**Panel Review Notes Template – Museums for America**

Application Number: MA-\_\_ \_\_-17-\_\_ \_\_ \_\_ \_\_ Applicant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*You are welcome to use this template to record notes that will help you prepare your review comments. Your final review comments should be written in complete sentences and constitute strong, coherent, constructive, and substantive assessments of each section of the application narrative.*

**GOALS: Does the project meet the goals of the funding program and the project category?** (Check the MFA guidelines and the application’s strategic plan summary, narrative, and relevant supporting documents.)

**Strengths:**

**Weaknesses:**

**IMPLEMENTATION: Is the project poised for successful implementation?** (Check the narrative, schedule of completion, budget form, budget justification, list of key project staff and consultants, resumes of key project staff and consultants, digital product form, and relevant supporting documents.)

**Strengths:**

**Weaknesses:**

**RESULTS: If funded, will the project achieve its intended results?** (Check the narrative, schedule of completion, budget form, budget justification, and relevant supporting documents.)

**Strengths:**

**Weaknesses:**

**APPLICATION OVERVIEW:** Please remember that you must enter a summary comment in this section for the system to accept your score.