CONSOLIDATED PLAN ADVISORY BOARD FISCAL YEAR 2017 CDBG APPLICATION EVALUATION FORM
Category: NONPROFIT CIP & HOUSING REHABILITATION

Applicant Agency: **Project Name:**

Overall Score:

Reviewer's Name: **Reviewer's Signature:** _____

Category	Criteria	Reviewer Score	Maximum Score
1. Project Characteristics	**a.** Applicant provides a clear project summary which includes: **i.** Brief description of the project including resulting activities and/or services to be provided;		5
	ii. Characteristics of Population(s) to be serve; and		5
	iii. The critical need(s) that will be addressed including how other resources are not available to meet the need(s).		5
	b. Applicant clearly explains how the proposed project will result in a **new facility**, **expansion** of an existing facility, or **improvements** to an existing facility or housing: **i.** Number and type of major improvements to facility; or **ii.** Housing stabilization improvements.		5
	c. Applicant clearly identifies the goal(s) of the project and describes how these goals will be met.		5
	d. Applicant clearly identifies the results of the project: **i.** Number of unduplicated City of San Diego individuals or households to be assisted; or **ii.** Number of unduplicated City of San Diego businesses to be assisted.		5
	Comments:	**Total:**	**Points Possible**
			30

Reviewer Initials: _____

DRAFT

CONSOLIDATED PLAN ADVISORY BOARD FISCAL YEAR 2017 CDBG APPLICATION EVALUATION FORM
Category: NONPROFIT CIP & HOUSING REHABILITATION

Category	Criteria	Reviewer Score	Maximum Score
2. Organizational Capacity	**a.** Applicant clearly describes their experience in successfully implementing projects of similar scope and of comparable complexity.		5
	b. Applicant has experience in providing services to low and moderate income residents or presumed low and moderate income CDBG beneficiaries such as seniors, illiterate adults, homeless persons, abused children and/or battered spouses.		5
	c. Describes efforts to collaborate with other service agencies including organizations that provided similar services and resources.		5
	Comments:	**Total:**	**Points Possible**
			15
3. Budget	**a.** Applicant identifies alternative future sources of funding to support the proposed project and demonstrates that the project will not rely on CDBG funds for maintenance of improvements.		5
	b. Budget for project clearly identifies all sources of funding for the total project costs.		5
	c. Budget clearly details uses of funds (City of SD CDBG funds and non-City of SD CDBG funds) by eligible budget line items.		5
	d. Budget clearly lists all other funding sources secured for project, submits documentation for each source listed, and percent of funds leveraged (calculated by: other secured funding/total project costs) is: ▪ 0% (0 points) ▪ 1%-20% (1 points) ▪ 21%-40% (2 points) ▪ 41%-60% (3 points) ▪ 61%-80% (4 points) ▪ 81%-100% (5 points)	*(HPA confirmed: % & points)*	5
	Comments:	**Total:**	**Points Possible**
			20

Reviewer Initials: _____

DRAFT