| Mid-Willamette Valley Community Action Agency Proposal to Provide Training & Technical Assistance to Culturally Specific Organizations<br>Final Scores, 2/24/25 | | | | | | | | |
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| **Scorer** | **Objectives (max. 75)** | **Activities (max. 90)** | **Budget & Budget Narrative (max. 30)** | **Cultural Responsiveness (max. 25)** | **Knowledge & Experience (max. 80)** | **Total (max. 300)** | 300 | |
| 1 | 64 | 69 | 18 | 18 | 72 | 241 | 80.33% | B- |
| 2 | 62 | 75 | 24 | 10 | 64 | 235 | 78.33% | C+ |
| 3 | 63 | 77 | 24 | 20 | 48 | 232 | 77.33% | C+ |
| 4 | 57 | 46 | 18 | 10 | 64 | 195 | 65.00% | D |
| 5 | 38 | 41 | 12 | 10 | 48 | 149 | 49.67% | F |
| **TOTALS** | **284** | **308** | **96** | **68** | **296** | **1052** | | |
| **AVERAGE** | **56.8** | **61.6** | **19.2** | **13.6** | **59.2** | **210.4** | | |
| PERCENT | 75.7% | 68.4% | 64.0% | 54.4% | 74.0% | 70.1% | | |
| | C | D+ | D | F | C | C- | | |
| | 75 | 90 | 30 | 25 | 80 | 300 | | |

| Training & Technical Assistance Review & Recommendations Committee | | | | |
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| **Review** | | | | |
| **Objectives** | **Activities** | **Budget & Budget Narrative** | **Cultural Responsiveness** | **Knowledge & Experience** |
| Project objectives (10 courses) are well planned and laid out to align with overall project overview and goals. Measurement tools are referenced to align with project objectives and to assess to progress, but actual measurement tools were absent. | States academy will be held every two weeks, but schedule is for every Tuesday. Services do not start, "no later than April 1," as prescribed in the RFP. | Listed expenses are clear and fall within allowable categories from RFP. Prescribed format was used. | Would like to see a bit more on MWVCAA's cultural responsiveness seen in their staff culture, trainings, and community partners. Examples. Is there more concrete data about staff? Otherwise they are just saying they have a diverse staff. | MWVCAA articulately explains their agency expertise and knowledge. |
| Very well elaborated on the task and straight forward on the plan. | The first session (4/15) is structured differently. Will the morning and afternoon sessions be in different locations? Will lunch still be provided, or are participants on their own for the 12:00-1:00 p.m. hour? | Course Material & Food and Drink budget lines are not adding up. $2375+$315+$168=$2858 (listed $3085). $20 per person (21) per session (11)= $4620 (listed $3990). Salary line lists 60 hours of instruction, schedule provided shows 57 hours of instruction. | Examples of how courses reflect cultural responsiveness are strongly worded, but without specifics. | Gives great explanation of their current work with the courses of the academy, the current trainings they are a part of, as well as the current relevant trainings they facilitate in Marion & Polk county. |
| Objectives don't detail the actual cultures. Just says "culturally specific." Be inclusive and specific about the various races, ethnicity, groups present in the mid-valley. | Mentions integration of community partners. Good to introduce the participants to many resources, but no specific partners are named. | Love a competitive salary, but base salary for instructors seems very high. However, without knowing which individuals are providing the training, it is hard to know if the cost is justified and aligned with the purpose/outcome. | Application does not include how the academy will address the many different languages represented in the MWV. Will the academy be in English? Will tools and resources be provided in multiple languages? Will participants gain tools and resources to serve individuals who speak a multitude of languages? | Application states current role in monthly HMIS training for other organization, but don't believe that is the case any longer. Same/not sure about current role in CE Assessor training. |
| Go beyond the local tribes with offices in the mid-Willamette Valley. | Provide information about training locations well in advance and ensure no transportation barriers. | Utilizing community partner locations as well as community partner instructors is mentioned. Include any cost associated with utilizing community partner locations and community partner instructors. | Examples of how the academy will request and implement real time feedback to ensure academy remains culturally responsive is strong. | Appreciate the information on the curriculum lead. He does not seem to be one of the instructors; would like information on the knowledge and experience of the actual instructors. |

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| Like inclusion of "addressing barriers faced by CSO" but need more details about those barriers to know objectives will be met (OHCS) | Any flexibility on dates and times? Does the full-day schedule work for the participants? Incorporate ways to customize some technical assistance for each organization, not just a schedule of training sessions. | Cost of Mentimeter software would only be $75 for the three months; $300 for the year (Pro Plan). | Purpose/intent around cultrual responsiveness is unclear. Did not quite elaborate on specifics on cultural aims. | Sounds like there is great experience in this organization, but no specifics on who is presenting information. |
| Good detail/specificity about things like the CoC System and all that it involves. Like to know the acronyms! | Ask the participants about the schedule. Can they commit that amount of time every week? Provide a way (recording?) for participants to catch up if they have to miss a session. | Have the AV equipment be available for other organizations to use. Could be owned by the CoC and shared free of charge or with a low-cost rental fee to go toward replacement equipment. | Which cultures? Be specific about how to reach/engage/serve specific cultures. | Clarify cultural specifics. Which populations are the trainers familiar with? Seek assistance to ensure the capacity of the trainers to work effectively with the diverse populations represented by the participants. Help the trainers become better at what they do. |
| Post all materials on the CoC website for easy access and reference. | Copies of measurement tools were not provided. See notes on the Measurement & Evaluation Plan that was provided. In general, the quick quizes were viewed favorably, as was learning through scenarios. Conducting extensive pre and post surveys for every session was seen as excessive, a brief 2-3 question survey about each session (including feedback on the presenter) is suggested. Without the specific questions or scenarios, it was difficult to know if the content would be culturally responsive. Recommend working with the CoC on final tools. | Budget that can be accommodated. Reimbursement of actual costs will ensure appropriate expenses (e.g., if only 12 people are scheduled to be at a session, food for only 12 people would be ordered). | States organization has "ongoing partnerships with culturally specific organizations," but provides no specifics. Are they transactional or true partnerships? | Without knowing more about the specific trainers, it is difficult to assess capacity to meet the outcomes. |

| Training & Technical Assistance Review & Recommendations Committee |
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| **Recommendations** |
| The Training and Technical Assistance R & R Committee recommends that the Mid-Willamette Valley Homeless Alliance board of directors award a contract to the Mid-Willamette Valley Community Action Agency to provide a Training & Technical Assistance Program to culturally specific organizations selected by the Alliance to participate in the program April through June of 2025, with the following conditions: |
| 1. The program participants be asked to review the proposed training schedule and provide feedback on the dates and times, and that MWVCAA use that feedback to modify the schedule to ensure that representatives from all five organizations can participate, and that the greatest number can participate, as possible. |
| 2.MWVCAA make video/audio recording of each training session available to the enrolled participants within 48 hours, so that those unable to attend have ample time to review prior to the next training session. |
| 3. Each organization be allowed to request up to two individualized technical assistance sessions of up to two hours each on a subject of their choosing that is within the stated curriculum to allow that organization to explore topics most relevant to their organization. |
| 4. The CoC facilitate a meeting in March 2025 with the lead staff and trainers from MWVCAA and OHCS-sponsored technical assistance staff with expertise in equity and cultural responsivity to review and discuss program activities and materials, with the intent of enriching program content and methodology. |
| 5. MWVCAA work with the CoC and OHCS-sponsored technical assistance staff to finalize measurement tools to be used with the program, specifically noting the R&R Committee's review comments about cadence and application of surveys. |
| 6. MWVCAA identify the two consistent MWVCAA staff facilitating the program (acknowledging substitutes may be required in the case of illness or similar circumstances), and identify the specific MWVCAA staff and specific partners, specifically the CoC to cover CE and HMIS, Fair Housing Council of Oregon, and housing authorities around things such as vouchers, as well as other resources with expertise in the training topics who will be involved in delivering information during training sessions by March 28, 2025. |
| 7. MWVCAA reach out to a wide spectrum of culturally responsive and representative organizations to ensure a diverse pool of presenters. |
| 8. The proposed budget be revised to correct errors in calculations, accommodate the additional technical assistance sessions, and reduce expenditures, specifically on Mentimeter software to align with the needs of the program. |
| 9. All program materials be made available on the CoC website no later than June 30, 2025. |
| 10. The AV equipment purchased for this program be available for use by other CoC organizations once the program has concluded at the end of June 2025; protocols to ensure care is taken with equipment should be developed. |