

SECTOR EXPERT COMMITTEE – INDIVIDUAL COMMITTEE MEMBER SCORE SHEET

Administration No.: _____ Amount Requested: \$ _____

Brief Description of Proposal:

Requesting Organization:

The Sector Expert Committee members score each item by the maximum points possible per subcategory and assign an overall score. The overall score is based on the percentage of the total maximum points applicable to the application for funds.

1. _____ The relationship of proposed actions to regional workforce development *priorities identified* by the Regional Workforce Development Council strategic planning process to effectively address the needs. (2 points)
2. _____ The proposed actions are based on objective and current data and will address documented *current hiring* or training needs in the workforce development region. (2 points)
3. _____ Evidence of availability or non-availability of *community resource leveraging* to maximize impact of grant funds on proposed activities. (2 points)
4. _____ Evidence that the activities can be *sustained* by the grant recipient beyond the grant period. (2 points)
5. _____ Proposed performance measures and target levels of performance are *meaningful and realistic*. (2 points)

_____ **Total Score (maximum 10 points)**

SEC Recommendations (recommend one of the following to the ACCS Chief Workforce Officer):

- _____ Fund the project as is
- _____ Fund the project as is - with an adjusted funding amount of \$ _____
- _____ Fund the project with modifications, as identified
- _____ Deny funding for the project

Remarks: (reference sub-category number):

Signature

Date

**ALABAMA COMMUNITY COLLEGE SYSTEM WORKFORCE DIVISION
CONFLICT OF INTEREST / NON-DISCLOSURE STATEMENT**

I acknowledge that I have been appointed to conduct reviews of proposals received under the Application for Workforce Development Division Competitive Funds for the Alabama Community College System Workforce Development Division. I have been briefed about my responsibilities relating to conflict of interest and non-disclosure of information obtained during these reviews.

I do not have any conflict of interest, personal or organizational, real or apparent, in participating in this procurement. If, during the course of review, I become aware of an actual or possible conflict of interest, I will notify the ACCS Executive Director of Workforce and Economic Development and seek his advice on withdrawing from participating in the review of an individual proposal or from the review group in its entirety.

Further, I will disclose no information obtained in reviewing proposals under this solicitation to anyone not also participating in this review. Specifically, I will not disclose the number of respondents to the solicitation, the names of individuals and organizations that respond, nor any information from technical or cost/pricing submissions of these applicants, except to other reviewers officially assigned to this solicitation.

Finally, if anyone outside the official review chain seeks information about the procurement, I will not supply any information but will refer him or her to the ACCS Executive Director of Workforce and Economic Development.

My signature on the front side of this form verifies that I have read, understand, and agree to comply with all provisions of this conflict of interest/non-disclosure statement pertaining to this specific application for Workforce Development Division funds that I am reviewing and scoring.