

Attachment C: Application Scoring Criteria Scorecard

MINNESOTA COMMUNITY-BASED SUBSTANCE MISUSE AND SUICIDE PREVENTION COALITION GRANT

Rating Levels

Rating or Score	Description
Excellent or 5	Outstanding level of quality; significantly exceeds all aspects of the minimum requirements; high probability of success; no significant weaknesses
Very Good or 4	Substantial response: meets in all aspects and in some cases exceeds, the minimum requirements; good probability of success; no significant weaknesses.
Good or 3	Generally, meets minimum requirements; probability of success; significant weaknesses, but correctable.
Marginal or 2	Lack of essential information; low probability for success; significant weaknesses, but correctable.
Unsatisfactory or 1	Fails to meet minimum requirements; little likelihood of success; needs major revision to make it acceptable.

Scoring Selection – Scored up to 100 points

Section 1. Organizational Capacity (30 Points)

Criteria	Score (1 -5)
The applicant organization demonstrates capacity to address the proposed project activity which includes identifying key staff personnel and other significant staff members who will contribute to the project. If applicable, the applicant organization describes any anticipated impact for onboarding new staff and its effect on achieving project outcomes.	(1-5)
If the applicant organization proposes to partner with any other organization, it identifies the organization(s) involved and clearly describes the roles and responsibilities of the organization partner(s).	
The applicant demonstrates the capacity or plan to address its capacity to implement the scope of this project as laid out in the work plan.	(1-5)
The applicant clearly defines how they would expand and collaborate with what is already occurring within their community as it relates to substance misuse, mental health, and suicide prevention.	(1-5)
The applicant shares how they plan to ensure the coalition is reflective of the community in which they intend to serve and demonstrates the make-up of the coalition and how they will involve youth voice.	(1-5)
The applicant fully describes their ability to engage a wide network of substance misuse and suicide prevention partners to build the capacity of the coalition.	(1-5)

Section 2. Project Narrative and Work Plan (40 Points)

Criteria	Score (1 -5)
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The applicant provided information and data to understand the needs of the priority population and how that impacts substance misuse, suicide, and mental health within their identified area.	(1-5)
The applicant has a clear description of the geographic area they will be focusing on and has provided clear information about the area of focus.	(1-5)
The applicant clearly described how they will integrate a trauma informed approach with the priority population.	(1-5)
The applicant clearly describes their understanding that a requirement of this grant is to build a community coalition or build off from an existing coalition.	(1-5)
The applicant demonstrates an understanding that they will be participating in a strategic planning process during year one of their grant and have described their capacity to support the coordinator for this grant to make this a community drive project.	(1-5)

Section 3. Equity (20 Points)

Criteria	Score (1 -5)
The applicant clearly demonstrates how the organization will ensure that the community coalition is reflective of the community and priority population.	(1-5)
The applicant describes their plan clearly for engaging the priority population, youth aged 10-24 within this work.	(1-5)
The applicant clearly describes how they intend to integrate trauma-informed approaches to address substance misuse and suicide prevention in the geographic area as well as with the priority population.	(1-5)
Applicant has clearly described their history of working to eliminate health disparities and advancing healthy equities.	(1-5)

Section 4. Budget (10 Points)

Criteria	Score (1 -5)
The budget detail and justification are clear and provides a description of how funds will be used in the first year of the grant period.	(1-5)
The expenses included in the budget detail and justification supports activities outlined in the work plan, including meeting grant requirements.	(1-5)

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