

**ATTACHMENT E**  
**RFGA#: R-89-01-0878**  
**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		
2	Did the applicant submit a proposal comprised of a Technical Proposal and a Project Budget?	4.1		
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		
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.	4.14		
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.	4.14		
6	Has the applicant provided documentation that it is an 501(c)(3) nonprofit organization?	2.1.A.		
7	Is the proposal submitted by one designated lead agency with included letters of support/cooperation from the multiple partners that will participate in the project (signed by legally responsible representatives of those partners), OR is the proposal from one designated lead agency, without letters from partner organizations but with detailed plans for formation of a necessary collaborative network of other faith-based and community organizations in the proposed area of service?	1.5 A		
8	Does the proposal specify that the proposed project would target fathers meeting either of the two primary criteria <b><u>and AT LEAST ONE</u></b> of the list of characteristics from 1.6, B.?	1.6 B		
9	Does the proposed plan involve a regional partnership approach, as demonstrated by, at minimum, the description of the plan for network development and service delivery?	1.5 A		

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

Qualifying technical proposals will be collectively scored by a Proposal Review Team (PRT) appointed by the Governor’s Office of Faith-Based and Community Initiatives. 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. The review team will collectively score each individual qualifying proposal. Technical proposals which do not meet or exceed a total score of at least **800** points (a score which represents that the applicant could be expected to successfully perform the resulting contractual duties) out of a maximum of **1,026** 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.	4.2	2				
<b>APPLICANT QUALIFICATIONS</b>							
<b>MANDATORY APPLICANT QUALIFICATIONS</b>							
2	The applicant has provided a copy of its 501(c)(3) certification with the OFI grant proposal.	2.1, A	4				
3	The applicant has provided documentation to verify that the organization has a minimum of two years of experience serving families and children.	2.1, B	4				
4	The applicant has included a list of and information about any and all community partners who will participate in the project with the primary applicant, OR, if submitting the application alone, must include a detailed plan for establishing a collaborative network in the proposed area of service, including faith-based and community organizations.	2.1, C	4				
5	The applicant has indicated that all paid and volunteer staff members have/shall undergo and pass a mandatory background check.	2.1, D	4				
6	The applicant proposals provides an explanation of the need for a fatherhood program in their intended area of service.	1.5, B	4				
<b>IMPORTANT:</b> Proposals which do not earn at least a score of '8' (before multiplying the earned score by the weighted value) on items 2, 3, 4, 5, AND 6 (above) <b>WILL BE DISQUALIFIED FROM ANY FURTHER CONSIDERATION.</b>							
<b>ORGANIZATIONAL EXPERIENCE &amp; CAPABILITIES</b>							
7	The applicant has provided documentation demonstrating its capacity to successfully undertake the scope of work based on its history of successfully completing similar/related work with the targeted service population. by including information describing its facilities, fiscal controls and other resources.	2.3, A	4				
8	The applicant has provided documentation demonstrating its capacity to successfully undertake the scope of work based on the strength of its organizational structure, including its facilities, fiscal controls and other resources.	2.3, B	4				
9	The applicant demonstrates an appropriate project management structure and staffing, by providing its current organizational chart/Table of Organization, a description of the key positions and the work each performs, and the credentials/resume(s) of those people filling the key positions.	2.3, C	4				
10	The applicant has provided documentation of its ability to work collaboratively by describing its inclusion of "partners" and/or a plan that will utilize/participate with partners in program service delivery. The proposal describes an adequate plan to maintain, foster and sustain ongoing relationships with Ohio faith-based and community organizations.	2.3, D	4				
11	The applicant has a demonstrated history of serving the targeted population of fathers by providing a detailed description of services provided and a brief evaluation of its performance based on data provided from previous projects.	2.3, E	4				
<b>STAFF EXPERIENCE &amp; CAPABILITIES</b>							
12	The applicant has identified and assigned a Program Director who: <ul style="list-style-type: none"> <li>must be a paid employee and has,</li> <li>at minimum, an Associate's Degree and</li> <li>at least three years of experience working with programs serving families and children, preferably with fatherhood-specific programs.</li> </ul> A resume/CV and profile must be provided, and must support the selection of this person for the Project Director role.	2.2, A. 1	4				
13	The applicant has identified and assigned a Case Manager who: <ul style="list-style-type: none"> <li>must be a paid employee and has,</li> <li>at minimum, an Associate's Degree and</li> <li>at least three years of experience working with programs serving families and children, preferably with fatherhood-specific programs.</li> </ul> A resume/CV and profile must be provided, and must support the selection of this person for the Case Manager role.	2.2, A. 2	3				

ITEM #	EVALUATION CRITERIA	RFGA SEC. REF.	Weighting	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
<b>STAFF EXPERIENCE &amp; CAPABILITIES, con't</b>							
14	The proposal demonstrates that any other key program staff members will/do have at least six months of experience working with families and children in a family support program, school setting, after-school program, or camp setting or other appropriate family-based settings.	2.2, A, 3	1				
15	The applicant has identified all support staff roles and provided a justification for each staffing position.. NOTE: Support staff do not need to be named at this time/prior to grant award, <b>however, all paid and volunteer staff members have/shall undergo and pass a mandatory background check.</b>	2.2, B	2				
16	The applicant has identified all volunteer positions and explained the role that volunteers will play in implementing the program. NOTE: Volunteers do not need to be named at this point, but the volunteer positions must be named and <b>all paid and volunteer staff members have/shall undergo and pass a mandatory background check.</b>	2.2, C	2				
<b>SCOPE OF WORK</b>							
17	The applicant has provided ample justification of the need for a fatherhood 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., using indicators such as, but not limited to low income, poverty indexes, fathers without custody or limited contact or visitation with their children.	1.5 B, 3.1	4				
18	The applicant has provided a viable plan to determined the appropriate program participants by creating criteria based on the following determinants: <ul style="list-style-type: none"> <li>fathers who have minimal interaction with children;</li> <li>fathers who live at, near or below the poverty line;</li> <li>and fathers who have no custody of the children</li> <li>and/or the children reside in a low-income household.</li> </ul>	3.1	4				
19	The applicant has developed and provided an effective recruitment plan that will attract appropriate program fathers who will benefit from the program's services.	3.1	3				
20	The applicant has developed and provided an overview of a thirteen-month program to help fathers by implementing a plan that at minimum includes information explaining how the program will achieve success in the following areas: <ul style="list-style-type: none"> <li>building relationships with children through various constructive activities;</li> <li>decreasing substance and alcohol abuse; developing skills that will lead fathers to steady employment opportunities;</li> <li>learning nonviolent conflict management techniques;</li> <li>decreasing domestic violence; and improving children's overall physical, social, and academic performance.</li> </ul>	3.1	4				
21	The proposal discusses providing program participants with meaningful community volunteer opportunities as part of their fatherhood program experience.	3.1	1				
22	The proposal discusses how the program will be structured to be accessible to working fathers and their children.	3.1	3				
23	The applicant has provided documentation of a program created based on a proven, successful curriculum.	3.1	4				
24	The applicant has developed and provided intake and outtake procedures that will help assess the success of each father throughout the program and beyond.	3.1	4				
25	The applicant has included a plan to provide monthly summary reports of program activities, quarterly reports, and yearly reports as indicated and described by GOFBCI.	3.1	4				
26	The applicant has identified and provided a successful curriculum for the fatherhood program in accordance with National Best Practices.	3.1	3				
27	The applicant has shown how they will serve a minimum of 100 eligible fathers.	3.2	3				
28	The applicant has identified and explained the key objectives of the proposed project.	3.3, A	3				
29	The applicant has provided a plan to submit a status reporting procedure for reporting work completed and resolution of unanticipated problems.	3.3, B	3				
30	The applicant has provides a current organizational chart/Table of Organization (including any subcontractors and all organizational partnerships and collaborations and paid and all paid and volunteer staff) and specified the key management and administrative personnel who will be assigned to this project.	3.3, C	3				

<b>General Proposal Quality</b>							
31	Proposal information is explained well, is presented clearly, and is fully-enough detailed for thorough comprehension by readers.	6.1	1				
32	Proposal is presented in a well-organized and logical manner; information is not difficult to locate.	6.1	1				
33	Proposal is easy to read and understand because it contains few spelling, grammatical, or proofreading errors.	6.1	1				
<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>							

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**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 800 points.)**

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

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

(If "No," applicant's Proposal will be disqualified)