PREPARING FOR AND CONDUCTING THE REVIEW

2016 Pay for Success – Round Two

OBJECTIVES

- Prepare you for the Blended Review
- Cover roles and review process
- Introduce reference materials

BLENDED REVIEW

- Composed of CNCS staff and federal staff
- Review all selection criteria
- Consensus
- Produce one Panel Consensus Form per application

WHAT IS THE GOAL OF BLENDED REVIEW?

- Review and score based on selection criteria
- Help determine which finalists will advance/eventually be awarded

WHO IS ON MY PANEL?

- Federal Reviewer
- CNCS staff
- Support liaisons

- Lead Reviewer role

WHO DO I ASK FOR ASSISTANCE?

- GARP Liaison (GL)

HOW DOES THE CONSENSUS REVIEW WORK?

- Intro: schedule, assign apps for LEAD role

THEN

- Read, initial and individual assessments
- Discuss, agree on ratings
- LEAD captures comments/ratings
- Quality Control (Panel Coordinator)
- Revise and resubmit as needed

REVIEW FORM DEVELOPMENT PROCESS

Use review form as an aid for individual review

Discuss ratings in Panel Discussion

Lead reviewer captures Consensus comments & ratings, shares draft with panel

Complete and send review form to PC for feedback, one at at time

Apply feedback to subsequent review forms

LEAD revises review form, sends to GL when complete

WHAT RESOURCES DO I HAVE?

- Writing Meaningful Comments
- Tips for Coordinating
- When to write a clarification

- Excel-based review form

COMMENTS

- Strengths and weaknesses
- Used for applicant feedback

SAMPLE TIMELINE

- Sept 28: Complete all trainings by this date
- Sept 28: Receive applications and panel info
- Sept 29-30: Discuss applications
- Oct 3: Submit first review forms to PC
- Oct 4: Incorporate feedback to review forms
- Oct 4: Discuss applications group 2 (if necessary)
- Oct 5: All review forms are submitted to PC
- Oct 6: All review forms are approved by noon ET

NEXT STEPS

- PFS-related orientations
- Review Form orientation
- Familiarize with reviewer resources

QUESTIONS

- Contact your GARP Liaison

THANK YOU!