

# Appendix 22C: VAD and VLAD Checklist & Feedback

## VAD Checklist & Feedback

### General Information

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|---|--|
| <input type="checkbox"/> Title (Includes VISTA's role and the word "VISTA") | <input type="checkbox"/> Project Period (List the year of the project) |
| <input type="checkbox"/> Name of Sponsoring Organization                    | <input type="checkbox"/> Site Name                                     |
| <input type="checkbox"/> Project Name                                       | <input type="checkbox"/> Focus Area(s)                                 |
| <input type="checkbox"/> Project Number                                     |  |

### Does the project goal

- |  |   |
|--|---|
| <input type="checkbox"/> Address poverty by VISTA efforts                | <input type="checkbox"/> Define how the VISTAs activities will build capacity               |
| <input type="checkbox"/> Describe who (population) will be served        | <input type="checkbox"/> State the specific product or service resulting from VISTA efforts |
| <input type="checkbox"/> Include verbs to describe the VISTAs activities |   |

### Do the project objective(s)

- |  |   |
|--|---|
| <input type="checkbox"/> Identify what the VISTA will achieve        | <input type="checkbox"/> Includes date ranges |
| <input type="checkbox"/> Describe the outcome of a set of activities | <input type="checkbox"/> Use active verbs     |
| <input type="checkbox"/> Aligns with the goal statement              |   |

### Do the member activities

- |  |   |
|--|---|
| <input type="checkbox"/> Specify what VISTAs will be doing to achieve the objective(s) | <input type="checkbox"/> Includes date ranges |
| <input type="checkbox"/> Aligns with the objective                                     | <input type="checkbox"/> Use active verbs     |

### Recommended Changes

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