

The Presbyterian Committee on the Self-Development of People



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Project Evaluation Presbyteries and Synods

FOR PAYMENTS: Submit a Project Evaluation and a Request for Payment form for each funded project by **October 1**.
The Project Evaluation form must be fully completed.

Please print or type all information, incomplete forms will not be processed

Presbytery or Synod Name _____

Project Name _____

Street Address _____

City/State/Zip _____

Area Code / Telephone _____

Contact Person _____ Position/Title _____

How is this person related to the group? _____

1. Please provide the following financial information. (**Attach** a completed **INCOME AND EXPENDITURE BUDGET** for the project and show each item the group proposes for the Self-Development of People to support)

Amount requested \$ _____ Amount granted \$ _____

List all financial resources requested, promised and received from other sources:

Money or In-Kind	Organization Name	Requested	Promised	Received
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

What is the total cost of the project?

Last year? _____ This year? _____ Next year? _____

2. What is the project and why is it needed?

3. What is the singular goal of the project? What are the immediate and long-term goals of the project?

4. What are the step-by-step things the group will do to reach these goals?

5. How many members are in the group? (Since SDOP seeks to partner with communities, it is unusual for a community group of less than 10 people to apply for and receive funding.) _____

6. Please give names of the people who own the project. Are they economically poor, oppressed, or disadvantaged people?

7. Please give names of the people who control the project and makes decisions for it. Are they economically poor, oppressed, or disadvantaged people?

8. Who benefits directly from the project?

9. If the names in #5, #6, and /or #7 are different please explain.

10. Was a site-visit made with the group? If so, by whom? _____.

11. Can you **submit stories and pictures** of this project to the National Office for use in interpreting the SDOP ministry? We are glad to receive stories and pictures about projects that you have funded at any time of the year.

Please type the name of the SDOP committee member completing this form.

Date

CRITERIA

The following standards are used by Self-Development of People Committees to determine whether a project is valid for funding within this ministry:

1. A project will be presented, owned, and controlled by the group of people who will benefit directly from it.
2. A project will address long-term correction of conditions that keep people bound by poverty and oppression.
3. A project presented for funding will describe, in detail, its goal (the point of the project), its objectives (the specific steps the group will take to accomplish the goal), the way the direct beneficiaries will be involved in all stages of the project, and the methods to be used to achieve the goal and objectives.
4. A project will be sensitive to the environment while accomplishing its goal and objectives.
5. A project will not advocate violence as a means of accomplishing its goal and objectives.
6. A project presented for funding will describe fully the resources known to be available for its support, including a description of a) those within the community, b) those available to the community, and c) the in-kind and other financial resources sought or to be sought.
7. A project presented for funding will contain a balanced income and expenditure budget. A financial plan showing expected income and expenditures over the funding term of the project will be included.
8. A project presented for funding will specify how progress toward the stated goal and objectives will be evaluated by the group, and when the evaluation will be made.

Note: (Since SDOP seeks to partner with communities, it is unusual for a group of less than 10 people to apply for and receive funding.)