

## MYAP Review Scoring System

Country/PVO:

Reviewer:

Date:

### Part 1. Proposal review

There are 8 categories of proposal review criteria. The weight given to each category in the total score is as follows:

	% Weight
<b>Situational analysis</b>	<b>15</b>
<b>Program Strategy and Intervention</b>	<b>25</b>
<b>Risks and Critical Assumptions</b>	<b>5</b>
<b>Sustainability</b>	<b>10</b>
<b>Partnerships and Resource Integration</b>	<b>10</b>
<b>Monitoring and Evaluation</b>	<b>10</b>
<b>PVO qualification and experience</b>	<b>10</b>
<b>Implementation/Management/Logistics Plans</b>	<b>15</b>

For the following statements, rate according to the following scale:

0 = Irresolvable or numerous threshold issues or missing critical information

1 = Major threshold issues

2 = Easily resolvable threshold issues or non-threshold issues requiring clarification

3 = No issues or minor issues only

		Score			
<b>Situational analysis 15%</b>					
1	The proposal provides a convincing rationale for the country, geographic area and target population chosen.	0	1	2	3
2	The proposal is targeting areas of the country with the highest levels of food insecurity and/or vulnerable populations.	0	1	2	3
3	The proposal presents a thorough description of the causes, prevalence and impact of food insecurity and the sources of risk (types and frequency of shocks), including that of HIV/AIDS, if relevant, in the target area and population.	0	1	2	3
4	The proposal describes what other actors are doing to address food insecurity in the area, what needs remain, and how the proposed program complements and does not duplicate those activities.	0	1	2	3
<b>Program Strategy and Intervention 25%</b>					
5	The proposal identifies objectives and intermediate results that are relevant in the context of the problem assessment and are consistent with FFP's strategy.	0	1	2	3
6	The program interventions have a clear relationship to the program objectives and intermediate results and address the main causes of food insecurity targeted.	0	1	2	3
7	A convincing case is made that the interventions are likely to achieve the proposed impact targets.	0	1	2	3
8	The level of resources requested is appropriate for the size of the targeted population and the magnitude of the projected reduction in food insecurity	0	1	2	3
9	The proposal provides a convincing rationale for the proposed ration size and composition for each component and discusses whether and how rations are harmonized among different components of the program, among different implementing partners, and with the government (if relevant).	0	1	2	3

10	The proposal includes plans to monitor and respond to increases in transitory and chronic food insecurity in response to shocks using the development-relief approach or provides a convincing rationale that this approach and these types of activities are not likely to be needed.	0	1	2	3
11	The proposal describes and quantifies the target population, including what proportion of the area's population will be covered under each objective.	0	1	2	3
12	The proposal describes beneficiary selection criteria for each objective/intervention that will successfully identify the most food insecure populations in the program areas.	0	1	2	3
13	The program interventions are described in sufficient detail (how the activities will be implemented and by whom) and are technically and operationally feasible. For example, in the case of agricultural interventions, the proposal is comprehensive in scope, including all principal elements of a rain-fed agricultural program along with providing evidence of capacity or identification of a technical advisory institution to assist in capacity building.	0	1	2	3
14	The proposal clearly describes how different sectoral interventions will be integrated at the community-level, including the proportion of the population that will benefit from multiple interventions.	0	1	2	3
15	The proposal describes the principal gender issues relevant to food insecurity in the target population and how gender issues are addressed in the design, targeting, and management of the program components.	0	1	2	3
<b>Risks and Critical Assumptions 5%</b>					
16	The proposal discusses the critical assumptions of the planned activities and any risks that may negatively affect expected results and describes risk mitigation and contingency plans.	0	1	2	3
<b>Sustainability 10%</b>					
17	The proposal describes a plan, including time frame and graduation/exit criteria, for graduation of families from specific components, individual communities from the Multi-Year Assistance Program, and the Multi-Year Assistance Program from the geographic area.	0	1	2	3
18	The proposal describes how the activity will promote the financial and/or institutional sustainability of intended results and how sustainability will be measured.	0	1	2	3
<b>Partnerships, GDAs and other Resource Integration 10%</b>					
19	The proposal integrates activities and service providers funded by other sources. This is particularly critical for HIV-related objectives and HIV-affected populations where, if possible, direct co-programming of resources (CS, USAID/Mission, GDA, etc.) should be undertaken.	0	1	2	3
20	The proposal describes existing partnerships and alliances with community and local groups or provides a clear plan to create these partnerships during the MYAP period. If collaboration with government ministries, other CSs or other groups is anticipated and necessary for program results to be achieved, these groups have committed to provide the technical and/or financial resources described in the proposal.	0	1	2	3
<b>Monitoring and Evaluation 10%</b>					
21	The proposal identifies food security impact indicators that measure food security results relevant to the objectives and intermediate results. Impact indicators are measured at the population level. If appropriate, the proposal: <ul style="list-style-type: none"> <li>includes impact indicators of and targets for height-for-age and/or weight-for-age of children, if the proposal involves activities related</li> </ul>	0	1	2	3

	<ul style="list-style-type: none"> <li>to health and nutrition (utilization)</li> <li>includes impact indicators of and targets for months of adequate food provisioning and/or household dietary diversity, if the proposal aims to improve the food access component of food security</li> <li>identifies indicators and targets to capture the impact of mitigation activities that lessen the negative impact of a shock on household food security of a particular target group.</li> <li>identifies the early warning indicators and trigger levels that will be used by the CS to refine and adjust existing interventions to meet the increased needs, and/or initiate a request for emergency resources following an emergency or shock.</li> </ul>				
22	The proposal identifies annual monitoring indicators that will provide sufficient information to judge annual progress, and includes indicators of the percentage of the planned targeted population reached by the different interventions, the percentage of targeted population adopting improved practices/behaviors, and/or the percentage of communities with enhanced capacity.	0	1	2	3
23	The proposal includes a monitoring and evaluation (M&E) plan that provides the information required in Annex A Section F	0	1	2	3
24	The indicator performance table is complete, including baseline estimates and LOA targets for impact indicators and annual targets for monitoring indicators. The magnitude and direction of change in the performance indicators, the size of the population affected, and the criteria for determining that targets have been achieved, are clear.	0	1	2	3
<b>PVO qualification and experience 10%</b>					
25	The cooperating sponsor has demonstrated expertise in food aid programming and in each of the areas of food security programming proposed or has identified a technical partner with such experience (in which case the role of any technical partners in the planning and implementation of the proposed program is clearly described.)	0	1	2	3
26	The proposal incorporates lessons learned from previous activities and responds to the concerns raised in recent evaluations or audits, and/or lessons learned from other relevant country programs.	0	1	2	3
<b>Implementation/Management/Logistics Plan (including Monetization where applicable) 15%</b>					
27	The proposal includes a detailed, time-phased implementation plan for the first fiscal year of the Multi-Year Assistance Program that includes the information specified in Annex A Section E.	0	1	2	3
28	The proposal includes a general time-phased implementation schedule for each of the Multi-Year Assistance Program out years that includes the information specified in Annex A Section E.	0	1	2	3
29	Plan adequately details staff and their roles and responsibilities in carrying out the proposed program as well as systems in place to ensure successful program implementation (such as commodity tracking systems, etc)	0	1	2	3
30	The management plan, including number, type and responsibilities of staff, is adequate and appropriate for the program interventions.	0	1	2	3
31	Management/Logistics Plan is comprehensive and shows PVO strategy for carrying out the activities of the project whether they are using food as food or monetizing.	0	1	2	3
	<ul style="list-style-type: none"> <li>Where applicable, the proposal provides full justification for monetization on the basis of the amount of funding to be made available for</li> </ul>				

programming, as compared to the costs incurred in carrying out the monetization, and describes projected food security impacts of the monetization process.

- The proposal discusses how previously encountered problems will be avoided or mitigated, provides details on any localized market factors that impact market prices and cost recovery, discusses sales proceeds management, including “maintenance of value” issues, and the vehicle procurement plan, if applicable..
- The proposal describes the proposed mechanics of the monetization, and provides a separate monetization sales budget and projected proceeds from sales
- The proposal describes the potential risks and typical problems associated with commodity trading (e.g., defaults by buyers, commercial sector complaints, fluctuating market prices, and currency devaluation) in relation to the monetization component

**Part 2. Checklist for inclusion in the first tier of funding – must receive a yes on all applicable criteria below**

1	The proposal is for a priority country for FY07 MYAP proposals	Yes	No	N/A
2	The proposal scored 2 or 3 on review criteria 2, 3, 6, 7, 10, 13, 21 and 25	Yes	No	N/A
3	If the proposal is a follow-on multi-year proposal, final evaluation findings for the prior cycle DAP that demonstrate positive results and effective implementation were presented. Evaluation recommendations have been use in the design of the follow-on proposal.	Yes	No	N/A
4	The proposal uses direct distribution of Title II food resources to support program objectives	Yes	No	N/A
5	The proposal discusses how any outstanding audit recommendations will be closed and, as required, incorporated into the activity.	Yes	No	N/A

**Part 3. Completeness/Adequacy checklist to be completed prior to final approval of any proposal**

1	IEE is signed by the Mission Director and approved by BEO	Yes	No	N/A
2	Host country agreement exists (or Mission Certification that program can be done in accordance with Reg 11.)	Yes	No	N/A
3	Certificate regarding terrorism submitted	Yes	No	N/A
4	Certificate regarding lobbying submitted	Yes	No	N/A
5	The AER, commodity procurement schedule, and life-of-activity commodity requirement worksheet, are filled out correctly	Yes	No	N/A
6	The Bellmon analysis is adequate and supports the proposed commodity types and tonnage	Yes	No	N/A
7	The Monetization Plan contains a full justification of the proposed monetization activity and contains all relevant pieces as described in Annex A.	Yes	No	N/A
8	Budgets are submitted as requested; proposed activities are cost effective; and proposed expenditures are reasonable and realistic given the timeframe for implementation and targets to be met.	Yes	No	N/A

Comments

**Situational analysis**

**Program Strategy and Intervention**

**Risks and Critical Assumptions**

**Sustainability**

**Partnerships and Resource Integration**

**Monitoring and Evaluation**

**PVO qualification and experience**

**Implementation/Management/Logistics Plans**