



Indiana Department of Homeland Security

State Homeland Security Program (SHSP) District Proposal Score Sheet

Instructions:

1. Give the application a score of 0-5 points in each of the areas listed.
 0 points if you answer the question "no"
 1-2 points if you answer the question "somewhat,"
 3-4 points if you answer the question "mostly,"
 5 points if you answer the question "yes."
2. Provide comments under strengths, weaknesses and recommendations (on page 2).

| | | | |
|---|------------------------------------|--------------|--------------|
| Reviewer Name: | District: Choose an item. | | |
| Project Title: | Investment: Choose an item. | | |
| District Planning Council Approval | | Value | Score |
| 1. Is the project supported by the District Planning Council? | | 25 | II C 1 |
| District Planning Council Score (#1) | | 25 | |
| Project Description | | Value | Score |
| 2. Does the proposal clearly identify the problem the applicant is addressing? (Give more credit for projects that are specific, focused and targeted.) | | 5 | III A 1 |
| 3. Does the proposal clearly identify an appropriate solution to the problem(s) identified? | | 5 | III A 2 |
| 4. Does this proposal fall in line with established State and National Priorities? | | 5 | III B 1-3 |
| 5. Does this proposal explain how it fits in with the District Priorities and Plan? | | 5 | III B 1-3 |
| Project Description Score (add #s 2-4) | | 20 | |
| Project Objectives and Activities/Methods | | Value | Score |
| 6. Does the proposal provide specific accomplishments, milestones and reasonable challenges? | | 5 | IV A 1-3 |
| 7. Are the project objectives specific, measurable, achievable, realistic and timely (SMART)? | | 5 | IV A 1-3 |
| 8. Are key staff and volunteer responsibilities adequately described? Does the staff identified have the capacity to adequately achieve the project's objectives? | | 5 | IV B 1-2 |
| Project Objectives and Activities/Methods (add #s 5-7) | | 15 | |
| Evaluation Plan | | Value | Score |
| 9. Is the evaluation plan appropriate to the size and scope of the project? | | 5 | V A 1 |
| 10. Is the evaluation designed to determine if project objectives have been met? | | 5 | V A 2 |
| Evaluation Plan Score (add #s 8-9) | | 10 | |
| Project Impact | | Value | Score |
| 11. Does the project and collective accomplishments address the risk identified? | | 5 | VI B 1-2 |
| 12. Does the proposed plan sustain/maintain the capabilities created or enhanced by this project? | | 5 | VI C 1-2 |
| Project Impact Score (add #s 10-12) | | 10 | |
| Budget | | Value | Score |
| 13. Are the budget items reasonable, necessary and allowable, including Authorized Equipment List (AEL) numbers? | | 5 | VII A 1-2 |
| 14. Is the budget justification sufficient to explain the necessity of each budget item? | | 5 | VII B 1-4 |
| Budget Score (add #s 13-14) | | 10 | |
| Previous Performance | | Value | Score |
| 15. How has this District performed in the previous funding year? | | 10 | |
| Previous Performance Score (#15) | | 10 | |
| Total Score (Add scores for all shaded rows) | | 100 | |

Scoring Guidance

| Score | Quality | Questions/Revisions |
|--------|-----------|------------------------------|
| 90-100 | Excellent | Minor, if any |
| 80-89 | Strong | Minor |
| 70-79 | Good | Will probably need revisions |
| 60-69 | Mediocre | Major |
| <60 | Weak | Would require rewrite |

Recommendation:

- Full Funding
- Partial Funding (at what level?) \$ _____
- No Funding

General Comments:**Strengths:****Weaknesses:****Recommendations/Revisions (if any):**