

VAD Checklist & Feedback

General information

Title *(Includes VISTA's role and the word "VISTA")*

Project Period *(List the year of the project)*

Name of Sponsoring Organization

Site Name

Project Name

Focus Area(s)

Project Number

Does the project goal

Address poverty by VISTA efforts

Define how the VISTAs activities will build capacity

Describe who (population) will be served

State the specific product or service resulting from VISTA efforts

Include verbs to describe the VISTAs activities

Do the project objective(s)

Identify what the VISTA will achieve

Includes date ranges

Describe the outcome of a set of activities

Use active verbs

Aligns with the goal statement

Do the member activities

Specify what VISTAs will be doing to achieve the objective(s)

Includes date ranges

Aligns with the objective

Use active verbs

Recommended Changes