

UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)
FOREST SERVICE
ROCKY MOUNTAIN REGION, R2
In agreement with



Colorado Division of Fire Prevention and Control



#15-DG-11020000-035

VFA Competitive Grant
Application Review Process

Every grant application submitted to CDFP receives an independent review that is:

- Fair
- Ethical
- Objective

Non-Discrimination Assurance

In accordance with Federal Civil Rights law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

The 2017 VFA Grant cycle will be reviewed online by a panel of FMOs in the following manner:

- Evaluate each application on its own merit.
- Thoroughly read assigned applications.
- Independently review, evaluate and score each application based on the Review Criteria (online scoring tool).
- Provide final score for all applications against review criteria.
- Ensure ineligible items are identified so they will not be funded with grant dollars.

Non-disclosure/Confidentiality Agreement:

Before participating in the DFPC online grant review, every member must read and sign the Non-Discrimination, Confidentiality and Non-disclosure Rules. This must happen before gaining access to information about the applications.

Confidentiality in DFPC online review prohibits a member from, among other actions:

- Sharing applications, proposals, or confidential meeting materials with anyone who has not been officially designated to participate in the peer review process, including but not limited to fellow colleagues, grant agencies and/or grant writers.
- Using information contained in an application or proposal for his/her personal benefit or making such information available for the personal benefit of any other individual or organization.

Conflict of Interest Agreement:

Each DFPC reviewer must certify that he or she has declared all known conflicts of interest before the peer review takes place, and after the peer review, that he or she did not participate in the evaluation of an application with which he or she has a conflict of interest. For example, evaluating applications that he or she has helped to write.

By signing below, I affirm as a Reviewer, that I will comply with the requirements, assurances and agreements as listed above.

FMO Region: _____

Printed Name: _____

Signed Name: _____

Date: _____