

FINANCIAL REVIEW TEAM-EVALUATION TOOL

2022-2025 GRANT APPLICATION

☐ Health
 ☐ Education
 ☐ Financial Stability
 ☐ Basic Needs

Organization Name: _____

Program Name: _____

Reviewer's Name: _____ Date _____

Review Questions	Reference	Yes	No
1. According to the auditor's notes and/or management letter (if supplied): Is the audit free of any significant material weaknesses or significant deficiencies?	Organizational Financial Statements (Attachment F)		
Comments:			

		Yes	No
2. Is the organization's debt position manageable? • Are total assets greater than total liabilities? • Are current assets greater than current liabilities?	Agency Profit and Loss Statement, Organizational Financial Statements (Attachments E & F)		
Comments:			

		Yes	No
3. Based on the audit or recent statements, are the organization's administrative costs under 25% of the actual total expenditures? (Note: Use spreadsheet to calculate percentage and indicate that number in the comments section)	Agency Profit and Loss Statement, Organizational Financial Statements, Federal Tax Return (Attachments E, F & G)		
Comments:			

Review Questions	Reference	Yes	No
4. Is the organization's cash flow acceptable? (Note: Use spreadsheet to calculate number and indicate that number in the comments section)	Agency Profit and Loss Statement, Organizational Financial Statements, Federal Tax Return (Attachments E, F & G)		
Comments:			

		Yes	No
5. Is the organization's actual net income within 15% of budgeted net income?	Agency Profit and Loss Statement (Attachment E)		
Comments:			

		Yes	No
6. If this is an existing program, was the program's actual net income within 15% of budgeted net income last year?	Program Profit and Loss Statement (Attachment D)		
Comments:			

		Yes	No
7. If this is an existing program, is the program's budget for the coming year in alignment/ appropriate compared with the previous year's actuals?	Budget (Attachment A)		
Comments:			

8. Please note any additional concerns, if not stated above:

9. Please note financial strengths:

10. Please note questions that should be asked at the site visit:

Not demonstrated	Poor	Fair	Good	Excellent
0	1	2	3	4
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please rate the financial strength of this program.

0-Not Demonstrated: The applicant left the question blank, or did not answer the question that was asked. The applicant gives irrelevant information, or the answer is completely insufficient.

1-Poor: The applicant provided minimal detail and insufficient descriptions that did not answer the question. The applicant may have answered a part of the question, but missed a key point or was not comprehensive. The answer is unclear.

2-Fair: The applicant may answer the question, but does not clearly demonstrate optimal answer or plan. The answer is acceptable, but lacks some details and specific examples.

3-Good: The applicant has a comprehensive answer with significant description, relevant details, and clear examples. The answer is better than average, but not superb.

4-Excellent: The applicant has answered the question with thorough details and examples. It is clear to the reviewer that the applicant has a strong understanding of the topic and has clearly demonstrated a superb answer.