

Evaluation Report Template for Applications

Application Name: _____

Applicant: _____

Evaluator: _____

Date: _____

1. Summary of Application

2. Evaluation Criteria

Criterion	Comments	Score (1-5)
Relevance	_____	____
Feasibility	_____	____
Innovation	_____	____
Impact	_____	____
Other	_____	____

3. Strengths

4. Weaknesses

5. Recommendations

6. Overall Assessment

Final Score: _____

Decision: Approve Reject Revise

