

Grant Review Worksheet

Thank you very much for your interest and partic	cipation in our AmeriCorps funding process. Reviewers are			
able to utilize the expertise of their field, critical t	hinking skills, and an outside view. We appreciate your			
complete and in-depth critique of the application	using the application and the review worksheet below.			
Reviewers must have their scores and be prepared to comment on the application and to accept or deny				
funding, by our conference call	pm, and prepare recommendations for the Commissioners.			

- 1. Competitive Application:
- 2. Grant Review Worksheet (Program Design and Organizational Capability Section)
- 3. Conflict of Interest Form: In order to ensure an impartial critique, reviewers are not permitted to review applications from individuals or organizations with whom you have been connected as outlined in the Conflict of Interest and Privacy Statement provided to you. Any reviewer with a conflict of interest is excused from the presentation, discussion and voting on that application.
- 4. Additional Important Materials: In addition to the documents above, please review the documents called "Sentence Starts," "Reviewers Handbook," "Taproot In-kind Worksheet," and "In-kind Voucher." If you are missing or misplace any of these documents, please contact us at 307-234-3428 ACProgram@servewyoming.org.

Program Design: (Theory of Change, Evidence Base/Quality, and Member Experience 50 POINTS	ce)
To what degree does the applicant demonstrates how AmeriCorps members are particularly well-suited to solving the identified community problem.	Score
THEORY OF CHANGE: 0-24 POINTS	0-24
 The proposed intervention is responsive to the identified community problem. The applicant's proposed intervention is clearly articulated including the design, dosage, target population, and roles of AmeriCorps members and (if applicable) leveraged volunteers. The applicant's intervention is likely to lead to the outcomes identified in the applicant's theory of change. The expected outcomes articulated in the application narrative represent meaningful progress in addressing the community problem identified by the applicant. The rationale for utilizing AmeriCorps members to deliver the intervention(s) is reasonable. The service role of AmeriCorps members will produce significant contributions to existing efforts to address the stated problem. 	
COMMENTS ON THEORY OF CHANGE:	

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EVIDENCE TIER: 0-12 POINTS	0-12
 Applicant clearly describes what tier of evidence they have assigned to their intervention 	
(Strong, Moderate, Preliminary, or Pre-Preliminary)	
Applicant clearly describes characteristics of the beneficiary population	
Applicant clearly describes characteristics of the population delivering the intervention	
 Applicant clearly describes the dosage (frequency, duration) and design of the intervention 	
Applicant clearly describes the context in which the intervention is delivered	
Outcomes of the intervention are clearly described.	
 In the Evidence Tier section of the application narrative, applicants must (1) summarize the study 	
design and key findings of any evaluation report(s) submitted and (2) describe any other evidence	
that supports their program, including past performance measure data and/or other research	
studies that inform their program design. Applicants who submit evaluation reports for	
consideration must also describe in the Evidence Tier section of the application narrative how the	
intervention described in the submitted reports is the same as the intervention described in the	
application.	
COMMENTS on EVIDENCE TIER:	
EVIDENCE QUALITY: 0-8 POINTS	8-0
Reviewers will score the narrative provided in the Evidence Tier section of the application using the	
following standards:	
 The applicant uses relevant evidence, including past performance measure data and/or cited 	
research studies, to inform their proposed program design;	
The described evidence is relatively recent, preferably from the last six years;	
The evidence described by the applicant indicates a meaningful positive effect on program	
beneficiaries in at least one key outcome of interest.	
COMMENTS ON EVIDENCE QUALITY:	

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MEMBER EXPERIENCE: 6 POINTS (NOT APPLICABLE TO PLANNING GRANTS)		
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 AmeriCorps members will gain skills as a result of their training and service that can be 		
utilized and will be valued by future employers after their service term is completed.		
The program will recruit AmeriCorps members from the geographic or demographic		
communities in which the programs operate.		
The applicant will foster an inclusive service culture where different backgrounds, talents, and		
capabilities are welcomed and leveraged for learning and effective service delivery.		
capabilities are welcomed and leveraged for learning and effective service delivery.		
COMMENTS ON MEMBER EXPERIENCE		
COMMENTO ON MEMBER EXPERIENCE		
TOTAL SCORE for PROGRAM DESIGN		
(MAXIMUM= 50)		
(2		

ORGANIZATIONAL CAPACITY: 25 POINTS Assess the extent to which the applicant demonstrates organizational background, staffing, sustainability, compliance and accountability.	Score
The organization details the roles, responsibilities, and structure of the staff that will be implementing the AmeriCorps program as well as providing oversight and monitoring for the program.	0-9

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COMPLIANCE AND ACCOUNTABILITY: 8 POINTS	0-8
 The organization has a monitoring and oversight plan to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited and unallowable activities and criminal history checks at the grantee, subgrantee (if applicable), and service site locations. The CNCS-required evaluation report meets CNCS requirements (if applicable), The CNCS-required evaluation report is of satisfactory quality (if applicable). 	
CULTURE THAT VALUES LEARNING: 4 POINTS	0-4
 The applicant's board, management, and staff collect and use information, including performance data, for learning and decision making. 	
MEMBER SUPERVISION: 4 POINTS	0-4
 AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service. AmeriCorps supervisors will be adequately trained/prepared to follow AmeriCorps and program regulations, priorities, and expectations. 	
COMMENTS ON ORGANIZATIONAL CAPACITY (ALL SECTIONS):	
TOTAL SCORE for ORGANIZATIONAL CAPACITY (MAXIMUM= 25)	

SUMMARY WORKSHEETS

After completing analysis, please complete this summary section and email this and the typed (OR written) comment sections above to ACProgram@servewyoming.org.

Having reviewed all elements of the proposal provided to you, do you think that this applicant would be an effective AmeriCorps program? Why or why not? Please be specific and cite evidence from the proposal, (i.e. What are the program's strength and weaknesses?).

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Ser	veWyoming <u>Application Review Worksheet</u>
2.	What elements of the proposal are unclear?
3.	What elements of the proposal are "exciting" or creative?
4.	If you recommend this proposal for consideration, what further questions would you like to ask the applicant?
	Application Reviewed:
	Reviewer Name:
	Reviewer Signature and Date:

SUMMARIZE YOUR FINAL	SCORES HERE:	
PROGRAM DESIGN (50):		
ORGANIZATIONAL CAPACITY	(25)	
TOTAL POINTS FOR THIS PR	OPOSAL (1-75):	
TOTAL TORTOTOR THIS TR	51 OOKE (1 10)1	
OVERALL RECOMMENDAT	TON	
		x below) for the next steps for this proposal. Please
		analysis and comments in the worksheet sections.
Strongly Recommend	A comprehensive and the	prough proposal of exceptional merit with numerous
for Further Review	strengths	
Recommend for Further		rates overall competence and is worthy of support; it
Review	has some weaknesses.	
Recommend for Further Review with Hesitation	A proposal with strengths and weaknesses approximately equal. However, as a whole, the weaknesses are not offset by strengths.	
Do Not Recommend for	·	hortcomings. There are numerous weaknesses and
Further Review	fewer strengths.	
Strongly Recommend fo	r Further Review	(total score between 68 and 75)
Recommend for Further	Review	(total score between 60 and 67)
Recommend for Further		(total score between 53 and 59)
Do Not Recommend for	Further Review	(total score 52 or below)

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