

Evaluator's Guide to Foundant

Image 1: Evaluator's Home Screen

griculture				1°	
m «	A Shared Documents 🛛 🕼 Fax to File			Role (Staff Evaluator) 👻	
Dashboar	d			1 Process(es) Chosen	
Your Evaluations	25				
Pending		24 Comp	lete	1	
Q Quick Search	I			×	
FORM	PROCESS	APPLICANT FIRST NAME	APPLICANT PROJECT	It score It	
GFAP Grant - Evaluation	Good Food Access Program Equipment and Physical Improvement FY 2021	-		15% 📀	
GFAP Grant - Evaluation	Good Food Access Program Equipment and Physical Improvement FY 2021			•	
GFAP Grant - Evaluation	Good Food Access Program Equipment and Physical Improvement FY 2021			•	
GFAP Grant - Evaluation	Good Food Access Program Equipment and Physical Improvement FY 2021			0	
GFAP Grant - Evaluation	Good Food Access Program Equipment and Physical Improvement FY 2021			0	
GFAP Grant - Evaluation	Good Food Access Program Equipment and Physical Improvement FY 2021		- 8-	0	
GFAP Grant -	Good Food Access Program Equipment and				

- To access the application, click the red circled exclamation point on the far-right side of the screen. This will open the application and the evaluation profile. (Image 2).
- Once you have completed the evaluation, a green circled check mark will appear on the far-right side of the screen.
- Track your progress using the Pending/Complete bar at the top of the page.

Image 2: Evaluation Profile and Application

	* 8	Shared Documents	⊯ Fax to File					Role (Staff Evaluator) -
valuat	ion							🖹 \star Public Profile
ocess: Go	od Food A	Access Program	Equipment and	Physical Ir	nprove	ment FY 2021		
≀eturn to App	lication Draft							
Contact Info	Request	\$ Award Details Documents (0) Q Co		Q Commen	ই Comments 🔘 📱 GuideStar Charity Check			
Applicant:						Organization:		
Your E	valuat	ion	Evaluation Packe	ət 🔪	/iew	Application ~	Document Viewer	Application Packet
✓ Evaluatio	on Profile			^	✓ Conta	act Information		
Please scor	e the applicat of your justifi	tion based on each c cation in the associa	criteria. You may ted text box.		House E	District(s) 2013-2022	located in or provides direct	services This

• If needed, you can download the application by clicking the "Application Packet" button

For Additional Information: Ag Marketing Grants Team 651-201-6500 MDA.AGRIGrants@state.mn.us 625 Robert Street North, Saint Paul, MN 55155-2538