

# HAWAII JAYCEES SINGLE PROJECT JUDGING FORM

Chapter \_\_\_\_\_ Pop. Division \_\_\_\_\_ SPE Category \_\_\_\_\_ Date of Project \_\_\_\_/\_\_\_\_/\_\_\_\_ Judges ID Number \_\_\_\_\_

Project Name \_\_\_\_\_

Read the entire single project award entry, with primary emphasis on questions #1 (primary purpose), #2 (project description, background, and goals), and #10 (results, evaluation, and impact) along with the pertinent substantiation. Then score the relative success of the project based upon the following criteria:

### PLANNING

1. (Quest. 1&2) Is the primary purpose stated clearly and simply? As a result of reading the primary purpose do you understand what the project is about? Does the summary of the project include the concept and origin of the project idea? Is the project based on needs rather than ease of undertaking? Are the goals specific and measurable? Are the goals challenging, yet attainable relative to the type of project? Will achieving the goals also achieve the primary purpose?

Score: 

None	Some Ans.	Most Ans.	All
1	2 3 4 5	6 7 8 9	10

2. (Quest. 3) Are there sufficient opportunities for membership in terms of leadership experience and participation relative to the size of the project? Are there sufficient opportunities for the chapter to become involved in other levels (e.g. manpower)? Was the chairman given the proper training for his or her responsibilities?

Score: 

None	Some Ans.	All Ans.
1	2 3 4	5

3. (Quest. 4, 5, & 7) How well did the committee plan for the achievement of its goals as they relate to the chapter's objectives? Does the process outline exactly what needs to be done? Is the timetable adequate to ensure project success? Is the list of items needed satisfactory to achieve the goals? Are outside resources adequately identified? Are problems and possible solutions adequately assessed?

Score: 

None	Some Ans.	All Ans.
1	2 3 4	5

4. (Quest. 6) Does the budget presented plan for financial success? Does the budget accurately project all expenses and income (especially donated items)? Does the budget plan to achieve the financial goals set?

Score: 

None	Some Ans.	All Ans.
1	2 3 4	5

Planning Total: \_\_\_\_\_ / 25

### IMPLEMENTATION AND EVALUATION

1. (Quest. 6, 7, 8 & Financial) Is the plan executed adequately? Are the planned steps taken? Are any changes made justified? Are all problems handled adequately? Was proper communication utilized, (e.g. committee meetings, visitations, public relations, etc.)? Is the ledger of income and expenses accurately reflected in the final budget?

Score: 

None	Some Ans.	All Ans.
1	2 3 4	5

2. (Quest. 9 & 10) Is there an actual portrayal of the relative success of the project with respect to the goals set? Is there a serious and sincere effort to evaluate and suggest solutions or recommendations for the future? Have the needs and benefits to the community, chapter, and / or individual members sincerely addressed?

Score: 

None	Some Ans.	Most Ans.	All Ans.
1	2 3 4 5	6 7 8 9	10

Implementation and Evaluation Total: \_\_\_\_\_ / 15

### IMPACT

1. (Question 10) What is the relative success of the project? Is the primary purpose achieved? Were the goals established merely met, or were they exceeded significantly? Is each goal evaluated?

Score: 

None	Some Ans.	Most Ans.	All
1	2 3 4 5	6 7 8 9	10

2. (Question 10) Did the project address a concern of the chapter and / or community? Did the project reflect a sincere effort to fulfill specific needs? Did the project reflect a sincere effort to get involved in problem areas? What is the impact on the targeted group (community, chapter, individual members and are the results significant in helping the group addressed? How great are the results quantitatively?

Score: 

None	Some Ans.	Most Ans.	All
1	2 3 4 5	6 7 8 9	10

3. (Quest. 3 - 10) Rate the success of the project and its achievement relative to the chapter resources, excellence in planning, and efficiency in execution.

Score: 

None	Some Success	Very Successful	Excellent
1	2 3 4 5	6 7 8 9	10

Impact Total: \_\_\_\_\_ / 30

### SUBSTANTIATION

1. Does the substantiation presented adequately demonstrate that the results claimed are correct? Are quantities verifiable such as dollars raised, members involved, number of people in the community affected, etc.?

Score: 

None	Some Addressed.	Most Addressed.	All
1	2 4 6 8 10	12 14 16 18	20

2. Is the substantiation presented in a clear and orderly fashion? Do the materials presented offer evidence of the planning, implementation, and evaluation process? Are the materials presented necessary? Are the items clearly identified? Is there no more than 30 pages of substantiation?

Score: 

None	Some Ans.	Most Ans.	All True
1	2 3 4 5	6 7 8 9	10

Impact Total: \_\_\_\_\_ / 30

PLANNING SCORE \_\_\_\_\_ / 25

IMPLEMENTATION AND EVALUATION SCORE \_\_\_\_\_ / 15

IMPACT SCORE \_\_\_\_\_ / 30

SUBSTANTIATION SCORE \_\_\_\_\_ / 30

TOTAL SCORE \_\_\_\_\_ / 100

PLEASE WRITE COMMENTS ON BACK SIDE OF PAPER