**Office of Transportation Safety**

**FY16 GRANT APPLICATION SCORING FORM**

Applicant Agency\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Project Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ FFY\_\_\_\_\_

Reviewer Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Focus Area: 1. Impaired Driving\_\_\_\_\_ 2. Young Drivers\_\_\_\_\_ 3. Motorcycle Safety\_\_\_\_\_ 4. Speed\_\_\_\_\_ 5. Seatbelt Compliance\_\_\_\_\_

 6. Child Passenger Safety\_\_\_\_\_\_ 7. Pedestrian/Bicycle Safety\_\_\_\_\_\_ 8. Distracted Driving\_\_\_\_\_\_ 9. Older Driver \_\_\_\_\_\_\_\_\_

***Scoring Directions:*** *Score each numbered Evaluation Factor, using the evaluation criteria and point values. Please feel free to use the whole point range. It is ok to give a partial score or a zero if the applicant did not address the criteria sufficiently. Record the score for each section and then calculate Total Score and record on Page 4. In the* ***“Comments” box, summarize the list of the strengths and weaknesses for each evaluation factor. Please be specific; your comments may be used in the modification or denial of the application.***

| **EVALUATION FACTOR**The bulleted statements below each Factor are derived from the Application and Application Instructions  |
| --- |
| Problem Identification– 25 total possible pointsDid the applicant:* Clearly specify a problem within **one** emphasis area that the proposed project will address? **(0-2 points) \_\_\_\_\_**
* Identify the performance measure(s) the project will address? **(0-2 points) \_\_\_\_\_**
* Identify a specific target population and geographic area? **(0-3 points) \_\_\_\_\_**
* Use data specific to the local geographic area and target population to describe the magnitude of the problem to be addressed? (If local data are not available, did the applicant use data from another geographic location and make a compelling case for why and how this also applies to the population identified?) **(0-5 points) \_\_\_\_\_**
* Use multiple years of data to describe the magnitude of the problem to be addressed in the target population? **(0-5 points) \_\_\_\_\_**
* Include reputable references for each data source?

(This may be the Problem Identification Report, local law enforcement, etc.) **(0-3 points) \_\_\_\_\_*** Adequately establish the need for the project in this geographic area and specific population? **(0-5 points) \_\_\_\_\_**

 **Score \_\_\_\_\_\_\_\_****Comments** ***Strengths:******Weaknesses:*** |
|
|
|
|
| Project Rationale - 10 total possible pointsDid the applicant:* Choose a countermeasure that is listed in the NHTSA Countermeasures that Work?**(0-5 points) \_\_\_\_\_**

*5-star strategies receive 5 points, 4-star strategies receive 4 points, 3-star activities receive 3 points, 2-star strategies receive 2 points, 1-star strategies receive 1 point, if the strategy is not listed 0-points.** Clearly and concisely explain the reason for selecting the proposed program or approach? **(0-3 points) \_\_\_\_\_**
* Specify an appropriate dosage for the program selected? **(0-2 points)****\_\_\_\_\_**

*One-time events or presentations are generally not evidence-based approaches and should receive a score of 0.* **Score \_\_\_\_\_\_\_\_****Comments*****Strengths:******Weaknesses:*** |
|
|
| Goal(s), Objectives and Activities – 20 possible pointsDid the applicant’s:* Project goal(s) impact one or more of the core performance measures? **(0-2 points) \_\_\_\_\_**
* Goal(s) describe the final anticipated three-year outcome or result (e.g. reductions in deaths or injuries due to motor vehicle crashes for a particular population)? **(0-2 points) \_\_\_\_\_**
* Goal(s) meet the following criteria: identify a target population; declarative statement, no jargon, short, concise, easy to understand; and stated in positive terms? **(0-2 points) ­\_\_\_\_\_**
* Year 1 objectives include all S.M.A.R.T. elements (specific, measurable, attainable, realistic, and time-phased)? **(0-4 points) \_\_\_\_\_**
* Year 1 objectives clearly align with the project goal(s)? Will the objectives help the applicant achieve the stated goal(s)? **(0-4 points) \_\_\_\_\_**
* Year 1 activities logically describe how each objective will be achieved in a detailed, but concise way? **(0-4 points) \_\_\_\_\_**
* Year 1activities include process indicators appropriate for measuring progress on completing each activity, as well as deadlines?

**(0-2 points) \_\_\_\_\_** **Score \_\_\_\_\_\_\_\_****Comments*****Strengths:******Weaknesses:*** |
| **Project Evaluation - 15 total possible points**Did the applicant include:* Clearly articulated and appropriate process evaluation measures (who, what, when, how many) for each project activity? **(0-5 points) \_\_\_\_\_**
* Clearly articulated, appropriate, and realistic outcome evaluation measures (changes in numbers attitudes knowledge, and/or behavior change) for each project objective? **(0-5 points) \_\_\_\_\_**
* Clear and reasonable timelines and methods for collecting and analyzing data? **(0-5 points) \_\_\_\_\_**

 **Score \_\_\_\_\_\_\_\_****Comments*****Strengths:******Weaknesses:*** |
|
|
| **Agency Qualification/Past Performance – 10 total possible points**Did the applicant:* Specify staff qualifications, including fiscal and project management experience and staff experience provided is relevant and adequate to administer the project? **(0-5 points) \_\_\_\_\_**
* Clearly demonstrate that the agency’s resources and skills are adequate to manage the proposed project? If relevant, are background checks conducted? If the applicant received previous funding from CDOT, was past performance adequate? **(0-5 points) \_\_\_\_\_**

 **Score \_\_\_\_\_\_\_\_****Comments*****Strengths:******Weaknesses:*** |
| **EVALUATION FACTOR**The bulleted statements below each Factor are derived from the Application and Application Instructions  |
| **Community Collaboration and Support *-* 10 total possible points**Does the applicant:* Have established relationships with appropriate internal and external partners to execute and evaluate the proposed project?

**(0-5 points) \_\_\_\_\_*** Participate, lead, or plan to establish a coalition that will support the goals and objectives of the proposed project **(0-5 points) \_\_\_\_\_**

 **Score \_\_\_\_\_\_\_\_****Comments*****Strengths:******Weaknesses:*** |
|
|
| **Long –Term Sustainability – 5 total possible points**Did the applicant:* Include a logical and feasible plan to reduce reliance on federal funding and a long-term plan for the programmatic development and ongoing financial support for the project? **(0-5 points) \_\_\_\_\_**

**Score \_\_\_\_\_\_\_\_** **Comments*****Strengths:******Weaknesses:*** |
|  **Budget - 5 total possible points**Did the applicant:* Submit a budget amount that is reasonable, necessary and supports the project activities. **(0-3 points) \_\_\_\_\_**

Provide a budget narrative that clearly explains and justifies the requested funds and demonstrates agency support, including any required agency match. **(0-2 points) \_\_\_\_\_** **Score \_\_\_\_\_\_\_\_****Comments*****Strengths:******Weaknesses:*** |
| **Total Score \_\_\_\_\_\_\_\_\_****Overall Comments*****Strengths:******Weaknesses:*** |
|

Accepted \_\_\_\_\_\_

Special conditions \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Not Accepted \_\_\_\_\_\_

Amount Requested: $\_\_\_\_\_\_\_\_\_\_\_\_\_ Recommended Level of Funding: $\_\_\_\_\_\_\_\_\_\_\_\_\_