

Attachment E: Scoring Criteria

REQUEST FOR PROPOSALS: COMMUNITY CHANGE TO PREVENT COMMERCIAL TOBACCO USE AMONG YOUNG PEOPLE

Overview

Applicant Name:

Applicant Address:

Reviewer Name or Code:

Rating Table

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; minor weaknesses, but correctable.
Marginal or 2	Lack of essential information; low probability for success; significant weaknesses, needs major revision to make it acceptable.
Unsatisfactory or 1	Fails to meet minimum requirements; little likelihood of success.

Grant Program Goals

This goals of this funding opportunity are:

- Build youth and young adult leadership and advocacy skills.
- Engage youth and young adults in leading local commercial tobacco prevention efforts.
- Advance youth and young adult-informed policy, systems, and environmental (PSE) change that reflects local priorities.
- Connect youth and young adult leaders to a statewide network that supports learning, storytelling, communications, and collective action.

Scoring Section

Section 1 – Organizational Capacity and Experience (20 points)

Criteria	Score
Applicant describes organization’s mission, history, and experience that prepares them to successfully implement this project. They’ve included organizational leadership support, staffing, partnerships, and resources or supports that will help successfully implement this project. They provided at least one example demonstrating community change initiatives they have led or participated in.	___ / 5
Applicant describes how their organization has established relationships with youth and/or young adults and their approach for building authentic relationships and meaningful engagement.	___ / 5
Applicant describes how youth and young adults currently participate in your organization’s work. This may include activities such as informing decisions, offering input, partnering with staff, co-leading projects, or sharing power in decision-making. Please also describe any planned efforts during the grant period to strengthen youth participation, with the aim of increasing youth leadership and influence in PSE change	___ / 5
Applicant describes their organization’s experience engaging youth or young adults as authentic partners in leadership and policy, systems, and environmental (PSE) change. If available, they provide one or more examples demonstrating meaningful leadership opportunities and shared decision-making.	___ / 5
Total score points for this section	___ / 20

Section 2 – Community Need (10 points)

Criteria	Score
Applicant describes which community or communities would benefit most from commercial tobacco prevention efforts among the youth or young adults they propose to serve. Applicant includes available data, community perspectives, and other information that demonstrates the need for this work.	___ / 5
Applicant describes the community’s readiness to engage in youth and young adult-led policy, systems, and environmental (PSE) change.	___ / 5
Total score points for this section	___ / 10

Section 3 – Project Approach (40 points)

Criteria	Score
Applicant describes their organization's experience and/or proposed approach to identify, prioritize, and select, evaluate, and implement policy, systems, and environmental (PSE) strategies to address commercial tobacco use. <i>If a specific PSE strategy has already been identified, applicant describes the strategy and why it is a priority, if not, applicant describes how they will use the initial project period to assess needs, engage youth and young adults, and identify opportunities for PSE change.</i> If applicable, the applicant includes how the new funding will enhance the current work that MDH funds to work on local policy interventions (e.g. expand efforts to additional jurisdictions).	___ / 5 x 2
The applicant describes the population(s) of youth or young adults they plan to engage through this project (age range(s), geographic area(s), and communities served) and how proposed activities and engagement strategies will be tailored to their needs. If groups of different age ranges will work together at all, the applicant describes how this will occur.	___ / 5 x 2
The applicant describes how youth or young adults will develop leadership skills and have meaningful roles in shaping, implementing, and evaluating this project. The applicant describes how youth and/or young adults will influence decisions and share power with adult partners.	___ / 5 x 2
The applicant describes how their organization will support meaningful youth and/or young adult leadership while ensuring appropriate adult partnership, mentorship, resources, and infrastructure are available to support successful implementation.	___ / 5 x 2
Total score points for this section	___ / 40

Section 4 – Work Plan (20 points)

Criteria	Score
Work plan includes grant goal and milestones demonstrating the applicant has a good understanding of the long-term nature of youth engagement work and PSE change, and how work progresses over time.	___ / 5
Work plan includes planning period to identify PSE change, or PSE strategies are clearly identified.	___ / 5
Youth or young adults have meaningful and appropriate levels of participation throughout the work plan.	___ / 5
Work plan includes activities that demonstrate how the organization will enhance youth participation and move toward models where youth have increasing influence and leadership	___ / 5
Total score points for this section	___ / 20

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Section 5 — Budget (10 points)

Criteria	Score
Requested level of funding (including cost breakdown) is reasonable and necessary for the proposed activities and includes at least 0.5 full-time equivalent (FTE) for a project coordinator.	___ / 5
Proposed budget includes appropriate investment in youth or young adult engagement (including compensation, if applicable).	___ / 5
Total score points for this section	___ / 10

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