



# FY 2020 JUSTICE ASSISTANCE GRANT

## APPLICATION RATING FORM

Score: _____ / 100 = _____ %			
Agency Name:		Primary Contact:	
Program Title:			
Total Program Cost:		Total JAG Funding Requested:	
ATTACHMENTS	YES	NO	COMMENTS
<b>ATTACHMENT 1:</b> 501(c) (3) designation letter from the Internal Revenue Service. <i>Not applicable to governmental entities.</i>			
<b>ATTACHMENT 2:</b> Provide a copy of current certification from the GA Secretary of State. <i>Not applicable to governmental entities.</i>			
<b>ATTACHMENT 3:</b> (Part 1 & 2) Two most recent audited financial statements that meet the criteria described. Management letters included if applicable. <i>Not applicable to governmental entities.</i>			
<b>ATTACHMENT 4:</b> (Part 1 & 2) Provide a list of board members and a Conflict of Interest Statement from the Board of Directors and board meeting minutes authorizing the submission of this application. <i>Not applicable to governmental entities.</i>			
<b>ATTACHMENT 5:</b> Resumes of principal staff and personnel directly working on the project; including descriptions of the applicant's previous related program activities provided.			
<b>ATTACHMENT 6:</b> (Part 1 & 2) Agency's written financial management procedures and current organizational chart provided.			
<b>ATTACHMENT 7:</b> Certificate of Insurance provided if applicable.			
<b>ATTACHMENT 8:</b> Proof of registration with the U.S. System of Award Management provided.			
FINANCIAL MANAGEMENT RISK	Max	Score	COMMENTS
Does the organization have fiscally sound management and all required documentation to show good faith in spending and planning? <u>Review audited financial statements and financial management procedures and note any findings or concerns.</u> <b>Low risk (meets most of all the Uniform Administrative Standards &amp; Cobb County Audit Standards.) 6 - 10 pts. High Risk (fails to meet most of all the Uniform Administrative Standards &amp; Cobb County Audit Standards.) 0 – 5 pts.</b>			
Section Total			



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ORGANIZATION INFORMATION	Max	Score	COMMENTS
<p>Does the agency meet the following requirements:</p> <ul style="list-style-type: none"> <li>• have a nonprofit status for at least one (1) full year, or</li> <li>• have two (2) full years of operating experience under another nonprofit entity, or</li> <li>• be a local governmental entity or agency</li> </ul> <p><b>Yes = 5 pts. No = 0 pts.</b></p>			
Section Total			
LEVERAGING & COLLABORATION [FUNDING SUPPORT]	Max	Score	COMMENTS
<p>Has the agency secured funding for this project and/or identified additional funding awarded in the past three years for this project?</p> <p><b>Yes = 5 pts. No = 0 pts.</b></p>			
Section Total			
ORGANIZATIONAL CAPACITY	Max	Score	COMMENTS
<p>If less than 30% of the organization budget is generated from grant revenue, award 5 points. If 31-50%, award 3 points. If more than 51%, award zero points.</p>			
<p>Does the organization have program staff persons dedicated to this project?</p> <p><b>Yes = 5 pts. No = 0 pts.</b></p>			
<p>Does the organization have administrative staff (e.g. Accountants, Executive Directors)?</p> <p><b>Yes = 5 pts. No = 0 pts.</b></p>			
<p>Is successful completion of the project realistic given the key staff implementing the project? <b>Yes = 5 pts. No = 0 pts. Note: Project applications that have position vacancies should clearly describe a reasonable approach and criteria to hire experienced and qualified staff.</b></p>			
Section Total			
PROJECT DESCRIPTION	Max	Score	COMMENTS
<p>Did the organization clearly describe the nature and scope of the project?</p> <p><b>Yes = 5 pts. No = 0 pts.</b></p>			
<p>Did the organization clearly describe the proposed activities and approach? Is the approach logical given the characteristics and needs of the identified program areas?</p> <p><b>Yes = 5 pts. No = 0 pts.</b></p>			
<p>Did the organization document evidence that the model or practice chosen is appropriate for the outcomes the program wants to achieve?</p> <p><b>Yes = 10 pts. No = 0 pts.</b></p>			
<p>Did the organization clearly demonstrate how they will achieve fidelity to the evidence-based model being implemented?</p> <p><b>Yes = 5 pts. No = 0 pts.</b></p>			



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Did the organization explain the steps that will be taken to ensure long term program sustainability (i.e. the ability for the program to maintain its services over time)? <b>Yes = 5 pts. No = 0 pts.</b>			
Section Total			
<b>PROJECT OBJECTIVES</b>	<b>Max</b>	<b>Score</b>	<b>COMMENTS</b>
Did the organization describe at least two (2) anticipated changes or outcomes as a result of implementing the proposed project during the grant period? <b>Yes = 5 pts. No = 0 pts.</b> <i>Note: Achieved Project Objectives should reflect measurable changes due to services offered by the program.</i>			
Did the organization identify the performance indicator that identifies how the change will be measured and with what instruments and/or tools? <b>Yes = 5 pts. No = 0 pts.</b> <i>Note: If available, baseline data should be listed for performance indicators.</i>			
Section Total			
<b>PROJECT TIMELINE &amp; REPORTING</b>	<b>Max</b>	<b>Score</b>	<b>COMMENTS</b>
Did the organization present a comprehensive, thorough timeline that is well defined and comprehensively specifies what will be done, who will do it, and when it will be accomplished? <b>Yes = 5 pts. No = 0 pts.</b>			
Did the organization describe and discuss any experience it has with reporting and record-keeping compliance with the CDBG Program Office and/or other funding agencies? <b>Yes = 5 pts. No = 0 pts.</b>			
Section Total			
<b>BUDGET PROPOSAL NARRATIVE</b>	<b>Max</b>	<b>Score</b>	<b>COMMENTS</b>
Did the agency complete and submit the budget line item form? <b>Yes = 2 pts. No = 0 pts.</b>			
Do the total program cost and total JAG funding requested in the budget line item form match the dollar amounts in Section III. Requested Funding? <b>Yes = 2 pts. No = 0 pts.</b>			
Does the agency already have some funding secured for the project? <b>Yes = 2 pts. No = 0 pts.</b>			
Does the detailed description of budget line items support the overall program description and proposed project? <b>0 – 2 pts. with 2 being the highest rating.</b>			
Has the agency received funding for the proposed project within the past three (3) years? <b>Yes = 2 pts. No = 0 pts.</b>			
Section Total			
<b>GRAND TOTAL</b>			

