

**2025 PROGRAM YEAR CDBG PUBLIC SERVICE/ECONOMIC DEVELOPMENT
APPLICATION REVIEW**

SCORE SUMMARY

APPLICANT:

DATE:

SECTION	POINTS AWARDED	AVAILABLE POINTS
1. Project Scope/Conceptual Soundness		30
2. Budget/Financial Feasibility		30
3. Organizational Capacity		25
4. Project Readiness		15

TOTAL SCORE ____ OUT OF 100

REVIEWER NOTES:

Project Scope/Conceptual Soundness	POINTS AWARDED	AVAILABLE POINTS
The project is well-defined. It is easy to understand the services offered, how the services will be offered, the intake process, and the process for determining household eligibility.		7
Project objectives and measurable goals are clearly defined, and a process for measuring project outcomes is identified.		8
Elements of the project concept meet all threshold and eligibility requirements of the funding sources.		8
Project addresses RFP and community priorities.		7
SECTION TOTAL		30

Budget/Financial Feasibility	POINTS AWARDED	AVAILABLE POINTS
The proposed budget covers the total costs for the project and identifies the total funds committed to the project.		7
Budget is consistent with eligible, reasonable, and justified costs.		7
Current projects in the service provider's portfolio are fiscally healthy, no audit findings, no public reports of fiscal instability.		5
The service provider has developed a financial plan for sustaining services beyond the two-year contract term.		6
Other funding is available to offset costs not covered by City funding.		5
SECTION TOTAL		30

Organizational Capacity	POINTS AWARDED	AVAILABLE POINTS
The organization has experience successfully offering programs to and/or working with the qualifying populations or has partnered with an organization that has experience.		6
Program staff is experienced, staff turn-over is low, staff meet the standard requirements for like positions.		6
The project's management plan assures reasonable operation and maintenance of the project or program for the length of commitment.		7
The organization has an equity action plan and/or has taken steps to operationalize equity in their programs.		6
SECTION TOTAL		25

Project Readiness	POINTS AWARDED	AVAILABLE POINTS
Project timeline is well-developed and thoughtful. It defines major milestones and dates milestones can be completed.		7
The scope, budget and timeline of the project indicate that the applicant will meet performance goals and spend down benchmarks.		8
SECTION TOTAL		15