



Proposal Rating Factors & Process

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Adult Reentry Grant (ARG) Cohort 4

12/17/2024

Request for Proposal (RFP) Process

- Submit proposal
- Technical compliance review
- Proposals forwarded to the Scoring Panel
- Scoring Panel reads and scores proposals
- Scoring Panel recommendations go to Board
- Applicants notified of results

Scoring Panel

For this RFP, a Scoring Panel will be convened with the responsibility of:

- Rating the proposals using transparent and fair measurement principles
- Making funding recommendations to the Board



Rating Factors and Scores

	RATING FACTORS	POINT RANGE	PERCENT OF TOTAL VALUE	WEIGHTED RATING FACTOR SCORE*
1	Project Need	0-5	15%	30
2	Project Description	0-5	30%	60
3	Organizational Capacity and Coordination	0-5	25%	50
4	Project Data Collection & Evaluation	0-5	15%	30
5	Project Budget	0-5	15%	30
	Maximum Proposal Score:		100%	200

Proposal Rating Process

Six Point Rubric

Not Responsive 0	Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
The response fails to address the criteria.	The response addresses the criteria in a very inadequate way.	The response addresses the criteria in a non-specific or unsatisfactory way.	The response addresses the criteria in an adequate way.	The response addresses the criteria in a substantial way.	The response addresses the criteria in an outstanding way.



Rating Factors

The Scoring Panel will evaluate the merits of each proposal received in terms of how well each applicant responds to the rating factors found in the:

- Project Need
- Project Description
- Project Organizational Capacity and Coordination
- Project Data Collection & Evaluation
- Project Budget

Rating Factor: Project Need

Section 1: Project Need

- Percent of Total Value - 15%

Project Need: The applicant described a need that is pertinent to the intent of the grant. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.

1.1	Describe the need(s) to be addressed by the Adult Reentry Grant (Warm-Handoff/Reentry and Rental Assistance).
1.2	Identify the conditions or elements that contribute to the need (e.g., service gaps, accessibility, shortage of housing options, reentry needs, prior state prison incarceration, recently released to state parole, etc.).
1.3	Describe the target population to be served, including: <ul style="list-style-type: none">• Relationship of the identified target population to the intent and purpose of the Adult Reentry Grant.• Needs of identified target population.
1.4	Use relevant local qualitative and/or quantitative data to demonstrate the need(s) described above and provide a compelling justification for grant funds. Include the source(s) of the data.

Rating Factor: Project Description

Section 2: Project Description

- Percent of Total Value - 30%

Project Description: The applicant described a project that is related to the identified need and the intent of the grant. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.

2.1	<p>Describe the proposed project that will address the need(s) identified in the Project Need section. The description should include:</p> <ul style="list-style-type: none"> • How the applicant will coordinate <u>BOTH</u> warm handoff/reentry services and rental assistance, using a continuum of care model (see definition in Appendix C), and clearly identify which components will be funded by the ARG grant and which components are provided through other sources. • The activities, assessments, and/or intervention services, including how they will be delivered to the target population and the duration of each component. How the proposed activities, services and/or interventions will comply with the core components of Housing First (see definition on pages 12-13). • A plan to support the target area and/or population toward permanent housing.
2.2	<p>Describe how the applicant will recruit, select and refer participants that meet the eligibility criteria. The description should include:</p> <ul style="list-style-type: none"> • Reaching and prioritizing individuals released to state parole. • Coordinating or collaborating with other entities such as public agencies (e.g., law enforcement, probation departments, non-law enforcement) or other community organizations. • If providing In-Reach Services (see definition in Appendix C), describe a clear continuum of care plan for the clients being served.
2.3	<p>Provide a Project Work Plan (Attachment B) that:</p> <ul style="list-style-type: none"> • Identifies the project's goal(s) and measurable objectives (see definitions in Appendix D) that are related to the need(s) identified in 1.1. • Identifies how the goal(s) will be achieved in terms of the activities, responsible staff/partners, outcome measures, and start- and end-dates. • Aligns with the proposed activities, services, and/or interventions in 2.1.
2.4	<p>Provide rationale for the proposed project which includes:</p> <ul style="list-style-type: none"> • The selection of evidence-based, promising, informed, or innovative practices, interventions, and services. Include trauma-informed and culturally relevant approaches. • A description of relevant evidence or research to support the selection of the proposed program for the target population and the community. • Research or other evidence indicating that the intended goals and objectives are likely to be achieved.

Project Work Plan

Attachment B: ARG Project Work Plan

REQUIRED ATTACHMENT: You will be prompted to upload this document to the BSCC-Submittable Application.

Instructions: Applicants must complete a Project Work Plan, using the format below, that identifies measurable goals and objectives, process and outcome measures, activities and services, responsible parties for those activities and services, data sources and estimated timelines. Completed plans should (1) identify the project's top goals and objectives; (2) identify how the goal(s) will be achieved in terms of the activities, responsible staff/partners, and start and end dates, process and outcome measures; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. The Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives, process measures, etc. must be identified.

(1) Goal:	> [REDACTED]		
Objectives (A., B., etc.)	A > [REDACTED] B > [REDACTED] C > [REDACTED]		
Process Measures and Outcome Measures:	> [REDACTED]		
Project activities that support the identified goal and objectives:	Responsible staff/partners:	Timeline	
		Start Date	End Date
1. > [REDACTED] 2. 3.	1. > [REDACTED] 2. 3.	1. > [REDACTED] 2. 3.	1. > [REDACTED] 2. 3.
List data and sources to be used to measure outcomes: > [REDACTED]			

- Applicants must develop a Project Work Plan that identifies measurable project goals, objectives, and commensurate timelines

- Please reference the Glossary of Terms to view key definitions for this RFP.

Rating Factor: Project Organizational Capacity and Coordination

Section 3: Project Organizational Capacity and Coordination

- Percent of Total Value - 25%

Project Organizational Capacity and Coordination: The applicant described their organization's ability to implement the proposed project. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.

3.1	<p>Describe applicant's experience administering services similar to the proposed project and to the local target population, including:</p> <ul style="list-style-type: none"> • Applicant's current capacity to serve the target population and provide them with access to the Adult Reentry Grant services. • The roles, responsibilities and activities of staff that will deliver the Adult Reentry Grant services. • How the proposed program, if funded, will increase capacity to serve the target population and/or improve the applicant's infrastructure as it relates to the intent of the Adult Reentry Grant. • Readiness to proceed, if funded.
3.2	<p>Provide the timeline for start-up and the implementation of services such that they are in place in a reasonable timeframe to support the project.</p>
3.3	<p>Describe the applicant's recruitment and hiring efforts for project staff to include:</p> <ul style="list-style-type: none"> • How people with lived experience or who are system impacted contribute to the project's design, implementation, and evaluation process. • How the applicant's administration (staff, leadership, board members, etc.) incorporates people with lived experience or who are system impacted. • The cultural relevance/competence of staff and partner agencies and how it is applicable to the proposed project. • How the applicant will support the overall wellbeing of staff to ensure project sustainability and staff retention; for example, providing a living wage, mental health/counselling services, wellness activities, etc.

Rating Factor: Data Collection and Evaluation

Section 4: Data Collection and Evaluation

- **Percent of Total Value - 15%**
- **Must Attain a minimum score of 1 to be considered for funding**

Project Data Collection and Evaluation: The applicant described how they will collect data and evaluate the effectiveness of the proposed project. The elements that are to comprise this Rating Factor are listed below. Addressing each element does not itself merit a high rating; although each element is to be addressed, it is the quality of the response to each that is to be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.

4.1	Describe the plan to determine the project staff and/or entity that will conduct the project data collection and evaluation activities and how they will be incorporated in the various phases of the project; for example, start-up, implementation, service delivery period, etc.
4.2	Describe the plan to collect data and other information to measure the success and impact of your project in line with the goals and objectives listed in the Work Plan (see definitions in Appendix E).
4.3	If the outcomes you propose to track require you to collect data from an outside entity, describe your plan for obtaining data and entering into data sharing agreements if needed.

Rating Factor: Project Budget

Project Budget: The applicant provided a complete Budget Attachment for the proposed project. The elements against which the Budget Attachment will be rated are listed below. Addressing each element does not in itself merit a high rating; although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.

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|-----|---|
| 5.1 | <p>Provide complete and detailed budget information in the Budget Attachment that for each section:</p> <ul style="list-style-type: none">• Includes a brief explanation justifying each expense.• Ensures expenses are appropriate for the grant's intent, the project's goals, and planned activities. |
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Section 5: Project Budget

- Percent of Total Value - 15%
- Must Attain a minimum score of **1** to be considered for funding

Rating Factors and Scores

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Applicant Region

Counties in Each Applicant Region

Table 5.

Southern Counties	Coastal Counties	Central Counties	Small Counties	
Kern Los Angeles Orange Riverside Santa Barbara San Bernardino San Diego San Luis Obispo Ventura	Alameda Contra Costa Marin Monterey San Francisco San Mateo Santa Cruz Santa Clara Solano Sonoma	Fresno Merced Placer Sacramento San Joaquin Stanislaus Tulare	Alpine Amador Butte Calaveras Colusa Del Norte El Dorado Glenn Humboldt Imperial Inyo Kings Lake Lassen Madera Mariposa	Mendocino Modoc Mono Napa Nevada Plumas San Benito Shasta Sierra Siskiyou Sutter Tehama Trinity Tuolumne Yolo Yuba

Proposal scores are compared within their Applicant Region

QUESTIONS

