

City of Lodi – CDBG Application Rating Tool (2020-21)

Applicant:

Proposed Project:

Total Points Earned: out of 127 points

Scorer Name:

Instructions for Lodi Improvement Committee

Score all metrics, except “Staff Only” highlighted metrics on the final page. Staff will add its score to LIC members’ scores for a total score. Questions marked “RD” may be scored per the Reviewer’s Discretion.

#	Score	Proposed Project Meets National Objectives and Consolidate Plan Goals
3c		<p>The activity description is complete:</p> <p>3: Activity description clearly explains the program/project.</p> <p>1: Activity description is missing some information, but missing information is not critical to understanding the program/project.</p> <p>0: Activity description is missing key information.</p>
5		<p>The activity meets one of the three national Objectives:</p> <p>3: Activity principally benefits low- and moderate- income persons.</p> <p>1: Activity prevents or eliminates blight or slum.</p> <p>NA: Activity addresses an urgent need or problem in the community.</p>
6a		<p>The activity meets one of the City’s 2019-23 Consolidated Plan goals:</p> <p>4: Yes, meets higher priority goal.</p> <p>2: Yes, meets lower priority goal.</p> <p>0: No.</p> <p>__List the goal(s) that it meets here: _____</p>
6b		<p>How closely does the program or project address the goal(s)?</p> <p>5: Project/program clearly and directly addresses goal(s).</p> <p>3: Project/program mostly addresses goal(s).</p> <p>0: Project/program does not address goal(s).</p>
RD		<p>What level of priority does this goal have during the 2020-21 program year?</p> <p>5: High Priority (e.g. urgent need, project won’t be available next year).</p> <p>3: Regular priority.</p> <p>1: Low priority (e.g. goal already met by other previous year projects).</p>
Total		out of 20

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#	Score	Serving Priority Populations and Needs
7c		<p>Activity will serve how many of the following targeted priority populations:</p> <p>5: Two of the targeted priority populations. 3: One of the targeted priority populations. 0: None of the targeted priority populations.</p>
7d		<p>Activity will primarily serve the target priority populations selected above:</p> <p>5: More than 95% of population served will be priority population. 3: Between 75% to 94% of population served will be priority population. 0: Less than 75% of population served will be priority population.</p>
7e		<p>How effective will the project be in reaching targeted populations?</p> <p>5: Very effective. 2: Effective. 0: Not effective.</p>
8a & 8b		<p>Activity will serve how many of the following priority need(s):</p> <p>5: Two of the targeted priority needs. 3: One of the targeted priority needs. 0: None of the targeted priority needs.</p>
9a		<p>How much of an impact will the project have in addressing the priority need?</p> <p>5: Strong impact. 2: Regular impact. 0: Small impact.</p>
9b		<p>How clear is the applicant’s method of measuring their project’s impact?</p> <p>5: Applicant provided a clear method for measuring impact. 3: Applicant provided a method for measuring impact that partially outlines the impact. 1: Applicant provided a method for measuring impact that has a poor correlation to the need.</p>
10		<p>Activity’s Potential benefit to the City of Lodi:</p> <p>1-5: Activity’s benefit to the community as a whole. 0: No benefit to Lodi.</p>
Total		out of 35

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#	Score	Readiness to Proceed During Program Year
11a		<p>Are all predevelopment steps complete?</p> <p>5: All predevelopment steps that are necessary have been completed.</p> <p>3: Some predevelopment steps have been completed, with all the steps likely to be completed by July 1, 2020.</p> <p>1: Predevelopment steps are in process but unlikely to be completed by July 1, 2020.</p> <p>0: Predevelopment has not been adequately considered.</p>
11a		<p>Does the project align with the 2020-21 CDBG program year?</p> <p>5: Project will begin after July 1, 2020 and end on or before June 30, 2021.</p> <p>3: Project will begin after July 1, 2020 and end on or before December 30, 2021.</p> <p>0: Project will be completed on or after January 1, 2021.</p>
11a & 11b		<p>How realistic is the project's timeline?</p> <p>5: Project timeline is realistic, with systems in place to address potential delays.</p> <p>2: Project timeline is realistic, but will limited systems in place to address potential delays.</p> <p>0: Project timeline is unrealistic.</p>
Total		out of 15

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#	Score	Activity Management, Implementation, and Community Building
16a		How much experience does the organization have in managing the proposed program/project or similar projects and/or programs?
		<p>5: Has more than 10 years of experience managing the proposed programs/project.</p> <p>2: Has two to nine years of experience managing the proposed or similar programs/project.</p> <p>0: Has 0 to one years of experience managing the proposed or similar programs/project.</p>
16b		Has the organization taken steps to address past challenges to implementing past projects?
		<p>5: Organization has taken all steps and has addressed previous challenges.</p> <p>0: Organization has not addressed all previous challenges.</p>
17		How much experience does the organization have in managing federal/state grants?
		<p>5: Has more than three years of experience managing CDBG grants.</p> <p>2: Has more than three years of experience managing other non-CDBG grants.</p> <p>0: Has less than three years of experience managing grants.</p>
18a & 18b		Does the organization have sufficient staff to support their project/program?
		<p>4: Has the appropriate staff readily available to support the project/program.</p> <p>2: Anticipates hiring more staff to complete the project.</p> <p>0: Does not have sufficient staff and does not anticipate hiring more staff.</p>
20a & 20b		Is the organization partnering or working with any other local agencies?
		<p>5: Has a reference from a partner agency and is working together with a local organization.</p> <p>3: Is working with a local organization but did not provide a reference.</p> <p>0: Is not working with any other local organizations.</p>
21-22		Are any there any funding commitments that could prohibit the project from following the timeline?
		<p>3: Project will be completed fully without needing further funding commitment from another source.</p> <p>2: Project is likely to be fully completed but depends on funding commitments from other organizations/source.</p> <p>0: Project may not be fully completed.</p>
23		Does the program/project budget and funding explanation show sufficient resources to support the project/program?
		<p>5-10: The financial statement shows sufficient resources to support the project/program.</p> <p>1-4: The financial statement raises concerns for the organization's long-term stability to implement the program/project.</p> <p>0: The financial statement indicates significant problems with expenditures or oversight.</p>
23		Does the budget clearly identify the costs/expenses that CDBG funds will cover?
		<p>5: Budget clearly identifies CDBG covered costs/expenses.</p> <p>0: Budget has missing information on what costs/expenses will be covered by the grant.</p>
Total		out of 42

LIC Total	LIC Subtotal: Points _____ out of 112
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Instructions for City of Lodi Staff

Determine the following and answer as either Yes or No:

#	Y / N	Requirement Criteria
		Activity is eligible under CDBG.
5		Activity meets one National Objective .
14		For public services, the service is new or an expansion of existing service.
		Applicant submitted a complete application (all questions filled out and attachments).
		Applicant meets all the threshold criteria above. If so, continue scoring.

Score these metrics, then add the Staff Total to the LIC Total for a Grand Total.

#	Staff Score	Experience and Past Performance
24a		<p>In the past 5 years, the applicant:</p> <p>5: Expended funds according to their schedule in their contract and within program year.</p> <p>3: Expended funds up to six months beyond the program year.</p> <p>0: Has unexpended funds that are more than 18 months old.</p> <p><i>Note: Applicants who have not received City grants in the past 5 years are awarded all 5 points.</i></p>
24b		<p>In the past 5 years, the applicant:</p> <p>5: Turned in all required reports fully completed and on time.</p> <p>3: Reports not fully completed or not on time; however, made an effort to improve reporting performance and exhibited a significant improvement.</p> <p>0: Turned in required reports uncompleted or late and showed little improvement in reporting compliance.</p> <p><i>Note: Applicants who have not received City grants in the past 5 years are awarded all 3 points.</i></p>
24c		<p>In the past 5 years, the applicant:</p> <p>5: Sufficiently completed all activities in their scope of services.</p> <p>3: Completed most of the activities in their scope of services.</p> <p>0: Exhibited serious issues in adhering to their scope of services.</p> <p><i>Note: Applicants who have not received City grants in the past 5 years are awarded all 2 points.</i></p>
Staff Total		Staff Subtotal: Points _____ out of 15 (staff only)

Grand Total		Grand Total Points: _____ out of 127 (staff only)
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