

Attachment B: Application Assessment Template

Regional Community Development Grants Assessment Sheet

Application No:	
Applicant Name:	
Project Name:	
Brief Description:	

Eligibility Check		Notes		
Regional Status	Project Regional impact and/or reach		YES = OK	No = Ineligible
Applicant 'Red Flag' Status	Any red flags on the grants management system for past grants including overdue reports, failed projects		NO = OK	Yes = Investigate
Other ineligibility	E.g. outside Community Grants Policy (<i>If yes state</i>)		NO = OK	Yes –Ineligible

Requested Amount		Advisor Recommended Amount	
Advisor Comments/Recommendations:			

Panel Decision		Panel Recommended Amount	
Panel Recommendation:			

ECA Alignment		Advisor Comment	Advisor Score (20)	Panel Score (20)
For the scoring there is a total score of 20 points to be allocated, with a maximum of 10 points in any focus area				
Alignment to ECA Focus Area– <i>Choose main focus area(s)</i> <i>(To Identify best examples of each)</i>	Increase diverse participation			
	Build community capacity			
	Supports community placemaking			
	Respond to Māori aspirations			
TOTAL			/20	/20

Project Comments		
Regional Status	Regional impact and/or reach, scale, significance	

Community benefit / outcomes	Evidence of need for project Clear outcomes identified Coherent approach	
Māori Outcomes	How well are these identified / aligned / addressed	
Project feasibility	<ul style="list-style-type: none"> • Project/initiative • Project plan • Realistic / viable budget, • 'Value for money' 	
Innovation / Best Practice	<p>An innovative approach</p> <ul style="list-style-type: none"> • Based on best practice 	
Organisational capacity/ capability	<p>Structure, Financial status</p> <p>Collaborative approach</p> <ul style="list-style-type: none"> • Project fits org's objectives 	