servemontana
GOVERNOR'S OFFICE OF COMMUNITY SERVICE

Continuation Grant Review Score Sheet

Applicant:		Reviewer:	

Scoring	
3	**Excellent** — Highest probability the requirements will be met and exceeded. • Goes beyond what was requested, showing that the applicant has anticipated issues that may arise. • Provides a thorough, detailed response to all of the information requested. • Provides a clear and highly compelling description of how the proposed activities will achieve the anticipated results. • Supports ideas and objectives with comprehensive plans explaining and connecting ideas to objectives.
2	**Good** — High probability the requirements will be met, and with some exceeded. • Provides a response to all of the information requested. • Provides a realistic description of how the proposed activities will achieve the anticipated results. • Explains most assumptions and reasons. • Supports ideas with plans, examples, or outlines.
1	**Acceptable** — Adequate probability the requirements will be met. • Covers most of the information requested, with a few exceptions. • Is sometimes unclear how the proposed activities will achieve the anticipated results. • Makes some assumptions and leaves some reasons unexplained.
0	**Not Acceptable** — Less than adequate probability the requirements will be met. • Gives an unclear description of how the proposed activities will achieve the anticipated results. • Tends to —parrot back the question, rather than answer and explain it • Does not address or respond to the requirements/conditions of the NOFO. • Proposes activities that are not consistent with the NOFO and Application Instructions. • Does not provide one or more key pieces of requested information

MONTANA COMMISSION ON
community service

Funding Priorities

In alignment with the Serve America act funding for AmeriCorps programs is targeted toward six Focus Areas identified by the Corporation for National and Community Service.

CNCS Focus Areas:

- ❑ Disaster Services
- ❑ Economic Opportunity
- ❑ Education
- ❑ Environmental Stewardship
- ❑ Healthy Futures
- ❑ Veterans and Military Families

Within each of the defined Focus Areas the Montana Commission on Community Service has identified three initiatives to be addressed through AmeriCorps service in the State. Applications demonstrating efforts toward addressing one or more of the Montana initiatives should be treated with priority when compared to an equal application not addressing any of the initiatives.

Montana Initiatives:

- ❑ Generate volunteers
- ❑ Develop Montanans to be college and career ready
- ❑ Support the Governor's initiatives for clean energy, math & science education, and citizen emergency preparedness

All programs operating in Montana must address all of the Montana Expectations in their application and execution.

Montana Expectations:

- ✓ Inclusion in the design and delivery making the program accessible to individuals with disabilities
- ✓ Collaborative approach to planning, design, and the delivery of the program
- ✓ Successful administration of an AmeriCorps and or other federal grants
- ✓ Address rural, underserved or areas of extreme poverty not currently served by AmeriCorps
- ✓ AmeriCorps members trained and prepared to respond to disasters in their community

Section I. Program Changes – 60%

In scoring a continuation proposal grant reviewers are assessing any changes the program is making to their initial proposal. Reviewers should consider the conditions that preceded the change and the reasonableness and effectiveness of the change. If no change is proposed in a given category the score will be not applicable.

2012 AmeriCorps Application	SCORE (0-3)	Comments (Strengths and Weaknesses)	
Is the program proposing to change? If yes, is the proposed change reasonable and effective?			
1) Program rationale and approach			Changes may include but not limited to updated mission, new approach to administering the program, and new focus areas.
2) Organizational capacity			Changes may include but not limited to new site locations, expansion to new sites, and expansions to meet community need.
3) Cost effectiveness and budget adequacy			If there are any significant restructurings to the budget are they justified.
4) Evaluation summary or plan			
5) Plans to improve enrollment			If the enrollment rate was less than 100% during the pervious year, the program should provide an explanation and plans for improvement.
6) Plans to improve retention			If the program was unable to retain all members an explanation should be provided with plans for improvement.
7) Plans to improve compliance issues			Compliance issues may include but not limited to 30 day enrollment and exits, unmet performance measures, and site visit findings
Total	0	Of Possible	21

Section II. Performance Measures and Budget – 20%

Changes to performance measures and the budget should be justified by the applicant and representative of changes made to the program narrative. Revised budgets should incorporate any required CNCS increases and justify any increases not required by CNCS. All grantees are required to meet an overall minimum match rate and encouraged to increase their total share of the budget (i.e. match).

2012 Staff Application Assessment	Score (0-3)	Comments (Strengths and Weaknesses)	
Is the program proposing to change? If yes, is the proposed change justified and represented in the narrative?			
1) Performance Measures			If grant funded activities were added/changed or if additional MSY were requested an explanation should be given and performance measures updated.
2) Budget			Does the proposed budget reflect the narrative and any changes made by CNCS
3) Cost per MSY			Does the proposed cost per MSY reflect an effort by the grantee to maintain or increase their overall share of the grant.
Section IV Total	0	Of Possible	9

Section III. Staff Assessment – 20%

This section will be based on the information provided in the staff assessment.

2012 Staff Application Assessment	Score (0-3)	Comments (Strengths and Weaknesses)	
Based upon the staff assessment			
1) Has the program met their match requirements?			
2) Has the program had any major compliance findings? If yes, were the findings resolved?			
3) Has the program completed enrollments/exits within 30 Days?			
4) Has the program met all CNCS and OCS deadlines?			
Section IV Total	0	Of Possible	12

Reviewer Score							
I. Program Design - 60%							
	Section Total	0	Of Possible		21	Section Percent	0%
Section Percent	0%	X	60	=	0.00	Section Final	
II. Performance Measures and Budget - 20%							
	Section Total	0	Of Possible		9	Section Percent	0%
Section Percent	0%	X	20	=	0.00	Section Final	
III. Staff Assessment - 20%							
	Section Total	0	Of Possible		12	Section Percent	0%
Section Percent	0%	X	20	=	0.00	Section Final	

Final Score	0	of 100

Interview Information

Interview Questions

Interview Comments