

Community Development

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Achieving a socially and economically diverse community

TO: Human Service Applicants & Community Stakeholders
FROM: Mary Jo Callan, Director, Office of Community Development
SUBJECT: The 2009-11 Human Services Funding Recommendations and Process
DATE: 4/6/2009
COPY: City of Ann Arbor & Urban County Human Services Joint Review Committee;
City of Ann Arbor Housing & Human Service Advisory Board

The purpose of the Washtenaw County & City of Ann Arbor FY2009-11 Human Services Funding made available through RFP #6437 is to create local government partnerships with nonprofit agencies in order to improve the quality of life for the most vulnerable in our community. While we understand that our non-profit partners are providing necessary services and that there is increasing community need, the requests for funding far outweighed the finite resources available—\$3.4 million in requests for a total of \$1.7 million in funding and thus, not every application will be funded.

The FY2009-11 Human Services Request for Proposals (RFP) marks a change in the way human services funding will be awarded to non-profit agencies in Washtenaw County and City of Ann Arbor. This process includes the following innovations:

- An integrated funding model that combined Urban County Community Development Block Grant (CDBG), and City of Ann Arbor General Funds into a single RFP and bidding process.
- A joint Review Committee with representatives from the City of Ann Arbor City Council and the Housing & Human Services Advisory Board (HHSAB), the Urban County Executive Committee, and the Office of Community Development.
- Transparent and clear scoring criteria emphasizing program capacity and safety-net service provision over historical funding and relationships. These criteria were shared and reviewed with applicants at a mandatory Bidder's Conference prior to application submission.

On March 17th, 2009 the Human Services Review Committee completed its evaluation of the fifty-eight eligible human services proposals. The proposal scores range from 57.5 to 24.5, with the mean, median and mode 41.

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These scores do not necessarily reflect a negative judgment of the non-profit agencies or their programs. They reflect ***the clarity and quality of their proposal as evaluated by the pre-established and disseminated scoring criteria*** designed to maximize assurance that public funds are invested wisely and in accord with established priorities.

In an effort to make strategic investments in programs that clearly conveyed the most promising approach and capacity to address community priorities, the highest-scoring proposals were recommended to receive a slight increase in funding, with additional awards recommended in descending order by score. Additionally, the Committee agreed that new proposals (including those that were not funded in 2008-09) would be funded at a maximum of \$10,000 for those that scored above the median in order to preserve existing programming as much as possible. Applications for new programs that scored below the median were not recommended for funding.

The Committee's 2009-11 Human Services funding recommendations are as follows:

- the top quartile will receive a 10% increase in funding from the FY 2008-09 allocation & new proposals will receive a maximum of \$10,000;
- the second quartile will receive the same funding as allocated in FY 2008-09 & new proposals will receive a maximum of \$10,000;
- the third quartile will receive a decrease of 15% and no new proposals will be funded;
- the fourth quartile will receive a 35% decrease in funding (working down the list until funding was exhausted) & no new proposals will be funded.

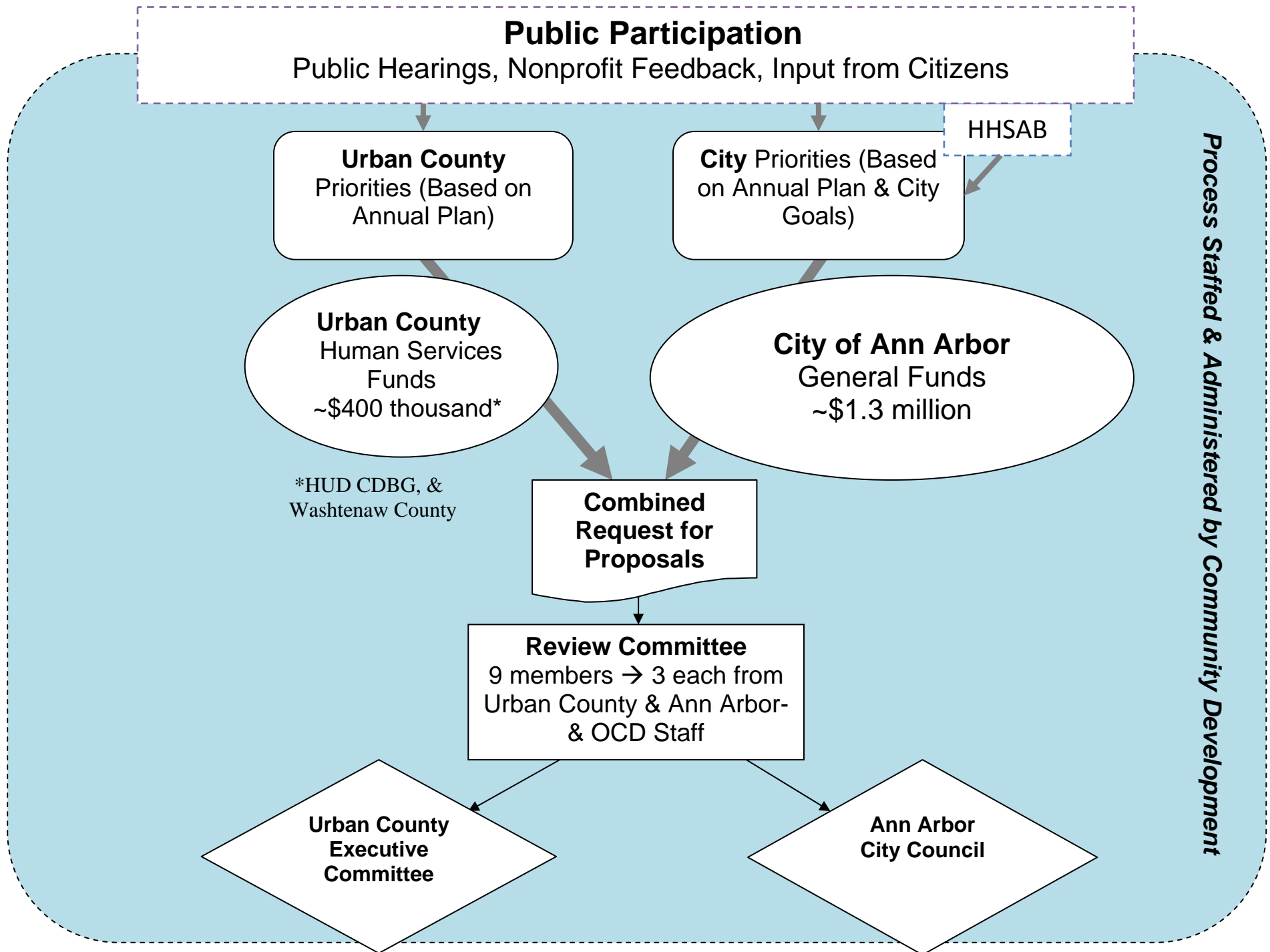
The attached spreadsheet shows the funding amounts recommended for each agency based on their score and the sliding scale as outlined above. Also, the preliminary funding source for each allocation is listed. However, since the Department of Housing and Urban Development (HUD) has not yet announced the final CDBG allocations from HUD and the City of Ann Arbor budget has not yet been finalized, these funding sources may be changed in the coming months.

Any questions or concerns regarding the FY2009-11 Integrated Human Services RFP process or the Funding Recommendations should be directed to:

Andrea Plevak, Human Services Coordinator, pleveka@washtenaw.org (734) 622-9007

Mary Jo Callan, Director, Office of Community Development, callanm@washtenaw.org (734) 622-9005

2009-11 Decision-making Process for Human Service Funds



2009-11 HUMAN SERVICES RFP RANKING CRITERIA

Category	Criteria	Proposal Question	0	1	2	3	4	5	Max Score	Weight	Total
<i>Program Outcome</i>	Higher scores will be given to proposals that can clearly identify the OUTCOME of their program with specific, measurable, CHANGE-focused goals.	Does this proposal define a specific and measurable program outcome statement (PO statement) based upon a change in ATTITUDE, BEHAVIOR, or CIRCUMSTANCES (CHANGE) of the target population?	0= Proposal does not contain a program outcome (PO) statement	1= PO statement is defined broadly with no specific or measurable end result	2= PO statement defines specific end result but is not measurable and does not identify a change in the target population	3= PO statement defines specific and measurable end result, but does not identify CHANGE in the target population	4= PO statement defines specific end result that identifies the CHANGE in the target population, but is not measurable	5= PO statement defines a specific and measurable end result that clearly identifies the CHANGE in the target population	5	2	10
<i>Participant Income Level</i>	Higher scores will be given to proposals whose target populations are the most economically vulnerable	Does the proposal indicate that the program will target services exclusively to low income customers?	0= Proposal has no income-based target population identified	1= Proposal demonstrates that the program serves customers <80% AMI	2= Proposal demonstrates at least 75% of the program participants are <50% AMI	3= Proposal demonstrates that the program exclusively serves customers <50% AMI	4= Proposal demonstrates at least 75% of the program participants are <30% AMI	5= Proposal demonstrates that the program exclusively serves <30% AMI	5	2	10
<i>Accessibility</i>	Higher scores will be awarded to proposals that identify and provide methods for addressing barriers to access for their target populations. Barriers to access include affordability, hours of operation, transportation availability, accessibility of location, and language barriers.	Does this proposal specifically identify how the program will be accessible to its target population?	0= Proposal does not address accessibility	1= proposal identifies at least (1) potential accessibility barrier and corresponding method for overcoming the barrier	2= proposal identifies at least (2) potential accessibility barriers and corresponding methods for overcoming the barriers	3= proposal identifies at least (3) potential accessibility barriers and corresponding methods for overcoming the barriers	4=proposal identifies at least (4) potential accessibility barriers and corresponding methods for overcoming the barriers	5= proposal identifies at least (5) potential accessibility barriers and corresponding methods for overcoming the barriers	5	1.5	7.5
<i>Performance Targets & Milestones</i>	Higher scores will be awarded to those proposals that identify Performance Targets and Milestones that clearly demonstrate how and when the program impact will occur. These must also clearly align with Program Outcome Statement.	Does this proposal define specific, quantitative and verifiable performance targets (PT) and milestones (MS) to measure the impact of the program on the target population?	0= no performance targets (PT) or milestones (MS) defined	1= PT/MS are specific, but do not align with program outcome statement (PO statement)	2=PT/MS align with program outcome statement, but are not quantitative or verifiable	3=PT/MS align with PO statement and are quantitative	4= PT/MS align with PO statement and are quantitative and verifiable	5= PT/MS align with PO statement, are quantitative and verifiable, and will clearly measure the impact of the program	5	1.5	7.5
<i>Key People</i>	Higher scores will be awarded to proposals that list the appropriate "key people" (supervisors and direct staff) based on their experience, training, and education as it relates to achieving the Performance Targets and Milestones.	Does the proposal describe "key people" that have professional experience, necessary training and relevant certification needed to achieve the program impact?	0= No key people identified	1= Key people are identified, but no experience/training/certification listed	2= Key people identified, but experience/training/certification listed is not relevant to PT/MS achievement	3=Key people identified, but only SUPERVISORS have experience/training/certification relevant to PT/MS achievement	4=Key people identified, but only DIRECT SERVICE PROVIDERS have experience/training/certification relevant to PT/MS achievement	5=Key people identified AND both SUPERVISORS & DIRECT SERVICE PROVIDERS have experience/training/certification relevant to PT/MS achievement	5	1	5

Category	Criteria	Proposal Question	0	1	2	3	4	5	Max Score	Weight	Total
<i>Collaboration</i>	Higher scores will be awarded to proposals that are demonstrating effective collaboration to expand services, reduce overhead, avoid duplication of services, and to identify gaps in services.	Does the proposal describe how the agency effectively collaborates with other partners and what the impact of the collaboration is on the program?	0= no collaboration attempt and/or does not explain impact of collaboration on program	1= Proposal describes networking, minimal inter-agency communication, and independent decision-making	2= Proposal describes information sharing, formal communication processes, and independent decision-making processes	3= Proposal describes information and resource sharing, frequent communication, and some shared decision-making	4= Proposal describes cross-training, frequent and formal communication, and complete shared decision-making	5= Proposal describes integrated staff or programming, mutual benefits and liabilities, and joint assessment of outcomes	5	1	5
<i>Community Need</i>	Higher scores will be awarded to proposals that identify a community need aligned with at least one of the 4 priority areas AND provide appropriate services that are unduplicated in the community	Does the proposal effectively demonstrate the need for this service in our community?	0= Proposal does not address the need for this service in our community	1= Proposal identifies needs aligned with priority area, but does not evaluate whether the need is currently being met in the community	2= Proposal identifies needs aligned with priority area; similar services are available and accessible by the target population	3= Proposal identifies needs aligned with priority area; limited similar services are available and accessible	4= Proposal identifies needs aligned with priority area; similar services are available but inaccessible by the target population	5= Proposal identifies needs aligned with priority area; no similar services are available	5	2	10
<i>Program Funding</i>	Higher scores will be awarded to those proposals that identify secure, reliable, and external funding sources to support their program.	Does the proposal demonstrate how the program's short-term and long-term funding needs will be met?	0= Proposal does not list other funding sources	1= Proposal indicates that at least 15% of its program budget will be obtained from secured and external funding sources, but no mention of long-term funding stability.	2= Proposal indicates that at least 15% of its program budget will be obtained from secured, reliable, external funding sources. Proposal explicitly describes how short-term and long-term funding needs will be met.	3= Proposal indicates that at least 40% of its program budget will be obtained from secured and external funding sources, but no mention of long-term funding stability.	4= Proposal indicates that at least 40% of its program budget will be obtained from secured, reliable, external funding. Proposal explicitly describes how short-term and long-term funding needs will be met.	5= Proposal indicates that at least 60% of its program budget will be obtained from secured, reliable, external funding. Proposal explicitly describes how short-term and long-term funding needs will be met.	5	1	5
<i>Historic Performance</i>	Higher scores will be awarded according to past performance with CD funded programs. New programs will be assigned a middle-ranking automatically.	Are contractual and reporting deadlines met and are performance targets achieved? (to be completed by staff)	0= Program has never met a deadline and PTs are not achieved	1= Program has met SOME deadlines and PTs are NOT achieved	2= Program has met SOME deadlines and SOME PTs are achieved	3= Program has met ALL deadlines and SOME PTs are achieved (*includes all new programs)	4= Program has met SOME deadlines and ALL PTs are achieved	5= Program has met ALL deadlines and ALL PTs are achieved	5	1	5
<i>Safety Net (Bonus)</i>	Five additional points will be awarded to proposals that identify the provision of shelter and food as their primary service.	Does the proposal identify the provision of shelter and food as their primary service?						***Agencies whose programs provide basic needs (shelter/food) will receive 5 bonus points***	5	1	5
										TOTAL	70

2009-11 Human Services Funding Recommendations--FINAL

Agency Name	Project Name	Score	Amount Awarded FY 2008-09	Amount Requested 2009-10	Recommended Funding 2009-10	Funding Source	Change from 2008-09 Funding
Catholic Social Services of Washtenaw	Fr. Patrick Jackson House	57.5	\$11,000	\$13,000	\$12,100	City GF	10% Increase from 2008-09 Funding Level & \$10,000 Maximum for New Programs
Legal Services of South Central Michigan	Free legal services in civil cases to achieve housing stability	55	\$73,000	\$73,000	\$73,000	City GF	
Ozone House, Inc.	Transitional Housing & Support for Homeless Youth	55	\$47,000	\$52,077	\$51,700	CDBG	
Food Gatherers	Food Gatherers' Food Distribution Program	52.5	\$112,000	\$168,000	\$123,200	City GF	
SOS Community Services	SOS Housing Crisis Services 2009/2011	52	\$50,000	\$63,000	\$55,000	WC GF & CDBG	
Shelter Association of Washtenaw County	Shelter Association Service Center	51.5	\$53,000	\$130,200	\$58,300	CDBG	
Interfaith Hospitality Network of Washtenaw Co.	Shelter and Home-Based Support for Families Experiencing Homelessness	51	\$35,000	\$78,000	\$38,500	City GF	
Washtenaw Literacy	RFP #6437 Adult Literacy Tutoring for Family Economic Stability	51	\$25,000	\$75,000	\$27,500	City GF	
Shelter Association of Washtenaw County	Night Shelter Program	50	\$137,286	\$296,200	\$151,015	CDBG	
Washtenaw County Community Support and Treatment Services	Project Outreach (PORT)	50	\$107,000	\$140,000	\$117,700	City GF	
Catholic Social Services of Washtenaw	The Oaks- Stabilizing Care for Families and Older Adults	49	\$0	\$20,000	\$10,000	City GF	
HIV/AIDS Resource Center	HIV/AIDS Housing Assistance Program	49	\$12,000	\$15,000	\$13,200	City GF	
SOS Community Services	SOS Homeless School-Aged Children's Program 2009/2011	49	\$12,000	\$30,000	\$13,200	WC GF	
The Regents of the University of Michigan - Ann Arbor Meals on Wheels	Meal Delivery to the Under Age 60 Homebound	49	\$0	\$50,000	\$10,000	City GF	
Catholic Social Services of Washtenaw	Maximizing the Independence, Resources and Coping Skills of Older Adults	48	\$22,000	\$24,000	\$22,000	City GF	
Planned Parenthood Mid and South Michigan	Family Planning Services for Low Income Women 2009-2011	47.5	\$15,000	\$30,000	\$15,000	City GF	
The Women's Center of Southeastern Michigan	Filling the Gaps in the Mental Health Safety Net	47.5	\$30,000	\$65,000	\$30,000	City GF	
Child Care Network	Family Support Program	46	\$210,000	\$250,000	\$210,000	City GF	
The Regents of the University of Michigan - Ann Arbor Meals on Wheels	Weekend Meal Delivery	46	\$16,000	\$25,500	\$16,000	City GF	
Catholic Social Services of Washtenaw	Emergency Food Program	45.5	\$6,300	\$9,300	\$6,300	City GF	
HIV/AIDS Resource Center	Harm Reduction Program	45	\$0	\$5,000	\$5,000	City GF	
Michigan Ability Partners	Housing Supports Team-Permanent Supported Housing for High Risk Individuals	44.5	\$34,000	\$40,800	\$34,000	City GF	
The Corner Health Center	Health Services for Washtenaw County Adolescents and Their Children	44.5	\$20,000	\$75,000	\$20,000	WC GF	
The Regents of the University of Michigan - The Housing Bureau for Seniors	Housing Stability for Older Persons	44.5	\$24,000	\$52,000	\$24,000	City GF	
Neighborhood Senior Services	Senior Support Services	44	\$50,000	\$85,000	\$50,000	City GF	
Home of New Vision	"START" Support, Tools, Advocacy, Resources Together	42	\$25,000	\$25,000	\$25,000	City GF	
Jewish Family Services of Washtenaw County	JFS Senior Stability Program	42	\$0	\$60,400	\$10,000	City GF	
Big Brothers Big Sisters of Washtenaw County	Big Brothers Big Sisters	42	\$9,000	\$25,000	\$9,000	City GF	
Community Action Network	Stabilizing Housing: Preventing Evictions of Hikone & Green Baxter Court Public Housing Families	41	\$24,000	\$26,000	\$20,400	City GF	15% Decrease from 2008-09 Funding Levels & No Funding for New Programs
Community Action Network	School Comes First! at Hikone and Green Baxter Court Public Housing	41	\$28,000	\$30,000	\$23,800	City GF	
COPE	COPE At-Risk Youth Education and Prevention Program	41	\$22,700	\$41,421	\$19,295	City GF	
Packard Health Inc.	Packard Health Care Access Program	41	\$45,000	\$50,000	\$38,250	City GF	
Domestic Violence Project, Inc.	Emergency Shelter Services for Survivors of Domestic Violence	41	\$45,000	\$45,000	\$38,250	City GF	
Ann Arbor Center for Independent Living, Inc.	Independent Living: People with Disabilities, their Families and Economic Stability	40	\$30,000	\$35,000	\$25,500	City GF	
Northfield Human Services	Dollar to Ride-Moving On	40	\$48,100	\$66,000	\$40,885	CDBG	
Michigan Ability Partners	Representative Payee	39.5	\$21,319	\$25,000	\$18,121	City GF	
Avalon Housing, Inc.	Avalon Supportive Housing Program	39	\$95,000	\$178,000	\$80,750	City GF	
Community Action Network	Food & Health Care for Hikone and Green Baxter Court Public Housing Families	39	\$10,000	\$14,150	\$8,500	City GF	
Perry Nursery School of Ann Arbor	Growing Lifelong Learners	39	\$0	\$75,000	\$0		
Jewish Family Services of Washtenaw County	JFS Employment Services for Stability	38.5	\$0	\$60,600	\$0		
Ypsilanti Meals on Wheels	Home delivered meals	37.5	\$24,000	\$50,000	\$20,400	WC GF	
Family Learning Institute	Year Round Academic Intervention to Improve Math and Reading Skills	37	\$30,678	\$60,000	\$26,076	City GF	
Community Housing Alternatives	Housing and Tenant Services	37	\$10,000	\$17,500	\$8,500	City GF	
Community Action Network	Food and Health Care in Ann Arbor's Bryant neighborhood.	37	\$0	\$21,755	\$0		35% Decrease from 2008-09 Funding Levels (Until Funding is Exhausted) & No Funding for New Programs
Community Action Network	Stabilizing Housing: Preventing Foreclosures and Evictions in Ann Arbor's Bryant Neighborhood.	36	\$0	\$11,790	\$0		
Catholic Social Services of Washtenaw	Employment Skills/Goal Setting Workshops/Aggression Intervention Workshops	35.5	\$27,000	\$29,000	\$17,550	City GF	
Community Action Network	YouthWorks - Summer Pre-Employment Training for At-Risk Youth	35.5	\$0	\$25,000	\$0		
Michigan Ability Partners	Green Collar Solutions and More	35	\$0	\$196,000	\$0		
Ann Arbor YMCA	Youth Volunteer Corps-Chain of Plenty	34.5	\$9,000	\$10,000	\$5,850	City GF	
Shelter Association of Washtenaw County	Delonis Center Health Clinic	34	\$50,000	\$94,135	\$32,500	CDBG	
The Regents of the University of Michigan - Nurse Managed Centers	Maple Meadows Outreach Clinic - Primary and Mental Health Care Services	32.5	\$25,000	\$25,000	\$16,250	City GF	
Washtenaw Association for Community Advocacy	Assisting Individuals and Families with Disabilities to Attain and Maintain Economic Independence	32.5	\$0	\$73,702	\$0		
The Student Advocacy Center of Michigan	The Student Advocacy Program	32	\$30,000	\$31,000	\$19,500	City GF	
Community Action Network	School Comes First! at Bryant Community Center	31	\$0	\$33,500	\$0		
Regents of The University of Michigan- Community Dental Center	Comprehensive dental care for the low-income	31	\$25,000	\$50,000	\$0		
Peace Neighborhood Center	Peace Neighborhood Center - Satellite Center Programs	26	\$0	\$10,000	\$0		
Ann Arbor Teen Center, Inc. (Neutral Zone)	Drop In Program	24.5	\$0	\$20,000	\$0		
Peace Neighborhood Center	PNC Youth and Family Services	24.5	\$25,000	\$34,000	\$0		
TOTAL			\$1,760,383	\$3,414,030	\$1,691,092		
Ann Arbor City General Fund Remainder:						\$7,652	