

## Attachment C: Evaluation Tool

### North Dakota HCBS Agency Transportation Development Grant

Evaluators should take care to ensure they evaluate the applications based on information that is provided by the applicant. Applications will be reviewed solely on what is presented within the grant application, projective narrative, work plan, and budget justification. Please do not make inferences or speculate.

#### CONFLICT OF INTEREST

Personal financial gain and private benefit to staff of HHS is prohibited. If an evaluator has a conflict of interest, they will not evaluate the grant applicant and shall recuse themselves from the review of that grant application.

<b>Applicant:</b>		
<b>Type of Grant for Evaluation (choose one):</b> <input type="checkbox"/> QSP <input type="checkbox"/> DD		
<b>Evaluator:</b>		
<b>Scoring</b>	<b>Maximum Points</b>	<b>Points Awarded</b>
<b>Agency Project Detail</b>	<b>35</b>	
<ul style="list-style-type: none"> <li>Adequate description of the approved service(s) they currently provide or will provide. (QSP - NEMT, NMT, Residential Habilitation, Community Supports, Adult Residential) (DD - Residential Habilitation, Day Habilitation, Small Group Employment, Prevocational Services, Independent Habilitation, Individual Employment Supports).</li> <li>Agency fully describes how the vehicle will be utilized to provide at least one of the approved services that will assist an eligible individual to attend their medical appointments, access essential community services, and community engagement activities that promote integration, etc.</li> </ul>		

<b>Plan to Deliver Services</b>	<b>30</b>	
<ul style="list-style-type: none"> <li>Agency fully describes the plan to promote the use of the vehicle for one of the approved services.</li> </ul>		
<b>Project Implementation</b>	<b>25</b>	
<ul style="list-style-type: none"> <li>Application clearly identifies staff who will be involved in / responsible for the project implementation and their experience/background.</li> <li>Application clearly demonstrates the agency's ability to purchase the vehicle outright.</li> </ul>		
<b>Budget</b>	<b>10</b>	
<ul style="list-style-type: none"> <li>Information provided to adequately describe use of grant funds and cost of the new or used ADA accessible vehicle.</li> </ul>		
<b>Priority Consideration</b>		
<p>Priority points will be offered to agencies that expand their service territory for one of the qualifying services they already provide.</p> <ul style="list-style-type: none"> <li>Serve in an underserved county – 5 points</li> <li>Provide two of the qualifying services in an underserved county – 10 points</li> <li>Provide three of the qualifying services in an underserved county – 15 points</li> <li>Provide four or more of the qualifying services in an underserved county – 20 points</li> </ul>		
	<b>0-20 points</b>	
<ul style="list-style-type: none"> <li>Non-emergency Medical Transportation</li> <li>Non-Medical Transportation</li> <li>Residential Habilitation</li> <li>Community Supports</li> <li>Adult Residential Services</li> <li>Day Habilitation</li> <li>Small Group Employment</li> <li>Prevocational Services</li> <li>Independent Habilitation</li> <li>Individual Employment Supports</li> </ul>		

### EVALUATION POINTS SUMMARY

	<b>Max Points</b>	<b>Points Awarded</b>
Agency Project Detail	35	
Plan to Deliver Services	30	
Project Implementation	25	
Budget	10	
Priority Consideration	20	
<b>TOTAL</b>	<b>120</b>	