

CDBG-PS & ESG Scoring Criteria

For each category, reviewers will discuss and compare programs to each other. Programs that are considered superior should be ranked above those that are not in each category.

Community Need (0-50 Points)

Formula-Based Score (0-40 points)

Formula is based on the number of clients served relative to previously funded projects under Consolidated Plan goal **and** the number of other agencies seeking funding under that goal. The greater the number of clients served, the higher the score. The fewer agencies applying under that goal, the higher the score.

Reviewer Score (0-10 points)

Factors to consider the extent to which the proposed program is needed in the community include:

1. Are there other known similar programs in the community?
2. What is the actual number of people to be served?
 - a. This should be compared to the assessed demand for each type of services
3. What is the impact if the program were not funded?

Lake County Impact (0-50 Points)

Formula-Based Score (0-40 points)

Formula is based on the percentage of total clients served that are part of the Lake County entitlement area plus the difference between that percentage and the percentage of the grant to the budget. The greater the sum, the higher the score.

Example: 50% of the clients are from the Lake County entitlement area. The grant is 10% of the budget. Score would be based on $50 + (50 - 10) = 90$. 90 is worth 20 points (*see attached tables*).

Reviewer Score (0-10 points)

A reminder that Lake County is able to fund programs that serve Waukegan and North Chicago clients, but its emphasis will be placed on clients served in the Lake County entitlement area. Factors to consider include:

1. What is the direct impact on the residents of Lake County?
 - a. The total number of clients served should be considered
2. What is the indirect impact on the residents of Lake County?
 - a. How well does the program alleviate burdens on the larger community?

Proposed Outcomes (0-20 Points)

Formula-Based Score (0 or 10 points)

Applicants will receive 10 points if they attended the Outcomes Workshop.

Reviewer Score (0-10 points)

Outcomes should be client-based and focused, measurable, meaningful, specific, attainable, and identify a change in the clients' knowledge, attitudes, values, skills, behaviors, and/or condition. The strategies, mechanisms for measurement, target dates and rationale should also be clear and understandable. The long-term effects should reflect a general benefit to the community.

Factors to consider include:

1. Are the outcomes actually outcomes?
2. Are the outcomes reasonable?
3. Are the outcomes achievable?
4. Are the outcomes sustainable (ie, will the clients benefit long-term)?
5. What sort of follow-up is provided to clients?

Program Design (0-20 Points)

Factors to consider the quality of the program design include:

1. Does the program follow a proven model or industry standards?
2. Is the design reasonable?
3. To what extent (if possible) has the agency sought collaborative efforts, and how successful have they been?
4. What sort of systems are in place to assess success of a service or referral?

Staffing and Facilities (0-20 Points)**Formula-Based Score (0, 5 or 10 points)**

Applicants will receive 5 points each for: 1) being accessible to persons with disabilities; and 2) being within one mile of public transit.

Reviewer Score (0-10 points)

Factors to consider the appropriateness of staffing and facilities include:

1. How do the staff levels of experience and training compare to other programs?
2. Is the client-to-staff ratio reasonable for the type of program?
3. What is the rate of turnover?
4. How are volunteers utilized by the program?

Past Performance (0-50 Points)**Formula-Based Score (0-40 points)**

Formula is based on: 1) accomplishment of previous outcomes; and 2) serving the number of persons anticipated. The greater the percentage of the actual over anticipated, the higher the score.

Reviewer Score (0-10 points)

Factors to consider the past performance of a program/agency include:

1. Were previous outcomes met?
2. How has agency adapted to results of previous outcomes?
3. Has there been an increase in the number of people served by the program?
4. What is the program's staffing history?
5. If funded in the past, has the agency been a responsive grantee?

Fiscal Management (0-20 Points)**Formula-Based Score (0 or 10 points)**

Programs will receive 10 points if there are no findings in the audit.

Reviewer Score (0-10 points)

Factors to consider the fiscal management of a program/agency include:

1. Are there any unexplainable deficits?
2. Are there any large changes from year-to-year in any line item?
3. Is the ratio of administrative & fundraising costs to total expenses reasonable?

Sustainability (0-20 Points)**Formula-Based Score (0-10 points)**

Formula is based on the grant request as a percentage of the total budget. The lower the percentage, the higher the score.

Reviewer Score (0-10 points)

Factors to consider the sustainability of a program/agency include:

1. How long has the program been in existence?
2. How stable are the other funding sources that help run the program?
3. What is the agency's Board of Directors history?
4. Has the program sufficiently prepared to overcome obstacles?

Formula Details

Community Need

Formula is based on the number of clients served relative to previously funded projects under Consolidated Plan goal **and** the number of other agencies seeking funding under that goal. The greater the number of clients served, the higher the score. The fewer agencies applying under that goal, the higher the score.

Number of other programs applying under same goal	Points
0	10
1	8
2	6
3	4
4	2
5+	0

Total Clients Served*	Points
10,000+	10
9,000-9,999	8
8,000-8,999	6
7,000-7,999	4
6,000-6,999	2
<6,000	0

**Just an example...Each Consolidated Plan Goal has its own figures (see below)*

Sum of Above	Points
18-20	40
16-17	32
12-15	24
8-11	16
4-7	8
2-3	4
<2	0

Total Clients Served

The median number of clients served per project funded under the previous Consolidated Plan goals sets a baseline from which to measure new projects. The score is based on the number served relative to the previous median.

Goal	2.1	2.2	2.3	3.2.1	3.2.2	3.3.1	3.3.3	3.4.2
Median	298	46	122	16,201	2,522	372	264	44

Goal	2.1	2.2	2.3	3.2.1	3.2.2	3.3.1	3.3.3	3.4.2
10 pts (120% Median)	358	55	146	19,441	3,026	446	317	53
8 pts (100% Median)	298	46	122	16,201	2,522	372	264	44
6 pts (80% Median)	238	37	98	12,961	2,018	298	211	35
4 pts (60% Median)	179	28	73	9,721	1,513	223	158	26
2 pts (40% Median)	119	18	49	6,480	1,009	149	106	18

Lake County Impact

Formula is based on the percentage of total clients served that are in the Lake County entitlement area plus the difference between that percentage and the percentage of the grant to the budget. The greater the sum, the higher the score.

Sum	Points
180+	40
162-180	36
144-161	32
126-143	28
108-125	24
90-107	20
72-89	16
54-71	12
36-53	8
18-35	4
<18	0

Past Performance

Formula is based on: 1) accomplishment of previous outcomes; and 2) serving the number of persons anticipated. The sum of those scores is multiplied by two. The greater the percentage of the actual over anticipated, the higher the score.

Achieved outcome from previous year	Points
100%	10
90-99	9
80-89	8
70-79	7
60-69	6
50-59	5
40-49	4
30-39	3
20-29	2
10-19	1
<10	0

Served number of clients predicted	Points
100%	10
90-99	9
80-89	8
70-79	7
60-69	6
50-59	5
40-49	4
30-39	3
20-29	2
10-19	1
<10	0

Sum	Points
20	40
19	38
18	36
17	34
16	32
15	30
14	28
13	26
12	24
11	22
10	20
9	18
8	16
7	14
6	12
5	10
4	8
3	6
2	4
1	2
0	0

Sustainability

Formula is based on the grant request as a percentage of the total budget. The lower the percentage, the higher the score.

Grant request as % of total budget	Points
<5%	10
5-8	9
9-12	8
13-16	7
17-20	6
21-24	5
25-28	4
29-32	3
33-36	2
>36	1