



Better Places, Better Lives



PY24 CDBG Application Scoring Criteria

Evaluate the following:	Scoring Criteria	Maximum Score Possible
1. Did a representative from the applicant organization attend any outreach events including open houses, orientations, live streams, or one-on-one meetings with CDBG staff from the Redevelopment Authority?	Yes – 5 No – 0	5
2. What needs or issues identified in Cumberland County’s most recent Consolidated Plan are addressed by the proposed activity?	Identified need(s)/populations are high priority – 10 Identified need(s) are medium priority – 5 Identified need(s) are low priority – 1 No need identified - 0	10
3. Did the applicant provide a detailed and clear explanation of how the project fits into the new program year’s allocations i.e. being a new activity, a continuation of an existing CDBG activity, the continuation of an existing non-CDBG activity, or a continuation of phased improvements?	<input type="checkbox"/> Clear explanation and plan for activity - 10 <input type="checkbox"/> Slightly unclear explanation and little specificity in plan for activity – 5 <input type="checkbox"/> No explanation or plan for activity – 0	10
4. Applicant is to provide a detailed description of its proposed activity. The narrative should include the work to be performed, the activities to be undertaken or the services to be provided, and the goals and objectives of the	Based on the description of the activity, do you understand what the applicant is proposing to do? From that description and the method of approach, can the activity be successful? Does the timeline/schedule	

activity and the method of approach. <i>(Look for specific information about the days/times of the services and the frequency and duration of services received by the average client or participation. A timeline/schedule including activity start date and completion date was submitted with the application.)</i>	make sense? Given the frequency and duration of services provided and the expected number of clients to be served, does the activity offer a good value for the County's investment in the activity? Does the activity duplicate services available elsewhere to the same client base? <i>(See Item 4 Worksheet for specific scoring suggestions.)</i>	30
5. HUD Grantees and subrecipients are required to report measurable outcomes for all activities funded. What are the proposed outcomes of the activity and how will the applicant measure them?	Outcomes/measurements well defined – 10 Outcomes/measurements moderately well defined – 5 Outcomes/measurements poorly defined – 1 Outcomes/measurements not defined – 0	10
6. How well does the applicant address Title VI and other civil rights requirements?	Award one point for each 'YES' in civil rights questions.	5
7. The applicant provided a detailed description of their experience administering previous Federal, state, local, and/or private grants, including staff and delineation of responsibilities, timelines, outcomes, and procedures.	Very detailed experience – 10 Some details inexperience – 5 Very little details in experience – 3 No details in experience – 0	10
8. Is CDBG the primary source of cash funding for the proposed activity?	Yes – 0 No - 5	5
9. How does the applicant leverage resources by coordinating your services with other community organizations?	Coordinates services with multiple named agencies – 5 Coordinates services with one named agency – 4 Coordinates services with one or more unnamed agency – 3 Networks with other named agencies – 2 Networks with other unnamed agencies – 1 Applicant operates in a vacuum - 0	5
10. After reviewing the activity application, taking into account activity goals and objectives, agency capacity and project value, should the County use CDBG grant monies to fund the activity?	Yes – 10 No - 0	10
TOTAL POINTS POSSIBLE		100

ITEM 4 WORKSHEET – Use the questions on this page to assign a point value to Item 4 on page 1 of the Application Scoring Criteria. All of the items on this page are based on a sliding scale of 0 to the maximum points listed in the column on the right.	
8. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives of the activity, and the method of approach. <i>(Be specific about the days/times of services and the frequency and duration of services received by the average client or participant.)</i>	Maximum Score Possible
Based on the description of the activity, do you understand what the applicant is proposing to do?	8
Given the frequency of and duration of services provided and the expected number of clients to be served, does the activity offer a good value for the County’s investment in the activity?	8
Based on the information provided in the Question 7 narrative, has the applicant been specific about the days/times of services and the frequency and duration of services received by the average client or participation?	2
Is the timeline/schedule realistic?	2
Based on your reading of the proposed outcomes/measurements and methods to collect demographic information, does the applicant have the organizational capacity to comply with applicable Federal reporting and documentation requirements?	5
Based on your reading of the activity description and the applicant’s experience administering grants, can the activity be successful?	5
TOTAL <i>(Transfer to Item 4 on page 1)</i>	30