

Commitment to Community Excellence (Level 1) Reviewer Key Information and Timeline

Key Information

At this level the community application includes responses to the questions in the Community Profile section of the Communities of Excellence Framework ONLY. Applications are a maximum of 10 pages plus a glossary of abbreviations.

Estimated Time Commitment: 10-12 hours including 1 video conference and additional training hours.

Timeline

April 14-May 15	Application period open for volunteer reviewers.
May 22	Reviewers are notified of acceptance.
June 2	Community assignment, logistics information, and training schedule received.
July 10-14	Training (exact dates/times TBD)
July 18	Community application and instructions for review received.
August 1	Deadline to complete initial analysis and feedback for full application; assignment of team and section leads.
August 7	Draft feedback prepared for assigned section(s) from all reviewers' feedback.
August 7-11	Video Conference for team consensus on feedback. (2 hours)
August 18	Feedback updated for assigned section(s) based on consensus comments.
August 18-25	Team lead reviews all section feedback; resolves conflicts.
August 25-30	All reviewers provide feedback on compiled feedback report.
August 30-September 1	Team lead conducts final update and completes feedback report.