



**PY2020 EMERGENCY SOLUTIONS GRANT APPLICATION
RATING FORM**



Score: ____ / 100 = ____ %

Agency Name:

Primary Contact & Title:

Mailing Address:

Phone Number:

Email Address:

Program Title:

Service Center Address:

Total Program Cost:

Total ESG Funding Requested:

ATTACHMENTS	YES	NO	COMMENTS
ATTACHMENT 1: 501(c) (3) designation letter from the Internal Revenue Service. Not applicable to governmental entities.			
ATTACHMENT 2: Provide a copy of current certification from the GA Secretary of State. Not applicable to governmental entities.			
ATTACHMENT 3: (Part 1 & 2) Two most recent audited financial statements that meet the criteria described. Management letters included if applicable. Not applicable to governmental entities.			
ATTACHMENT 4: (Part 1 & 2) Provide a list of board members and a Conflict of Interest Statement from the Board of Directors and board meeting minutes authorizing the submission of this application. Not applicable to governmental entities.			
ATTACHMENT 5: Resumes of principal staff and personnel directly working on the project; including descriptions of the applicant's previous related program activities provided.			
ATTACHMENT 6: (Part 1 & 2) Agency's written financial management procedures and current organizational chart provided.			
ATTACHMENT 7: Certificate of Insurance provided if applicable.			
ATTACHMENT 8: Proof of registration with the U.S. System of Award Management provided.			

**PY2020 EMERGENCY SOLUTIONS GRANT APPLICATION
RATING FORM**

FINANCIAL MANAGEMENT RISK	Max	Score	COMMENTS
Does the organization have fiscally sound management and all required documentation to show good faith in spending and planning? <u>Review audited financial statements and financial management procedures and note any findings or concerns.</u> Low risk (meets most of all the Uniform Administrative Standards & Cobb County Audit Standards.) 6 - 10 pts. High Risk (fails to meet most of all the Uniform Administrative Standards & Cobb County Audit Standards.) 0 – 5 pts.	10		
Section Total	10		
IV. ORGANIZATION INFORMATION	Max	Score	COMMENTS
Did the agency provide a mission statement? Yes = 5 pts. No = 0 pts.	5		
Does the agency meet the following requirements: <ul style="list-style-type: none"> • have nonprofit status for at least one (1) full year, or • have two (2) full years of operating experience under another nonprofit entity, or • be a local governmental entity or agency Yes = 5 pts. No = 0 pts.	5		
Section Total	10		
V. ORGANIZATIONAL CAPACITY	Max	Score	COMMENTS
If less than 30% of the organization budget is generated from grant revenue, award 5 points. If 31-50%, award 3 points. If more than 51%, award zero points.	5		
Does the organization have program staff persons dedicated to this project? Yes = 2 pts. No = 0 pts.	2		
Does the organization have administrative staff (e.g. Accountants, Executive Directors)? Yes = 2 pts. No = 0 pts.	2		
Has the agency secured funding for administrative staff? Yes = 3 pts. No = 0 pts.	3		
Section Total	12		
VI. TARGET POPULATION	Max	Score	COMMENTS
Did the agency clearly define a target population? Yes = 5 pts. No = 0 pts.	5		
Section Total	5		
VII. PERFORMANCE OBJECTIVES & OUTCOMES	Max	Score	COMMENTS
Did the applicant select one (1) objective and one (1) outcome that best described the project? Yes = 5 pts. No = 0 pts.	5		
Do the selected proposed services appear to be feasible given the program description? Yes = 5 pts. No = 0 pts.	5		

**PY2020 EMERGENCY SOLUTIONS GRANT APPLICATION
RATING FORM**

Do the proposed services and activities for the next three (3) years appear likely to generate stated outcomes based on the historical citation of outcomes? Yes = 5 pts. No = 0 pts.	5		
Section Total	15		
VIII. PROPOSED SERVICES	Max	Score	COMMENTS
Did the agency list the proposed number of persons to be served in each applicable service activity? Yes = 3 pts. No = 0 pts.	3		
Did the agency briefly describe the program accomplishments by outlining the objectives and outcomes of the previous two (2) years? 0 – 3 pts. with 3 being highest rating.	3		
Section Total	6		
IX. NARRATIVE	Max	Score	COMMENTS
Does the agency provide a description of the proposed project for funding? Does the proposed project include supporting data to identify the need(s) for the proposed program? 0 – 20 pts. with 20 being highest rating.	20		
Does the agency have experience with utilizing an HMIS database or other comparable reporting system? Yes = 5 pts. No = 0 pts.	5		
Does the agency's current intake and record keeping process include measures taken to ensure the protection of sensitive client information? Yes = 5 pts. No = 0 pts.	5		
Section Total	30		
X. BUDGET	Max	Score	COMMENTS
Did the agency complete and submit the budget line item form? Yes = 2 pts. No = 0 pts.	2		
Does the detailed description of budget line items support the overall program description and proposed project? 0 – 2 pts. with 2 being highest rating.	2		
Does the total program cost and total ESG funding requested in the budget line item form match the dollar amounts in Section III. Requested Funding? Yes = 2 pts. No = 0 pts.	2		
Does the agency already have some funding secured for the project? Yes = 2 pts. No = 0 pts.	2		
Has the agency received funding for the proposed project within the past three (3) years? Yes = 2 pts. No = 0 pts.	2		
Does the agency list sources and uses of proposed match contribution of 100% for ESG proposed funds? Yes = 2 pts. No = 0 pts.	2		
Section Total	12		
GRAND TOTAL	100		

