RACE to Rebuilding Trust & Community Grant

Technical Assistance Session 4

Proposal Evaluation- Scoring Rubrics

October 22, 2024

ARLINGTON
VIRGINIA

Partnership

ARLINGTON VIRGINIA

United Way of the National Capital Area

Meet the Team

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Proposal and Submission Requirements

Written Application

- Completed through online portal available on RACE to Rebuilding Trust and Community Grant website.

Oral Presentation

- Each applicant will be given 15 minutes to present to the panel of community reviewers
- The oral presentation will answer 5 questions

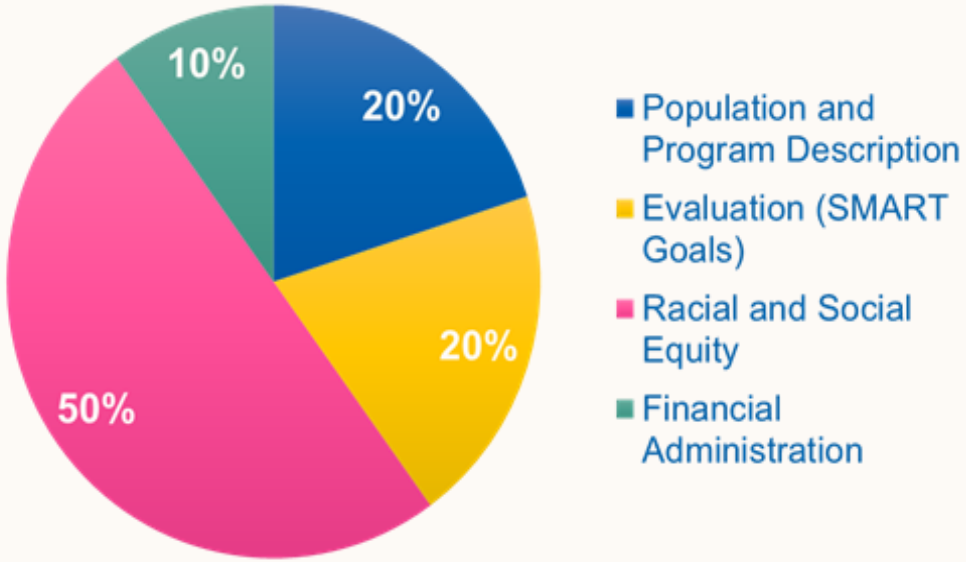
Proposal Evaluation

Here's what you can expect through the process…

1. Race to Rebuilding Trust Team screens applications for completeness
2. Staff review panel reads and scores written applications and convenes for consensus sessions to establish final scores
3. Community review panel scores oral presentations and convenes for consensus sessions to establish final scores
4. County board receives reviewer scores and funding recommendations
5. Awards are approved
6. Applicants can review scores
7. County staff will be available to provide feedback on applicants' proposals and oral presentations

Written Application Review

- The written portion of the application will be completed and submitted through an online portal available on the RACE to Rebuilding Trust & Community Grant website.
- A total of five (5) staff reviewers will be recruited from County departments based on their interest and expertise.
- Staff reviewers will complete conflict of interest non-disclosure forms and be trained on racial equity concepts and the application scoring process using the rubrics – Appendix 4.1 for $250,000 and above and Appendix 4.2 for $249,999 and below.
- The staff panel members will individually score all the written applications. The staff reviewers then will convene in consensus sessions to discuss their respective scores, provide comments, and reach a final cumulative score per application.



Oral Presentation Review

- Up to twenty (20) community reviewers will be recruited during planned community events taking place around the County and at various gathering places (e.g., food distribution sites, vaccine clinics, PTA events, etc.).
- Community reviewers will complete conflict of interest non-disclosure forms and be trained on racial equity concepts and the application scoring process using the rubric in Appendix 4.3
- Community reviewers will participate in Community Reviewer Days, during which each applicant will make a fifteen-(15) minute oral presentation on their proposal and answer reviewer questions
- Reviewers will use the presentation rubric Appendix 4.3 to evaluate each oral presentation.
- The community reviewers will individually score each presentation. Following the oral presentations, community reviewers will convene in consensus sessions to discuss their respective scores, provide comments, and reach a final score per presentation.

Review Process

- Written applications and oral presentations each will be weighted at 50% of the final cumulative score.
- The County Board will consider and approve award recommendations at its March 2025 County Board hearing.
- Once awards have been approved, all applicants will have the opportunity to view their cumulative scores and receive application feedback on submitted proposals and/or guidance for future grants.

Consensus Sessions

- Staff will convene to discuss written applications and provide cumulative score recommendations for each application.
- Community will convene to discuss oral presentations and provide cumulative score recommendations for each presentation.
- A moderator will facilitate each review panel and take notes on the reviewers' feedback. The reviewers should discuss how they arrived at their respective scores.

Objective vs. Subjective Scoring

Staff reviewers will only score what is in the written application.

Community reviewers will only score what is shared in the oral presentation.

Assumptions, intuitions, hunches, and guesses, no matter how insightful, do not serve the way that words on the page or during the oral presentation do.

Outside knowledge of programs, organizations, and/or project participants will be discarded for reviewing purposes.

All reviewers will be required to complete both conflict-of-interest and non-disclosure forms, as well as receive training on scoring objectively and removing bias from the review process.

Content relevant to each section of the application should be provided in that specific section, with the addition of required attachments.

Written Application Rubric

Section 1: Population and Program/Project Description (20%)							
Q#	Questions	Unacceptable or Did Not Respond (0 points)	Acceptable (1 point)	Good (2 points)	Excellent (3 points)	Score	Feedback Written Notes on Scores
1	What are the most important needs in your community? Include more than one example that connects relevant data, stories, and details to the population to be served to support your explanation.	□ Does not describe the most important needs in their community	□ Describes the most important needs in their community	□ Describes the most important needs in their community	□ Describes the most important needs in their community		
			□ Expresses the importance of the needs through only one relevant data point, story, or detail to address the need in their proposal.	□ Expresses the importance of the needs through more than one relevant data point, story, or detail to address the need in their proposal.	□ Expresses the importance of the needs through more than one relevant data point, story, or detail to address the need in their proposal.		
					□ There is a connection between the important needs, the relevant data or stories, and the population to be served.		

Oral Presentation Rubric

Presentation Rubric					
Questions	Unacceptable or Did Not Respond (0 points)	Acceptable (1 point)	Good (2 points)	Score	Feedback Written Notes on Scores
The applicant defines the inequities that the organization is addressing through data and/or stories.	Did not define the inequities that the organization is facing.	Defines inequities but does not provide supporting data and/or stories.	Defines inequities and provides supporting data and/or stories.		
The applicant describes how the proposed services are addressing the inequities through data and/or stories.	Did not describe how the proposed services are addressing the inequities.	Describes proposed services but does not provide data and/or stories.	Describes proposed services and provides data and/or stories to show how services are addressing the inequities.		

Bonus Point Opportunities

Written Application

- The applicant wrote a compelling proposal that meets a demonstrated need and will likely result in significant community impact.

Oral Presentation

- I have seen or felt this need in the community, or I believe it is an important need.
- The applicant gave a compelling presentation that connected each question and provided a detailed picture of the need and the proposed services.

Practice Scoring Using the Written Rubric

Section 1: Population and Program/Project Description SAMPLE RESPONSE

1. What are the most important needs in your community? Include more than one example that connects relevant data, stories, and details to the population to be served to support your explanation.

Yoga4Life's Civic Yogis program serves African American and Latino/Hispanic teens ages 14-18, the majority of whom come from low-income families, who reside in Columbia Pike Corridor. Currently 95% of the participants we serve are eligible for free or reduced-price lunch. 75% of our participants will identify as female and 25% as male. We have served this population of focus for the past 5 years. Our program directly serves the unique needs of teens from our neighborhood by providing a safe space for young people during out-of- school time including summer, while helping them develop academically, providing health and wellness opportunities, and job-readiness training. Due to the lack of programming opportunities in the Columbia Pike Corridor for teens specifically this program is urgently needed to keep our teens safe. Through focus groups with the neighborhood teenagers and their parents, Yoga4Life staff were informed that the youth feel as though they have no place to go in their own neighborhood and given the turf and crew issues with neighboring communities, do not feel safe crossing neighborhood lines. Therefore, the teens flock to Yoga4Life for a place to feel welcomed and engaged in positive activities. This need is exacerbated during the summer when youth are without adult supervision and the structured space of school.

Written Application Rubric

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			□ Expresses the importance of the needs through only one relevant data point, story, or detail to address the need in their proposal.	□ Expresses the importance of the needs through more than one relevant data point, story, or detail to address the need in their proposal.	□ Expresses the importance of the needs through more than one relevant data point, story, or detail to address the need in their proposal.		
					□ There is a connection between the important needs, the relevant data or stories, and the population to be served.		

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Completing the Presentation

Presentation Requirements

15 minutes addressing the following:

- Describe the inequities
- Describe proposed services
- Demonstrate expertise
- Demonstrate direct impact of proposed services
- Describe collaboration

Presentation Schedule

The following evenings from 5:45 – 9:00 p.m.

- January 14
- January 16
- January 23
- January 28
- January 30
- February 4

Practice Scoring Using the Oral Rubric

Yoga4Life currently partners with several local Department of Recreation facilities throughout the Columbia Pike Corridor to host the camp activities including the classes taught to the community by the students. This helps strengthen the students' ties to their community and provides that with places to connect with their peers. We also partner with the APS school district to help identify students that may benefit from this program and to host demonstrations of our student yoga teachers. We also partner with several local non-profit partners such as the United Way of the National Capital Areas Financial Empowerment Center to provide financial wellness classes, mock interviews, and job readiness classes for our students. We partner with City Year to provide tutoring support in math and English/language arts. We partner with Neighborhood Health to provide life skills sessions on responsible sexual health classes and NOVA to provide the college and career life skills classes for our youth. Lastly, we work with several local yoga studios such as Sun and Moon Yoga, Blue Nectar Yoga, and Mind Your Body Oasis to support our yoga teacher training and building community components for our students.

Oral Presentation Rubric

Presentation Rubric					
Questions	Unacceptable or Did Not Respond (0 points)	Acceptable (1 point)	Good (2 points)	Score	Feedback Written Notes on Scores
The applicant describes how the organization works with partner organizations (i.e. other nonprofits, faith-based organizations, corporations, etc.) and individual community members to improve programs and outcomes.	Does not work with partner organizations and individual community members to improve programs and outcomes.	Describes how the organization works with one but not both partner organizations and individual community members to improve programs and outcomes.	Describes how the organization works with both partner organizations and individual community members to improve programs and outcomes.		

Oral Presentation Scoring Feedback

- Only discussed partnerships with non-profits and organizations but did not discuss how they work with individual community members to improve programs and outcomes.
  - DPR
  - APS School District
  - United Way NCA
  - City Year
  - NOVA
  - Local Yoga Studios

Questions?

Thank you for attending!