**Project Proposal Evaluation Form**

**Project Details:
Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Project Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Submission Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Evaluator’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

### **Evaluation Criteria**

| **Criteria** | **Excellent (5)** | **Good (4)** | **Fair (3)** | **Poor (2)** | **Unsatisfactory (1)** |
| --- | --- | --- | --- | --- | --- |
| **Project Objectives Clarity** | **☐** | **☐** | **☐** | **☐** | **☐** |
| **Feasibility of Approach** | **☐** | **☐** | **☐** | **☐** | **☐** |
| **Innovation and Creativity** | **☐** | **☐** | **☐** | **☐** | **☐** |
| **Budget Justification** | **☐** | **☐** | **☐** | **☐** | **☐** |
| **Team Qualifications** | **☐** | **☐** | **☐** | **☐** | **☐** |
| **Risk Assessment** | **☐** | **☐** | **☐** | **☐** | **☐** |

**Comments:**

**Evaluator’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**