

**Corporation for National and Community Service
FFMC Review Form
2014 RSVP Competition**

Legal Applicant:	Applicant ID #
Opportunity #	Panel #
Reviewer Name	

Score: Type the score selected into this column.	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.	
	<i>Organizational Capability (20%)</i>	
	III. Cost Effectiveness & Budget Adequacy (15%)	
	Q21. The adequacy and reasonableness of the budget to provide reimbursable expenses to volunteers such as transportation, meals, and insurance.	
	__Excellent (50 pts.)	<p>Highest confidence in plan and infrastructure to provide reimbursable expenses.</p> <ul style="list-style-type: none"> ▪ The application specifically addresses and demonstrates that the budget is adequate and reasonable to support transportation, meals, and insurance for volunteers. ▪ 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 (34 pts.)	<p>High confidence in plan and infrastructure to provide reimbursable expenses.</p> <ul style="list-style-type: none"> ▪ The application provides a realistic description of how the budget will support transportation or meals, and insurance. ▪ 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 (18 pts.)	<p>Fair to acceptable confidence in plan and infrastructure to provide reimbursable expenses.</p> <ul style="list-style-type: none"> ▪ The application provides a description of how the budget will support insurance. ▪ 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.)	<p>Low confidence in plan and infrastructure to provide reimbursable expenses.</p> <ul style="list-style-type: none"> ▪ The proposed plan for providing reimbursable expenses exceeds the capacity of the proposed budget. ▪ Does not address required insurance in the budget.
	Q22. The adequacy and reasonableness of the budget to support RSVP volunteer recruitment and recognition.	
	__Excellent (50 pts.)	<p>Comprehensive and highly compelling description of the adequacy and reasonableness of the budget to support volunteer recruitment and recognition.</p> <ul style="list-style-type: none"> ▪ The budget is adequate and reasonable to support the RSVP volunteer recruitment and recognition described in the application. ▪ Provides a thorough, detailed response to all of the information requested in the Budget Section on RSVP volunteer recruitment and recognition. ▪ Demonstrates how the budget will support RSVP volunteer recruitment

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		and recognition with thorough and detailed plans, examples, or outlines.
	__ Good (34 pts.)	<p>High confidence of the adequacy and reasonableness of the budget to support RSVP volunteer recruitment and recognition.</p> <ul style="list-style-type: none"> ▪ Provides a response to all of the information requested in the Budget Section on RSVP volunteer recruitment and recognition. ▪ Demonstrates how the budget will support RSVP volunteer recruitment and recognition with plans, examples, or outlines.
	__ Fair (18 pts.)	<p>Fair to acceptable confidence of the adequacy and reasonableness of the budget to support RSVP volunteer recruitment and recognition.</p> <ul style="list-style-type: none"> ▪ Covers most of the information requested in the Budget Section on RSVP volunteer recruitment and recognition, with a few exceptions. ▪ Demonstrates how the budget will support RSVP volunteer recruitment and recognition. ▪ Makes some assumptions about the relationship between budgeted items and volunteer recruitment and recognition.
	__ Does Not Meet (0 pts.)	<p>Low confidence of the adequacy and reasonableness of the budget to support RSVP volunteer recruitment and recognition.</p> <ul style="list-style-type: none"> ▪ Does not sufficiently demonstrate how the budget will support RSVP volunteer recruitment and recognition. ▪ The application makes many unrealistic assumptions about the budgeted infrastructure required for RSVP volunteer recruitment and recognition. ▪ Tends to “parrot” back the question, rather than answer and explain it. ▪ Does not address RSVP volunteer recruitment and recognition in the budget. ▪ Does not provide one or more key pieces of requested information.
Q23. The adequacy and reasonableness of required non-federal funds that are budgeted.		
	__ Excellent (50 pts.)	<p>Highest confidence in the adequacy of the resources for non-federal funds.</p> <ul style="list-style-type: none"> ▪ 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 meets or exceeds the non-federal funding requirement.
	__ Good (34 pts.)	<p>High confidence in the adequacy of the resources for non-federal funds.</p> <ul style="list-style-type: none"> ▪ 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 meets their non-federal fund requirement.
	__ Fair (18 pts.)	<p>Fair to adequate confidence in the adequacy of the resources for non-federal funds.</p> <ul style="list-style-type: none"> ▪ Covers most of the information requested in the Budget Section on applicant organization’s financial commitment to the proposal, with a

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		few exceptions. <ul style="list-style-type: none"> ▪ Makes some assumptions and leaves some reasons unexplained. ▪ Meets the match requirement, but does not provide sources of non-federal funds.
	__Does Not Meet (0 pts.)	Low confidence in the adequacy of the resources for non-federal funds. <ul style="list-style-type: none"> ▪ 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 sources of non-federal funds.
STRENGTHS: (Provide significant strengths identified in your assessment)		
WEAKNESSES: (Provide significant weaknesses identified in your assessment)		
0	TOTAL SCORE: ____ OF 150	
<u>CLARIFICATION</u> LIST CLARIFICATION QUESTIONS BELOW. GUIDELINES FOR CLARIFICATION CAN BE FOUND IN THE FFMC REVIEWER TRAINING. PHRASE ALL CLARIFICATION ITEMS AS QUESTIONS OR REQUESTS FOR FURTHER INFORMATION.		