

SAMPLE Review Sheet for **OPERATING** Grant Applications

To be completed by Grant Review Panel members

Applicant Organization: _____

Panelist: _____

Evaluation criteria	Scoring range (points)	Panelist's score
BENEFIT TO THE COMMUNITY (up to 60 points)		
Personal benefit to active participants and spectators: number benefitting; residents served; depth of impact; distinctiveness of services	0-30	
Partnerships: has the organization successfully collaborated with other local groups and agencies on programming and/or promotions?	0-10	
Community benefit: do the organization's activities benefit the broader Greenbelt community in any way?	0-20	
ORGANIZATIONAL EFFECTIVENESS (up to 40 points)		
Leadership: effectiveness of leaders and the leadership structure; resident involvement; resource management; planning for the future	0-10	
Volunteer engagement: number of volunteers; resident involvement; amount of service contributed; pro-bono services	0-10	
Financial stability: earned income; contributed revenues; bottom line; match history; cash on hand; planned giving; investments; endowment; manageability of any debt	0-10	
Operational success: are programs well planned, publicized and implemented?	0-10	
TOTAL SCORE		

Comments:

Concerns:
