

CONSOLIDATED PLAN ADVISORY BOARD FISCAL YEAR 2017 CDBG APPLICATION EVALUATION FORM
Category: PUBLIC SERVICES



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 served; 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 the provision of a new service or the expansion of an existing service .		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.		5
	Comments:		
		Total:	Points Possible
			30

Reviewer Initials: _____

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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. Describe efforts to collaborate with other service agencies including organizations that provide 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 program sustainability.		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: <ul style="list-style-type: none"> ▪ 0% (0 points) ▪ 1%-20% (1 points) ▪ 21%-40% (2 points) ▪ 41%-60% (3 points) ▪ 61%-80% (4 points) ▪ 81%-100% (5 points) 	<i>(HPA confirmed: % & points)</i>	5
	Comments:	Total:	Points Possible
			20

Reviewer Initials: _____