NOFA AI Evaluator

Overview for Decision-Makers and Staff

Executive Summary

The NOFA AI Evaluator is a browser-based tool that helps staff evaluate grant applications faster and more consistently. It runs entirely on your computer with no external servers, keeping all data secure. AI assists with analysis but
staff always make the final decisions.

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1. Why I Created This Tool

- **Increase Capacity:** Review more applications that serve our community
- **Improve Consistency:** Same criteria applied fairly to every application
- **Save Time:** Reduce manual data entry and repetitive analysis
- **Focus on What Matters:** More time for judgment calls, less on paperwork

2. Key Benefits

Benefit	What It Means
Faster Reviews	What took hours now takes minutes
Fair Scoring	Every application evaluated by the same standards
Complete Records	Automatic documentation of all evaluations
No Learning Curve	Simple interface anyone can use in minutes

3. Cost: A Minimal Investment

The tool itself is free. The only cost is the AI API usage, which is very affordable:

Item	Cost
Per Application (average)	$0.50 - $1.50
50 Applications	$25 - $75
100 Applications	$50 - $150

ROI Example: If reviewing one application manually takes 30 minutes of staff time, and the AI reduces that to 10 minutes, you save 20 minutes per application. At 100 applications, that's over 33 hours saved—far exceeding the $50-$150 API cost.

Spending Controls: You can set monthly spending limits on the API key to stay within budget.

4. Built with Care: Development & Testing

This tool was developed thoughtfully over multiple iterations:

Metric	Value
Lines of Code	**3,899**
Development Versions	**7 major iterations**
Evaluation Criteria	**15+ unique scoring areas**
Template Support	**Flexible (any NOFA format)**

Each version incorporated feedback, bug fixes, and feature improvements. The application underwent extensive testing with real evaluation scenarios to ensure reliability.

5. You Are Always in Control

> **Human-in-the-Loop: The AI assists, but YOU decide.**

- **Review Every Score:** All AI-generated scores are visible and can be adjusted
- **Read the Reasoning:** AI explains why it assigned each score
- **Override Anytime:** Change any score with a single click
- **Final Approval:** Nothing is submitted or finalized without your explicit action

6. How the AI Works: Consistency & Reliability

Deterministic Scoring

The AI is configured to produce **consistent, repeatable results**. Given the same application and criteria, it will generate the same evaluation every time. This is achieved by:
- Using structured scoring rubrics with defined point values
- Setting AI parameters to minimize randomness (temperature = 0)
- Applying the exact same criteria to every application

What the AI Does

1. Reads the application text you provide
2. Compares it against the scoring template criteria
3. Assigns scores based on how well the application meets each criterion
4. Writes clear explanations for each score
5. Presents everything for your review

7. Security: Internal-Only Architecture

No External Servers = No External Attack Vectors

- **Runs in Your Browser:** The application is a single HTML file that runs locally
- **No Data Storage:** Application data is not saved to any external server
- **Direct API Connection:** Your browser connects directly to Anthropic's secure API
- **No Middleware:** No third-party servers process or see your data
- **Your Network:** Works entirely within your organization's network security

8. Administrator Setup: Shared API Key

To pre-configure a shared API key for your team:

6. **Get an API Key:** Create one at console.anthropic.com
7. **Set Spending Limits:** Configure monthly limits in the Anthropic Console
8. **Edit the HTML File:** Open NOFA_AI_Evaluator_v6.html in a text editor
9. **Find the Configuration:** Search for SHARED_API_KEY
10. **Paste Your Key:** Replace the empty quotes with your API key

```
const SHARED_API_KEY = 'sk-ant-api03-your-key-here';
```

Distribute the modified file to your team. Users won't need to enter an API key.

9. Getting Started: 5-Minute Quick Start

11. **Open the Application:** Double-click NOFA_AI_Evaluator_v6.html
12. **Load a Template:** Upload your Excel scoring template
13. **Enter Application:** Paste or type the application text
14. **Run Evaluation:** Click "Start Evaluation"
15. **Review & Export:** Check scores, make adjustments, export results

10. Summary

What AI Does	What AI Does NOT Do
Reads and analyzes text	Make final funding decisions
Applies consistent criteria	Override your judgment
Explains its reasoning	Store or share your data
Suggests scores for review	Submit anything automatically
Saves you time	Replace human expertise

Questions? Contact your department administrator.