



Applicant: Chamber

Applicant:	GREATER DELRAY BEACH CHAMBER OF COMMERCE		
Program Name:	A: SMALL BUSINESS DEVELOPMENT CENTER (SBDC) - MASTERING RESILIENCY		
Amount Requested:	\$140,000		
Total Amount Recommended:	\$140,000		
	94%		
Reviewer:	1	2	3
I. ORGANIZATION CAPACITY (20%)			
1 Length of time established, overall growth/stability (out of 5)	5	5	5
2 Stability/growth of organization funding (out of 5)	5	5	4
3 Board composition, role, commitment to program/project (out of 5)	4	4	3
4 Demonstrated experience/success with similar program/project (out of 15)	15	15	14
5 Program/project leadership and staff qualifications (out of 5)	5	5	5
6 Collaborative relationships/affiliations relative to program/project (out of 5)	5	5	5
7 Strategic planning process / current plan (out of 5)	3	4	5
Organization Capacity Subtotal	42	43	41
	19%	19%	18%
II. NEED FOR PROGRAM/PROJECT (20%)			
8 Program/project need consistent with CRA Overall Need (out of 5)	5	5	5
9 Program/project need consistent with organization mission (out of 5)	5	5	5
10 Documentation of program/project need (out of 5)	5	5	4
11 Uniqueness / lack of duplication, or affiliation with similar resources (out of 5)	5	5	4
Need for Program/Project Subtotal	20	20	18
	20%	20%	18%
III. PROJECT/PROGRAM DESCRIPTION (10%)			
12 Innovative vs proven approach and justification (out of 5)	5	5	4
13 Target population(s) clearly defined and within guidelines (out of 5)	5	5	5
14 Activities clearly described and consistent with logic model (out of 5)	5	5	5
15 Staff and resources adequate to implement activities (out of 5)	5	5	5
16 Activities likely to result in stated outputs/outcomes (out of 5)	5	5	5
17 Realistic time frame to implement program/project (out of 5)	4	5	5
Program/Project Description Subtotal	29	30	29
	10%	10%	10%
IV. LOGIC MODEL / PROJECTED RESULTS (20%)			
18 Stated program/project goal clear and relevant to CRA Overall Need (out of 10)	9	10	10
19 Clear relationship between activities, outputs, and outcomes (out of 5)	5	5	5
20 Activities appropriate to program/project goal (out of 5)	5	5	5
21 Clear, measurable outputs (out of 5)	5	5	4
22 Clear, measurable outcomes (out of 5)	3	4	4
23 Program/project results likely to lead to stated Impacts (out of 5)	4	5	4
Logic Model/Projected Results Subtotal	31	34	32
	18%	19%	18%

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V. EVALUATION PLAN (10%)			
24 All CRA-funded activities addressed (out of 5)	5	5	5
25 Outputs presented with measurable indicators (out of 5)	5	5	5
26 Outcomes presented with measurable indicators (out of 5)	4	4	3
27 Evaluation processes clearly described (who, how/tools, when) (out of 5)	4	5	5
28 Evaluation processes reasonable, appropriate (out of 5)	4	5	5
29 Implementation responsibility/process clearly defined (out of 5)	4	5	5
30 Application/usefulness of evaluation results (out of 5)	4	5	5
Evaluation Plan Subtotal	30	34	33
	9%	10%	9%
VI. BUDGET & SUSTAINABILITY (20%)			
31 Adequate, appropriate expense budget to implement program/project (out of 5)	5	5	5
32 Line item costs explained/justified in narrative (out of 5)	4	5	4
33 Use of CRA funds clearly identified, may be tracked (out of 5)	4	5	4
34 Sufficient mix of funding secured to implement program/project (out of 5)	5	5	4
35 Mix & status of non-CRA funding solicited / pending (out of 5)	4	5	4
36 Financial documents demonstrate responsible financial management (out of 5)	4	5	5
37 Realistic plans to sustain program/project (out of 5)	4	5	5
Budget & Sustainability Subtotal	30	35	31
	17%	20%	18%
TOTAL	182	196	184
	92%	98%	91%
NOTES AND COMMENTS			
Committee Chair:			