

**THE LEIGHTY FOUNDATION
SITE VISIT EVALUATION**

Organization _____

Project name _____

Amount requested _____ **Granted** _____

Purpose of request _____

Contact _____ **Phone** _____
Email _____

Date of visit _____
Visited by _____

Areas of emphasis:

_____ Science/Environment	_____ Spirituality	_____ Peacemaking
_____ Education	_____ Women's Interests	_____ Volunteerism
_____ Promotion of Philanthropy	_____ Human Population	_____ Other _____

Visits should include some contact with executive director, board member, volunteer coordinator, key volunteer, program staff, client and development director when possible.

Rate the following 1-5 (poor – excellent)

1. _____ **Organizational stability**
- Clear mission and purpose
 - Realistic objectives and plans
 - Staff competence and retention
 - Director and Board: diversity, competence and retention
 - Collaborations/relationships

Comments:

2. _____ **Financial stability**
- Varied and strong funding base
 - Other funders
 - Board support
 - Percent of cost for fundraising and G&A
 - Cash flow
 - Executive Director's salary _____ Total Budget _____

Comments:

3. _____ Volunteer utilization

- Support and vision of Executive Director
- Professionally trained Volunteer Coordinator
- Board leadership and involvement
- Volunteer / staff relationships
- Impact of volunteers on organizational mission

Comments:

4. _____ Sustainability

- Mission can be accomplished without compromising planet sustainability
- Exhibits responsibility in areas such as recycling, energy, transportation, communication
- Articulation of the importance of making sustainable choices

Comments:

5. Potential impact/leverage of grant:

6. Personal involvement of The Leighty Foundation board members, (including board membership or employment):

7. Strengths

8. Weaknesses:

9. Recommendations:

- _____ Invite to submit a proposal
- _____ Do not pursue at this time
- _____ Contact other references / funders before action
- _____ Suggest networking / collaboration (with whom?)