For CIG R13 reviewers will read the bidders Project proposal and any Letters of Support provided for the bid.

Reviewers are encouraged to provide their comments and feedback. Comments should be saved in this Reviewer spreadsheet and in the comment section of SFS.

	Numeric Response	Reviewer Comments
For the Letters of support please make sure the letters are for the organization submitting the bid and try to determine if the letter meets eligibility criteria. In order to be accepted LOS may not be from: Project partners; Groups who would receive a benefit either monetary or otherwise count as project partners. or, Government agencies providing funding or support for the project, including the DEC. After review the Grant manager will debrief the reviewers to confirm consensus on LOS, the Grant manager will enter the numeric score for the LOS under Level 2 review. Reviewers are asked to mark their score in their review spreadsheet and the comment section of SFS.		
How many LOS did the organization provide?		
	Points	**Comments**
Project proposal. For CIGr13 we asked bidders to submit a single project proposal as a PDF. There is no set formatting for these project proposals but bidders were requested to include certain information and details on their organization as well as the project they are requesting funding for. **Reviewers will be asked to read the project proposal and score the quality of the bid as well as the quality of the proposed project. A total of 70 points can be awarded to the project proposal and the proposal should contain the following information.**	**When awarding points for a category full points should be awarded if you believe the information was detailed, clear, relevant, and beneficial. If no information was provided for the associated section you can award 0 points. Points must be awarded in whole integers. If you believe the information was inadequate, lacking, or unclear you can award lower then the maximum based of the quality of the answer.**	**Please leave comments to justify the score you are providing.**
Organization history and mission. Up to 5 points Bidders were asked to tell reviewers about their organization, they should provide their mission statement. They should talk about their history with environmental Justice, they can tell us about how their organization has previously benefitted their communities. Reviewers should award up to 5 points depending on how they believe the bidder addressed this information		
Local CBO: Does the organization serve a region or are they focused on a single community smaller than a county? If they serve a single DAC/PEJA community award 2 points. If they are a regional organization award 0 points.		
Community Harms and risks. Up to 5 points The proposal should discuss the environmental harms and risks the community faces, were details and specific point sources mentioned? Reviewers should award up to 5 points depending on how much detail and information the organization provided.		
Project details. Up to 15 points The proposal should be clear and the project should lead to benefits for the community. Does the project address a harm or risk that effects the community? Reviewers should award up to 15 points depending on how they believe the project success could benefit the community.		

Supplemental material. Up to 5 points Did the proposal include supplemental material like photos? If they did reviewers should award up to 5 points depending on the relevance of the supplemental material.		
Knowledge and Skills. Up to 10 points The proposal should make it clear who will be managing and working on the project. Reviewers should award up to 10 points if they believe the project will be successful based of the knowledge and skills of who is working on the project		
Research and awareness. Up to 10 points Projects are required to have a research component that will be disseminated to the community. Reviewers should award up to 10 points if a clear research project was laid out, and a plan to provide that information to their communities was discussed.		
Timeline. Up to 10 points A timeline should be included that covers the full project. Award up to 10 points if the timeline is clear and seems achievable. Timelines don't have a format but they should be easy to understand.		
Overall goals and objectives. Up to 8 points What did you think of the proposal? Do you think the project will provide a benefit to the organizations community? Award up to 8 points depending on how you feel about the overall goals and objectives, as well as the quality of the proposal, was it easy to understand?		
Total score	0	

Level 2 review

Up to 25 points

	Points	**Comments**
For the cost review bidders were asked to provide a budget narritive , there is no set format for the budget narritive but the following information should be included.		
REDC. 2 points Provide 2 points if the organization disscussed the REDC		
Budget Narritive. Up to 18 points Provide up to 18 points if a detailed narritive is provided for the requested budget in the period details		
Supplemental materials. Up to 5 points provide up to 5 points if relevent supplemental materials were provided to support the requested budget		
Total score		