

The scoring guides below are only guidelines. Use any number within the point range that fits your assessment of the proposal for each item.

Possible Points

Points Given

Comments

Description of program activities (20 Points)

<p>1. Extent to which the importance of the problem being addressed and the need for the program activities within the community is justified. <i>(Scoring guide: 5=excellent answer, 3=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	5		
<p>2. Proposal describes a promising or best practice intervention which will be utilized and explains why the proposed approach was selected to address the identified problem. Extent to which the proposed methods are consistent with the cultural and socio-economic characteristics of the target population. Clarifies to what extent the program will be capable of meeting the needs of the community. <i>(Scoring guide: 10=excellent answer, 5=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	10		
<p>3. Description of the target population. Proposal explains how population is determined eligible to participate or obtain services as specified by CDBG requirements (see Attachment A of RFP). Proposal describes the method to measure/qualify/determine the eligibility of beneficiaries. <i>(Scoring guide: 5=excellent answer, 3=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	5		

Alignment of Project Activity with Funding Principles (30 Points)

<p>4. Prevention: Describes the prevention aspects of the proposed program. Provides available evidence that the proposed approach is an effective prevention strategy. <i>(Scoring guide: 10=excellent answer, 5=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	10		
<p>5. Reducing health disparities: Identifies the specific health condition(s) or social/environmental determinants of health that the proposed project will target. Explains how project activities will reduce the differences between one or more disparate racial/ethnic/cultural, socioeconomic, or other groups and the population as a whole. <i>(Scoring guide: 10=excellent answer, 5=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	10		
<p>6. Community involvement: Explanation of planning process that involves members of the community in identifying the needs to be addressed, the proposed strategies, and involvement over the course of the proposed project. <i>(Scoring guide: 10=excellent answer, 5=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	10		

Date _____

Organizational Capacity/Track Record (15 Points)

<p>7. Proposal describes agency organizational capacity to carry out the program (staff expertise, connections with the community to be served, experience with grant management). Identifies who will be in charge of the program and how major decisions will be made? <i>(Scoring guide: 5=excellent answer, 3=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	5		
<p>8. Description of successes the organization has had with this project or other projects addressing similar problems or targeting similar populations. <i>(Scoring guide: 10=excellent answer, 5=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	10		

Outcomes (25 Points)

<p>9. How will agency know whether the project has achieved its intended objectives? <i>(Scoring guide: 10=excellent answer, 5=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	10		
<p>10. Description of what outcomes will be measured. Specifies how and when outcomes will be measured (measurable, realistic, time specific, relates to the target population and needs). Describes what data will be collected or reviewed, tools to be used, who will collect or review it, and how it will be analyzed to document outcomes. <i>(Scoring guide: 10=excellent answer, 5=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	10		
<p>11. Describes how the project will be monitored on an ongoing basis to respond to unexpected problems. <i>(Scoring guide: 5=excellent answer, 3=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	5		

Budget and Justification (10 Points)

<p>12. Extent to which the budget is clear and consistent with the proposed project activities. Are the proposed levels of personnel, other costs, and integration with other sources of support (including in-kind) reasonable? Is there a narrative budget justification detailing personnel and other costs? <i>(Scoring guide: 10=excellent answer, 5=satisfactory answer, 1=substandard answer, 0=didn't answer)</i></p>	10		
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Total Points	100	
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Summary Comments: