

APPLICATION RATING SYSTEM:

	Points Awarded	Total
<p><u>Benefit to Low- and Moderate-Income Persons</u> Five (5) points will be given to activities that benefit at least 51% low- and moderate-income persons.</p>	Five (5) points	
<p><u>Benefit to Target Areas</u> Activities located within a Target Area will receive the maximum ten (10) points. Activities adjacent to a Target Area will receive seven (7) points. All other activities will receive four (4) points.</p>	Maximum of Ten (10) points	
<p><u>Activity Need and Justification:</u> (a) <u>Need</u>: Maximum of 15 Points - The activity will be evaluated in terms of the documentation and justification of the need for the activity. Activities with excellent documentation and justification will be awarded the maximum of fifteen (15) points: Good - ten (10) points; Average - five (5) points; and Poor - zero (0) points. (b) <u>Consolidated Plan Priority</u>: Maximum of five (5) Additional Points - Activities addressing high priorities, as identified in the Consolidated Plan will be awarded five (5) points.</p>	Maximum of Twenty (20) Combined points	
<p><u>Cost Reasonableness and Effectiveness</u> The activity will be evaluated in terms of: 1) its impact on the identified need; and 2) its implementation costs and funding request relative to its financial and human resources. Evaluation will include the cost incurred per person per unit and the justification for a particular level of funding.</p>	Maximum of Ten (10) points	
<p><u>Activity Management and Implementation</u> (a) <u>Management</u>: Maximum of fifteen (15) points Points will be awarded to applicants based on documentation and information provided, showing that the resources needed to manage the proposed activity are available and ready, and that the commitment for operation and maintenance, where applicable, has been certified. In addition, for applicants that have received CDBG funds in the past, their record of maintenance for the funded activity will be evaluated. (b) <u>Implementation</u>: Maximum of fifteen (15) Points Points will be awarded to applicants based on documentation and information provided, showing that the resources, such as funding, site control, etc., needed to implement the proposed activity are available and ready. Maximum points will be given to activities that are ready to move forward quickly. These criteria take into consideration factors that may accelerate or slow down the ability to implement the activity in a timely manner.</p>	Maximum of Thirty (30) points	
<p><u>Experience and Past Performance</u> The experience of the applicant, including the length of time in business and experience in undertaking projects of similar complexity, as the one for which funds are being requested, will be evaluated. In addition, the applicant will be evaluated in terms of its past performance in relation to any local, state, or Federal funding program. The past performance will refer to attainment of objectives in a timely manner and expenditure of funds at a reasonable rate in compliance with contract. Compliance with contract will include, but not limited to, submission of reports and adherence to the scope of services. For those applicants that have not received CDBG funding in the past, allocation of points up to the maximum of 10 points will be awarded, dependent upon thorough documentation of similar past performances submitted with the applicant.</p>	Maximum of Ten (10) points	
<p><u>Matching Contributions</u> Maximum of fifteen (15) points, which will be awarded based on the amount of matching funds contributed to the project: [76-99% =15 pts]; [51-75% = 10 pts]; [26-50% = 7 pts]; [25% minimum = 5 pts]</p>	Maximum of Twenty (20) points	
<p><u>Application Completeness</u> Applications will receive up to five (5) bonus points, based on completeness. Applications that have not been signed will not be considered.</p>	Maximum of Five (5) points	
<p><u>BONUS POINTS - Percentage of Urbana Residents Served:</u> Staff will also take into account the percentage of Urbana residents being served by the applicant when calculating the score of the application in order to make a determination regarding funding of the application. Points will be awarded at one point per percentage point, i.e. 15% served = 15 points.</p>	One point per percentage served	

The following summary scoring sheet represents the first stage of a two-part rating system developed principally by Palm Beach Co, FL, to select subrecipients and activities for CDBG funding. An application must score at least 50 points to be considered for stage II, which is a comparative analysis of each activity by a team of the county's Housing and Community Development (HCD) staff.

APPLICATION RATING SYSTEM

1. Benefit to Low- and Moderate-Income Persons: 5 Points

Five points will be given to activities that benefit at least 51 percent low- and moderate-income persons.

Zero points will be given to activities that meet either of the other two National Objectives.

2. Benefit to Target Areas: Maximum of 10 Points

Activities located within a Target Area containing Areas of Hope, will receive the maximum 10 points. Activities located in Target Areas with no Areas of Hope will receive 8 points. Activities adjacent to a Target Area will receive 5 points. All other activities will be awarded 3 points.

3. Activity Need and Justification: Maximum of 20 Combined Points

a. Need: Maximum of 15 Points

The activity will be evaluated in terms of the documentation and justification of the need for the activity. Activities with excellent documentation and justification will be awarded the maximum of 15 points: good, 10 points; average, 5 points; and poor, 0 points.

b. Consolidated Plan Priority: Maximum of 5 Additional Points

Activities addressing high priorities, as identified in the Consolidated Plan will be awarded 5 points.

4. Cost Reasonableness and Effectiveness: Maximum of 10 Points

The activity will be evaluated in terms of: 1) its impact on the identified need; and 2) its implementation costs and funding request relative to its financial and human resources. Evaluation will include the cost incurred per person per unit and the justification for a particular level of funding.

5. Activity Management and Implementation: Maximum of 20 Points

a. Management: Maximum of 15 Points

Points will be awarded to applicants based on documentation and information provided, showing that the resources needed to manage the proposed activity are available and ready, and that the commitment for operation and maintenance, where applicable, has been certified. In addition, for applicants that have received CDBG funds in the past, their record of maintenance for the funded activity will be evaluated.

b. Implementation: Maximum of 15 Points

Points will be awarded to applicants based on documentation and information provided, showing that the resources, such as funding, site control, etc., needed to implement the proposed activity are available and ready. Maximum points will be given to activities that are ready to move forward quickly. This criteria take into consideration factors that may accelerate or slow down the ability to implement the activity in a timely manner.

6. Experience and Past Performance: Maximum of 10 Points

The experience of the applicant, including the length of time in business and experience in undertaking projects of similar complexity as the one for which funds are being requested, will be evaluated.

In addition, the applicant will be evaluated in terms of its past performance in relation to any local, state, or Federal funding program. The past performance will refer to attainment of objectives in a timely manner and expenditure of funds at a reasonable rate in compliance with contract. Compliance with the contract will include but not be limited to submission of reports and adherence to the scope of services.

For those applicants that have not received CDBG funding from HCD in the past, allocation of points up to the maximum of 10 points will be awarded, dependent upon thorough documentation of similar past performances submitted with the application.

7. Matching Contributions: (Matching contributions must be eligible.) Maximum of 20 Points

a. Efforts to Secure Other Funding: Maximum of 5 Points

Points will be awarded based on the applicant's efforts to secure other funding for the activity.

b. Matching: Maximum of 15 Points

Points will be awarded based on the ratio of the amount of eligible matching funds to the amount of CDBG funds requested:

1.1 or more	15 points
.75-1	10 points
.50-1	7 points
.25-1	5 points
less than .25	0 points

8. Environmental Justice: Maximum of 5 Points

Applications will receive 5 points if the activity promotes environmental justice. Any activity that has a potential adverse impact on the environment or that is adversely affected by the surrounding environment will not be considered.

9. Application Completeness: Maximum of 5 Points

Applications will receive up to 5 bonus points, based on completeness. Applications that have not been signed will not be considered.