

# CAPER SCORING CATEGORIES

## Project/Program Management Ability and Capacity

6 pts The Applicant clearly documents or shows evidence of the necessary competencies, skill set, management capacity, professional experience and qualifications to successfully manage and complete the project. The Applicant also clearly understands its responsibility for income compliance in regards to primarily benefitting low-and moderate-income beneficiaries; the Applicant has clearly described the process and controls the project will utilize for income verification; and the Applicant has the ability and capacity to implement this process successfully. Program staff is knowledgeable and trained in documenting federal objectives, income, and other programmatic policies.

4 pts The Applicant appears to have most of the necessary competencies, skill set, management capacity, professional experience and qualifications to successfully manage and implement the project, but it is not well documented. The Applicant also appears to understand its responsibility for income compliance in regards to primarily benefitting low-and moderate-income beneficiaries; but the Applicant has not clearly or fully described the process and controls the project will utilize to ensure compliance; and/or there is some uncertainty whether the Applicant has the ability and capacity to implement such a process. Program staff is knowledgeable and trained in documenting federal objectives, income, and other programmatic policies.

2 pts The Applicant appears to have some of the necessary competencies, skill set, management capacity, professional experience and qualifications to successfully manage and complete the project (documentation is unclear). The Applicant also appears to not fully understand its responsibility for income compliance in regards to primarily benefitting low-and moderate-income beneficiaries; the Applicant did not describe the process and controls the project will utilize to ensure compliance; and the Applicant does not appear to have the ability and capacity to implement such a process. Program staff needs additional training in documenting federal objectives, income, and other programmatic policies.

0 pts The Applicant appears to have very minimal or none of the necessary competencies, skill set, and capacity to successfully manage the project (documentation is unclear). The Applicant also appears to not fully understand its responsibility for income compliance in regards to primarily benefitting low-and moderate-income beneficiaries; the Applicant did not describe the process and controls the project will utilize to ensure compliance; and the Applicant does not appear to have the ability and capacity to implement such a process.

## Past Performance /Experience

5 pts The Applicant has extensive past experience with Grant Funds and/or other federal funding programs. The Applicant has been directly involved in 5 or more federally funded projects within the past five years of which 3 projects involved Grant Funding that were favorably completed. This Applicant has had no problems substantiating low-to moderate-income compliance for past projects (if applicable). This Applicant has been timely, complete and accurate with Grant Funds reporting requirements (if applicable).

- 4 pts The Applicant has adequate past experience with Grant Funds and/or other federal funding programs. The Applicant has been directly involved in 3 or more federally funded projects within the past five years of which 1 project involved Grant Funding that was favorably completed. This Applicant has had no problems substantiating low-to moderate-income compliance for past projects (if applicable). This Applicant has been timely, complete and accurate with Grant Funds reporting requirements (if applicable).
- 3 pts The Applicant has some past experience with federally funded projects. The Applicant has been directly involved in 3 or more federally funded projects within the past five years that involved Grant Funding which were completed. The Applicant may have experienced some problems in implementing past projects timely, but the problems were fully resolved. This Applicant has had minor problems substantiating low-to moderate-income compliance for past projects (if applicable). The Applicant may have difficulty complying with program requirements and/or federal overlay statutes.
- 1 pts The Applicant has little past experience with Grant Funds and/or federally funded projects. The Applicant has had extensive problems in implementing past projects timely and/or substantiating low-to moderate-income compliance and/or meeting Grant Funds reporting requirements and/or other requests for information by the City (if applicable).
- 0 pts This Applicant appears to have no related professional experience with Grant Funds and/or other

### Outcome Measurements

Outcome measurements and objectives of the previous year's performance were evaluated at the June 2016 Public Hearing. Programs that are meeting or exceeding their outcomes and great community impact are what the City of Duluth strives for.

- 10 pts Maximum Impact: Program met or exceeded the outcome objectives for Fiscal Year 2015. The program also had a maximum impact and benefit for the participants it served.
- 8 pts Substantial Impact: Program was close to meeting its outcome objectives (met at least 80%) for Fiscal Year 2015. The program had a substantial impact and benefit for the participants it served.
- 5 pts Moderate Impact: Program did not meet their outcome objectives (met at least 50%) for Fiscal Year 2015. Program still had a moderate impact on the participants it served.
- 2 pts Minimal Impact: Program met some outcome objectives (met at least 20%) for Fiscal Year 2015. Program had minimal impact on the participants it served.
- 0 pts No Impact: The program met few or none of the outcome objectives (less than 20%) for Fiscal Year 2015. Program had no impact on the participants it served.