

ATTACHMENT C
RFGA#: JFS-R-1415-17-8069
Technical Application Score Sheet

PHASE I: Initial Qualifying Criteria

Applicant Name: _____

The application must meet all of the following Phase I application acceptance criteria in order to be considered for further evaluation. Any application receiving a “no” response to any of the following qualifying criteria **shall be disqualified from consideration.**

ITEM	APPLICATION ACCEPTANCE CRITERIA	RFP Section Reference	YES	NO
1	Was the applicant’s application received by the deadline as specified in the RFGA?	1.6 & 5.1		
2	Did the applicant submit an application comprised of a Technical Application and a Project Budget with six (6) paper copies (one signed original and five copies) <u>and</u> one CD-ROM copy of the <u>complete application</u> ?	5.1		
3	Does the application include all required affirmative statements and certifications, signed by the applicant’s responsible representative, as described in Attachment A to the RFGA?	5.2		
4	Included in those certifications, does the applicant state that it is not excluded from entering into an agreement with ODJFS, due to restrictions related to the federal debarment list, unfair labor findings, or R.C. § 9.24?	4.12 & 5.1 Attachment A, Section I		
5	Does the ODJFS review of the Auditor of State website verify that the applicant is not excluded from contracting with ODJFS by R.C. § 9.24 for an unresolved finding for recovery?	4.12		
6	Has the applicant included a copy of the applicant organization’s current and valid non-profit Federal 501(c)3 tax status determination letter from the Internal Revenue Service (IRS) in order to be eligible for consideration for funding under this project?	2.1 A		
7	Has the applicant provided a written statement stating that the organization is a community based, non-profit entity that does not provide direct child care services (<i>i.e.</i> , child care programs)	2.1 B		
8	Has the applicant provided a written statement that the organization has three years experience delivering: <ol style="list-style-type: none"> 1. Technical assistance and training to all types of early care and education providers; 2. Parent referral services; and 3. Leadership at the community level regarding the promotion of early care and education? 	2.1 C		
9	Has the applicant provided the organization’s latest audit or submitted the last annual financial report, if an audit has not been required?	2.1 D		
10	Did the review team (in its initial/cursory review of the applicant’s application) determine that the application was free of trade secret/proprietary, and sensitive personal information (such as home addresses and social security numbers) as specified/restricted in the RFGA? (to be confirmed later)	4.4, 5.2 B		

PHASE II: Criteria for Scoring of Technical Application

Qualifying technical applications will be collectively scored by the Application Review Team (ART) appointed by ODJFS, Office of Family Assistance (OFA) – Bureau of Child Care and Development (BCCD). For each of the evaluation criteria given in the following score sheet, reviewers will collectively judge whether the technical application 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 Requirement

A technical application’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 application. Technical applications which do not meet or exceed a total score of at least **1140 points** (a score which represents that it “meets” all the evaluation criteria) out of a maximum of **1500 points**, will be disqualified from further consideration, and its project budget will neither be opened nor

considered. Only those applicants whose proposals meet or exceed the minimum required technical points will advance to PHASE III of the technical application score sheet.

ITEM #	EVALUATION CRITERIA	RFGA SEC. REF.	Weighting	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
APPLICANT QUALIFICATIONS							
ORGANIZATIONAL EXPERIENCE & CAPABILITIES							
1	The applicant has demonstrated three (3) years of successful delivery of technical assistance and training with providers, families and community stakeholders.	2.2 A, 1.	3				
2	The applicant's description of its organizational structure, facilities, fiscal controls and other resources indicates it has the capacity to perform the scope of work.	2.2 A, 2.	2				
3	The applicant has described their organization's experience in seeking out and collaborating with early care and education partners in ways that meet the goals of this project.	2.2 A, 3.	3				
4	The applicant has included a description showing the organization has experience implementing services to families and in particular providing families with information on the availability and quality of early care and education options.	2.2 A, 4.	5				
5	The applicant has included a description showing the organization is accessible and responsive to all families, cultural and ethnic groups and early care and education providers in all counties of the service delivery area.	2.2 A, 5.	5				
KEY STAFF EXPERIENCE & CAPABILITIES							
6	The applicant has identified and assigned an Executive Director/Project Manager who is a paid employee with, at minimum, an Associate's Degree and at least three (3) years experience working with programs serving families and children. The applicant must also provide documentation that clearly illustrate that no less than fifty percent (50) of the Executive Director's/Project Manager's work hours will be dedicated to the ODJFS project exclusively.	2.2 B, 1.	5				
7	The applicant has described how, or to what degree, their staffs members possess expertise regarding developmentally appropriate practices and high quality early care and education, technical assistance strategies and the delivery of professional development for adults.	2.2 B, 2.	4				
8	The applicant has identified the organization's fiscal manager and demonstrated that this individual has the expertise and education appropriate for the work described in this RFGA.	2.2 B, 3.	4				
9	The applicant has identified the organization's data manager and demonstrated that this individual has the expertise and education appropriate for the work described in this RFGA.	2.3 B, 4.	4				
10	The applicant has identified staff that will be responsible for training and technical assistance to: a) Administrators, infant, toddler, preschool & school-age staff; b) Infant & toddler professionals; c) Preschool professionals; & d) School-age professional staff, and demonstrated that they have the expertise and education appropriate for the work described in this RFGA.	2.3 B, 5.	4				
11	The applicant has filled out Appendix C, Staffing Experience and capabilities, providing information as directed on staff positions and qualifications for staff that would be assigned to the ODJFS project. In addition, the applicant included either resumes, or, for any positions not currently filled, copies of position descriptions specifying the minimum qualifications that would be used to fill them. These key positions include, at minimum, the Executive Director/Project Manager (who must be specifically named in the applicant application), the fiscal manager, data manager, staff member responsible for parent services and the staff member responsible for provider services.	2.2 B,	4				
SCOPE OF PROJECT WORK							
PROJECT DESIGN AND PROPOSED WORK PLAN NARRATIVE							
Provider Services							
ITEM #	EVALUATION CRITERIA	RFGA SEC. REF.	Weighting	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
12	The applicant's narrative includes a work plan that describes how it will	3.2 A, 1.	5				

	achieve the goal for increased knowledge and implementation of early Care and Education (ECE) based on a needs assessment as specified in the RFGA.						
ITEM #	EVALUATION CRITERIA	RFGA SEC. REF.	Weighting	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
13	The plan addresses the project outcome of high quality professional development, technical assistance, and resource availability to providers that are supported by the Core knowledge and Competencies (CKC), the Birth to Kindergarten entry child standards and the Step Up to Quality (SUTQ) standards for provider services as specified in the RFGA.	3.2 A, 1. a.	5				
14	The plan addresses the work plan indicators as specified in the RFGA will be achieved.	3.2 A, 1. b.	4				
15	The applicant has submitted a plan to achieve the quality assurance measure(s) and to document quarterly reporting to the OCCRRA as specified in the RFGA	3.2 A, 1. c.	4				
16	The applicant's narrative includes a work plan that describes how it will achieve the goal to increase the supply of and demand for high quality Early Care Education (ECE) services as specified in the RFGA.	3.2 A, 2.	5				
17	The plan addresses the project outcome to assess the number of SUTQ providers that are currently in the service delivery area and the number of ECE programs that are not yet participating in SUTQ as specified in the RFGA.	3.2 A, 2. a.	4				
18	The plan addresses the work plan indicators as specified in the RFGA will be achieved.	3.2 A, 2. a.1.	4				
19	The applicant has submitted a plan to achieve the quality assurance measure(s) and to document them for quarterly reporting to OCCRRA as specified in the RFGA	3.2 A, 2. a.2.	4				
Family Services							
20	The applicant's narrative includes a work plan that describes how it will achieve the goal for increased knowledge of early care and education as specified in the RFGA.	3.2 B, 1.	5				
21	The plan addresses the project outcome of how it would achieve high quality professional development, technical assistance, and resource availability to providers that are supported by the Core knowledge and Competencies (CKC), the Birth to Kindergarten entry child standards and the Step Up to Quality (SUTQ) standards for family services as specified in the RFGA.	3.2 B, 1. a.	5				
22	The plan addresses the work plan indicators as specified in the RFGA will be achieved.	3.2 B, 1. a. 1.	4				
23	The applicant has submitted a plan to achieve the quality assurance measure(s) for quarterly reporting to the OCCRRA as specified in the RFGA.	3.2 B, 1. a. 2.	4				
24	The applicant's narrative includes a work plan that describes how it will achieve the goal for increased demand for high quality early care and education as specified in the RFGA.	3.2 B, 2.	5				
25	The plan addresses the project outcome of how it would assist families with early care and education services and how these will be accessible to all families in all counties of the SDA as specified in the RFGA.	3.2 B, 2. a.	5				
26	The plan addresses the work plan indicators as specified in the RFGA will be achieved.	3.2 B, 2. a. 1.	4				
27	The applicant has submitted a plan to achieve the quality assurance measure(s) and to document quarterly report of the number or percent of families within each SDA connected to quality early care and education services as a result of the enhanced consultation by eligibility parameters as specified in the RFGA.	3.2 B, 2. a. 2.	4				
Community Services							
28	The applicant's narrative includes a work plan that describes how it will achieve the goal for increased knowledge and implementation of early care and education as specified in the RFGA.	3.2 C, 1.	5				
29	The plan addresses the project outcome activities and how these activities will be accessible to all counties in the SDA as specified in the RFGA.	3.2 C, 1. a.	5				
30	The plan addresses the work plan indicators as specified in the RFGA will be achieved.	3.2 C, 1. a. 1.	4				
31	The applicant has submitted a plan to achieve the quality assurance measure(s) and to document a quarterly report to OCCRRA documenting the number of data requests filled; the number of presentations given; list of workgroups with hours of participation, purpose and actions taken and/or accomplishments; number of	3.2 C, 1. a. 2.	4				

	employer contacted/served. OCCRRA will provide data to ODJFS, for each SDA, based on these quarterly reports as specified in the RFGA.						
ITEM #	EVALUATION CRITERIA	RFGA SEC. REF.	Weighting	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
32	The applicant's narrative includes a work plan that describes how it will achieve the goal for increased supply and demand of early care and education as specified in the RFGA.	3.2 C, 2.	5				
33	The plan addresses the project outcome of increased numbers of high quality early care and education opportunities as specified in the RFGA.	3.2 C, 2. a.	5				
34	The plan addresses the work plan indicators as specified in the RFGA will be achieved.	3.2 C, 2. a.1.	4				
35	The applicant has submitted a plan to achieve the quality assurance measure(s) and to document a summary of systems building progress which includes goals for future quarters as specified in the RFGA.	3.2 C, 2. a. 2.	4				
Column Subtotal of "Partially Meets" points							
Column Subtotal of "Meets" points							
Column Subtotal of "Exceeds" points							
GRAND TOTAL SCORE:							

Based upon the Grand Total Technical Score earned, does the applicant's application proceed to the Phase III evaluation of its Project Budget? (Applicant's Grand Total Technical Score must be at least 1140 points.)

Yes _____

No _____

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