

# TCDD Proposal Evaluation

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Name of Request for Proposals:

Name of Organization Submitting Proposal:

Name of Reviewer:

## Important Definitions

### **Developmental Disability** (as defined in the DD Act of 2000)

A severe, chronic disability that occurs before age 22, is attributable to a mental or physical impairment (or a combination of both), is likely to continue indefinitely, and results in substantial functional limitations in three or more of the following areas of major life activity:

- (a) self care,
- (b) receptive and expressive language,
- (c) learning,
- (d) mobility,
- (e) self-direction,
- (f) capacity for independent living, and
- (g) economic self-sufficiency

And reflects the individual's need for a combination and sequence of services, individualized supports, or other forms of assistance that are of lifelong or extended duration and are individually planned and coordinated.

Individuals birth to age nine, inclusive, with a substantial developmental delay or specific congenital or acquired condition may be considered to have a developmental disability without meeting three or more of the criteria above if the individual, without services and supports, has a high probability of meeting these criteria later in life.

### **Unserved or underserved** (as defined in the DD Act of 2000)

Includes individuals such as those from racial and ethnic minority backgrounds, those who are disadvantaged, have limited English proficiency, live in rural or urban areas that are underserved, or those who belong to specific groups within the population of individuals with developmental disabilities.

## Narrative

### Scale

- 1 No, not at all, or not likely
- 2 A little bit, or only with assistance
- 3 Maybe, unclear or unknown
- 4 Mostly, or most likely
- 5 Yes, completely, or definitely

1 2 3 4 5

1. Is the outcome described in the narrative consistent with TCDD's goal per RFP? (12 points)
2. Does the narrative explain the steps (milestones) that will be taken to reach the desired goal? (5 points)
3. If each milestone described is reached, will the desired outcome be achieved? (5 points)
4. Will the partners play active roles in the project? (3 points)
5. Will people with developmental disabilities be involved in meaningful ways throughout the project? (5 points)
6. Will people who are unserved or underserved be involved in meaningful ways throughout the project? (5 points)
7. Will non-traditional partners be involved in meaningful ways throughout the project? (3 points)

## Qualifications

### Scale

- 1 No, not at all, or not likely
- 2 A little bit, or only with assistance
- 3 Maybe, unclear or unknown
- 4 Mostly, or most likely
- 5 Yes, completely, or definitely

1 2 3 4 5

- 8. Does the organization have the experience to implement the project successfully? (3 points)
- 9. Do personnel have the qualifications needed to implement this project successfully? (4 points)
- 10. Will staff have sufficient time on the project to make this project successful? (4 points)
- 11. Is there evidence the organization's leadership and decision makers will fully support this project? (4 points)
- 12. Does the organization have the infrastructure to support this project successfully? (4 points)

### Additional Comments About the Qualifications

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## Goals, Objectives, and Activities

### Scale

- 1 No, not at all, or not likely
- 2 A little bit, or only with assistance
- 3 Maybe, unclear or unknown
- 4 Mostly, or most likely
- 5 Yes, completely, or definitely

1 2 3 4 5

- 13. Are the goals and objectives listed in this section consistent with TCDD's goal(s) for this project? (12 points)
- 14. Are the activities and objectives logical steps that will lead to meeting the goal(s)? (5 points)
- 15. Is the timeline provided in the Goals and Objectives realistic? (5 points)
- 16. Do the project activities show how the organization will recruit and support people with developmental disabilities to be involved the project in meaningful ways? (4 points)
- 17. Do the project activities show how the organization will recruit and support people who are unserved or underserved by involved in activities in meaningful ways? (5 points)

### Additional Comments About the Goals, Objectives, and Activities Section

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## Financial Information

### Scale

- 1 No
- 2 Unknown
- 3 Yes

1

2

3

- 18. Is the funding budgeted for staff appropriate? (4 points)
- 19. Is the funding budgeted for consultants and/or subcontractors appropriate? (3 points)
- 20. Does the budget include all the resources needed to complete the activities under Goals and Objectives? (5 points)
- 21. Will other organizations, agencies, or individuals contribute funding or other resources to this project? (3 points)

### Additional Comments About the Financial Section

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## General Comments

**Respond to the following questions from your perspective. There are no scores for these questions.**

- 22. How well does the proposal promote self-determination and full inclusion of people with developmental disabilities? Does the proposal demonstrate respect for the experience and talents that people with disabilities can bring to the project?**

- 23. Is the overall approach consistent with one or more of the following? Explain briefly.**

- accepted “best” or “promising” practice
- accepted standard of care in providing person- or family- centered services and supports
- accepted business practices
- other standard practice within an industry

- 24. Please explain if there is reason to believe that this applicant had a disadvantage that may have impacted the quality of the written proposal but would not impact their ability to implement the project.**

**25. Please note if there other components of the project described in this proposal that will bring about additional benefit not anticipated in the RFP, such as:**

- **Raised public awareness**
- **Expansion of long-term employment opportunities for people with disabilities**
- **Creation of additional support or resources for long-term services**
- **Implementation of an innovative idea that is supported by evidence or a solid logic model**
- **Expectation of a larger impact than originally envisioned by TCDD**
- **Development of an exceptionally strong collaborative effort**
- **Evidence of support by a leader in a position to increase the impact of the project**
- **Evidence the organization takes advantage of unexpected opportunities**

**Additional Comments**

**Please check those that apply (for data collection purposes only - not included in proposal evaluation):**

The proposal identifies major barriers to achieving the outcomes.

The proposal identifies existing additional resources or opportunities.

The proposal's plan addresses the barriers and makes good use of identified resources.

The proposal identifies major barriers to achieving the outcomes.

The proposal identifies existing additional resources or opportunities.

The proposal reflects meaningful input from a range of stakeholders, including people with developmental disabilities.