

<b>Applicant:</b>	<b>GREATER DELRAY BEACH CHAMBER OF COMMERCE</b>			
<b>Program Name:</b>	<b>SMALL BUSINESS DEVELOPMENT CENTER (SBDC)</b>			
<b>Amount Requested:</b>	<b>\$40,000</b>			
<b>Total Amount Recommended:</b>	<b>\$40,000</b>			
	<b>86%</b>			
<b>Reviewer:</b>	<b>1</b>	<b>2</b>	<b>3</b>	
<b>I. ORGANIZATION CAPACITY (20%)</b>				
1	Length of time established, overall growth/stability (out of 5)	5	5	3
2	Stability/growth of organization funding (out of 5)	5	5	2
3	Board composition, role, commitment to program/project (out of 5)	4	4	0
4	Demonstrated experience/success with similar program/project (out of 15)	15	15	7
5	Program/project leadership and staff qualifications (out of 5)	5	5	0
6	Collaborative relationships/affiliations relative to program/project (out of 5)	5	5	3
7	Strategic planning process / current plan (out of 5)	3	4	3
	<b>Organization Capacity Subtotal</b>	42	43	18
		19%	19%	8%
<b>II. NEED FOR PROGRAM/PROJECT (20%)</b>				
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	4
10	Documentation of program/project need (out of 5)	5	5	5
11	Uniqueness / lack of duplication, or affiliation with similar resources (out of 5)	5	5	5
	<b>Need for Program/Project Subtotal</b>	20	20	19
		20%	20%	19%
<b>III. PROJECT/PROGRAM DESCRIPTION (10%)</b>				
12	Innovative vs proven approach and justification (out of 5)	4	5	4
13	Target population(s) clearly defined and within guidelines (out of 5)	4	5	5
14	Activities clearly described and consistent with logic model (out of 5)	4	5	5
15	Staff and resources adequate to implement activities (out of 5)	4	5	3
16	Activities likely to result in stated outputs/outcomes (out of 5)	4	5	4
17	Realistic time frame to implement program/project (out of 5)	4	5	4
	<b>Program/Project Description Subtotal</b>	24	30	25
		8%	10%	8%
<b>IV. LOGIC MODEL / PROJECTED RESULTS (20%)</b>				
18	Stated program/project goal clear and relevant to CRA Overall Need (out of 10)	9	10	8
19	Clear relationship between activities, outputs, and outcomes (out of 5)	4	5	4
20	Activities appropriate to program/project goal (out of 5)	4	5	5
21	Clear, measurable outputs (out of 5)	4	5	4
22	Clear, measurable outcomes (out of 5)	3	5	4
23	Program/project results likely to lead to stated Impacts (out of 5)	4	5	4
	<b>Logic Model/Projected Results Subtotal</b>	28	35	29
		16%	20%	17%

Reviewer:	1	2	3
<b>V. EVALUATION PLAN (10%)</b>			
24 All CRA-funded activities addressed (out of 5)	5	5	5
25 Outputs presented with measurable indicators (out of 5)	5	5	4
26 Outcomes presented with measurable indicators (out of 5)	5	4	3
27 Evaluation processes clearly described (who, how/tools, when) (out of 5)	4	4	3
28 Evaluation processes reasonable, appropriate (out of 5)	4	4	4
29 Implementation responsibility/process clearly defined (out of 5)	4	5	4
30 Application/usefulness of evaluation results (out of 5)		5	4
<b>Evaluation Plan Subtotal</b>	27	32	27
	8%	9%	8%
<b>VI. BUDGET &amp; SUSTAINABILITY (20%)</b>			
31 Adequate, appropriate expense budget to implement program/project (out of 5)	5	5	2
32 Line item costs explained/justified in narrative (out of 5)	4	5	5
33 Use of CRA funds clearly identified, may be tracked (out of 5)	4	5	5
34 Sufficient mix of funding secured to implement program/project (out of 5)	4	5	2
35 Mix & status of non-CRA funding solicited / pending (out of 5)	5	5	2
36 Financial documents demonstrate responsible financial management (out of 5)	4	5	3
37 Realistic plans to sustain program/project (out of 5)	4	5	3
<b>Budget &amp; Sustainability Subtotal</b>	30	35	22
	17%	20%	13%
<b>TOTAL POINTS</b>	<b>171</b>	<b>195</b>	<b>140</b>
<b>PERCENTAGE</b>	<b>88%</b>	<b>98%</b>	<b>72%</b>
<b>NOTES AND COMMENTS</b>			
<b>Committee Chair:</b>			