise and provides details on solutions to potential organizational issues.
	  ▪ Provides a thorough, detailed response to all of the information requested above in areas 1-2
	  ▪ Provides a clear and highly compelling description of sufficient organizational capacity to support the project and grant funds.

__Good (3.5 pts.)	High probability and confidence that the grantee has sufficient organizational capacity as described above in areas 1-2.
	  ▪ Provides a response to all of the information requested above in areas 1-2.
	  ▪ Provides a realistic description of sufficient organizational capacity to support the project and grant funds.
	  ▪ Supports ideas with plans, examples, or outlines.

__Fair (2 pts.)	Fair to acceptable probability and confidence that the grantee has sufficient organizational capacity as described above in areas 1-2.
	  ▪ Covers most of the information requested above in areas 1-2, with a few exceptions.
	  ▪ Provides a realistic description of sufficient organizational capacity to support the project and grant funds.
	  ▪ Makes some assumptions and leaves some reasons unexplained.

__Does Not Meet (0 pts.)	Low probability and confidence that the grantee has sufficient organizational capacity as described above in areas 1-2.

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	▪ Does not describe sufficient organizational capacity to support the project and grant funds. ▪ Makes many assumptions and many reasons are not defined. ▪ Tends to "parrot" back the question, rather than answer and explain it ▪ Does not provide one or more key pieces of information requested above in areas 1-2.
__Excellent (5 pts.)	Highest probability and confidence of the adequacy of the organizational infrastructure in the areas of financial management. ▪ Goes beyond what was requested, showing that the applicant has demonstrated success and experience in managing federal funds. ▪ Supports statements with evidence of past success managing federal. ▪ Provides a thorough, detailed response to all of the information requested.
__Good (3.5 pts.)	High probability and confidence of the adequacy of the organizational infrastructure in the areas of financial management ▪ Provides a response to all of the information requested. ▪ Describes a realistic infrastructure to support robust financial management capacity and systems ▪ Describes past experience managing federal grants
__Fair (2 pts.)	Fair to acceptable probability and confidence of the adequacy of the organizational infrastructure in the areas of financial management ▪ Covers most of the information requested, with a few exceptions. ▪ Describes the infrastructure to support robust financial management capacity and systems ▪ Makes some assumptions about the financial management capacity and/or systems
__Does Not Meet (0 pts.)	Low probability and confidence of the adequacy of the organizational infrastructure in the areas of financial management ▪ Gives an unclear description of the organizational infrastructure in the areas of financial management capacity and systems ▪ Makes many assumptions and many reasons are not defined. ▪ Tends to "parrot" back the question, rather than answer and explain it. ▪ Does not provide one or more key pieces of requested information.
COMMENTS: (Note significant strengths and weaknesses identified in your assessment)	

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Total Points for Organizational Capability :	**N/A**

III. Cost-Effectiveness and Budget Adequacy (15%)
- **Questions 18 - 20**

Q18. Plans and infrastructure to provide applicable costs and reimbursable expenses to volunteers such as stipends, transportation, meals, and insurance, as well as plans and infrastructure to provide criminal history background checks as appropriate.

__Excellent (5 pts.)	Highest confidence in plan and infrastructure to provide reimbursable expenses. ▪ The application specifically addresses and demonstrates that the budget is adequate and reasonable to support stipends, transportation, meals, and insurance for volunteers as well as criminal history background checks as appropriate for those who receive a salary or similar payment from the grant. ▪ Provides a thorough, detailed response to all of the information requested in the budget section relevant to reimbursable expenses. ▪ The budget is adequate and reasonable to support the reimbursable expenses proposed in the application.
__Good (3.5 pts.)	High confidence in plan and infrastructure to provide reimbursable expenses. ▪ The application provides a realistic description of how the budget will support stipends, transportation or meals, insurance and criminal history background checks. ▪ Provides a response to all of the information requested in the budget section relevant to reimbursable expenses. ▪ The budget is adequate and reasonable to support the reimbursable expenses proposed in the application.
__Fair (2 pts.)	Fair to acceptable confidence in plan and infrastructure to provide reimbursable expenses. ▪ The application provides a description of how the budget will support some- but not all- of the required cost reimbursements. ▪ Covers most of the information requested in the budget section relevant to reimbursable expenses, with a few exceptions. ▪ The budget is adequate and reasonable for the reimbursable expenses proposed in the application.
__Does Not Meet (0 pts.)	Low confidence in plan and infrastructure to provide reimbursable expenses. ▪ The proposed plan for providing reimbursable expenses exceeds the capacity of the proposed budget. ▪ Does not address all of the required costs/reimbursements in the budget.

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Q19. The adequacy and reasonableness of the budget to support FGP/SCP volunteer recruitment and recognition.	
__Excellent (5 pts.)	Comprehensive and highly compelling description of the adequacy and reasonableness of the budget to support volunteer recruitment and recognition. ▪ The budget is adequate and reasonable to support the FGP/SCP volunteer recruitment and recognition described in the application. ▪ Provides a thorough, detailed response to all of the information requested in the Budget Section on FGP/SCP volunteer recruitment and recognition. ▪ Demonstrates how the budget will support FGP/SCP volunteer recruitment and recognition with thorough and detailed plans, examples, or outlines.
__Good (3.5 pts.)	High confidence of the adequacy and reasonableness of the budget to support FGP/SCP volunteer recruitment and recognition. ▪ Provides a response to all of the information requested in the Budget Section on FGP/SCP volunteer recruitment and recognition. ▪ Demonstrates how the budget will support FGP/SCP volunteer recruitment and recognition with plans, examples, or outlines.
__Fair (2 pts.)	Fair to acceptable confidence of the adequacy and reasonableness of the budget to support FGP/SCP volunteer recruitment and recognition. ▪ Covers most of the information requested in the Budget Section on FGP/SCP volunteer recruitment and recognition, with a few exceptions. ▪ Demonstrates how the budget will support FGP/SCP volunteer recruitment and recognition. ▪ Makes some assumptions about the relationship between budgeted items and volunteer recruitment and recognition.
__Does Not Meet (0 pts.)	Low confidence of the adequacy and reasonableness of the budget to support FGP/SCP volunteer recruitment and recognition. ▪ Does not sufficiently demonstrate how the budget will support FGP/SCP volunteer recruitment and recognition. ▪ The application makes many unrealistic assumptions about the budgeted infrastructure required for FGP/SCP volunteer recruitment and recognition. ▪ Tends to "parrot" back the question, rather than answer and explain it. ▪ Does not address FGP/SCP volunteer recruitment and recognition in the budget. ▪ Does not provide one or more key pieces of requested information.

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Q20. The adequacy and reasonableness of required non-federal funds budgeted.	
__Excellent (5 pts.)	Highest confidence in the adequacy of the resources for non-federal funds. ▪ The application budget specifically addresses and demonstrates the commitment of the applicant organization to secure resources for exceeding required non-federal funds. ▪ Provides a thorough, detailed response to all of the information requested in the Budget Section on applicant organization's financial commitment to the proposal including specific identification of the sources of non-federal funds. ▪ Application includes a compelling plan to secure resources for non-federal funds with sustainable plans to increase match in subsequent years as appropriate.
__Good (3.5 pts.)	High confidence in the adequacy of the resources for non-federal funds. ▪ Provides a response to all of the information requested in the Budget Section on applicant organization's financial commitment to the proposal including specific identification of the sources for non-federal funds. ▪ Application includes a reasonable plan to secure resources for non-federal funds and meets their non-federal fund requirement.
__Fair (2 pts.)	Fair to adequate confidence in the adequacy of the resources for non-federal funds. ▪ Covers most of the information requested in the Budget Section on applicant organization's financial commitment to the proposal, with a few exceptions. ▪ Is sometimes unclear on rationale for the adequacy of the resources for non-federal funds. ▪ Makes some assumptions and leaves some reasons unexplained. ▪ Application describes a plan to secure resources for non-federal funds and meets their non-federal fund requirement.
__Does Not Meet (0 pts.)	Low confidence in the adequacy of the resources for non-federal funds. ▪ The applicant organization does not make any commitments to meet the required non-federal funds. ▪ Budget Section does not address the applicant organization's financial commitment to the proposal. ▪ Does not provide one or more key pieces of requested information. ▪ Application does not describe the plan to secure resources for non-federal funds.
COMMENTS: (Note significant strengths and weaknesses identified in your assessment)	

Legal Applicant:	
Application ID:	
Reviewer Name:	

Total Points for Effectiveness & Budget Adequacy :	**N/A**

Add up all scores from each section and enter the sum of scores below.

Total Points: #N/A

ITEMS FOR FOLLOW-UP: (Note any issues requiring further clarification and/or applicant revision before application is forwarded to FFMC Grants Officer for review).