

North Iowa Children's Alliance
RFP Application Scoring - FY 2020-2021

DISQUALIFICATION PAGE
FOR TECHNICAL REVIEW

Name of Project: _____

Applicant Agency: _____

Application disqualified for any of the following:

- Application not delivered on time _____
- Applicant did not send a letter of Intent _____
- Applicant did not adhere to maximum word limits _____
- Application did not include or not complete Performance Measures _____
- Application did not include or not complete Budget details _____
- Application did not include or not signed No Conflict of Interest _____
- Application did not include or not signed Authorization to Release Information _____
- Applicant failed to include required information to evaluate program _____
- Applicant's contract period differed from the required 07/01/20 to 06/30/21 _____
- Applicant stated a service requirement could not be met or changed a requirement and limited the rights of the Board. _____
- Applicant did not state an appropriate priority indicator area(s) _____
- Applicant did not follow requirements for Funding Silos _____
- Applicant did not follow required performance measures _____
- Applicant failed to serve population of 0-5 _____
- Applicant failed to respond to the Board's request for information, documents, or references. _____
- Applicant presents the information requested by this RFP in a format inconsistent with the instructions of the RFP. _____
- Applicant provides misleading or inaccurate responses _____

North Iowa Children's Alliance
RFP Application Scoring - FY 2020-2021

SCORING SUMMARY PAGE

Name of Project: _____

Applicant Agency: _____

<p>EVALUATOR RECOMMENDATION: _____ Abstain due to conflict of interest</p> <p>Total Program Score: _____ Consider for funding ___ Do not consider for funding___</p> <p>Reason if not considering:</p> <p>_____</p> <p>_____</p>
--

Point loss off of total points given if any of these areas are not followed

Application cover page is not completed in full, with signatures (5 point loss)	_____
Application contains promotional or display materials (5 point loss)	_____
Application is not on 8.5"x11" paper (one side only) (5 point loss)	_____
Application is not in Arial or Gotham Book 12 point font (5 point loss)	_____
Application does not include 1 original and 10 copies (5 point loss)	_____
Late Reports from Prior Year-With no Just cause (5 point loss)	_____
Subcontractor Information & Statement of Agreements-	_____
Subcontractor programs (5 point loss)	_____
Past Performance Achievement-Past Funded Programs (10 point loss)	_____
Additional Point Loss Total:	_____
<u>Application Score Summary 100 Points Possible</u>	

(5) Program Background Information:	_____
(10) Definition of Problem/Statement of Need:	_____
(25) Project Description:	_____
(10) Sustainability :	_____
(25) Project Goals and Objectives:	_____
(25) Budget:	_____
(45) Subtract Point Loss (above):	- _____
(100) FINAL APPLICATION SCORE:	_____

Application must achieve average score of at least 50 points to qualify for funding!

North Iowa Children's Alliance
RFP Application Scoring - FY 2020-2021
RFP APPLICATION SCORING

Scoring of Proposals

Please note that all check mark bullets (✓) in each section is worth 5 points, so if a section has three check marks than that section is worth 15 points and each item is worth up to 5 points.

Some areas have two check marks (✓✓) and it would be worth 10 points.

The following is a basic understanding to determine how well each area is and should be scored.

Points

- 0 Section Not Included**
- 1 Not acceptable or applicable, missing information**
- 2 Unsatisfactory and contains numerous deficiencies**
- 3 Provides Basic Information, satisfactory and marginally meets expectations**
- 4 Clear description slightly exceeds expectations**
- 5 Exceptional and exceeds expectations**

Section 1 Cover Sheet and Local Indicators

(5 points)

The applicant shall provide the following general background information of their existing program or newly formed program:

- ✓ Complete cover sheet
- ✓ Identify silo funding category
- ✓ Identify State Performance Measure
- ✓ Brief Project Description
- ✓ Organizational background
- ✓ Select local indicator

Score: _____

Additional comments:

Strengths:

Weaknesses:

North Iowa Children's Alliance
RFP Application Scoring - FY 2020-2021

Section 2 Definition of Problems/Statement of Need

(10 points)

- ✓ Describe what you are attempting to solve with the project. Include local data relevant to the intended audience and the community need for the project. Why is this work important?

Score: _____

Additional comments:

Strengths:

Weaknesses:

Section 3 Project Description

(25 points)

- ✓ ✓ Describe your project in detail! (explanation should explain all functions and procedures of program)
- ✓ Describe project goal.
- ✓ Identify who will benefit from the project and how.
- ✓ Provide overview of program services and activities in which program participants will be engaged.
- ✓ Explain how the project aligns with the North Iowa Children's Alliance priorities.
- ✓ Will subcontractor(s) be used in this project? If so, include name and address of subcontractor(s) in narrative and the following information in an appendix at the end of the grant application. **(5 point deduction if not included-for projects with subcontractors only)**

Score: _____

Additional comments:

Strengths:

Weaknesses:

North Iowa Children's Alliance
RFP Application Scoring - FY 2020-2021

Section 4 Sustainability (10 points)

- ✓ How would you sustain this program or services if North Iowa Children's Alliance funding is no longer available?
- ✓ Do you have additional sources of funding secured or requested to support this project or service? If so, please describe the source(s) and identify if the funding is secured or requested.

Score: _____

Additional comments:

Strengths:

Weaknesses:

Section 5 Goals and Outcomes (25 points)

- ✓ List the project's specific measurable objectives in the table provided in the application.
- ✓ Include an action plan of activities to achieve the objectives in the provided table in the application.
- *Existing NICA Programs Only: (up to 10 point deduction)*
Fill in the table provided about current year's program performance. Report previous year outcomes and state if the program is on track to meet outcomes. If not, why not? Report estimated number served according to the 2019 application, and then report # served as of April 1, 2020, and the number of anticipated to be served by June 30, 2020. Indicate if the program will be turning back any awarded funds from the previous year. If so, why?

Score: _____

Additional comments:

Strengths:

Weakness

North Iowa Children's Alliance
RFP Application Scoring - FY 2020-2021

Section 6 Budget

(25 points)

- ✓ Provide a narrative detailed, line item budget for this project, and specifically identify which line items relate to the total grant amount requested from the North Iowa Children's Alliance Board and a per unit cost for the budget. Use the narrative section provided. Please be aware that we do not allow the total amount given to be divided by the grant period. The only exception would be indirect rate. The applicant must show that funds are expended to the services as indicated in the application.
- ✓ Please provide in detail where and how in the future funding (other than NICA) will be acquired? Describe other specific funding sources and amounts sought for this project. State the specific funding sources and amounts secured to date. If funded by NICA in previous year, how have you enacted your plan? What successes have been gained?
- ✓ Place budget categories and budgeted amounts in the tables provided.

Score: _____

Additional comments:

Strengths:

Weaknesses: