

**ATTACHMENT E**  
**RFGA#: R-1011-21-8028**  
**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 & 4.1 & 6.1		
2	Did the applicant submit a proposal comprised of a Technical Proposal and, a Project Budget?	4.2, B & 6.1		
3	Does the applicant’s proposal include all required affirmative statements and certifications, signed by the applicant’s responsible representative, as described in Attachment A to the RFGA?	4.2, B & 6.1		
4	Included in those certifications does the applicant state 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?	2.1, E & 6.1		
5	Does 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?	4.2 & 6.1		
6	Is the applicant a non-profit organization, charitable foundation in Ohio, public university or college in Ohio, or a county department of Job and Family Services? If the applicant is a non-profit organization, proposals submitted must include documentation such as a copy of the applicant organization’s current and valid non-profit Ohio 501(c)3 tax status determination letter from the Internal Revenue Service (IRS). Except for applications from either an Ohio public university or college or from a CDJFS, applicant organizations’ proposals must include documentation of the organizations Ohio non-profit status, such as a current and valid IRS tax status determination letter.	2.1, B		

**PHASE II: Criteria for Scoring of Technical Proposal**

Qualifying technical proposals will be collectively scored by a Proposal Review Team (PRT) appointed by ODJFS, Governor’s Office of Faith-Based and Community Initiatives (GOFBCI). 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 Requirement	Partially Meets Requirement	Meets Requirement	Exceeds Requirements

A technical proposal’s total PHASE II score will be the sum of the point value for all the evaluation criteria (each extended by an assigned weight). The review team will collectively score each individual qualifying proposal. Technical proposals which do not meet or exceed a total score of at least **250** points (a score which represents that it “meets” all the evaluation criteria) out of a maximum of **330** 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.

ITEM #	EVALUATION CRITERIA	RFGA SEC. REF.	Weighting	Doesn’t Meet 0	Partially Meets 6	Meets 8	Exceeds 10
<b>REQ. APPLICANT INFO. &amp; CERTIFICATIONS</b>							
1	The applicant has included, properly completed and signed, the Required Vendor Information & Certifications as specified in the RFGA.	4.1	1	NO		YES	
<b>APPLICANT QUALIFICATIONS</b>							
<b>REQUIRED APPLICANT QUALIFICATIONS</b>							
1	The applicant is either a single organization responsible for implementing all of the deliverables as specified; OR is the designated	2.1 - A	1	NO		YES	

	lead agency or organization ultimately responsible for implementing all of the deliverables as specified as well as supervising, managing and monitoring agents, partnering organizations and subcontractors from the onset through the duration of this grant period.						
2	The applicant has identified the geographic scope of the project – neighborhood, city, county, etc.	2.1 – C & 3.3 - G	1				
3	The applicant has demonstrated in its proposal that the organization is financially solvent and can successfully operate this grant with a certified copy of your organization and partnering entities most recent financial statement and last A-122 or A-133 audits.	2.3 – E & 3.3 - I	1				
4	The applicant has demonstrated at least two years experience dealing with low income or TANF- eligible populations in Ohio.	2.1 – D	1				
5	The applicant has provided an organizational chart for the organization and any partnering organizations if a partner or partners are involved in the planned program.	2.3, D & 3.3 - F	1				
<b>ORGANIZATIONAL EXPERIENCE &amp; CAPABILITIES</b>							
6	The applicant has included samples of at least two similar sized projects completed in the past five years that demonstrate expertise necessary to successfully accomplish this project. The samples should include: <ul style="list-style-type: none"> <li>• description of the project</li> <li>• timeline of the project</li> <li>• number of staff involved with the project</li> <li>• examples of materials prepared for the project, (which might include MS Power Point presentations and/or copies of brochures or handouts)</li> <li>• total cost of the project</li> <li>• the geographic area of the project</li> <li>• the numbers served by the project</li> <li>• names and contact information for each</li> </ul>	2.3 - B	1				
7	The applicant has provided an appropriate management structure and staffing as documented in 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 - D	1				
<b>ITEM #</b>	<b>EVALUATION CRITERIA</b>	<b>RFGA SEC. REF.</b>	<b>Weighting</b>	<b>Doesn't Meet</b>	<b>Partially Meets</b>	<b>Meets</b>	<b>Exceeds</b>
	<b>STAFF EXPERIENCE &amp; CAPABILITIES</b>			<b>0</b>	<b>6</b>	<b>8</b>	<b>10</b>
8	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 Program Director who must be a paid employee with, at minimum, a Bachelor's Degree and at least two years of experience working with programs serving low income families, organizing community initiatives, and project management.	2.2 - A, 1	1				
9	The applicant has included resume(s) of key staff expected to work on the project.	2.2	1				
10	The applicant has demonstrated that any other key program staff members have had at least six months experience working with low income families or with grassroots initiatives.	2.2 – A, 2	1				
11	The applicant has identified all support staff roles (support staff do not need to be named at this time prior to grant award) and provide a justification for each such position.	2.2 - B	1				
12	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	1				
13	The applicant has provided a statement that if any proposed program will involve interaction with children then <b>All</b> paid and volunteer staff members <b>must</b> undergo a mandatory background check, prior to or within ten business days of the grant award notification.	2.2 - D	1				
<b>SCOPE OF WORK</b>							
14	The applicant has explained how they will implement and administer a Together Ohio Family Support Fund program in areas throughout Ohio.	3.1 - 1	2				
15	The applicant has provided a plan to document and evaluate participant outcomes that demonstrate a movement from TANF- eligible low-income families in poverty to more sustainable livelihoods	3.1 - 2	2				
16	The applicant has explained how they will strengthen infrastructure and build capacity for Together Ohio Family Support Fund sites to become sustainable and continue programming after the grant period.	3.1 - 3	2				
17	The applicant has explained how they will create and implement outreach and recruitment strategies within State Fiscal Years 2010 and 2011 to build the coalition of local community members that support the program. The "program plan" should include: <ul style="list-style-type: none"> <li>• proposed activities and strategies</li> </ul>	3.1 - 6	2				

	<ul style="list-style-type: none"> <li>process for how each will be accomplished, and</li> <li>a timeline for completion of major activities</li> </ul>						
	The applicant has explained how they will recruit community allies (supportive middle-class families, friends and community members) and TANF-eligible families (working with the local county department of Job and Family Services – if they are not the lead agency – or the local metropolitan area housing authority).	3.1 - 11	1				
	The applicant has explained how they will track progress of participating families and evaluate program effectiveness.	3.1 - 13	2				
<b>PROPOSED PROGRAM PLAN</b>							
18	The applicant has identified and explained the key objectives of the proposed program, and described why those objectives were identified as appropriate for their chosen target population (maximum 2 typed pages).	3.3 – A	2				
19	The applicant has provided a status reporting procedure for reporting work completed and for resolution of unanticipated problems.	3.3 – B	2				
20	The applicant has provided a timeline for each component of the scope of work and for the program overall.	3.3 - C	2				
21	The applicant has provided: <ul style="list-style-type: none"> <li>the legal name and address of the lead organization applying for this grant, along with names of any collaborative partnering organizations &amp;/or individual(s), and</li> <li>if partnering with other organizations, explained in detail how and why the applicant selected to collaborate with these organizations &amp;/or subcontractor(s) (maximum 2 typed pages)</li> <li>explained what specific contributions the partnering organization &amp;/or subcontractor(s) will provide the existing organization in an effort to enhance your ability to perform all of the deliverables specified in this grant (maximum 1 typed page)</li> <li>explained why this collaboration is necessary to meet the deliverables specified in this grant (maximum 1 typed page)</li> </ul>	3.3 – D & 3.3 – E & 3.3-E- 1 & 3.3-E-2	2				
22	The applicant has explained how the organization will meet TANF purpose #2 – “End the dependence of needy parents on government benefits by promoting job preparation, work, and marriage” – and how you will determine eligibility.	3.3 - H	2				
<b>Column Subtotal of "Partially Meets" points</b>							
<b>Column Subtotal of "Meets" points</b>							
<b>Column Subtotal of "Exceeds" points</b>							
<b>GRAND TOTAL SCORE:</b>							

**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 250 points.)**

**Yes** \_\_\_\_\_

**No** \_\_\_\_\_

(If “No,” applicant’s Project Budget will not be considered.)