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## Review Panelist Invitation and Agreement

Dear ANC1D Small Grants Review Panelist,

Thank you for participating in this project. To assure that this is a fair process, 1D asks that you read the panelist guidelines below, and accept this appointment by signing one copy of this letter while keeping a copy for yourself.

Once you accept, you will get a copy of the evaluation form for and a copy of each proposal, a copy of the Program Guidelines, and a copy of 1D's bylaw article and enacting resolution for this program. Please bring these to the Small Grants Review Panelist meeting the week of December 8, 2008, when you submit your application ratings. At that meeting, there will be a chance to discuss with other panelists and a neutral representative of 1D any questions you may have. Only if there is a serious misunderstanding, then you may add a comment on the why you are changing your rating on some factors, make the change, then turn in your rating sheet to the 1D rep.

ANC1D will provide a sheet required by the DC Auditor which if you sign and turn in when your work is completed, then 1D will appropriate the money and issue as a small token for your contribution a \$75 check as an honorarium,

Thanks again for your participation in this program. We appreciate your work and look forward to the completion of this 2008 grant application cycle here in Mt. Pleasant.

Sincerely,

The Mt Pleasant Advisory Neighborhood Commission (1D)

## Panelist Participant Guidelines

I, \_\_\_\_\_ (please print your name), agree to participate in the ANC1D

Community Grants Review Panel to objectively evaluate the 2008 small grant submissions.

To assure fairness, as a member of this Panel, I will not participate in any extraneous discussions, verbal or written, concerning the submitted applications, and will notify ANC1D should anyone try to influence my ratings or opinions on any of the projects, proposers or groups involved.

Aside from turning in the evaluation forms to the authorized 1D rep, I will not communicate my ratings or reasons to anyone before the grants are made by 1D.

Signature \_\_\_\_\_

Date \_\_\_\_\_