

# Evaluation Report Template for Applications

**Application Name:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Evaluator:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## 1. Summary of Application

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## 2. Evaluation Criteria

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

## 3. Strengths

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## 4. Weaknesses

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## 5. Recommendations

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## 6. Overall Assessment

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**Final Score:** \_\_\_\_\_

**Decision:** ☐ Approve ☐ Reject ☐ Revise

