

**ORGANIZATION CRITERIA**

<b>Provider Capacity Evaluation</b>	<b>Score:</b>	
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<b>Organization Profile</b>
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<b>Organization General</b>
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- Relationship of mission and goals to proposed service(s)
- History of providing proposed service(s) or similar service(s)
- Number and qualifications of independent governing board members
- Ratio of Columbia residents on governing board

<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
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<b>Organization Financial</b>
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- Financial statement
- Financial procedures including board oversight
- Level of other sources of funding
- Ratio of management and fundraising expenses to program expenses
- Level of reserve funds
- Employee compensation levels

<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
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**PROGRAM CRITERIA**

<b>Program Overview Section</b>
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<b>Statement of the Issue Being Addressed</b>
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- Relevancy of issue to be addressed to the issue identified in RFP
- Use of data to describe the issue
- Use of data to describe the population affected by the issue
- Use of data to describe the effect of the issue on Columbia, MO

<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
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<b>Program Consumers</b>
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- Use of data to describe the program consumers
- Rationale for the target program consumers

<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
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<b>Program Goal</b>
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- Relevance of stated goal(s) to organization's goal(s), the issue(s) to be addressed, and program consumers.

<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
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**PROGRAM CRITERIA (cont'd.)**

<b>Program Overview Section (cont'd.)</b>					
<b>Program Description</b>					
<ul style="list-style-type: none"> <li>• Description of the proposed program</li> <li>• Description of where and when the program services will be offered</li> <li>• Relevance of program services to the issue identified in the RFP</li> <li>• Description of consumer access to program (eligibility, fees, etc.)</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
<b>Program Personnel</b>					
<ul style="list-style-type: none"> <li>• Program personnel qualifications</li> <li>• Program staffing levels</li> <li>• Program personnel compensation levels</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
<b>Program Service Levels</b>					
<ul style="list-style-type: none"> <li>• Number of people to be served</li> <li>• Cost per individual served</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
<b>Program Service Need</b>					
<ul style="list-style-type: none"> <li>• Statement of service need in Columbia, MO</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
<b>Funding Request Justification</b>					
<ul style="list-style-type: none"> <li>• Justification for level of funding from the City of Columbia</li> <li>• Basis for funding request from the City of Columbia</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
<b>Reference List (citations)</b>					
<ul style="list-style-type: none"> <li>• Adherence to required citation methodology</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor
<b>Program Service Section</b>					
<ul style="list-style-type: none"> <li>• Unit of service rate (cost)</li> <li>• Total number of units of service</li> <li>• Average units of service per individual</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor

**PROGRAM CRITERIA (cont'd.)**

<b>Program Consumer Demographics Section</b>					
• Reflection of program consumers description					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor

<b>Program Performance Measures Section</b>					
<ul style="list-style-type: none"> <li>• Relationship of outcome(s) to program goal(s) and issue identified in RFP</li> <li>• Relativity and feasibility of outcome indicator(s)</li> <li>• Relativity, validity, and reliability of the method(s) of measurement</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor

<b>Program Budget Section</b>					
<ul style="list-style-type: none"> <li>• Level of detail in budget narrative</li> <li>• Adequacy of overall program funding</li> <li>• Ratio of City of Columbia funding to other sources of funding</li> <li>• Correlation between program expenses and program overview/services/performance measures</li> </ul>					
<b>Rating:</b>	5 Excellent	4 Very good	3 Good	2 Fair	1 Poor

<b>5- Excellent</b>	Complete, clear, totally comprehensive, and highly detailed
<b>4- Very Good</b>	Complete, clear, reasonably comprehensive, and significant level of detail
<b>3- Good</b>	Complete, adequately clear, and generally inclusive of an adequate level of information
<b>2- Fair</b>	Partially complete, somewhat unclear, lacks detail, and/or has some inconsistencies or weaknesses
<b>1- Poor</b>	Incomplete, unclear, and/or inaccurate