

ATTACHMENT C
RFGA#: R-1213-17-8026
Technical Proposal Score Sheet

PHASE I: Initial Qualifying Criteria

Applicant Name: _____

The proposal must meet all of the following Phase I proposal acceptance criteria in order to be considered for further evaluation. Any proposal receiving a “no” response to any of the following qualifying criteria **shall be disqualified from consideration**.

ITEM	PROPOSAL ACCEPTANCE CRITERIA	RFP Section Reference	YES	NO
1	Was the applicant’s proposal received by the deadline as specified in the RFGA?	1.7 & 1.11		
2	Did the applicant submit a proposal comprised of a Technical Proposal and, in a separate, appropriately labeled, sealed envelope, a Project Budget?	4.1 & 4.2		
3	Applicant’s proposal includes all required affirmative statements and certifications, signed by the applicant’s responsible representative, as described in Attachment A to the RFGA?	4.2, B.1		
4	Included in those certifications, the applicant states that it is not excluded from entering into an agreement with ODJFS, due to restrictions related to the federal debarment list, unfair labor findings, or R.C. § 9.24.	5.15 & 5.16		
5	ODJFS’ review of the Auditor of State website verifies that the applicant is not excluded from contracting with ODJFS by R.C. § 9.24 for an unresolved finding for recovery.	5.14		
6	Did the applicant’s proposal include a copy of organization’s current and valid non-profit Ohio 501(c) 3 tax status determination letter from the Internal Revenue Service (IRS).	2.1, A		
7	The applicant has an existing fatherhood program with at least three years experience in serving fathers, families and children.	2.1, B		
8	Did the applicant submit two letters of support or testimonials from fathers who have successfully completed your program?	2.1, C		
9	Did the applicant’s proposal include community partners who will participate in the project with the primary applicant?	2.1, D		
10	Did the applicant’s proposal affirm that, if awarded a grant, all paid and volunteer staff members shall undergo and pass a mandatory background check?	2.1, E		
11	Are the applicant’s administrative costs below 15% when budgeting for this grant?	2.1, F		
12	Did the applicant keep equipment charges below \$2,500.00 per year?	2.1, G		

PHASE II: Criteria for Scoring of Technical Proposal

Qualifying technical proposals will be collectively scored by a Proposal Review Team (PRT) appointed by ODJFS, Office of Family Assistance, Fatherhood Initiative. For each of the evaluation criteria given in the following score sheet, reviewers will collectively judge whether the technical proposal exceeds, meets, partially meets or does not meet the requirements expressed in the RFGA, and assign the appropriate point value, as follows:

0 6 8 10
 Does Not Meet Partially Meets Meets Exceeds
 Requirement Requirement Requirement Requirements

A technical proposal’s total PHASE II score will be the sum of the point value for all the evaluation criteria. The review team will collectively score each individual qualifying proposal. Technical proposals which do not meet or exceed a total score of at least **200** points (a score which represents that it “meets” all the evaluation criteria) out of a maximum of **280** points, will be disqualified from further consideration, and its project budget will neither be opened nor considered. Only those vendors whose Technical Proposals meet or exceed the minimum required technical points will advance to PHASE III of the technical proposal score sheet.

PRIMARY EVALUATION CRITERIA		RFGA Sec. Ref.	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
1	The applicant has shown the capacity to undertake the scope of work (see 3.1) based on demonstrated history of successfully completing similar or related work with the targeted service population.	2.3, A				
2	The applicant has shown that they have the capacity to undertake the scope of work (see 3.1) based on an organizational structure with adequate facilities, fiscal controls and other resources.	2.3, B				
3	The applicant has identified staff who are professionally trained in proven fatherhood curriculum (i.e. Nurturing Fathers, 24/7 Dads, Dr. Dad, Inside Out Dads, Boot Camp for New Dads, On My Shoulders, etc.). Provide appropriate documentation for certification and how many years as facilitator.	2.2, D				
4	The applicant has shown the ability to work collaboratively, as documented by a description of its inclusion of “partners” and/or a plan that will utilize/participate with partners in program service delivery. The documentation must state the applicant’s plan to maintain, foster and sustain ongoing relationships with Ohio faith-based and community organizations during and after the grant period.	2.3, D				
5	The applicant has identified and explained their partners’ roles and responsibilities in the implementation of this grant, and provided letters of support from each organization.	3.1, B				
6	The applicant has identified, by position and by name, those staff they consider key to the project’s success (at minimum, key staff identified must include a project manager), who must be a paid employee with, at minimum, a Bachelor’s Degree and at least three years of experience working with programs serving families and children, preferably with fatherhood-specific programs.	2.2, A.1				
7	The applicant has described how they will determine appropriate program participants by creating a criterion based on the determinants listed in Section 2.3, C 1 thru 15.	3.1, C 1-15				
8	The applicant has described a program based on a proven, successful curriculum.	3.1, H				
9	The applicant has identified a successful curriculum for the fatherhood program in accordance with National Best Practices.	3.1, J				
10	The applicant has identified and explained the key objectives of the proposed project and described why those objectives were identified as appropriate for the regional target population.	3.3, A				
11	The applicant has described how they will finalize and implement a regional fatherhood initiative program, to last approximately 18-20 months, to help at least 180 low-income fathers achieve success in a minimum of two of the following areas: 1. Building relationships with children through various constructive activities. 2. Decreasing substance and alcohol abuse. 3. Developing skills that will lead fathers to steady employment opportunities. 4. Learning nonviolent conflict management techniques. 5. Decreasing domestic violence. 6. Improving children’s overall physical, social and academic performance.	3.1, E & 3.4, A				
12	The applicant has provided a plan to employ intake and outcome procedures to track each individual father’s/participant’s progress through the program. Applicant should have experience with Adult Adolescent Parenting Inventory (AAPI) & strategies on how to retrieve the information from fathers.	3.1, I & 3.4, C				
SECONDARY EVALUATION CRITERIA		RFGA SEC. REF.				
13	The applicant has provided a current organizational chart/Table of Organization, a description of the key positions and the work each performs and the credentials/resume(s) of the people filling the key positions.	2.3, C				
14	The applicant has included resume(s) of key staff expected to work on the project.	2.2				
15	The applicant has identified and assign a Case Manager who must be a paid employee with, at minimum, an Associate’s Degree and at least three years of experience working with programs serving fathers, families and children, preferably with fatherhood-specific programs	2.2, A.2				
16	The applicant has identified that any other key program staff members have had at least six months experience working with fathers in a family support program, school setting, after-school program, or camp setting or other appropriate family-based settings.	2.2, A.3				
17	The applicant has identified all support staff roles (support staff do not	2.2, B				

	need to be named at this time prior to grant award) and provide a justification for each such position.					
18	The applicant has identified all volunteer positions (volunteers do not need to be named at this point, just the positions and their functions) and explain the role that volunteers will play in implementing the program.	2.2, C				
19	The applicant has provided a detailed description of services provided in the past and a brief evaluation of its performance, based on data provided from previous projects.	2.3, E				
20	The applicant has justified the need for the proposed program in the intended service area by describing the demographics of the proposed service region in terms of the number of fathers and children who could potentially be served by the fatherhood program.	3.1, A				
21	The applicant has stated how it will provide program participants with meaningful community volunteer opportunities as part of their fatherhood program experience.	3.1, F				
22	The applicant has described how the program will be structured so that it is accessible to working fathers and their children.	3.1, G				
23	The applicant has provided a description of how many fathers will participate annually.	3.2				
24	The applicant has provided a status reporting procedure for reporting work completed and for resolution of unanticipated problems.	3.3, B				
25	The applicant has provided a timeline for each component of the scope of work and for the project overall.	3.3, C				
26	The applicant has finalized a plan to attract appropriate fathers to participate in the program.	3.1, D & 3.4, B				
27	The applicant has stated they will provide monthly, quarterly and yearly reports and all other materials requested by OFI or ODJFS upon request and prior to the deadline established by the requesting agency.	3.4, D				
28	The applicant has stated that on a monthly basis grantees will be required to collect and submit multiple types of data, a summary report of activities and an expenditure report for reimbursement, and in cooperation with an external independent evaluator, will be required to have a representative of their project participate in a monthly conference call with OFI.	3.4, E				
Column Subtotal of "Partially Meets" points				168		
Column Subtotal of "Meets" points					224	
Column Subtotal of "Exceeds" points						280
GRAND TOTAL SCORE:						

Based upon the Grand Total Technical Score earned, does the applicant's proposal proceed to the Phase III evaluation of its Project Budget? (Vendor's Grand Total Technical Score must be at least 200 points.)

Yes _____

No _____

(If "No," applicant's Project Budget will not be opened.)