Proposals that pass the preliminary screening and mandatory requirements review will be evaluated based on information provided in the proposal. Proposals meeting the requirements of the Proposal Checklist will be:

* Read and evaluated through a peer review process by three evaluators with diverse expertise and will represent educational and non-educational entities.
* Evaluated using the Proposal Evaluation Rubric on the following pages.
* Calculated by the evaluators with the Competitive Proposals using the Proposal Evaluation Rubric on the following pages.
* Eligible for funding if the proposals score a minimum 48 or higher of the available 60 points.
* Recommended to the Board of Elementary and Secondary Education (BESE)
* Awarded a McKinney-Vento Homeless final allocation upon BESE approval,
* Informed of the final budget due date to be submitted through the electronic Grants Management System (eGrant).

The evaluation will be conducted according to the following:

Instructions: Evaluators use the following Evaluation Rubric to rate proposers responses to the questions in the Request for Application. For each question, specific criteria define the expectations for an excellent response that ‘Meets the Standard.’ Your rating and accompanying comments for the section should apply and reference those criteria. In general, the following definitions should guide your ratings:

|  |  |  |
| --- | --- | --- |
| **Criteria** | **Maximum Score** | **Points Awarded** |
| 1. Project Funds Page and Certification | 3 |  |
| 2. Project Abstract | 6 |  |
| 3. Table of Content | 3 |  |
| 4. Demographics and Need | 15 |  |
| 5. Program Design, Implementation, Goals, and Objectives | 21 |  |
| 7. Budget and Budget Forms | 12 |  |
| **Total Eligible Score** | **60** |  |

|  |  |
| --- | --- |
| **Funding Requested:****$**  | **Number of Students Proposed:** |
| **Proposer’s Name/Organization :** | **Date:** |
| **Reviewer’s Name:**  |
| **Reviewer’s Signature:** |

**RUBRIC (MUST SCORE 48 – 60 points)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Components** | **Meets Standard** | **Approaches the Standard** | **Partially Meets Standards** | **Does Not Meet Standard** |
| **PART I: PROPOSAL INTRODUCTION** |  |  |  |  |
| Project Funds Page and Certification (3 Points) | **3 points*** Completed Page
 | **N/A** | **N/A** | **0 Points*** Page Not Completed
 |
| Project Abstract (6 Points) | **6 Points*** A clear description provided in a summary of the proposed program in one paragraph. Includes the number of students to be served (February 1, 2017 count), a description of the intended services, and an overview of the project collaborations with internal departments and external agencies.
 | **4 Points*** General description provided in a brief summary of the proposed program in one paragraph. Includes some but not all of the following: the number of students to be served (February 1, 2017 count), a description of the intended services, and an overview of project collaborations with internal departments and external agencies.
 | **2 Points**Limited description provided in a summary of the proposed program in one paragraph. Includes the number of students to be served (February 1, 2017 count) but not all the following: a description of the intended services, and an overview of project collaborations with internal departments and external agencies | **0 Points*** Vague description provided in a brief summary of the proposed program in one paragraph. Does not include the number of students to be served (February 1, 2017 count), a description of the intended services, and an overview of project collaborations with internal departments and external agencies.
 |
| Table of Contents (3 Points) | **3 points*** Completed Page
 | **N/A** | **N/A** | **0 Points*** Page Not Completed
 |
| **PART II : NARRATIVE** |  |  |  |  |
| Demographics and Need (15 Points) | **15-11 Points*** A clear description on how the LEA identifies homeless children, youth, and families.
* A clear definition on the type of homelessness in LEA service area.
* Current number of students experiencing homelessness and how it compares with the past three years (LEA’s trends in homeless identification).
* Detailed mobility rate, dropout rate, and graduation rate of students experiencing homelessness (detailed explanations for increases or decreases).
* Detailed living situations of students and families served and barriers faced by students.
* A clear description of current academic needs, major barriers, and success of homeless children and youth.
* Detailed poverty data of LEA describing the need for this funding.
* A clear description of how the LEA is currently meeting the needs of students experiencing homelessness including collaboration with other local, national, or community organizations or funding from other sources.
 | **10-6 Points*** General description on how the LEA identifies homeless children, youth, and families.
* Definition on the type of homelessness in LEA service area.
* General reference of students experiencing homelessness within the past three years (LEA’s trends in homeless identification).
* Generalizes the mobility rate, dropout rate, and graduation rate of students experiencing homelessness (general explanations for increases or decreases).
* General description on living situations of students and families served and barriers faced by students.
* General description of current academic needs, major barriers, and success of homeless children and youth.
* References poverty data of LEA describing the need for this funding.
* General description of how the LEA is currently meeting the needs of students experiencing homelessness including collaboration with other local, national, or community organizations or funding from other sources.
 | **5-1 Points*** Limited description on how the LEA identifies homeless children, youth, and families.
* Limited definition on the type of homelessness in LEA service area.
* Limited reference of students experiencing homelessness within the past three years (LEA’s trends in homeless identification).
* Limited description of the mobility rate, dropout rate, and graduation rate of students experiencing homelessness (limited explanations for increases or decreases).
* Limited description on living situations of students and families served and barriers faced by students.
* Limited description of current academic needs, major barriers, and success of homeless children and youth
* Limited references poverty data of LEA describing the need for this funding.
* Limited description of how the LEA is currently meeting the needs of students experiencing homelessness including collaboration with other local, national, or community organizations or funding from other sources.
 | **0 Points*** Vague description on how the LEA identifies homeless children, youth, and families.
* No definition on the type of homelessness in LEA service area.
* No current number of students experiencing homelessness and how it compares with the past three years (LEA’s trends in homeless identification);
* Vague details about mobility rate, dropout rate, and graduation rate of students experiencing homelessness (explanations for increases or decreases).
* Vague description on living situations of students and families served and barriers faced by the students.
* Vague description of current academic needs, major barriers, and success of homeless children and youth.
* Vague poverty data of LEA describing the need for this funding.
* Vague description of how the LEA is currently meeting the needs of students experiencing homelessness including collaboration with other local, national, or community organizations or funding from other sources.

**Note: applications that do not include this section will receive a 0.**  |
| Program Design, Implementation, Goals and Objectives (21 Points) | **21-15 Points*** A clear description of the program, including the services and activities, is provided.
* Detailed information is provided which identifies and describes the duties of the designated homeless liaison.
* A clear description of the level of involvement of the LEA personnel, educators and support staff, in the program is provided.
* Action Plans are detailed and complete.
* Action Plans have aligned all areas to the goals and objectives.
* A clear description of how the staffing design supports the goals and activities.
* A clear description of staff roles and qualifications for key positions to be funded.
* Provides a clear and detailed justification for budgeted items.
* Detailed correlation of the relationship of budgeted items to proposed activities.
 | **14-8 Points*** A general description of the program, including the services and activities, is provided.
* General information is provided which identifies and describes the duties of the designated homeless liaison.
* General description is provided on the level of involvement of the LEA personnel, educators and support staff, in the program.
* Action Plans are complete, but provide only general information.
* General description of how staffing design supports the goals and activities.
* General description of the staff roles and qualifications for key positions to be funded.
* Provides a general justification for budgeted items.
* General correlation of the relationship of budgeted items to proposed activities.
 | **1-7 Points*** A limited description of the program, including the services and activities, is provided.
* Limited information is provided which identifies and describes the duties of the designated homeless liaison.

Limited description is provided on the level of involvement of the LEA personnel, educators and support staff, in the program.* Action Plans are partially complete, but provide only limited information.
* Limited description of how staffing design supports the goals and activities.
* Limited description of the staff roles and qualifications for key positions to be funded.
* Provides a limited justification for budgeted items.
* Limited correlation of the relationship of budgeted items to proposed activities.
 | **0 Points*** Vague description of the program, including the services and activities.
* Vague information and description of duties of the designated homeless liaison is provided.
* Vague description on the level of involvement of LEA personnel, educators and support staff, in the program.
* Action Plans are not completed or provided.
* Action Plans have not related all areas to goals and objectives.
* Vague description of how staffing design supports the goals and activities.
* Vague or no description of staff roles and qualifications for key positions to be funded.
* Does not provide justification for the budgeted items.
* Does not provide correlation of relationship of budgeted items to proposed activities.
 |
| **PART III: BUDGET SUMMARY/NARRATIVE** |  |  |  |  |
| Budget (12 Points) | **12-9 points*** Completed Budget
* Clear budget details for staff and uploads of qualifications for key positions to be funded.
* Clear budget details and justification for specific materials that correlate to the proposed activities
 | **8-5 Points*** Complete Budget
* General list of staff and key positions to be funded.
* Items are coded, but there’s minimal justification for items.
* General correlation to the proposed activities.
 | **4-1 Points*** Partially Complete Budget
* Staff positions to be funded are not identified.
* Items are not coded correctly.
* No justification.
* Partial correlation to the proposed activities.
 | **0 Points*** Budget Not Completed
* Vague or no description of staff roles and qualifications for key positions to be funded.
* Coding errors.
* Does not provide justification for the items.
 |
| **TOTAL (60 Points)** |  |  |  |  |