

Human Services Commission

FY 2022-2023 Funding Process

Agenda

1. Calendar of Events
2. Administrative
3. Human Services Staff Evaluation
4. Evaluation Tool and Evaluation Guidelines
 - a) CDBG Funds
 - b) Scottsdale Cares
 - c) General Funds
 - d) Endowment Funds
5. SharePoint Website
6. Tutorial on Navigating PDF Documents

Funding Process

Key Dates

- ❑ Proposals were due November 5, 2021.
- ❑ Responses to Human Services Staff Evaluation were due December 17, 2021.
- ❑ CDBG, and General Funds video presentations with Commissioners Q&A (Applicants will be available) will be viewed on Tuesday, February 10, 2022.
- ❑ Scottsdale Cares and Endowment video presentations with Commissions Q&A (applicants will be available) will be viewed on Thursday, February 24, 2022.
- ❑ Funding Scoring Sheet Submissions – due to CAO by 4:00 p.m. on Wednesday March 3, 2021 (no meeting).
- ❑ Work Study: Funding Review will be held on Thursday, March 10, 2022
Informal funding recommendations shall be made.
- ❑ Formal recommendations to City Council will be established on Thursday, March 26, 2021.
- ❑ City Council votes on approval of CDBG and HOME funding tentatively on May 3, 2022.
- ❑ City Council votes on approval of Scottsdale Cares, General Funds and Endowment Funds tentatively on June 7, 2022.

Administrative

- ❑ Each agency will be limited to submitting 1 electronic proposal per funding source.
 - Will be verified through the agency's Tax ID Number.
- ❑ Scottsdale Cares agencies will not receive more than 15% of the total funding amount available.
- ❑ General Fund agencies will not receive more than 20% of the total funding amount available.

Administrative (Scoring)

- ❑ Any Agency failing to submit a video presentation or does not virtually attend the Commissioner's Q&A session will receive 0 points for presentation.
- ❑ Any Agency failing to respond to the Human Services Staff Evaluation or submitted their response after the December deadline received a 10 point reduction.
- ❑ Any Agency that fails to submit a video presentation, does not virtually attend the Commissioner's Q&A session and did not submit a response to the Human Services Staff Evaluation will be disqualified from the funding process.

Human Services Staff Evaluation

- ❑ Proposals have been reviewed by City Staff to determine general eligibility and completion.
- ❑ Staff has analyzed the content of each application and compiled clarifying inquiries, if warranted.
- ❑ Finalized Staff Evaluations were emailed to each agency.
 - Responses were required by **December 17, 2021**.
 - Responses are included in the funding proposal documents prepared for the review and scoring.

Evaluation Tool

- ❑ Scoring for all sections of the Evaluation Tool have been simplified
- ❑ Refer to Evaluation Tool as you score the proposals
- ❑ Section 6: Demonstrated Capacity will be evaluated and scored by City staff



2021/2022 Agency Proposal Evaluation Tool CDBG, Scottsdale Cares, and General Funds

Organization Name: _____ «Agency_Name»
 Program/Project Name: _____ «Program_Name»
 Reviewed By: _____

Scoring 0-3: 3 = Exceeds; 2 = Meets; 1 = Needs Improvement; 0 = Does Not Meet

Please circle your score for each section; it should not exceed the Total Possible Points for that section.

	Possible Score
Section 1: Program Description (15 POINTS POSSIBLE)	
The service has been clearly defined.	0, 1, 2, 3
The program aligns with the needs of the individuals being served.	0, 1, 2, 3
The proposal identifies the desired benefits for the participants.	0, 1, 2, 3
The location of the service is close to the people being served.	0, 1, 2, 3
The program clearly substantiates partnerships or collaborations.	0, 1, 2, 3
TOTAL SCORE (Section 1: Program Description)	
Section 2: Community Need (6 POINTS POSSIBLE)	
The proposal clearly describes why these services are needed.	0, 1, 2, 3
The proposal cites data or research in support of the documented need.	0, 1, 2, 3
TOTAL SCORE (Section 2: Community Need)	
Section 3: Population Served (9 POINTS POSSIBLE)	
The proposal clearly describes the specific target population.	0, 1, 2, 3
Methodology for determining client eligibility is described adequately.	0, 1, 2, 3
Methodology for determining number of Scottsdale residents served is described adequately.	0, 1, 2, 3
TOTAL SCORE (Section 3: Population Served)	
Section 4: Program Outcome Measurement (12 POINTS POSSIBLE)	
Outcomes are meaningful, client focused, and related to the service.	0, 1, 2, 3
Indicators are time oriented.	0, 1, 2, 3
Indicators are client-focused and are appropriate to the associated outcomes.	0, 1, 2, 3
The documentation of the services provided relates to the outcomes and indicators.	0, 1, 2, 3
TOTAL SCORE (Section 4: Program Outcome Measurement)	

SECTION 1: PROGRAM DESCRIPTION

The service has been clearly defined:

Determine if proposal clearly defines the service(s).

WHERE TO FIND THIS INFORMATION IN THE PROPOSAL: PROGRAM RELATED INFORMATION, PAGE 1.

The program aligns with the needs of the individuals being served:

Determine if the program addresses the needs of the target population.

WHERE TO FIND THIS INFORMATION IN THE PROPOSAL: PROGRAM RELATED INFORMATION, PAGES 1 & 2.

The proposal identifies the desired benefits for the participants:

Determine if the proposal clearly identifies the desired benefits of the target population.

WHERE TO FIND THIS INFORMATION IN THE PROPOSAL: PROGRAM RELATED INFORMATION, PAGE 1; SCOPE OR WORK, PAGE 2.

The location of the service is close to the people being served:

Determine if the proposal identifies the location where people will be served.

WHERE TO FIND THIS INFORMATION IN THE PROPOSAL: SCOPE OF WORK, PAGE 1.

The program clearly substantiates partnerships or collaborations:

Determine if the proposal clearly identifies partnerships or collaborations.

WHERE TO FIND THIS INFORMATION IN THE PROPOSAL: PROGRAM RELATED INFORMATION, PAGE 2.

Evaluation Tool Guidelines

- ☐ Identifies criteria for scoring sections of the proposals
- ☐ Distinguishes where information can be referenced in the proposal

CDBG Funds

❑ National Objectives

❑ Projects must meet one of the following:

- Primary Benefit to Low- and Moderate-Income Persons
- Prevention or Removal of Slum and Blight
- Mitigation or Elimination of a Certified Emergency Condition (e.g., major catastrophes or emergencies such as floods and earthquakes).

CDBG Funds

Types of Eligible Projects

- ☐ Acquisition of Real Property
- ☐ Disposition (disposal of real property)
- ☐ Historic Preservation
- ☐ Housing Rehabilitation
- ☐ Housing Services
- ☐ Lead Based Paint Hazard Removal
- ☐ New Housing Construction
- ☐ Program Administration Costs (generally reserved for the City exclusively)
- ☐ Public Facilities and Improvements
- ☐ Public Services
- ☐ Relocation
- ☐ Removal of Architectural Barriers

CDBG Funds

Significant Regulatory Concerns

- ☐ Environmental Reviews
- ☐ Davis-Bacon Wages
- ☐ Section 3
- ☐ Procurement
- ☐ Relocation
- ☐ City Plan Review
- ☐ Conformance with Current Land Use

Available Funds vs Requested Funds

CDBG Public Services

- ❑ Anticipated available funding approximately \$167,734
- ❑ Set Aside Public Services-Crime Prevention \$48,765
- ❑ Nine proposals received totaling \$738,912
- ❑ Deficit of \$571,178

- ❑ CDBG Non-Public Services Housing Rehabilitation & Public Facility
- ❑ Anticipated available funding approximately \$726,847
- ❑ Housing Rehabilitation programs set-aside \$276,847
- ❑ Roads- set-aside \$450,000

Scottsdale Cares

Eligible Activities

- ❑ Promote the positive development of youth, adults and seniors
- ❑ Strengthen the capability of families and the self-sufficiency of adults
- ❑ Assist Scottsdale residents of all ages to address crisis needs

Available Funds vs Requested Funds

- ❑ Anticipated available funding approximately \$150,000
- ❑ Twenty-one proposals received totaling \$450,056
- ❑ Deficit of \$300,056

General Funds

Eligible Activities

- ☐ Brokerage Services (agencies providing services in City of Scottsdale Human Services facilities)
- ☐ Domestic Violence Shelter Services
- ☐ Legal Services
- ☐ Regional Shelter Services
- ☐ Services for Seniors

Available Funds vs Requested Funds

- ❑ Anticipated available funding approximately \$125,000
- ❑ Eleven proposals received totaling \$487,493
- ❑ Deficit of \$362,493

Endowment Funds

Fund Categories

Qualifying organizations shall be either City of Scottsdale programs or organizations that are tax exempt under Section 501(c)(3) of the Internal Revenue Code.

- ❑ The Scottsdale Community Endowment Fund is used to carry out the purposes of community projects and programs for the public good within the city
- ❑ The Herbert R. Drinkwater Youth Fund is used to support City of Scottsdale youth programs

Available Funds vs Requested Funds

- Anticipated available funding approximately \$8,600
- Three proposal received totaling \$15,600
- Deficit of \$7,000

SharePoint Website

- ❑ Commissioners will receive an email invite to join the website.
- ❑ Must have a Microsoft account to gain access to the site.
- ❑ If you do not have a Microsoft account, you can create an account at the log in page.

Scoring

Funding Results

Site contents

Recycle bin

Edit

— Presentation

- ❑ Presentation Videos

- ❑ Evaluation Tools

- ❑ Previous FY's Funding Allocations

- ❑ Updated Calendar of Events

Navigating a PDF Documents

[HS Commission Grants Funding - Home
\(sharepoint.com\)](https://sharepoint.com)

CDBG PUBLIC SERVICES FUNDING YEAR 2022/2023

<u>PAGE</u>	<u>PROJECT NAME</u> (in alphabetical order)	<u>AMOUNT REQUESTED</u>
2	Big Brothers Big Sisters of Central Arizona (BBBSAZ) Scottsdale Mentoring Program	\$ 15,000
3	- Human Services Staff Evaluation	
5	- Proposal	
18	Chrysalis Shelter for Victims of Domestic Violence Chrysalis Victim Services	\$ 28,000
19	- Human Services Staff Evaluation	
21	- Proposal	
32	Community Bridges Inc. CBI Navigation	\$ 202,959
33	- Human Services Staff Evaluation	
36	- Proposal	
47	Family Promise – Greater Phoenix	\$ 50,523

Thank You.
Any Questions?