

VOCA Grant Rating & Evaluation		
Agency:	Total Points (out of 100):	
REQUIRED VOCA INFORMATION	Possible Points: 10	Awarded Points:
VOCA info provided & realistic?	5	
Do the projections merit the request?	5	
BUDGET / MATCH	Possible Points: 20	Awarded Points:
Budget Justification form	3	
Is budget/match reasonable & efficient?	10	
Are volunteers used / hourly rate reasonable?	2	
Are the costs allowable under VOCA guidelines?	5	
PROGRAM COMPARISON / EQUIPMENT / ADDITIONAL RESOURCES	Possible Points: 5	Awarded Points:
Equipment summary completed /signed?	1	
Additional resources listed?	3	
Is a current fiscal budget submitted?	1	
STATEMENT OF PROBLEM AND NEED	Possible Points: 15	Awarded Points:
Present an overall description of problem – clearly paint picture of problem	5	
Geographical area described	2	
Nature & scope of problem in their service area – NOT agency problem	2	
Victim needs in the area – NOT agency needs	2	
Statement of problem supported by current stats & info	2	
Targeted population identified	2	
PROGRAM PLAN	Possible Points: 28	Awarded Points:
Are goals understandable / do they address the needs identified?	5	
Do the objectives help meet the identified goals?	2	
Are goals and objectives measurable? Are objectives realistic & attainable?	2	
Are the quantitative numbers included – is it clear what the numbers measure?	2	
Are the activities really activities?	2	
Does the monitor section monitor and evaluation?	2	
Is the time line realistic?	2	
Are there enough goals and objectives to effectively implement the grant funded project? Is it well thought-out? Is it cost effective?	8	
Duplication concerns/justifications	1	
How does program complement other services?	1	
3 support letters-from identified programs?	1	
STATISTIC REPORTING	Possible Points: 2	Awarded Points:
Names of individual collecting stats listed? Agency ability to collect, report data?	1	
Data collected and compiled appropriately?	1	

RECORD OF PROVIDING EFFECTIVE SERVICES/PROJECT ADMINISTRATION	Possible Points: 5	Awarded Points:
Program history, growth, types of victim services offered, agency significant accomplishments?	2	
How well do they describe the project director's and the staff's ability to implement the VOCA program? Fiscal controls?	1	
Is there an org chart w/ names & title? Does org chart specify grant funded position?	1	
Are there position titles & job descriptions for each VOCA funded position? Are there volunteer job descriptions?	1	
If agency is non-profit, is there a roster of govern board included? Is the 501©3 included?	Yes / No Yes / No	N/A N/A
CERT. ASSURANCES, GRANT CONDITIONS & EEOP	Possible Points: 0	Awarded Points:
Are all forms completed and signed by the authorized official?	Yes / No	N/A
The final 15 points are to be awarded at your discretion. Please consider overall grant quality and/or any items that were not addressed above. Please include your comments in the section below:		