MID-WILLAMETTE VALLEY HOMELESS ALLIANCE
MOVING TO END AND PREVENT HOMELESSNESS

TRAINING & TECHNICAL ASSISTANCE RFP
APPLICATION SCORING TOOL

APPLICANT:_____ **PROJECT #:**_____

Criteria	Rating 0-5	X Weight	Maximum Points
***SECTION 1 - Minimum Qualifications**: Applicant meets minimum threshold requirements.*	*Yes/No per Technical Review*		
SECTION 2 – OBJECTIVES			**Max. 75**
Measurable Objectives. What measurable objectives will the project achieve? Include method for how each objective will be measured. Attach a copy of any measurement tools you plan to use.			
1. **CLARITY.** Project objectives are clearly described.		2	10
2. ALIGNMENT. Project objectives align with the project goals.		5	25
3. MEASURES. Project objectives are measurable.		5	25
4. MEASUREMENT TOOL(S). Measurement tools support demonstration of progress toward objectives.		3	15
Reviewer Comments:			
SECTION 3 – ACTIVITIES			**Max. 90**
Activities. What activities will be implemented to meet the objectives? Please provide specific information (essentially, what, when, where, how, with whom, and by whom?)			
5. **DESCRIPTION.** Application clearly describes a set of activities that are likely to achieve the project objectives.		5	25
6. **SPECIFIC INFORMATION.** Application provides sufficient detail of activities, timing or timeline, who will be served, who will deliver the services, and the method(s) by which the services will be delivered.		8	40
7. VIABILITY. Activities, as proposed are realistic and viable within the timeline and proposed budget.		5	25

Criteria	Rating 0-5	X Weight	Maximum Points
Reviewer Comments:			
SECTION 4 – BUDGET & BUDGET NARRATIVE			**Max. 30**
Proposed Budget. Include how costs were calculated (e.g., payroll, fringe, cost per item, item description). **Budget Narrative.** Clearly describe how grant funds will be used; how they relate to the proposed activities and are necessary to achieve the objectives.			
8. ALLOWABLE & CLEAR. Prescribed format was used. Expenses are allowable and clearly described.		3	15
9. ADEQUATE & REASONABLE. Expenses are adequate to deliver the proposed activities. Expenses are reasonable, given the number of people to be served and the objectives to be achieved.		3	15
Reviewer Comments:			
SECTION 5 – CULTURAL RESPONSIVENESS			**Max. 25**
Cultural Responsiveness. Please describe this project's capacity for and delivery of culturally responsive practices.			
10. CLARITY. Applicant clearly describes their capacity (e.g., tools, expertise, resources) for delivering culturally responsive services.		2	10
11. QUALITY. The project capacity for delivery of culturally responsive practices will support achieving the objectives.		3	15
Reviewer Comments:			
SECTION 6 – EXPERIENCE & KNOWLEDGE			**Max. 80**
Experience and Knowledge. Please describe your knowledge level related to the project topic. Separately, please describe your experience implementing training and technical assistance.			

Criteria	Rating 0-5	X Weight	Maximum Points
12. KNOWLEDGE OF PROJECT TOPICS. Applicant has a high level of knowledge of the project topics.		8	40
13. EXPERIENCE PERFORMING ACTIVITIES. Applicant has well-documented experience and positive past performance in providing training and technical assistance.		8	40
Reviewer Comments:			
SECTION 7 – UNRESOLVED AUDIT FINDINGS			
14. UNRESOLVED AUDIT FINDINGS - No unresolved audit findings or audit findings are explained to the satisfaction of the Continuum of Care.	*Up to 10 pts may be deducted for unresolved audit findings*		
TOTAL			300

RATING KEY: 5 = Excellent 4 = Very good 3 = Average 2 = Fair 1 = Poor 0 = Unacceptable

APPLICANT:_____ **PROJECT #:**_____

Objectives (75)	Activities (90)	Budget & Budget Narrative (30)	Cultural Responsiveness (25)	Knowledge & Experience (80)	**Total (300)**
Summary Comments:					

R&R Committee Member (printed name):_____

R&R Committee Member Signature:_____ Date:_____