

Community Development Block Grant Application Evaluation Criteria

Applications will be evaluated based on, but not necessarily limited to the following criteria. All applications are first screened for Community Development Block Grant eligibility, and then eligible applications are scored as follows:

1. Activity Need and Justification: Maximum of 35 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.

c. City Council Strategic Initiatives - Maximum of 15 Points: Activities addressing a City Council Strategic Initiative will be awarded 15 points. In 2022 these are:

- workforce housing rehabilitation
- addressing the factors that cause individuals to become homeless and assisting those experiencing homelessness
- business façade improvement
- workforce training for residents
- COVID-19 pandemic response

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 10 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.