

Application Evaluation Criteria

Applications will be evaluated based on, but not necessarily limited to the following criteria:

1. Activity Need and Justification: Maximum of 25 Points

a. Need - Maximum of 15 Points: The activity will be evaluated on the documentation and justification of the need for the activity. Excellent, 15 points; good, 10 points; average, 5 points; and poor, 0 points.

b. Consolidated Plan Priority - Maximum of 5 Points: Activities addressing high priorities, as identified in the Consolidated Plan, will be awarded 5 points.

2. Impact and Cost Effectiveness: Maximum of 30 Points

The activity will be evaluated on:

- amount of overhead compared to program costs
- impact on the identified need
- implementation costs compared to impact
- use of available resources (financial, staff, volunteer)
- leveraged resources

3. Implementation: Maximum of 25 Points

Considerations include:

- The application demonstrates that resources needed to manage the proposed activity are available and ready.
- Applicant has clearly defined objectives focusing on results and measurable outcomes vs. only program activities and numbers served.
- The commitment for operation and maintenance, where applicable, has been certified.

4. Past Performance or Letters of Reference: Maximum of 20 Points

- Applicants must not have no outstanding audit deficiencies, findings, or disallowed costs from previous projects or activities.
- If previously funded by the City within the past three years, the applicant has a strong record in managing previous funds and maintaining regulatory compliance. This includes, but is not limited to: meeting proposed goals, promptly submitting accurate reports and reimbursement requests, maintaining financial and program records in compliance with regulations and expending funds in a timely manner.
- If not previously funded within the past three years, the applicant has experience and performed well in implementing and administering grants from other funders for this program or a similar program OR The applicant has submitted up to three letters of recommendation for funding from others knowledgeable of their abilities. The applicant demonstrates the viability of the organization.