



Protecting our children,  
families and future

## ATTACHMENT H PROPOSAL SCORING TOOL

<b>Proposal ID:</b> _____	<b>County:</b> _____	<b>Date:</b> ___/___/___
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**Provider:** \_\_\_\_\_

**Service: Healthy Families Indiana Think Tank**

- Instructions:**
1. Adherence to mandatory requirements is Pass/Fail. The Prevention Program Coordinator will supply information of Pass/Fail for this question.
  2. Please complete one score sheet for each county being proposed.
  3. Remember to rate each statement listed on the score sheet. A rating should be selected for each numbered item.
- The leader will collect the evaluations and the confidentiality forms and return them to the Prevention Program Coordinator.

Adherence to Mandatory Requirements (followed instructions and standard format and inclusion of a budget if applicable)	(circle one) <b>PASS      FAIL</b>
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**Justification for Fail:** \_\_\_\_\_

**1. HISTORY OF QUALITY SERVICES**  
This section should cover all important history and development of the organization to date. Section defines previous work on strategic plans in the arena of Social Services with a focus towards the prevention of child abuse and/or neglect of children and/or Home Visiting Programs. This section should document your agency's history of collaboration and work with DCS or other social service agencies.

Fail (0 Points)	Does Not Meet Criteria (1-2 Points)		Meets Criteria (3- 4 Points)		Exceeds Criteria (5 Points)
0	1	2	3	4	5
Proposal fails to address this section.	Proposal does not clearly state service provision history. The agency does not clearly define history of working relationships with DCS and/or other community agencies. Proposal does not clearly state previous work regarding strategic plans within social services.		The proposal provides a detailed history of past services rendered and details out the history of collaboration and work with DCS or other community agencies. The proposal includes minimal information regarding the history of implementation and development of strategic plans, promoting the implementation of programs and/or improving programmatic processes.		The agency provides documentation of an exemplary long standing partnership with DCS and/or community agency that promotes collaboration. The proposal clearly demonstrates a successful history developing strategic plans, promoting the implementation of programs and/or improving programmatic processes.

**2. SERVICE DEMOGRAPHICS**  
This section should define how the respondent will assist the HFI Think Tank Advisory Committee meet the Think Tank Objectives (see attachment A). Proposal should provide evidence on previous experience regarding Project Management and/or large Group/Meeting Facilitation, demonstrating successfully meeting deadlines, producing required outcomes and delivering complete and thorough documents/reports.

Fail (0 Points)	Does Not Meet Criteria (1-2 Points)		Meets Criteria (3- 4 Points)		Exceeds Criteria (5 Points)
0	1	2	3	4	5
Proposal fails to address this section.	Proposal fails to identify how the Think Tank Objectives will be met. Proposal shows a lack of evidence regarding successful project management and/or large group/meeting facilitation, demonstrating successfully meeting deadlines, producing required outcomes and delivering complete and thorough documents/reports.		Proposal minimally identifies how the Think Tank Objectives will be met. Proposal provides minimal evidence for successful project management and/or large group/meeting facilitation, demonstrating successfully meeting deadlines, producing required outcomes and delivering complete and thorough documents/reports.		Proposal provides a clear plan for meeting the Think Tank Objectives and provides evidence for successfully facilitating large group/meeting facilitation, successfully meeting deadlines and producing required outcomes and delivering complete and thorough documents/reports.

**3. QUALIFICATIONS**  
This section should demonstrate what qualifications the Respondent possesses regarding program evaluation/quality assurance, marketing and derivation of best practice in the Social Services Industry. Any specific training or certifications applicable should be discussed.

Fail (0 Points)	Does Not Meet Criteria (1-2 Points)		Meets Criteria (3- 4 Points)		Exceeds Criteria (5 Points)
	1	2	3	4	
Proposal fails to address this section.	Proposal provides little to no evidence to support Respondent having the training/experience in program evaluation/quality assurance, marketing or working within the social service industry.		Proposal provides minimal evidence to support Respondent having adequate training/experience in program evaluation/quality assurance, marketing or working within the social service industry.		Proposal provides a clear and extensive evidence to support Respondent having adequate training/experience in program evaluation/quality assurance, marketing or working within the social service industry. Proposal support and documents specific examples of implementing program evaluation/quality assurance.

**STEP 2 TOTAL POINTS**

**/15**

**Comments:**

**Evaluator Signature:**

**Print Name:**

**Date:**

**Evaluator Signature:**

**Print Name:**

**Date:**

**Evaluator Signature:**

**Print Name:**

**Date:**