

## Journey to Community Excellence (Level 2) Reviewer Key Information and Timeline

### Key Information

Applications for the Journey to Community Excellence (Level 2) assessment includes responses to all the questions in the Community Profile, Categories 1, 2, and 3. It also includes responses to the *basic questions only* in Categories 4, 5, 6, and 7.

For categories 1-6, you will evaluate the applicant’s responses regarding the approach and deployment of key processes, as well as alignment with information in the Community Profile. For category 7, you will evaluate the applicant’s performance levels and trends (if available), as well as alignment with information in the Community Profile and categories 1-6. The application will be a maximum of 25 pages plus a glossary of abbreviations.

Estimated Time Commitment: 25-30 hours including 2 video conferences and additional training hours.

### Timeline

April 14-May 15	Application period open for volunteer reviewers.
May 22	Reviewers are notified of acceptance.
June 2	Reviewers receive community assignment, logistics information, and training schedule.
July 10-14	Reviewer training. (exact dates/times TBD)
July 18	Community application and instructions for review received.
July 18 - August 11	Detailed review of application and documentation of key information.
August 11-16	Video Conference with applicant community for clarification and additional information. (2 hours)
August 16-September 11	Feedback developed for assigned section(s) with review by team.
September 11 - 15	Video Conference for team consensus on feedback. (3 hours)
September 15-28	Feedback updated and finalized for assigned section(s) based on consensus comments.
October 13	Feedback report sent to community.