

**ADDENDUM H
COMMUNITY BASED ORGANIZATIONS
FY 2009/2010 SCORE SHEET WITH CRITERIA**

ORGANIZATION: _____

PROGRAM: _____

SCORE SHEET WITH CRITERIA

SECTION	DESCRIPTION	POSSIBLE POINTS	POINTS AWARDED
II	Agency Profile		
A	Agency Description, including mission, service area and target population, and brief summaries of programs (excluding programs(s) for which funding is being sought)	(0-3)	
B	Trends and changes effecting organization's operations are discussed.	(0-3)	
C	Agency subsidiaries or affiliates are described.	(0-3)	
D	Agency provides information regarding financial issues, including percentage for direct service, operating reserves, capital expenditure plans, foundation support, sliding scale, accounting system, audit, monitoring by outside entity, Board of Director involvement, and staff training.	(0-10)	
E	Agency has strategic plan or intends to develop one.	(0-1)	
	Sub-total	20	
	TOTAL POINTS = 20		
III	Program Description		
A.1	Agency name, program name and list of all sites provided.	(0-1)	
A.2	Agency indicates type of program	(0-1)	
A.3 & 4	<u>Scope of services & Amount of funding requested</u> Clearly and concisely highlights the proposed program purpose, target population to be served, planned goals and objectives, program outcomes and innovative strategies. Includes the amount of funding requested.	(4-6)	
	Somewhat or vaguely highlights the proposed program purpose, target population to be served, planned goals and objectives, program outcomes and innovative strategies. Includes the amount of funding requested.	(0-3)	
	Sub-total	8	
A.5 & A.6	<u>Present level of service</u> <u>Proposed level of service (unit cost)</u> Clearly states the number to be served. The number of units is also clearly stated and defined. The present total cost of program and unit cost of program is clearly stated.	(3-5)	
	The number to be served is not clearly stated. The number of units is also not clearly stated and defined. The present total cost of program and unit cost of program is not clearly stated.	(0-2)	
A.7	Agency will use CBO funds to receive matching funds, source and amount provided.	(0-2)	
A.8	Efforts and methods to promote program described.	(0-1)	
	Sub-total	8	
	TOTAL POINTS = 16		

SECTION	DESCRIPTION	POSSIBLE POINTS	POINTS AWARDED
III	BOCC approved plans and strategies		
A.9.a	<u>Meets a BOCC-approved priority</u>		
	How the proposed program meets one of the BOCC-approved priorities is clearly described.	(11-15)	
	How the proposed program meets one of the BOCC-approved priorities is somewhat described.	(6-10)	
	How the proposed program meets one of the BOCC-approved priorities is vaguely or not clearly described.	(0-5)	
	Sub-total	15	
A.9.b	<u>Demonstrates ability to address county priority/strategy</u>		
	The program goals will clearly support, enhance or expand the capacity of the BOCC-approved plans and strategies.	(11-15)	
	The program goals will somewhat support, enhance or expand the capacity of the BOCC-approved plans and strategies.	(6-10)	
	The program goals will probably not support, enhance or expand the capacity of the BOCC-approved plans and strategies.	(0-5)	
	Sub-total	15	
	TOTAL POINTS = 30		
III	Statement of Need		
B.1	<u>Problem/need to be addressed by program</u>		
	The problem/need to be addressed by program is clearly stated and understood. The specific aspects of the problem or need and how it is identified is clear.	(3-5)	
	The problem/need to be addressed by program is vague. The specific aspects of the problem or need and how it is identified is vague.	(0-2)	
	Sub-total	5	
B.2	<u>Description of available resources</u>		
	The available resources are clearly described and it is clear why they are insufficient or inappropriate to respond to the stated problem or need.	(3-5)	
	The available resources are somewhat described and it is somewhat clear why they are insufficient or inappropriate to respond to the stated problem or need.	(0-2)	
	Sub-total	5	
B.3	<u>Target population</u>		
	The target population and any eligibility requirements are clearly described. Justification for the chosen population is clear and described as to the location within the County, socio-economic status, location of services in relation to the population, and racial and other demographic characters.	(3-5)	
	The target population and any eligibility requirements are somewhat described. Justification for the chosen population is somewhat clear and described as to the location within the County, socio-economic status, location of services in relation to the population, and racial and other demographic characters.	(0-2)	
	Sub-total	5	
	TOTAL POINTS = 15		
III	Program Plan/Design		
C.1	<u>Description of proposed program</u>		
	The proposed program is described in clear and concise terms.	(3-5)	
	The proposed program is described in vague or unclear terms.	(0-2)	
C.3	For shared cost programs, explain/include method used to determine income and shared cost rate.	(0-2)	
C.4	Agency demonstrates it can provide services at comparable/prevaling costs.	(0-1)	

SECTION	DESCRIPTION	POSSIBLE POINTS	POINTS AWARDED
C.5	Agency discusses other agencies that provide similar service and why application is different.	(0-2)	
C.6	Explain how program collaborates with others and the benefits of collaboration. Letters of support are provided.	(0-2)	
C.7	Applicant explains how program will continue beyond life of grant.	(0-1)	
TOTAL POINTS = 13			
Program Logic Model/Evaluation Plan			
D.1-4	<u>Data collection, analysis, and methodologies to evaluate proposed program</u> The data collection, analysis and methodologies to be used to evaluate the proposed project are fully described.	(3-5)	
	The data collection, analysis and methodologies to be used to evaluate the proposed project are not fully described.	(0-2)	
	Sub-total	5	
D.5-11	<u>Evaluation plan</u> The evaluation plan is sound and feasible, includes relevant outcomes and discusses data collection method(s)	(3-5)	
	The evaluation plan is not sound nor feasible, does not include all of the noted elements.	(0-2)	
	Sub-total	5	
TOTAL POINTS = 10			
Program Management			
E.1	<u>Implementation Plan</u> The expected program management/implementation plan and time line is complete and includes specific activities, target dates for completion, collaborative agencies and responsible personnel.	(3-5)	
	The expected program management/implementation plan and time line is incomplete and does not include all of the specific activities, target dates for completion, collaborative agencies or responsible personnel.	(0-2)	
	Sub-total	5	
E.2-4	<u>Organizational capacity, Staff and staffing plans, Equipment and facilities</u> The agency's capability and experience with similar projects and populations is clear. The proposed staffing pattern and the qualifications and experience of the staff of both the agency and collaborative agencies are appropriate and adequate for implementation of the project. It is clear that the facilities and equipment for providing quality service to the population to be served is adequate.	(3-5)	
	The agency's capability and experience with similar projects and populations is somewhat clear or vague. The proposed staffing pattern and the qualifications and experience of the staff of both the agency and collaborative agencies are somewhat appropriate and adequate for implementation of the project. It is somewhat clear or vague that the facilities and equipment for providing quality service to the population to be served is adequate.	(0-2)	
	Sub-total	5	
F	<u>Best practices</u> The best practices are clear and concise.	(4-5)	
	The best practices are not clear and concise.	(0-3)	
	Agency is maximizing resources	(0-1)	
	Agency is working collaboratively with other entities	(0-1)	
	Sub-total	7	
TOTAL POINTS = 17			

SECTION	DESCRIPTION	POSSIBLE POINTS	POINTS AWARDED
G Form I	<p align="center">Budget/Financial Information</p> <p><u>Agency financial information</u> There is a detailed reasonable agency budget including all identified potential expenses required to achieve successful completion of the project plan and management.</p> <p>The agency budget is not detailed and does not fully identify potential expenses required to achieve successful completion of the project plan and management.</p>	(3-5)	
Form II	<p align="right">Sub-total</p> <p><u>Program budget</u> The proposed activities and implementation plan are feasible given the stated budget.</p> <p>The proposed activities and implementation plan are not feasible given the stated budget.</p>	5	
Form II	<p align="right">Sub-total</p> <p><u>Leveraging of funds</u> The agency clearly states how it will use funds to match federal or state grants. The agency does not clearly state how it will use funds to match federal or state grants.</p>	(3-5) (0-2)	
	Sub-total	5	
	TOTAL POINTS = 15		
	GRAND TOTAL	145	

JUSTIFICATOIN FOR TOTAL SCORE: