

ATTACHMENT E
RFGA#: R-89-01-0743
Technical Proposal Score Sheet

PHASE I: Initial Qualifying Criteria

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	RFGA Section Reference	YES	NO
1	Was the proposal received by the deadline as specified in Sections 1.6 and 5.1?	1.6 & 5.1		
2	Did the applicant submit four (4) paper copies (one original and three copies) and one electronic copy of their grant application (proposal)?	5.1		
3	Does the applicant’s proposal include all required affirmative statements and certifications, signed by the applicant’s responsible representative, as described in Attachments A., and C. to the RFGA?	5.2		
4	According to those certifications, does the applicant affirmatively indicate that it is not on the federal debarment list; that there are no unfair labor findings against it; and it is not in violation of ORC Section 9.24, and therefore may enter into an agreement with ODJFS?	4.18		
5	Does ODJFS’ review of the Auditor of State website verify that the applicant is not excluded from entering into an agreement with ODJFS by ORC Section 9.24 for an unresolved finding for recovery (<i>i.e.</i> , the proposal of any applicant whose name appears on the Auditor’s website as having an unresolved finding for recovery will be eliminated from further consideration.)?	4.16		
6	Has the applicant provided documentation that it is an Ohio 501(c)(3) nonprofit organization?	2.1, A.		
7	Did the applicant submit a completed and ODE signed Site Application (Appendix A) with their grant application indicating that the applicant has received approval to be a sponsor for the Feed Ohio SFSP in the Summer of 2008?	2.1, B.		
8	Does the applicant organization have at least three years experience in running camps, enrichment programs, schools, or after-school programs for school-age children?	2.1, C.		
9	Has the applicant provided an affirmation that each proposed site will be overseen by a separate enrichment Program Director who will be a paid employee with, at minimum, an Associate’s Degree and at least three years of experience working with children in a school setting, after-school program, enrichment program, or camp setting?	2.1, D.		
10	Has the applicant provided an affirmation that, if awarded a grant, all paid and volunteer staff members shall undergo a mandatory background check?	2.1, E.		
11	Has the applicant provided a technical approach and plan for developing a curriculum and executing an enrichment program (which at minimum, must feature academic and social enrichment activities, physical activities, and nutrition education) that accompanies the SFSP meal to be implemented at each approved site?	3.1, H.		

PHASE II: Criteria for Scoring of Technical Proposal

Qualifying technical proposals will be collectively scored by a Proposal Review Team (PRT) appointed by 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. The review team will collectively score each individual qualifying proposal. Technical proposals which do not meet or exceed a total score of at least **815** points (a score which represents that it “meets” all the evaluation criteria) out of a maximum of **1,048** 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
REQ. APPLICANT INFO. & CERTIFICATIONS							
1	The applicant has included, properly completed and signed, the Required Vendor Information & Certifications as specified in the RFGA.	5.2	1				
APPLICANT QUALIFICATIONS							
MANDATORY APPLICANT QUALIFICATIONS							
2	The applicant organization has demonstrated that they have at least three years experience in running camps, enrichment programs, schools, or after-school programs for school-age children.	2.1, C.	3				
3	The applicant has affirmed that each proposed site will be overseen by a <u>separate</u> enrichment Program Director who shall be a paid employee with, at minimum, an Associate's Degree and at least three years of experience working with children in a school setting, after-school program, enrichment program, or camp setting.	2.1, D. 2.2 A., 1.	5				
STAFF EXPERIENCE & CAPABILITIES							
4	The applicant has identified, by position and by name (if already named), those staff the applicant considers key to the project's success (at minimum, key staff identified must include an enrichment Program Director for each respective site).	2.2, A.	5				
5	The applicant has demonstrated that any other key enrichment program staff members have had at least six months experience working with children in a school setting, after-school program, or camp setting.	2.2, A. 2.	2				
6	The applicant has identified all support staff roles (support staff do not need to be named at this time/prior to grant award), and has provided a justification for each staffing position.	2.2, B.	3				
SCOPE OF WORK							
7	The applicant has demonstrated how they will develop and run USDA SFSP sites in areas throughout Ohio with a demonstrated need during the Summer of 2008.	3.1, A.	4				
8	The applicant has demonstrated that they have worked with ODE before application submission to obtain their site approval (prior to the submission of the grant application) for a program running a minimum of eight weeks beginning in June 2008.	3.1, B.	3				
9	The applicant has demonstrated how they will develop work plans that outline the physical infrastructure needs for the applicant's proposed SFSP sites.	3.1, C.	5				
10	The applicant has demonstrated how they will develop a work plan for the physical set up and design for each SFSP site and accompanying enrichment program.	3.1, D.	2				
11	The applicant has demonstrated how they will develop a transportation plan for the children in the area.	3.1, E.	1				
12	The applicant has demonstrated how they will build up the infrastructure of the SFSP sponsor's proposed SFSP sites so that they will have the ability to be self-sustaining entities with accompanying enrichment programs after Year 1 of the grant period.	3.1, F.	5				
13	The applicant has provided an affirmation that they will attend all mandatory trainings during the spring and summer of 2008 as instructed by GOFBCI for the purpose of building the capacity of the sponsors and success of the sites.	3.1, G.	2				
14	The applicant has demonstrated how they will develop a curriculum and execute an enrichment program (which at minimum, must feature academic and social enrichment activities, physical activities, and nutrition education) that accompanies the SFSP meal.	3.1, H.	5				
15	The applicant has demonstrated how they will create and implement marketing strategies throughout the Spring of 2008 in order to publicize the SFSP sites and accompanying enrichment programs within the community.	3.1, I.	5				
16	The applicant has demonstrated that they will complete reports (as instructed by GOFBCI) that will track the number of children involved in the enrichment program throughout the summer.	3.1, J.	4				
17	The applicant has provided an affirmation that they can expect unscheduled GOFBCI visits and will be prepared for scheduled GOFBCI visits to SFSP sites.	3.1	1				
ADMIN. STRUCTURES—PROPOSED WORK PLAN							
18	The applicant has stated the key objectives of each proposed site.	3.2, A.	4				
19	The applicant has provided a technical approach and work plan to be implemented as well as a proposed timeline for the project and has explained in writing the need for an SFSP site at their proposed locations.	3.2, B.	5				
20	The applicant has provided a status reporting procedure for reporting work completed, and resolution of unanticipated problems.	3.2, C.	2				

ITEM #	EVALUATION CRITERIA	RFGA SEC. REF.	Weighting	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
21	The applicant has provided a current organizational chart (including any subcontractors) and has specified the key management and administrative personnel who will be assigned to this project.	3.2, D.	3				
22	The applicant has provided: a timeline for each component of the scope of work and the project overall including the staff hours for personnel involved; a Table of Organization (including SFSP sites, enrichment Program Directors at each site, and other paid and volunteer staff); a chart showing the number of hours devoted to the project by the Applicant and the enrichment Program Directors at each site; and has provided the percentage of time each key management person will devote to the project.	3.2, E.	5				
SPECIFICATIONS OF DELIVERABLES							
23	The applicant has demonstrated that they will retain status of open or enrolled sites for a minimum of eight (8) weeks during the Summer of 2008.	3.3, A.	4				
24	The applicant has provided a plan in the purchasing of necessary supplies (not food) in order to develop the infrastructure of the SFSP sites so that the sites will be able to appropriately accommodate the expected number of children by the opening day of the site in June 2008.	3.3, B.	5				
25	The applicant has provided a plan as to how they will: execute proposed enrichment program(s) at each proposed site around the SFSP meal that will run for the same duration as the SFSP which contributes to the participant's social and academic development, physical fitness, and nutrition education; prepare the curriculum during Spring 2008 and ready for use by the opening day of the site in June 2008; and ensure that the enrichment program activities shall run for a duration of at least 1.5 hours surrounding lunchtime.	3.3, C.	5				
26	The applicant has provided a plan as to how they will ensure that the enrichment Program Director will attend The Ohio State University Extension nutrition education trainings and incorporate activities from the "Jump into Food and Fitness" curriculum into the enrichment program.	3.3, D.	1				
27	The applicant has provided a plan as to how they will ensure that children participating in the enrichment program at an open site will sign-in for the enrichment program ONLY.	3.3, E.	3				
28	The applicant has provided a plan as to how they will provide documentation that at least 50% of the children participating in the meal are eligible for USDA free and reduced-priced meals.	3.3, F.	3				
29	The applicant has provided a plan as to how they will: publicize the SFSP sites and accompanying enrichment programs at appropriate places from April to June 2008, or longer; develop relationships with the local schools in order to pinpoint effective ways to inform eligible children and their parents about the SFSP sites and enrichment programs in their community; create and distribute marketing materials such as newsletter articles, fliers, posters, mailed postcards, etc.; and, make in-person presentations on the SFSP sites and enrichment programs during appropriate community events.	3.3, G.	5				
30	The applicant has demonstrated that they will attend all mandatory ODE (as directed by ODE) and will have, at minimum, one representative from the grantee's organization and each site enrichment Program Director attend all GOFBCI trainings.	3.3, H.	1				
31	The applicant has provided a plan as to how they will provide a weekly report and end-of-summer report for the enrichment program session weeks with the information specified by the Feed Ohio RFGA.	3.3, I.	3				
Column Subtotal of "Partially Meets" points							
Column Subtotal of "Meets" points							
Column Subtotal of "Exceeds" points							
TOTAL SCORE:							

Based upon the Total Technical Score earned, does the applicant's proposal proceed for further consideration and Phase III evaluation of its Project Budget? (Applicant's Total Technical Score must be at least 815 points.)

Yes _____

No _____

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

Additional consideration: Add 5 points for every site the applicant has proposed in the targeted locations as listed in Appendix B. of the RFGA.

_____ Target Sites
x 5 pts.

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Phase III.—Criteria for Considering the Project Budget

The project budget proposal must meet all of the following 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.**

Evaluation Criteria		REGA SEC.	YES	NO
PROJECT BUDGET-				
1	Did the applicant submit a budget summary and justification for the overall program which clearly displays how approximate costs and allocations were determined for each site (See Section 5.2, C)?	5.2, C.		
2	Does the Project Budget only show expenses directly related to the proposal project?	5.2, C.		
3	Does the Project Budget display total approximate costs as well as approximate costs for each deliverable/activity per SFY. (See Section 5.2, C)?	5.2, C.		
4	Does the Project Budget and budget item descriptions support the objectives outlined for the project as well as any and/or all of the grant applicant’s proposed program activities?	5.2, C.		
Has the applicant received a “Yes” on all Project Budget criteria? (If “No,” applicant’s Project will <u>not</u> be considered.)				

GRAND TOTAL APPLICATION SCORE:		
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