

	Program Name:	A: CRA Sundays & Mondays, Technology, Training, and Innovation Lab			B: Small Business Development Center at the Library		
	Amount Requested:	\$518,000			\$40,000		
	Total Amount Recommended:						
		76%			72%		
		1	2		1	2	
	ORGANIZATION CAPACITY (20%)						
1	Length of time established, overall growth/stability	4	4		4	4	
2	Stability/growth of organization funding	2	2		3	3	
3	Board composition, role, commitment to program/project	2	3		3	3	
4	Demonstrated experience/success with similar program/project	13	13		13	13	
5	Program/project leadership and staff qualifications	4	4		5	5	
6	Collaborative relationships/affiliations relative to program/project	4	4		4	4	
7	Strategic planning process / current plan	4	4		4	4	
	Organization Capacity Subtotal	33	34		36	36	
		15%	15%		16%	16%	
	NEED FOR PROGRAM/PROJECT (20%)						
8	Program/project need consistent with CRA Overall Need	5	5		4	4	
9	Program/project need consistent with organization mission	5	5		4	4	
10	Documentation of program/project need	4	5		4	4	
11	Uniqueness / lack of duplication, or affiliation with similar resources	3	4		2	4	
	Need for Program/Project Subtotal	17	19		14	16	
		17%	19%		14%	16%	
	PROJECT/PROGRAM DESCRIPTION (10%)						
12	Innovative vs proven approach and justification	3	3		3	3	
13	Target population(s) clearly defined and within guidelines	4	4		4	4	
14	Activities clearly described and consistent with logic model	4	4		4	4	
15	Staff and resources adequate to implement activities	4	5		4	4	
16	Activities likely to result in stated outputs/outcomes	3	4		3	3	
17	Realistic time frame to implement program/project	3	4		3	3	
	Program/Project Description Subtotal	21	24		21	21	
		7%	8%		7%	7%	
	LOGIC MODEL / PROJECTED RESULTS (20%)						
18	Stated program/project goal clear and relevant to CRA Overall Need	10	10		8	8	
19	Clear relationship between activities, outputs, and outcomes	2	4		4	4	
20	Activities appropriate to program/project goal	4	4		3	3	
21	Clear, measurable outputs	4	5		3	3	
22	Clear, measurable outcomes	2	4		2	2	
23	Program/project results likely to lead to stated Impacts	4	4		3	3	
	Logic Model/Projected Results Subtotal	26	31		23	23	
		15%	18%		13%	13%	
	EVALUATION PLAN (10%)						

		1	2		1	2	
24	All CRA-funded activities addressed	4	4		4	4	
25	Outputs presented with measurable indicators	4	4		4	4	
26	Outcomes presented with measurable indicators	2	4		2	2	
27	Evaluation processes clearly described (who, how/tools, when)	3	4		4	4	
28	Evaluation processes reasonable, appropriate	3	4		3	3	
29	Implementation responsibility/process clearly defined	4	4		4	4	
30	Application/usefulness of evaluation results	3	4		2	3	
	Evaluation Plan Subtotal	23	28		23	24	
		7%	8%		7%	7%	
	BUDGET & SUSTAINABILITY (20%)						
31	Adequate, appropriate expense budget to implement program/project	2	2		4	4	
32	Line item costs explained/justified in narrative	4	4		4	4	
33	Use of CRA funds clearly identified, may be tracked	4	3		4	4	
34	Sufficient mix of funding secured to implement program/project	3	3		3	4	
35	Mix & status of non-CRA funding solicited / pending	3	3		3	4	
36	Financial documents demonstrate responsible financial management	3	4		3	3	
37	Realistic plans to sustain program/project	3	2		3	3	
	Budget & Sustainability Subtotal	22	21		24	26	
		13%	12%		14%	15%	
	TOTAL	142	157		141	146	
		73%	80%		70%	74%	
	NOTES AND COMMENTS						
	Committee Chair:						