

	Consolidated Plan Advisory Board				
	Fiscal Year 2025 CDBG Application Scoring Criteria CATEGORY: Public Services				
		CATEGORY. Public Serv	Overall Score:	100	
Category	Criteria		- Cream Goo. C.	Maximum Score	
	_	on Project Experience: Applicant de y implementing projects of similar	-	5	
pacity	providing se	on Experience w/ LMI clients: Applivices to LMI residents or presumed lains how experience is applicable	d LMI CDBG beneficiaries;	5	
1. Organization Capacity	collaboratio	on: Applicant describes and provid with similar organizations, peer to refeared for partner agencies for refe	peer networks, potential	3	
1. Orgar	prepare distruption changes o	r: Applicant describes the organizat or, respond, and adapt to unexpec as in order to continue to serve the n include a significant event in the downturn in a particular industry,	cted changes or sudden eir clients. Disruptions or national or international	1	
	7.		Total Points for Section 1:	14	
	a. Project S	mmary: Description of project inclu	udes all of the following iter		
		Activities and/or services to be pro		5	
	ii. Characteristics of Population(s) to be served; and			3	
		iii. The critical need(s) that will be		5	
		other resources are not available to	o meet the need(s)		
	b. Confirma	on of Program Status:			
teristics		Applicant selects whether the prone in either the continuation of an exisubstantial expansion of an existing of a new service	sting services, the	5	
2. Project Characteristics		. Applicant explains the rationale, invailable data, used to make above about it. and describes how the project in impact.	determination in section	3	
2. Pr	the project	als: Applicant identifies the goal(s) nd describes how these goals will be on associated monitoring systems a	pe met. Applicant includes	7	
	total number	t indicates the number of unduplic of LMI anticipated to be served be provides clear methodology on det	elow 80% AMI.	3	
			Total Points for Section 2:	28	



Category	Criteria				Maximum Score
	be provided	d and a clear	• • • •	es a listing of the services to of these services which :	
		i. The q	uantity and duratior	of each of these services;	5
6		how these	•	h should include details on ded and if services will occur oup settings	5
3. Project Specifics		total amou	nt of CDBG funds rec ovided and any fees	ation and justification for juested in relation to the charged. Information with the proposed budget	4
кі		given on ho the propose	w costs are warrant	nt is provided and specifics are ed. Costs are consistent with d follows RFP Handbook e costs.	4
	implemente	ed and comp	olicant describes how deted within the req estimated expenditu	uired 12-month timeline with ures per	4
				Total Points for Section 3:	22
	populations references successful o	s and results used for this outcome. Pu ncome Limit	in a positive impact determination; des blic Service project r	for LMI individuals; provides cribes a success story or nust be considered a Low and (LMC) by serving one of the	9
Benefits		ii. Direct Be	•	ned by HUD; or based on compliance with umented family size and	
4. Project Benefits	-	oviding proje	• • •	ty Zone location: Applicant's d in at the Opportunity Zone	2
,	Applicant in Opportunit	ndicates serv y Zone or Pro	rice delivery will occu omise Zone.*	ry Zone service location: ur to clients residing in the	3
	through tes website pos	timonial(s), stings, and/c	annual report, photo		2
				<b>Total Points for Section 4:</b>	16



Category	Criteria				Maximum Score
	proposed p CDBG funds receiving av	roject and d s for prograr ward can be	emonstrates that th m sustainability. Orga	urces of funding to support the e project will not rely on enization identifies how applying and/or receiving	5
	b. Budget for project identifies all sources of funding for the total project costs				3
5. Budget	c. Budget details uses of funds (City of SD CDBG and non CDBG funds) by outlining eligible budget line items to be used to support project implementation			5	
	documenta	tion for eacl	•	ured for project, submits percent of funds leveraged project costs) is:	5
	0%-5%=0 p		41%-60%=3 points		
	6%-20%=1   21%-40%=2		61%-80%=4 points 81%-100%=5 points	Total Points for Section 5:	18
ndicators	i. The Scope of Work and Budget, in its entirety, demonstrates compliance with CDBG eligibility requirements			1	
rmance Ir	ii. The Scope of Work and Budget demonstrates compliance with National Objective and other HUD and City requirements			1	
6. Project Eligibility & Performance Indicators	applicant as under the C 100 point so No deficie Minor des Moderate	gency on processing pr	ojects previously fun m. These are subtra- nined by performand		0 to -2.5 (CDD Score)
				Total Points for Section 6:	2



## CONSOLIDATED PLAN ADVISORY BOARD

## FISCAL YEAR 2025 CDBG APPLICATION SCORING CRITERIA

**CATEGORY: Economic Development** 

	Overall Score:	100
Category	Criteria	Maximum Score
apacity	a. Organization Project Experience: Applicant describes their experience in successfully implementing projects of similar scope and comparable complexity. Specifics are given on organization's experience in assisting LMI individuals start-up or expand a microenterprise.	5
	b. Organization Experience w/ LMI clients: Applicant has experience in providing services to LMI residents or presumed LMI CDBG beneficiaries; applicant explains how experience is applicable and beneficial.	5
1. Organization Capacity	c. Collaboration: Applicant describes and provides specific examples of collaboration with similar organizations, peer to peer networks, potential subcontractors and/or partner agencies for referral purposes to benefit LMI/presumed LMI clients	2
1.0	d. Resiliency: Applicant describes the organization's ability to anticipate, prepare for, respond, and adapt to unexpected changes or sudden distruptions in order to continue to serve their clients. Disruptions or changes can include a significant event in the national or internaional economy, a downturn in a particular industry, or an external event such as a natural disaster or pandemic.	1
	Total points for Section 1:	13
	a. Project Summary: Description of project includes all of the following items:	
	i. Activities and/or services to be provided; and	5
	ii. Characteristics of Population(s) to be served; and	3
istics	iii. The critical need(s) that will be addressed including how other resources are not available to meet the need(s)	5
ter	b. Confirmation of Program Status:	
t Chara	i. Applicant selects whether the proposed project will result In either the continuation of an existing service, the substantial expansion of an existing service, or the provision of a new service	
2. Project Characteristics	ii. Applicant explains the rationale, including metrics and available data, used to make above determination in section b. i. and describes how the project is providing or will provide an impact.	5



Category	Criteria	Maximum Score
	c. Project Goals: Applicant identifies the goal(s) and anticipated impact of the project and describes how these goals will be met. Applicant indicates the number of unduplicated COSD individuals, and number of unduplicated City of San Diego businesses to be assisted.	7
	d. Applicant includes information on associated monitoring systems, procedures, and methodology used in determining anticipated outcomes.	3
	Total points for Section 2:	28
	a. Services to be provided: Applicant provides a listing of the services to be provided and a clear description of each of these services which includes, as applicable, the following details:	
	i. The quantity and duration of each of these services;	5
	ii. The method of delivery; which should include details on how these services will be provided and if services will occur on an individual basis and/or group settings	5
3. Project Specifics	iii. Applicant provides an explanation and justification for total amount of CDBG funds requested in relation to the services provided and any fees charged. Information provided should be consistent with the proposed budget section	4
3. Pr	iv. A cost per beneficiary amount is provided and specifics are given on how costs are warranted. Costs are consistent with the proposed budget section and follows RFP Handbook guidelines on identifying eligible costs.	4
	b. Project Schedule: Applicant describes how the project will be implemented and completed within the required 12-month timeline with specific milestones and estimated expenditures per month/quarter	4
	Total points for Section 3:	22
S.	a. Applicant describes how the project will provide services to high need populations and results in a positive impact for LMI individuals and City of San Diego business owners; provides references used for this determination; describes a success story or successful outcome. CED projects must be considered a LMI limited clientele activity (LMC) or LMI Microenterprise Development (LMCMC) by providing direct benefits to LMI persons. Applicant also describes what the anticipated percentage of clients to compete program	9
ject Benefits	b. Federally Designated Promise/Opportunity Zone location: Applicant's office(s) providing project services is located in at the Opportunity Zone or Promise Zone.*	3



Category	Criteria	Maximum Score		
4. Pro	c. Federally Designated Promise/Opportunity Zone service location: Applicant indicates service delivery will occur to clients residing in the Opportunity Zone or Promise Zone.*			
	d. Collateral Material: Applicant provides proof of positive impact through testimonial(s), annual report, photos/videos, social media or website postings, and/or marketing/promotional materials. Applicant shares materials that speak to their impact in the community.			
	Total points for Section 4:	17		
	a. Applicant identifies alternative future sources of funding to support the proposed project and demonstrates that the project will not rely on CDBG funds for program sustainability. Organization identifies how receiving award can be used to leverage in applying and/or receiving additional funding from other sources.	5		
	b. Budget for project identifies all sources of funding for the total project costs	3		
5. Budget	c. Budget details uses of funds (City of SD CDBG and non CDBG funds) by outlining eligible budget line items to be used to support project implementation	5		
rų.	d. Budget lists all other funding sources secured for project, submits documentation for each source listed, and percent of funds leveraged (calculated by other secured funding/total project costs) is:			
	0%-5%=0 points	(CDD Score)		
	21%-40%=2 points 81%-100%=5 points Total points for Section 5:	18		
	a. Project Eligibility:			
ance	<ul> <li>The Scope of Work and Budget, in its entirety, demonstrates compliance with CDBG eligibility requirements</li> </ul>	1		
rforma	ii. The Scope of Work and Budget demonstrates compliance with National Objective and other HUD and City requirements	1		
gibility & Per Indicators	b. City of San Diego Track Record: Rating based on past performance of applicant agency on projects previously funded by the City of San Diego under the CDBG			
Project Eligibility & Perform Indicators	program. These are subtractive points from maximum 100 point score, determined by performance levels:  • No deficiencies (0)			
6. Projec	<ul> <li>Minor deficiencies (-1)</li> <li>Moderate deficiencies (-2)</li> <li>Performance Indicator data collected from FY 2023 for FY 2025 evaluations.</li> </ul>	Score)		
	Total points for Section 6:	2		



## **CONSOLIDATED PLAN ADVISORY BOARD** FISCAL YEAR 2024 CDBG APPLICATION SCORING CRITERIA **CATEGORY: Nonprofit Facility Improvements Overall Score:** 100 Maximum Category Criteria Score a. Organization Project Experience:

I	I. Applicant describes their experience in successfully implementing projects of similar scope	
<b>X</b>	and comparable complexity. Applicant lists any CDBG related construction project with allocation amount, year completed, and result of improvements.	5
	ii. Applicant descries specific staff within organization that have experience overseeing the design and implementation of a construction project. If applicable, agency provides details on plans to secure and utilize a third party construction manager.	4
ion Capaci	b. Organization Experience w/ LMI clients: Applicant has experience in providing services to LMI residents or presumed LMI CDBG beneficiaries; applicant explains how experience is applicable and beneficial.	3
1. Organization Capacity	c. Collaboration: Applicant describes and provides specific examples of collaboration with similar organizations, peer to peer networks, subcontractors, and/or partner agencies for referral purposes to benefit LMI/presumed LMI clients	2
1.	d. Resiliency: Applicant describes the organization's ability to anticipate, prepare for, respond, and adapt to unexpected changes or sudden distruptions in order to continue to serve their clients. Disruptions or changes can include a significant event in the national or internaional economy, a downturn in a particular industry, or an external event such as a natural disaster or pandemic. Applicant acknowledges higher costs of supplies and overall increase of construction costs.	1
	Total points for Section 1:	15
	a. Project Summary: Description of project includes all of the following items:	
	i. Activities and/or services to be provided; and	5
	ii. Characteristics of Population(s) to be served; and	3
ķ	iii. The critical need(s) that will be addressed including how other resources are not available to meet the need(s)	5
Ęi	b. Confirmation of Program Status:	
<u>.io</u>		
Characteris	i. Applicant selects whether the proposed project will result in either the continuation of an existing services, the substantial expansion of an existing service, or the provision of a new service	_
. Project Characteristics	continuation of an existing services, the substantial expansion of an existing	5
2. Project Characteris	continuation of an existing services, the substantial expansion of an existing service, or the provision of a new service  ii. Applicant explains the rationale, including metrics and available data, used to make above determination in section b. i. and describes how the project is	5 7
2. Project Characteris	continuation of an existing services, the substantial expansion of an existing service, or the provision of a new service  ii. Applicant explains the rationale, including metrics and available data, used to make above determination in section b. i. and describes how the project is providing or will provide an impact  c. Project Goals: Applicant identifies the goal(s) and anticipated impact of the project and	



Category	y Criteria	Maximum Score
	a. Contract Execution Readiness: Extent to which the proposed project is ready to proceed by the following details:	
	i. Applicant explains how the total amount of CDBG funds requested is justified by accurate cost estimations with a professional consultation from architect; (if facility has received CDBG funds for improvements/expansions in the past, applicant must explain the outcome and justification for the request of additional	3
ecifics	a knowledge of all applicable permits required fore the proposed project. If permits not needed, applicant provides documentation for basis of that determination. Applicant can show a Facility Needs Assessment that could be attached to their Proposal.	5 CDD score
3. Project Specifics	b. Project Schedule: Applicant describes how the project will be completed and funds expended within the required 24-month timeline specifying key milestones. Applicant acknowledges that each permit or construction requirement not completed, will need to be accounted for in overall timeline.  a. Permitting and design completion (may take 3-6 months)  b. Project will be released for bid (may take 3-6 months)  c. Construction contract awarded (may take 3-6 months)	6
	d. Anticipated Construction Timeline e. 100% expenditure level  f. Project completion, beneficiaries reported (National Objective met), and close out report approved by CDD Program staff  Total points for Section 3:	14
4. Project Benefits	a. Applicant describes how the project will provide services to high need populations and results in a positive impact for LMI individuals; provides references used for this determination; describes a success story or successful outcome. Construction projects must be  i. Presume LMI clientele as defined by HUD; or  ii. Direct Benefit to LMI persons based on compliance with HUD income limits through documented family size and income	12
	b. Federally Designated Promise/Opportunity Zone location: Applicant's office(s) providing	3 CDD
igt E	project services is located in at the Opportunity Zone or Promise Zone.*	Score
4. Proje	c. Federally Designated Promise/Opportunity Zone service location: Applicant indicates service delivery will occur to clients residing in the Opportunity Zone or Promise Zone.*	2
	d. Collateral Material: Applicant provides proof of positive impact through testimonial(s), annual report, photos/videos, social media or website postings, and/or marketing/promotional materials. Applicant shares materials that speak to their impact in the community.	
	Total points for Section 4:	19



Category	Criteria	Maximum Score	
	a. Applicant identifies alternative future sources of funding to support the proposed project and demonstrates that the project will not rely on CDBG funds for program sustainability. Applicant may attach their 5 year maintenance plan.	7	
	b. Budget for project identifies all sources of funding for the total project costs		
5. Budget	c. Budget details uses of funds (City of SD CDBG and non CDBG funds) by outlining eligible budget line items to be used to support project implementation	3	
5. Bu	d. Budget lists all other funding sources secured for project, submits documentation for each source listed, and percent of funds leveraged (calculated by other secured funding/total project costs) is:	7	
	0%-5%=0 points 41%-60%=3 points	CDD Score	
	6%-20%=1 poin 61%-80%=5 points	22	
	21%-40%=2 poi 81%-100%=7 pd Total points for Section 5:	22	
ø)	a. Project Eligibility:		
rmanc	i. The Scope of Work and Budget, in its entirety, demonstrates compliance with CDBG eligibility requirements	1	
& Perfo ors	ii. The Scope of Work and Budget demonstrates compliance with National Objective and other HUD and City requirements	1	
6. Project Eligibility & Performance Indicators	<ul> <li>b. City of San Diego Track Record: Rating based on past performance of applicant agency on projects previously funded by the City of San Diego under the CDBG program. These are subtractive points from maximum 100 point score, determined by performance levels:</li> <li>No deficiencies (0)</li> <li>Minor deficiencies (-1)</li> <li>Moderate deficiencies (-2)</li> </ul>	0 to -2.5 (CDD Score)	
9	Total points for Section 6:	2	