2013-2014 AmeriCorps*State
Application Peer Review Forms

Reviewer #

Name of Legal Applicant:

Narrative Item	Possible Points	Points Awarded
Need	**14**	
AmeriCorps Members as Highly Effective Means to Solve Community Problems	**20**	
Evidence-Based/Evidence-Informed and Measurable Community Impact	**20**	
Member Recruitment	**10**	
Member Training	**10**	
Member Supervision	**10**	
Member Experience	**6**	
Volunteer Generation	**6**	
Organization Commitment to AmeriCorps Identification	**4**	
	Total Points	

The rating of each section is based on the following definitions:

- **Exceptional**: indicates far beyond what is usual in magnitude or degree; superior. An exceptional rating reflects that the proposal is compelling, convincing, and shows the highest potential for success. **(Total Points 91-100)**
- **Satisfactory**: indicates meeting requirements; adequate for a particular need or purpose. A satisfactory rating reflects that the proposal is neither especially strong nor especially weak. This element of the program has a reasonable chance of success as described. **(Total Points 80-90)**
- **Weak/Non-responsive**: indicates below standard; not good enough, especially in ability, skill or quality. This rating also indicates not answering or replying; not responding to the application requirements. In addition, it reflects that this proposal will most likely not succeed as described or is non-responsive to the requirements of the application process. **(Total Points Below 80)**

Need

Applicants were asked by the Corporation to respond to the following:
Need:

☐**Yes** ☐**No** - Provide persuasive evidence that the identified needs exist in the targeted community(ies).

☐**Yes** ☐**No** - Describe the community problem(s) you will be working on.

☐**Yes** ☐**No** - Provide documentation of the extent/severity of the need in the target community.

☐**Yes** ☐**No** - Describe the target community including whether it is economically disadvantaged.

☐**Yes** ☐**No** - Explain why you selected this population to be served.

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **Need** criteria.

- Describe the strengths and weaknesses of proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 14

Score

AmeriCorps Members as Highly Effective Means to Solve Community Problems

Applicants were asked by the Corporation to respond to the following:
AmeriCorps Members as Highly Effective Means to Solve Community Problems:

☐**Yes** ☐**No** - What will members do? Give examples of specific proposed member activities.

☐**Yes** ☐**No** - What will the organization accomplish that it would not otherwise accomplish through existing staff and/or volunteers?

☐**Yes** ☐**No** - How many AmeriCorps members are you requesting?

☐**Yes** ☐**No** - What types of slots (service terms) are needed for these members?

☐**Yes** ☐**No** - If you are requesting different slot types, explain how the different slot types align with your program design and activities.

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **AmeriCorps Members as Highly Effective Means to Solve Community Problems** criteria.

- Describe the strengths and weaknesses of proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 20

Score

Evidence-Based/Evidence-Informed and Measurable Community Impact

Applicants were asked by the Corporation to respond to the following:
Evidence-Based/Evidence-Informed and Measurable Community Impact:

☐**Yes** ☐**No** - Describe how the interventions the AmeriCorps members and volunteers are engaged in are both evidence-based or evidence-informed and will have a measurable community impact.

☐**Yes** ☐**No** - Explain the impact of the AmeriCorps investment. The intervention is evidence-based if programs can demonstrate community impact and solve community problems through an evidence-based approach (e.g. based on research or backed by statistically significant evaluation findings). The intervention is evidence-informed if programs can demonstrate community impact and solve community problems through an evidence-informed approach (e.g. internal performance data, theory of change based on research).

☐**Yes** ☐**No** - What is the overall change you expect or plan to see by the end of the three-year grant cycle?

☐**Yes** ☐**No** - What demonstrable impact will your program have?

☐**Yes** ☐**No** - How will you measure that impact?

☐**Yes** ☐**No** - How will you report on this on an annual basis?

☐**Yes** ☐**No** - How did you determine your performance measure targets?

For Current Grantees and Former Grantees Only:

☐**Yes** ☐**No** - Describe your performance against objectives during your last full year of program operation.

☐**Yes** ☐**No** - What impact has your program had?

☐**Yes** ☐**No** - How successful have you been in solving the identified problem?

☐**Yes** ☐**No** - If you did not meet performance targets, provide an explanation and describe your plan for improvement.

☐**Yes** ☐**No** - What is the performance measure data collected thus far?

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **Evidence-Based/Evidence-Informed and Measurable Community Impact** criteria.

- Describe the strengths and weaknesses of proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 20

Score

Member Recruitment

Applicants were asked by the Corporation to respond to the following:
Member Recruitment:

☐**Yes** ☐**No** - Describe your plans for recruiting members for your program.

☐**Yes** ☐**No** - Describe how members will be included from the local communities to be served by your program.

☐**Yes** ☐**No** - Describe how your organization will be recruiting and engaging traditionally underrepresented populations as well as your history with working with those populations or how you will ensure success if this is a new population being recruited. Underrepresented populations may include new Americans, low-income individuals, youth from disadvantaged backgrounds (sometimes also referred to as "opportunity youth"), rural residents, older Americans, veterans, people of color, Native Americans and people with disabilities.

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **Member Recruitment** criteria.

- Describe the strengths and weaknesses of proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 10

Score

Member Training

Applicants were asked by the Corporation to respond to the following:
Member Training:

☐**Yes** ☐**No** - Describe your plan for orienting members to AmeriCorps, the community they are serving, their placement site, and the service they will perform.

☐**Yes** ☐**No** - Describe what skills the member will acquire during their term of service.

☐**Yes** ☐**No** - Describe how you will ensure that training provided to members will prepare members to perform all the activities they will engage in during their term of service.

☐**Yes** ☐**No** - Describe, as necessary, the ongoing training provided to members throughout their terms.

☐**Yes** ☐**No** - What are the anticipated training topics and the timeline for member training?

☐**Yes** ☐**No** - How and when will you ensure that members and generated volunteers are aware of and are adhering to the rules regarding prohibited activities?

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **Member Training** criteria.

- Describe the strengths and weaknesses of the proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 10

Score

Member Supervision

Applicants were asked by the Corporation to respond to the following:
Member Supervision:

☐**Yes** ☐**No** - Describe your plan for supervising members, and how the plan ensures that members will receive adequate support and guidance throughout their terms.

☐**Yes** ☐**No** - Who will supervise the AmeriCorps members?

☐**Yes** ☐**No** - Describe how supervisors are selected and trained.

☐**Yes** ☐**No** - Describe how your program provides training, oversight, and support to supervisors.

Tutoring Programs Only

☐**Yes** ☐**No** If you are proposing to operate a tutoring program, describe how your program complies with AmeriCorps requirements for member tutoring qualifications. Members who tutor must have a high school diploma, and successfully complete high-quality, research-based pre- and in-service training for tutors. This requirement does not apply to a member enrolled in a secondary school who is providing tutoring through a structured, school-managed cross-grade tutoring program.

☐**Yes** ☐**No** Describe how your strategy for training members complies with AmeriCorps requirements for member tutor training that is high quality and research based, consistent with the instructional program of the local agency and with state academic content standards (See Section 1111 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6311)), includes appropriate member supervision by individuals with expertise in tutoring, and provides specialized pre-service and in-service training consistent with the activities the member will perform.

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **Member Supervision** criteria.

- Describe the strengths and weaknesses of the proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 10

Score

Member Experience

Applicants were asked by the Corporation to respond to the following:
Member Experience:

☐**Yes** ☐**No** - Describe the program components that enable the AmeriCorps members to have powerful service experiences that produce community impact and lead to continued civic participation and connectivity with other AmeriCorps and national service participants.

☐**Yes** ☐**No** - Demonstrate how you will provide structured opportunities for participants to reflect on and learn from their service.

☐**Yes** ☐**No** - Describe how your program will ensure that members are aware they are AmeriCorps members and identify as such to community members, partners, and the general public.

☐**Yes** ☐**No** - Describe how you will connect your members with each other, with other AmeriCorps members and national service participants in the local communities in which they serve, and with other AmeriCorps and national service participants in the state, and/or nationally.

☐**Yes** ☐**No** - How will your program foster a sense of connection with the AmeriCorps identity?

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **Member Experience** criteria.

- Describe the strengths and weaknesses of proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 6

Score

Volunteer Generation

Applicants were asked by the Corporation to respond to the following:
Volunteer Generation:

☐**Yes** ☐**No** - Describe how the proposed program will recruit volunteers to expand the reach/impact of the program in the community.

☐**Yes** ☐**No** - How will volunteers help meet the identified community needs and what will be their role(s)?

☐**Yes** ☐**No** - What role will AmeriCorps members have in volunteer recruitment and management?

☐**Yes** ☐**No** - How will your program ensure that volunteers will not be recruited for or engaged in prohibited or unallowable activities?

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **Volunteer Generation** criteria.

- Describe the strengths and weaknesses of proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 6

Score

Organization Commitment to AmeriCorps Identification

Applicants were asked by the Corporation to respond to the following:
Organization Commitment to AmeriCorps Identification:

☐**Yes** ☐**No** - Describe your organizational commitment to branding national service.

☐**Yes** ☐**No** - How will your program ensure that it and any subgrantees and/or affiliates and/or service locations will use the AmeriCorps name on websites, service gear and public materials such as stationery, application forms, recruitment brochures, on-line position posting, or other recruitment strategies, orientation materials, member curriculum, signs, banners, press releases and publications related to their AmeriCorps program?

Answer "Yes" or "No" based on whether the responses satisfactorily addressed the criteria and document below.

ANALYSIS

- Analyze the proposal's responses to the **Organization Commitment to AmeriCorps Identification** criteria.

- Describe the strengths and weaknesses of proposal's responses. Include reason(s) for deducting points from the maximum score for this section.

OVERALL RATING FOR THIS SECTION:

Maximum score for this section: 4

Score

OVERALL APPRAISAL

I. Evaluate the quality of the proposal in its entirety. Aside from your comments in the individual sections, consider how well the whole proposal flows. Do all of the sections support each other? Provide your assessment of the proposal as a whole by highlighting the principal strengths and/or weaknesses.

II. Use the standards below to evaluate the quality of the proposal as a whole and check the category you feel best describes the proposal. *Reconsider* your overall rating, and ensure it is supported by your analysis and comments in the preceding sections.

Exceptional Proposal - Recommend for Funding	A comprehensive and thorough program design of exceptional merit with very significant strengths and no significant weaknesses. Proposal should score between 91 - 100 points.
Satisfactory Proposal - Recommend for Funding	A program design that demonstrates overall competence and is worthy of support where the value of the significant strengths outweigh the identified weaknesses. Proposal should score between 80 – 90 points.
Weak/Non-responsive Proposal - Do not Recommend for Funding	A program design with very significant weaknesses and minimal significant strengths that have been identified. This option may also include a program design that is non-responsive to the published criteria. Proposal should score below 80 points.

☐ Exceptional Proposal – Recommend for Funding (total score between 91 and 100 points)

☐ Satisfactory Proposal – Recommend for Funding (total score between 80 – 90 points)

☐ Weak/Non-responsive Proposal – Do not Recommend for Funding (total score below 80 points)