

FY _____

LSTA APPLICATION EVALUATION

Check one:

- Access
- Technology
- Training

TOTAL POINTS _____

(Maximum 110)

Applicant: _____

Project Name: _____

Context	(0-30 points)	Points _____
----------------	----------------------	---------------------

Reviewers will look for:

- A clearly presented description of the target population which includes information on the characteristics, statistics, relative comparisons or other demographics of the group to be served. Description should include information such as education levels, access to resources, community situations and unemployment, as applicable to the target population.
- A clear picture of the unmet needs of the target population that must be addressed and a description of how the needs were determined.
- A description of what conditions are preventing the applicant or other organizations from meeting the described unmet needs.
- Needs that are clearly presented and build a case for the project.
- Inclusion of pertinent information, significant statistics, and/or anecdotal examples that document facts, support arguments, show interrelationships, and demonstrate participation and support. This information should be clearly substantiated.

Strengths and Weaknesses

Resources**(0-10 points)****Points _____****Reviewers will look for:**

- Resources described for the project are appropriate and sufficient.

*Strengths and Weaknesses***Solution****(0-30 points)****Points _____****Reviewers will look for:**

- A solution that will address the identified needs of the targeted population.
- A logical and sound process of implementation.
- A complete description of the activities to be performed from the beginning to the end of the project.
- Evidence that the project is feasible and achievable within the project period.
- An adequate and appropriate publicity plan for the project.
- A budget that is realistic for the project with all grant and matching funds related to the project activities being performed.
- A budget that shows how all grant and matching amounts were calculated.

*Strengths and Weaknesses***Evaluation****(0-15 points)****Points _____****Reviewers will look for:**

- Appropriateness of the evaluation tools, methods, and the data being collected.
- If additional outcomes are included, the appropriateness of the evaluation tools, methods, and the data being collected.

Strengths and Weaknesses

General**(0-15 points)****Points _____****Reviewers will look for:**

- The proposal includes sufficient detail to understand the organization, the problem, need or opportunity, and how the proposed project will be implemented.
- A strong relationship between the need and the proposed solution.
- All aspects of the project described are substantiated.
- Overall the project is appropriate in terms of the need presented.

*Strengths and Weaknesses***Internet Safety****(0 or 10 points)****Points _____**

Grants Office determines if the applicant has met all of the Internet Safety criteria to receive points.

Developmental Comments**Evaluation Team Meeting Date:**