

Individual Reviewer form
Senior Corps Relinquishment Funds Grants FY 2012

Legal Applicant	Panel #
Reviewer Name	Applicant ID #

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

Program Design (50%) Reviewers will examine the degree to which the application demonstrates the following

Getting Things Done (30%)

- Alignment of programming and work plans with clearly defined community(ies) need:
- Well-documented compelling community need(s) that are reflected in one or more of the Focus Areas.
- New Grants need only respond to one Focus Area.
- Augmentation grants can only respond to the Veterans and Military Families Focus Area.
- Well-designed activities with measurable outputs and outcomes reflected in work plans that directly address the identified community need(s).
- Well-defined roles for volunteers that lead to measurable outcomes and impact on meeting the need(s) described.

_ Excellent (30)	_ Good (20)	_ Fair (10)	_ Not Acceptable (0)
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Strengthening Communities (10%)

- Effective involvement of target community(ies) in planning and implementation.
- Strong community partnerships, including well-defined roles for community partners.
- Plans for promoting and integrating senior service in other community service programs.
- Enhanced capacity of community organizations and institutions.
- Mobilization of community resources, including volunteers.
- Bringing together people of diverse backgrounds

_ Excellent (10)	_ Good (7)	_ Fair (3)	_ Not Acceptable (0)
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Recruitment and Development of Volunteers (10%)

- Effective plans for recruiting, developing, training, supervising, and recognizing volunteers.
- High quality assignments and experience for volunteers, with opportunities such as building new skills, developing leadership potential, reflecting on the meaning of service to the community, and enhancing the quality of their own lives.
- Well-designed plans for participants to serve together with people of diverse backgrounds.
- Recruitment of Veterans or Military Family members if appropriate.
- A broad range of volunteer roles so that volunteers have the opportunity to contribute their skills in the most meaningful ways.
- A volunteer pool reflective of the demographics of the geographic communities served, including individuals of all races, ethnicities, and degrees of English language proficiency.

_ Excellent (10)	_ Good (7)	_ Fair (3)	_ Not Acceptable (0)
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**INDIVIDUAL REVIEWER FORM
SENIOR CORPS RELINQUISHMENT FUNDS GRANTS FY 2012**

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Organizational Capacity and Management (25%) reviewers will assess the extent to which the applicant demonstrates that it has:

- The capability and plans to provide sound programmatic and fiscal oversight and day-to-day operational support.
- Effective plans for developing and managing volunteer placement sites and volunteer assignments.
- Well-defined roles for project staff.
- Plans to effectively manage information and data to demonstrate results.
- A sound track record in the issue areas(s) to be addressed by the project, senior service, and in managing volunteers.
- Well-designed plans and systems for self-assessment of project performance, evaluation, and continuous improvement.

_ Excellent (25)	_ Good (17)	_ Fair (8)	_ Not Acceptable (0)
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Cost Effectiveness & Budget Adequacy (25%) Reviewers will consider:

- Whether the budget is adequate and reasonable to support program design.
- The commitment of applicant organization/host agency to securing resources for program implementation and/or sustainability.
- Whether the budget is cost effective.
- The adequacy and sustainability of the applicant's proposed non-federal financial or in-kind contribution.

_ Excellent (25)	_ Good (17)	_ Fair (8)	_ Not Acceptable (0)
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Total Score: ___ of 100

Reviewer Overall Comments

Write 5-8 comments addressing how the application addresses the selection criteria. Using complete sentences, address the significant strengths and weaknesses identified in your assessment that attributed to the selected Ratings, per the reviewer rubric. **Ensure the comments respond directly to the selection criteria from all categories** (program design, organizational capacity and management and cost effectiveness and budget adequacy).