Farmworker Resource Center Workgroup

FOURTH MEETING

Date: Monday, November 7, 2022

**California Department of
Community Services & Development**

- Welcome

- Review of Scoring Criteria for Farmworker Resource Center (FRC) Grant Applications

- Review of Notice of Funding Availability (NOFA)

  - Contract Term

  - Administrative Cap

  - Target Regions

- Public Comment Period

- Wrap-Up and Next Steps

WELCOME

California Department of Community Services & Development

| June 23, 2022	Session 1: Introduction Develop program framework Session 2: Develop grant applications standards & metrics
July 29, 2022	Session 3: Review program framework discussion Review grant application standards & metrics Develop grantee evaluation standards & metrics Session 4: Size and number of grant awards and grantee obligations
August 18, 2022	Public Meeting
September 15, 2022	Session 5: Presentation of public comments Finalize grantee evaluation standards & metrics
November 7, 2022	Session 6: Review of Application Scoring Criteria

Activity	Date
NOFA Released	November 15, 2022
Deadline for Submitting Questions	November 29, 2022
Bidder's Conference	December 5, 2022
Question & Answers Posted on CSD Public Website	December 7, 2022
Notice of Intent to Apply Due to CSD	December 14, 2022
NOFA Application Deadline	**December 21, 2022**
Notice of Awardees Posted	January 12, 2023
Population Assessment Completed	April 30, 2023
FRC must be established, operational, and providing programs and services	July 15, 2023
Contract Term	February 15, 2023 – May 15, 2024
Grantee Evaluation completed by CSD no later than	June 30, 2024

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REVIEW OF FRC GRANT APPLICATION EVALUATION SCORING CRITERIA
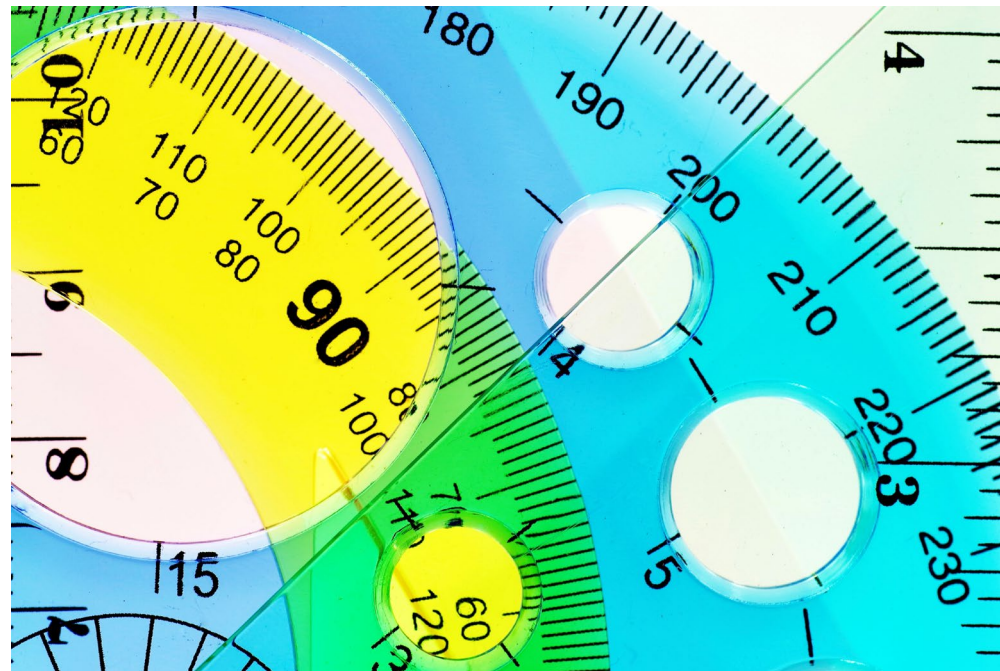
Application Evaluation Criteria

Evaluation Categories Finalized at FRC Workgroup Meeting Two:

- Experience Performing Outreach and Providing Similar Client Services

- Organizational Capacity

- Trusted Community Partners and Leveraging Resources

- Ability to Establish and Maintain a Client Demographic and Service Tracking Database

- Experience Conducting a Population Assessment

Evaluation Ranking Criteria – 100 Points Possible

Application Evaluation Criteria	Total Points Possible
Experience Performing Outreach and Providing Similar Client Services	30
Organizational Capacity	25
Trusted Community Partners and Leveraging Resources	20
Ability to Establish and Maintain a Client Demographic and Service Tracking Database	15
Experience Conducting a Population Assessment	10
Total Points Possible	100

Outstanding

The experience description provides **all** required information with thorough detail, giving the reader, a clear understanding of the applicant's experience in performing outreach and providing similar client services. This includes a detailed and thorough description of the anticipated outreach methods and client services that will likely be offered.

Good

The experience description provides **most** of the required information with moderate detail. The reader sufficiently understands the applicant's experience performing outreach and providing similar client services and includes detailed descriptions of the anticipated outreach methods and client services that will be offered.

Fair

The experience description provides **some** of the required information, but it is difficult for the reader to understand the scope of the applicant's experience in performing outreach and providing similar client services. The included descriptions of the anticipated outreach methods and client services that will be offered may be vague and lack detail.

Poor

The experience description provides **<u>some</u>** of the required information but **<u>does not</u>** demonstrate experience performing outreach and providing similar client services to the reader. Descriptions of the anticipated outreach methods and client services that will be offered are vague and lack detail.

Fail

The experience description provides **<u>some or none</u>** of the required information and **<u>almost no detail</u>** to demonstrate experience performing outreach and providing similar client services. Descriptions of the anticipated outreach methods and client services do not describe the anticipated client services that will be offered.

Outreach and Client Services

Category of Application Evaluation	Points Possible	Scoring Emphasis in Each Category
Experience Performing Outreach and Providing Similar Client Services	30	Describes the county's current outreach and experience providing services in appropriate languages to farmworkers and their families.
		Describes operational readiness and expertise in conducting, budgeting, and implementing similar scale services and outreach activities.
		Indicates the proposed outreach methods (physical, digital, written, audio, video, etc.) and explains why the selected methods will be the most effective. Preference will be given to face-to-face or one-on-one outreach methods.
		Describes how the effectiveness of outreach strategies will be evaluated and connected to client service outcomes.
		Describes the anticipated client services that will be offered based on the county's current understanding of the needs and challenges of local farmworkers.

Rating	Score	Ranking
Excellent ability to meet all requirements	27 - 30	Outstanding
Expected to meet all requirements	22 - 26	Good
Capable of meeting all requirements	17 – 21	Fair
May not be able to meet all requirements	11 – 16	Poor
Not likely to meet all requirements	0 – 10	Fail

Organizational Capacity

Category of Application Evaluation	Points Possible	Scoring Emphasis in Each Category (Part 1 of 3)
Organizational Capacity	25	Describes the proposed service model, including service delivery method(s), that will be used to deliver each service (referral vs. direct delivery of service). Includes description of how staff will stay connected to the client.
		Describes the county's approach to case management in situations with language barriers or a lack of eligibility documentation.
		Describes the county's ability to provide services directly or in partnership with a subcontractor at locations and at times suited to farmworker's schedules (i.e., at work sites, evenings, weekends, etc.).
		Lists current or proposed partnerships that will help in the delivery of the proposed activities, with a specific emphasis on partnerships that will assist in reaching individuals with Limited English Proficiency, and non-English speaking individuals, including noncitizen farmworkers.

Category of Application Evaluation	Points Possible	Scoring Emphasis in Each Category (Part 2 of 3)
Organizational Capacity	25	Describes the county's ability to provide the key services.
		Lists current or proposed staff who will help in the delivery of the proposed activities, with a specific emphasis on staffing that will assist in reaching individuals with Limited English Proficiency, and non-English speaking individuals, including noncitizen farmworkers.
		Provides proposed staff classifications and position descriptions.

Category of Application Evaluation	Points Possible	Scoring Emphasis in Each Category (Part 3 of 3)
Organizational Capacity	25	Provides the proposed operating budget for the farmworker resource center.
		Describes the budget and program development process and priorities.
		Describes the county's administrative resources (i.e., accounting, contracting, human resources, legal, etc.) designated to support the Farmworker Resource Center Program.

Organizational Capacity – 25 Points

Rating	Score	Ranking
Excellent ability to meet all requirements	23 - 25	Outstanding
Expected to meet all requirements	20 - 22	Good
Capable of meeting all requirements	16 – 19	Fair
May not be able to meet all requirements	11 – 15	Poor
Not likely to meet all requirements	0 – 10	Fail

Partnerships & Resources

Category of Application Evaluation	Points Possible	Scoring Emphasis in Each Category
Trusted Community Partners and Leveraging Resources	20	Name(s) and location(s) of community partner(s) to be engaged.
		Describes the role(s) of each community partner.
		Describes how each partner will help the applicant deliver the programs and services identified in the Application Narrative Template.
		Describes efforts involving coordination with public benefits and social service agencies; employers in the agricultural industry; public, private, and faith-based organizations; and legal service providers.
		Indicates the community partner(s) with which the county has an existing relationship and includes the documentation underlying the partnership e.g., letter of support, MOUs, etc.
		Describes how the partners were involved in the design of the county's response to the Notice of Funding Availability.

Partnerships & Resources – 20 Points

Rating	Score	Ranking
Excellent ability to meet all requirements	18 - 20	Outstanding
Expected to meet all requirements	16 – 17	Good
Capable of meeting all requirements	14 – 15	Fair
May not be able to meet all requirements	11 – 13	Poor
Not likely to meet all requirements	0 – 10	Fail

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Category of Application Evaluation	Points Possible	Scoring Emphasis in Each Category
Ability to Establish and Maintain a Client Demographic and Service Tracking Database	15	Describes the county's strategies to use data to analyze and improve program performance.
		Describes the methods, frequency, and goals of data analysis.
		Lists the steps necessary to establish and maintain a database that can collect and track the following data: Number and type of calls received, referrals made, claims filed, program outcomes, and client demographic information.
		Describes the demographic data points that the county intends to collect.

Rating	Score	Ranking
Excellent ability to meet all requirements	13 - 15	Outstanding
Expected to meet all requirements	10 – 12	Good
Capable of meeting all requirements	7 – 9	Fair
May not be able to meet all requirements	4 – 6	Poor
Not likely to meet all requirements	0 – 3	Fail

Category of Application Evaluation	Points Possible	Scoring Emphasis in Each Category
Experience Conducting a Population Assessment	10	Describes the county's experience in investigating and assessing the needs of targeted demographic groups within the county.
		Indicates how the county will collect and include data specific to the needs of their farmworker communities.
		Lists the languages in which the county anticipates performing a population assessment, and indicates the level of the county's ability to conduct a population assessment in those languages.
		Describes the approaches the county intends to take to gather information directly from members of the farmworker community.
		Lists the existing county resources and data available to support or augment the population assessment process.
		Lists the agricultural employers in the county to be contacted as part of the population assessment.
		Describes how the county will analyze data collected.
		Describes how the county will assess the needs of the farmworker population and adjust outreach and programs on an ongoing basis.

Population Assessment – 10 Points

Rating	Score	Ranking
Excellent ability to meet all requirements	9 – 10	Outstanding
Expected to meet all requirements	7 – 8	Good
Capable of meeting all requirements	5 – 6	Fair
May not be able to meet all requirements	3 – 4	Poor
Not likely to meet all requirements	0 – 2	Fail

REVIEW OF NOTICE OF FUNDING AVAILABILITY (NOFA)

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Grant Contract Term:

- Contract Start – February 15, 2023

- Contract End – May 15, 2024

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Operating Budget Administrative Cap:

- 15% of total operating budget
  - (i.e., FRC grant funds + grantee matching funds)
- For grants of $833,000 combined with the required $208,250 grantee match, the total administrative budget cannot exceed $156,187.
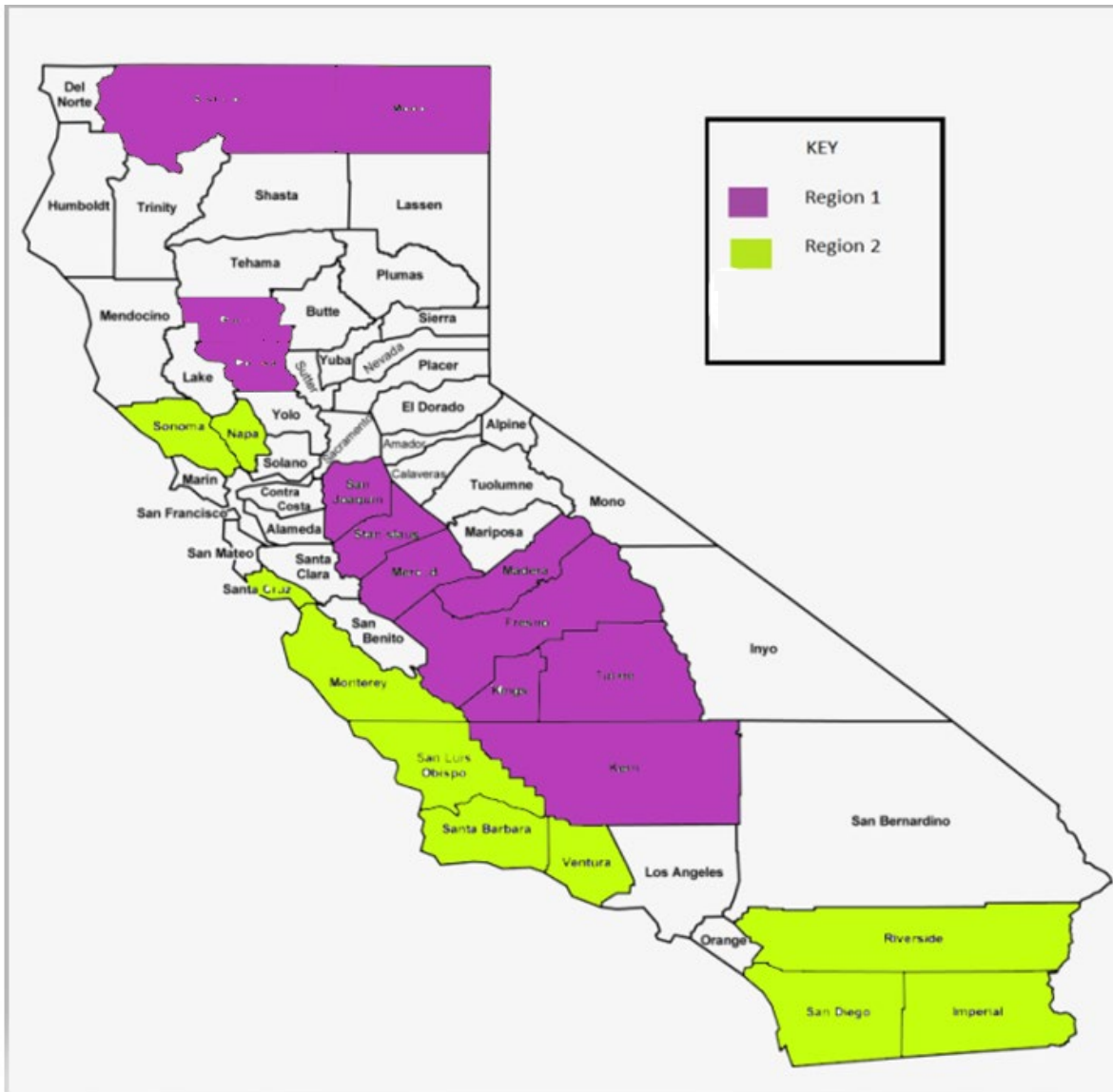
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KEY
- Region 1
- Region 2

Target Regions:

For each region, the farmworker population is either one of the 18 largest in the state or represents at least nine percent of the total population of the county.

Region 1	Region 2
Colusa County*	Imperial County
Glenn County*	Monterey County
Fresno County	Napa County
Kern County	San Diego County
Kings County	San Luis Obispo County
Madera County	Santa Barbara County
Merced County	Santa Cruz County
Modoc County*	Sonoma County
San Joaquin County	Riverside County
Stanislaus County	Ventura County
Siskiyou County*	
Tulare County	

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WORKGROUP RECOGNITION

Verbal:

- Raise your hand. The host will call on you.

- State your name and organization.

- Share your comment or question.

- In order to allow all participants an opportunity to speak, please limit comments to three minutes or less.

Zoom Chat:

- Submit comment or question in the chat.

- The host will read it aloud.

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