

**PROGRAM NAME HERE APPLICATION EVALUATION SCORE SHEET**

<b>Applicant:</b>
<b>Reviewer:</b>

**The following points will be assigned to the proposal for evaluation purposes:**

<b>Score:</b>	<b>1. Capability statement [20 points] about 1 page</b> a. A list of all personnel who are to be involved with the project, and their qualifications. b. A description of the applicant's previous <b>list program-relevant experience here</b> . c. A list of any collaborating partners and their roles in the project.
	<b>Comments:</b>
<b>Score:</b>	<b>2. Target/Focus population [20 points] about 1 page</b> This section should include a brief description of the community your project will be serving. Please provide a documented estimate of the number of <b>list target/focus population here – as is relevant</b>
	<b>Comments:</b>
<b>Score:</b>	<b>3. Plan of Work and Timeline [40 points] about 2 pages</b> This section should include a description of the major project tasks and a timeline. Major project tasks should include <b>list program tasks here</b> . The project period is <b>list project length here</b> and all projects must be completed by <b>list project term date here</b> .
	<b>Comments:</b>
<b>Score:</b>	<b>4. Budget and Budget Narrative [20 points] about 1 page</b> A successful budget would likely include the following elements: <b>list budget elements here</b> . For all budget line items, provide a brief description and explanation of the item.
	<b>Comments:</b>
<b>Signed Letter of Commitment</b>	<b>YES or No</b>
<b>Total Score:</b>	<b>Additional Comments:</b>