**Developmental Disabilities Program: One Time funding opportunity for Information and Education**

**Proposal Score Sheet**

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| --- | --- |
| **Applicant:** | **Total Score: /120** |

| **CRITERIA** | **Excellent** | **Good** | **Minimal** | **Did not meet** | **Score & Comments** |
| --- | --- | --- | --- | --- | --- |
| **Project Priorities** | Applicant clearly proposes to address more than one of the named priorities:   * Increase public awareness regarding shortage of caregivers * Build relationships with local employers regarding hiring persons with disabilities * Increase public awareness within medical community re: early identification of developmental delays | Applicant clearly proposes to address one of the named priorities. | Applicant gives a general idea of the priority they will be addressing. | Proposal does not address one of the named priorities. (Proposal does not qualify for funding, no need to continue scoring.) |  |
| ***Points*** | **15** | **10** | **5** | **0** |  |
| **Description of Plan** | Proposal provides a thorough explanation of how it addresses the identified priority. | Proposal provides a brief explanation of how it addresses the identified priority. | Proposal provides loose association to the identified priority. | Proposal provides no explanation of how it addresses identified priority. |  |
| ***Points*** | **15** | **10** | **5** | **0** |  |
| **Funding outline** | Proposal clearly details how the funding will be used to address the priority, including a detailed budget description. | Proposal includes a detailed budget, but does not clearly explain how the funding will be used to address the priorities. | Proposal includes a budget, but is lacking detail. | No budget is included in proposal. |  |
| ***Points*** | **15** | **10** | **5** | **0** |  |

| **CRITERIA** | **Excellent** | **Good** | **Minimal** | **Did not meet** | **Score & Comments** |
| --- | --- | --- | --- | --- | --- |
| **Administrative Capacity** | Proposal clearly describes the applicant’s experience and ability to administer project in accordance with guidelines, safeguard public funds, maintain records, and submit timely reports. | Proposal describes the applicant’s experience and ability to administer project in accordance with guidelines, safeguard public funds, maintain records, and submit timely reports, but lacks some detail or clarity. | Proposal includes some description of the applicant’s experience and ability to administer project in accordance with guidelines, safeguard public funds, maintain records, and submit timely reports, but lacks key components. | No description of administrative capacity is included in the proposal. |  |
| ***Points*** | **15** | **10** | **5** | **0** |  |
| **Measurable Goals and SMART Objectives** | Proposal clearly lists measurable goals and SMART objectives. | Proposal lists program goals and objectives, but they aren’t measurable. | Proposal only indicates goals and/or objectives vaguely. | Proposal does not include goals and measurable objectives. |  |
| ***Points*** | **15** | **10** | **5** | **0** |  |
| **Sustainable benefit to the community and persons with developmental disabilities** | Proposal has long-term benefit to the community and persons with developmental disabilities and is self-sustaining. | Proposal has some long-term benefit to the community and persons with developmental disabilities and is somewhat self-sustaining. | Proposal has short-term benefits to the community and persons with developmental disabilities but is not sustainable. | Proposal has no benefit to the community, or persons with developmental disabilities. |  |
| ***Points*** | **15** | **10** | **5** | **0** |  |

| **CRITERIA** | **Excellent** | **Good** | **Minimal** | **Did not meet** | **Score & Comments** |
| --- | --- | --- | --- | --- | --- |
| **Duplicated/ unduplicated service explanation** | Clear description of how service is unduplicated in county. Justification for duplicated service if applicable. | Vague explanation of how service is unduplicated in county or justification of duplicated service. | Proposal states whether it will or will not be duplicated without any justification. | No explanation or justification of duplication of county services provided. |  |
| ***Points*** | **15** | **10** | **5** | **0** |  |
| **Timeline** | The project can easily be implemented and completed by June 30, 2017. | The project will likely be implemented and completed by June 30, 2017 with some adjustments. | It may be difficult to complete this project by June 30, 2017. | This project cannot be completed by June 30, 2017. |  |
| ***Points*** | **15** | **10** | **5** | **0** |  |
|  |  |  |  | **Total Score:** |  |

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| --- | --- | --- |
| **DDAC RECOMMENDATION** | | |
| * FULLY FUND | * PARTIALLY FUND | * DO NOT FUND |
| Comments/Explanation: | | |