POSTMASTER NPA WORKSHEET

LEVEL 20 Example

Indicator	Summary	% Weight	Score
Corp	3.40	50%	1.70
Unit	3.75	30%	1.13
PFP Comp			2.83
NPA Comp			3.53
Core	6.50	20%	1.30
NPA Rating			**4.13**

LEVEL 26 - 21

Indicator	Summary	% Weight	Score
Corp		50%	0.00
Unit		30%	#VALUE!
PFP Comp			#VALUE!
NPA Comp			#VALUE!
Core		20%	#VALUE!
NPA Rating			**#VALUE!**

LEVEL 20 - 18

Indicator	Summary	% Weight	Score
Corp		50%	#VALUE!
Unit		30%	#VALUE!
PFP Comp			#VALUE!
NPA Comp			#VALUE!
Core		20%	#VALUE!
NPA Rating			**#VALUE!**

LEVEL 16 - Below

Indicator	Summary	% Weight	Score
Corp		50%	#VALUE!
Unit		30%	#VALUE!
PFP Comp			#VALUE!
NPA Comp			#VALUE!
Core		20%	#VALUE!
NPA Rating			**#VALUE!**

Instructions

1. Obtain your final NPA Corporate & Unit Scores from the NPA Report Website. Use the NPA "REPORT CARD DETAIL - SEPTEMBER.

2. ENTER YOUR CORPORATE SCORE IN THE Corp CELL.

3. ENTER YOUR UNIT SCORE IN THE Unit CELL.

THE SCORE WILL AUTOMATICALLY CALCULATE AND PROVIDE YOU WITH YOUR PFP & NPA COMPOSITE SCORE.

4. ENTER YOUR CORE REQUIREMENT SCORE IN THE Core CELL.

TO DETERMINE YOUR CORE REQUIREMENT SCORE MULTIPLY EACH RATING BY 50% i.e: Core Req #1 Score is 6 x 50% = 3.00; Core Req #2 Score is 7 x 50% = 3.50; YOUR CORE RATING IS 6.50. **<<<<<<<ENTER THAT TOTAL IN THE CORE CELL.**

IF YOU DO NOT KNOW YOUR CORE SCORE, USE ESTIMATES.

5. ONCE YOU HAVE DETERMINED YOUR NPA RATING, REFER TO THE CELL MATRIX AT THE BOTTOM.

USE THIS CALCULATOR TO DETERMINE HOW MUCH OF AN INCREASE YOU NEED IN CORE RATING TO MOVE YOU TO THE NEXT CELL IN THE MATRIX. THIS IS WILL HELP YOU TO DETERMINE WHAT CORE RATING(S) YOU NEED TO REQUEST IN THE RECOURSE PROCESS.

Non-Contributor	Contributor		High Contributor	Exceptional Contributor
3 0.00%	6 3.50%	9 6.50%	12 9.50%	15 12.00%
2 0.00%	5 3.00%	8 5.75%	11 8.75%	14 11.00%
1 0.00%	4 2.50%	7 5.00%	10 8.00%	13 10.25%

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