



Claudelle Rose

Budget and Grants Coordinator
Engineering and Building Services
City of Oakland Park
3650 NE 12th Avenue
Oakland Park, FL 33334

RE: CDBG Non-Profit Rankings

Dear Ms. Rose,

We have completed the agreed upon scope of work by reviewing the two (2) grant applications for the Community Development Grant Project (CDGP). We are appreciative of this opportunity. The scoring procedure is appended to this letter as Attachment 1. Both applicants were markedly close in their rankings. Light of the World would improve by better quantifying their objectives and setting numeric targets.

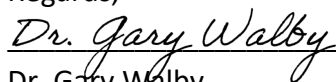
It appears the scoring criteria altered a bit from the previous year. We would be happy to maintain our support in this capacity and would suggest that changes be forwarded so CSI can update the scoring criteria to match the submissions more closely with sufficient time to make these changes. Given the limited time for completion we used the scoring criteria from the previous year and feel this is adequate for the task.

Attached is the spreadsheet with the three reviewer scores, average score, and other information. The total possible score in our process was 21 points. The two applications scored as follows from highest to lowest:

1. Women in Distress: 19.75
2. Light of the World Clinic: 18.83

Both programs are worthy. We truly believe all three deserve funding if possible. Overall, these are remarkable projects and their operation in Oakland Park and surrounding areas is a true benefit. It was a pleasure to review the proposals, please contact us with any questions, and we thank you for this opportunity.

Regards,



Dr. Gary Walby

Founder/Director, Complex Systems Innovations

Organization Name	Rater	Org.	Project	Scope of	Target	Cost/Person Served			Evaluation	Experience	Leverage	Total	Ranking
		Description	Objectives	Services	Population	Requested \$	Number to Serve	Cost/Person	1-4	0-3	Funds	0-21	
		0-3	0-4	0-4	0-2						0-1	0-21	
Light of the World Clinic	1	3	2.75	3.5	2	\$ 15,000.00	200	\$ 75.00	3.25	3	1	18.5	2
	2	3	2.5	4	2	\$ 15,000.00	200	\$ 75.00	3.75	3	1	19.25	
	3	3	2.75	3.5	2	\$ 15,000.00	200	\$ 75.00	3.5	3	1	18.75	
	Average	3.00	2.67	3.67	2.00				3.50	3.00		18.83	
Women in Distress	1	3	3.75	4	1.75	\$ 15,000.00	40	\$ 375.00	3.25	3	1	19.75	1
	2	3	3.5	4	2	\$ 15,000.00	40	\$ 375.00	3	3	1	19.5	
	3	3	3.75	4	2	\$ 15,000.00	40	\$ 375.00	3.25	3	1	20	
	Average	3.00	3.67	4.00	1.92	\$ -			3.17	3.00		19.75	

Attachment 1: Oakland Park Grant Application Scoring Procedure

Scoring Procedure: The procedure was developed based on initial review of applications and incorporation of past grant reviewing experiences.

Reviewers: Three reviewers independently rated each proposal. Faustine Judd, MA, was asked to tally and score the spreadsheet used to generate the rankings and the report.

- Gary Walby, Ph.D., M.S.P.H, M.S., has over 25 years of grant experience, has reviewed grants for multiple agencies and foundations, and has written over 60 grants with an 83% funding success.
- Joy Kelleher, LCSW, has 15 years of grant experience, has reviewed grants for other organizations, and has assisted in writing and managing grants.
- Faustine Judd, MA, has 4 years of grant experience and has helped to develop grant proposals.

Rating Category 1: Description of Organization

A strong response will include the following:

- Sufficient description to demonstrate need for the funds requested (mandatory).
- Addresses mission/vision, preferably in relation to funds requested (not needing to use terms mission/vision or to copy in verbatim).
- Discussion of past successes, projects and experience.
- Quality board of directors that appear reasonable to the purpose of the organization.
- Description is sufficient to understand depth and breadth of work of the organization.
- Demonstrates organizational capacity, longevity and sustainability.
- Note: If the application is made exclusively to meet matching fund requirements, weigh the information provided in light of having clear objectives and scope of services.

Assign: 0 to 3 points

Rating Category 2: Project Objectives

A strong response will include the following:

- Clear, demonstrable, and measurable project objectives. Key criteria.
- How well objectives are linked with need and organizational purpose from Description of Organization section.
- Are objectives reasonable to the amount requested, considering the amount in relation to other dollars and the total budget of the organization for meeting its objectives?
- Are the financials provided, in general, sufficient that there is minimal or no concern that the organization will be able to meet its objectives. This criterion is important if the objectives are beyond the dollars requested or that they are to be used primarily as match dollars for Federal or other funds.

Assign: 0 to 4 points

Attachment 1: Oakland Park Grant Application Scoring Description

Rating Category 3: Scope of Services

A strong response will address the following:

- Is the scope of services congruent with the project objectives?
- Is the scope of services sufficient to meet the project objectives?
- How well is the scope of services consistent with the evaluation section?
- Is the scope of services coherent with the organizational description?

Assign: 0 to 4 points

Rating Category 4: Target Population

Consider the following:

- Is the target population adequately described, in effect limiting the dollars to a specific, defined, and 'in need' population?
- Is the target population consistent with the agency description and objectives?
- How many are to be served? Sufficient to funds requested and services identified?
- What is the cost per person to be served? Lower cost per person is better but this is considered within the program described, services provided and objectives identified. Consider these criteria if the reviewer is unsure whether to rate the population.

Assign: 0 to 2 points

Rating Category 5: Evaluation

Consider the following:

- Is the evaluation described in sufficient detail that the reviewer can envision what would be reported?
- Is there any mention of how evaluation results will be reported and how often?
- Are evaluation outcomes measurable?
- Are methods of data collection and analysis provided, and are they appropriate to identified outcomes?

Assign: 0 to 4 points

Rating Category 6: Grant Management Experience in Last Two Years

The number of previous grants implies grant management capacity, organizational sustainability, and visibility in the community.

Assign Points as follows:

- 0-2 grants = 0 points
- 3-5 grants = 1 point
- 6-9 grants = 2 points
- 10+ grants = 3 points

Possible total points = 20. Reviewers agreed that they could assign half or quarter points (e.g. 2.25, 2.5 or 2.75) if they are unable to decide between two whole numbers and to maximize variance.