

City of Santa Rosa
CHOICE Grant Program

RFQ Rating Form

Cycle XII: January 1, 2025 – December 31, 2027

Community Helping Our Indispensable Children Excel

Funding Priority Areas:

CATEGORY ONE:

Workforce Development

CATEGORY TWO:

Re-entry and Diversion

CATEGORY THREE:

Street Outreach and Intervention Services

CATEGORY FOUR:

Whole Family Support

CATEGORY FIVE:

Pro-Social Activities

The following evaluation rating form has been developed to assist the Grant Review Team in analyzing the City of Santa Rosa, CHOICE Grant Program Cycle XII RFQ applications. Enter a score in the space provided, with the awarded points not to exceed the maximum-allowable points for each question. **Scores of 70% or more will deem an agency qualified to provide services in the designated Funding Priority Area(s).**

When scoring for each Section, please use the following matrix to determine the score based on the responsiveness and/or level of evidence to provide services for the selected Funding Priority Area(s) and identified Target Population:

- 5** – Response articulates **strong** understanding of the question and provides ample evidence that supports the answer.
- 4** – Response articulates **clear** understanding of the question and provides ample evidence that supports the answer.
- 3** – Response articulates **adequate** understanding of the question and provides ample evidence that supports the answer.
- 2** – Response articulates **some** understanding of the question and provides ample evidence that supports the answer.
- 1** – Response articulates **vague** understanding of the question and provides ample evidence that supports the answer.
- 0** – Response articulates **no** understanding of the question and provides ample evidence that supports the answer.

AGENCY NAME: _____

PROGRAM NAME: _____

_____ Reviewer Number

SECTION 1: PROGRAM DESIGN

(25 points max)

	Questions/Criteria	Max Pts	Pts Award
1	The extent to which the agency and proposed program are in alignment with the 2023-2028 Strategic Plan, Public Safety Sales Tax Ordinance, and selected Funding Category.	5	
2	The extent to which the agency clearly defines the program and the individuals who will be served, both directly and indirectly, and how the program will effectively respond to their needs.	5	
3	The extent to which the program structure, key activities, and services to be undertaken, where they take place, and the number of participants projected to serve for each of the activities in a session for a twelve-month program are reasonable for the identified Target Population.	5	
4	The extent to which the agency demonstrates a wraparound, case management strategy that will effectively support the needs of the Target Population. Is the identified collaborative approach appropriate and effective in the delivery of services for the identified Target Population?	5	
5	The extent to which the program design (i.e. curriculum, activities, hours of operation, etc.) is culturally responsible, culturally relevant, and data driven.	5	
	Total	25	

SECTION 2: AGENCY EXPERIENCE AND STAFF QUALIFICATIONS

(25 points max)

	Questions/Criteria	Max Pts	Pts Award
1	The extent to which the agency has been involved with the Violence Prevention Partnership including participation with the Operational and/or Policy Team	5	
2	The extent to which the agency clearly identifies the project organizational chart, where each member involved with the project is identified, as well as the description for each members role implementing the program.	5	
3	The extent to which the program or similar program has been implemented and how it correlates to the Public Health and Trauma Informed Care Approach.	5	
4	The extent to which the agency describes the programs staff's experience working with the identified Target Population, including cultural and linguistic expertise.	5	
5	The extent to which the agency describes their experience in tracking data for their programs and how they will ensure staff are able to operate a database.	5	
	Total	25	

SECTION 3: PROGRAM PERFORMANCE

(30 points max)

	Questions/Criteria	Max Pts	Pts Award
1	The extent to which the agency provides their evaluation plan for gathering mandatory reporting data.	10	
2	The extent to which the agency identifies program outcomes and how those outcomes will be measured.	5	
3	The extent to which the agency provides examples of their programs' success based on outcomes and prior evaluations.	5	
4	The extent to which the agency describes how the program will keep the Target Population engaged.	5	
5	The extent to which the agency provides examples of how they have used data collection methods to inform decision making or program performance and program improvement.	5	
	Total	30	

SECTION 4: AGENCY PERFORMANCE AND SUSTAINABILITY**(15 points max)**

	Questions/Criteria	Max Pts	Pts Award
1	The extent to which the agency provides the additional financial/funding resources to implement their proposed program.	5	
2	The extent to which the agency outlines what components of the program will be funded through each additional financial/funding resource.	5	
3	The extent to which the agency identifies their plan for long-term program sustainability that will extend beyond the life of the funding cycle.	5	
	Total	15	

SECTION 5: PROGRAM BUDGET**(5 points max)**

	Questions/Criteria	Max Pts	Pts Award
1	The extent to which the agency identifies the budget for the first 12 months of programming and clearly explains how it each line item contributes to the success of the program in B-1.	5	
	Total	5	

Grand Total	Percentage
100	100%
75	75%
50	50%

SECTION 1: Program Design	
SECTION 2: Agency Experience and Staff Qualifications	
SECTION 3: Program Performance	
SECTION 4: Agency Performance and Sustainability	
SECTION 5: Budget	
GRANT TOTAL (MAX 100)	

AGENCY NAME: _____

PROGRAM NAME: _____

_____ Reviewer Number

FUNDING CATEGORY AND PRIORITY AREA(S)

CATEGORY ONE:

Workforce Development

CATEGORY TWO:

Re-entry and Diversion

CATEGORY THREE:

Street Outreach and Intervention Services

CATEGORY FOUR:

Whole Family Support

CATEGORY FIVE:

Pro-Social Activities

Scores of 70% or more will deem an agency qualified to provide services for the designated Funding Category and Priority Area(s). Please circle your response for each question.

1. Final Score: _____

2. Do you hereby certify that this agency has met the minimum requirements for qualification, thereby deeming them qualified for the Funding Category and Priority Area(s) designated above for Cycle XII?

YES or NO

If no, please indicate why:

3. Has the agency demonstrated a realistic budget and budget narrative for a projected twelve-month timeline?

YES or NO

If no, please indicate why:

4. Is this proposal recommended for full, partial, or no funding?

FULL

PARTIAL

NO FUNDING

If Partial Funding is recommended, please indicate how much: _____

Please indicate the reason for your recommendation:

