

Applicant: _____

Program: _____

Reviewer Initials: _____

Clinton/Jackson Early Childhood Iowa RFP Review and Scoring FY 2013

For each section, write in the points awarded and comments about each section. Sections 1 and 2 are completed once for each proposal. Sections 3 – 6 are completed for each program. Additional comments can be written on the back of each page. On the last page, write totals from each section and any overall comments.

Applicant: _____

Reviewer: _____

Programs: _____

Amount Requested: _____

Amount Recommended: _____

Priority Level Recommended: _____

Applicant: _____

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Cover Page

1 page per proposal. This section is not scored, but noted whether meets requirements.

Elements	Yes	No	Comments
Cover page is complete			
Application is complete			
Format is followed			

Section II Provider Qualifications

1 page per proposal

Elements	Points Awarded	Possible Points	Comments
<ul style="list-style-type: none">• Job descriptions are included for all positions• Qualifications for key staff are included		5	
Provider Qualifications Total		5	

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Section I: Outcome Statement and Summary Table

½ page per program. This section is not scored but noted whether meets requirements.

Elements	Yes	No	Comments
Outcome Statement is complete			
Summary Table is complete and includes specific measures/numbers for evaluation			

Section III: Need for Program

1 page per program

Elements	Points Awarded	Possible Points	Comments
Local need identified		5	
Data provided to support local need		5	
Addresses recognized gap in services		5	
Program can uniquely meet need		5	
Need Total		20	

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Section IV: Program Goals and Objectives (with performance measures)

2 pages per program

Elements	Points Awarded	Possible Points	Comments
Answers at least one of the Bottom Line Questions <ul style="list-style-type: none">• What differences have services made in the lives of the people we serve?• What can the people we serve do now that they couldn't do before?• How have the behaviors, knowledge, skills or attitudes of the people we serve changed?• How have the lives of the people we serve become better than before receiving our services?		10	
Describes a plan of evaluation. Explains how the program will ensure complete and accurate reporting of all Statewide Performance Measures and Outcome Measures. Identifies any additional outcomes to be achieved and/or performance measures to be reported. Any additional evaluation tools are included as an attachment.		20	
Outcomes are quantified with actual numbers. When available, baseline data is given along with specific goals to be achieved. When baseline data is not available, a specific goal is set for program achievement and noted that the first year will be baseline data. Examples include the specific percent of participating families who increase knowledge of child		20	

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development, specific number of additional child care slots to be created by the program, the specific number or percentage of providers to achieve CDA credential as a result of the program, etc.			
Existing programs identify current progress toward identified goals.		Yes or No	
Goals & Objectives Total		50	

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Section V: Program Description

2 pages per program

Elements	Points Awarded	Possible Points	Comments
<p><u>Program Details</u></p> <ul style="list-style-type: none"> • Specific grant activities are described, including number of events, frequency, etc. • Collaborations with other providers are described and roles/responsibilities identified. • Target audience/eligibility criteria are identified (e.g., family income, age of children, diverse populations) • Identifies specific numbers of children and families to be served 		20	
<p><u>Program Impact</u></p> <ul style="list-style-type: none"> • How do services address the identified Result Area? • How do services impact the identified Priorities? • How will the program (indirectly) impact a Local Indicator? • Built upon research based practices • Creative, customer-focused approach 		20	
<p><u>Access and implementation details</u></p> <ul style="list-style-type: none"> • Addresses barriers such as work schedules, transportation, rural access, English Language Learners, etc. • Identifies food, incentives, transportation, child care, and other expenses • Identifies how materials purchased relate to proposed services/activities 		10	
Program Description Total		50	

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Section VI: Budget Form

Must use budget format

Elements	Points Awarded	Possible Points	Comments
<ul style="list-style-type: none"> • Complete • Detailed and clear • Utilize budget form provided including Detail Chart A and Detail Chart B 		5	
<ul style="list-style-type: none"> • Multiple sources funding • Leverage other funds • Stable funding • Reasonable • Cost-effective 		5	
Budget Total		10	

Section VII: Budget Justification

2 pages per program

Elements	Points Awarded	Possible Points	Comments
<ul style="list-style-type: none"> • Explanations for budget items are detailed and clear • Other Revenue items in Detail Chart B are identified as secured, applied for, or plan to apply for. • Reasonable Administrative OR Indirect Costs. Administrative generally up to 8% of total direct expenditure request. Indirect must be specified by item and amount. 		5	
Description of how Empowerment funding will fit within other sources of funding.		5	
Budget Justification Total		10	

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Total

Scored Elements	Points Awarded	Possible Points	Comments
Provider Qualifications		5	
Need for Program		20	
Goals & Objectives		50	
Program Description		50	
Budget Form		10	
Budget Justification		10	
Total		145	

Amount Requested: _____

Amount Recommended: _____

Priority Level Recommended: _____

Priority 1 programs are exemplary programs that have been successfully funded by CJECI in the past and are considered to be essential ECI programs.

Priority 2 programs are those that clearly address a community plan priority and local indicator and address a priority area. Priority 2 programs are important programs that may be promising new programs or successful existing programs.

Priority 3 programs are those that address a community plan priority and local indicator but have areas of question. Priority 3 programs are new programs whose promise for success are unsure or existing programs that hold promise in spite of failing to meet expectations. Priority 3 programs are those that are recommended for funding if it is available, but not at the expense of other programs.

Priority 4 programs are those that do not clearly address a community plan priority or local indicator, have not successfully achieved outcomes in the past, duplicate existing services, or for some reason do not show promise to be successful programs. Priority 4 programs are not recommended for ECI funding.

Overall Comments: