

**Minnesota Office of Justice Programs
Tribal Reservation-based Crime Victim Services
FY17 Application Review Form**

Total Score: _____

Applicant Organization Name: _____

Instructions: Use this form to evaluate how well the applicant provides the requested information. See enclosed *Reviewer Instructions* for more info.

1. Organizational Capacity (30 points)

a. **Needs Statement:**

How effectively and clearly does the applicant describe the demand and unmet need for services?

b. **Collaboration:**

- How effectively did the applicant identify its major collaborative partners and explain how their collaborative efforts improve the response to crime victims?

Capacity Score (out of 30): _____

Strengths of this proposal's organizational capacity:

Weaknesses of this proposal's organizational capacity:

2. Expansion and Unmet Needs (30 points)

- a. How clearly does the applicant explain the types of expansion needed to address unmet needs described in 1.a.?
- b. How well does the applicant provide detail about the expansion of services (including type of crime victimization, staff time and budget impact)?

Expansion & Unmet Needs Score (out of 30): _____

Strengths of this proposal's expansion & unmet needs:

Weaknesses of this proposal's expansion & unmet needs:

3. Community Outreach (20 points)

- a. **Activities** - How well does the applicant describe their community outreach plan to build awareness of their services? (Are outreach activities, training and/or community events included?)
- b. **Support** - How effective do the strategies appear for strengthening community support for the program (financial and otherwise)?

Community Outreach Score (out of 20): _____

Strengths of this proposal's community outreach:

Weaknesses of this proposal's community outreach:

4. **Evaluation** (10 points)

- a. **Process:** How clearly does the applicant describe the way they obtain feedback about services from the people they serve?
- b. **Tools:** How effective are the evaluation tools for gathering feedback from crime victims and clients served?
- c. **Barriers:** Are anticipated barriers described?
- d. **Using Feedback:** How effectively does the applicant use evaluation data for program and service improvement?

Evaluation Score (out of 10): _____

Strengths of this proposal's evaluation:

Weaknesses of this proposal's evaluation:

5. **Budget** (10 points)

- a. Is budget reasonable and appropriate?
- b. Are all line items clearly itemized and with calculations?
- c. If this application is funded, do you recommend any changes in the requested funding level or budget? Why?

Budget Score (out of 10): _____

Please add up your scores and enter the total on the front page. The total possible points is 100.