

## EXHIBIT F

### HOUSING & COMMUNITY DEVELOPMENT COMMISSION (HCDC) FY 2017-2018 Grant Application Score Sheet

The purpose of the scoring system is to provide a consistent basis of comparing CDBG applications that have been submitted for the 2017-2018 fiscal year. The scoring process will consist of two components: staff evaluation and analysis; and the HCDC review and scoring. A total of 100 points are available with up to 20 points obtained through Staff evaluation and analysis and up to 80 points obtained through HCDC review and scoring. Please review the following instructions and complete one score sheet for each application.

#### **Instructions**

CDBG applications will be analyzed by staff to determine program eligibility, application completeness, and the soundness/feasibility of the proposed activity/project. The applications and evaluative factors were developed to identify the capacity of an agency to carry out the proposed activity. Each application will receive an automatic score of 20 points for submitting an eligible application. Staff will analyze the application based upon five factors worth four points each. Staff will deduct points when components of a factor are unmet. Staff will analyze the application for the following:

- Compliance with qualifying criteria (i.e., established financial and management systems; incorporated, tax exempt and in good standing).
- Relation to Consolidated Plan Priorities.
- Eligibility of activity.
- Organizational and functional capacity.
- Reasonable cost of activity.

HCDC will review and score each application based upon the following evaluative factors. Each factor is worth ten points with a possibility for an application to earn up to eighty (80) points under the HCDC review. Under this component, applications must earn the points provided by HCDC.

1. The extent to which the proposed activity contributes to the City of Fresno's Consolidated Plan Priorities. **(see Exhibit A)**
  2. The extent to which the proposed activity **addresses** the need in a manner that serves the purpose and intent of the CDBG Program **(see Exhibit B)**
  3. The extent to which the proposed activity serves that portion of the community in the greatest need of the resources. **(Community Needs Hearing public comment)**
  4. The extent to which the proposed activity leverages CDBG funding with other sources. **(CDBG Application)**
  5. The cost effectiveness of the activity as measured by the cost per unit. **(CDBG Application)**
  6. The extent to which the proposed activity affects other City priorities such as the revitalization of downtown; General Plan and its Housing Element, or address blight. **(CDBG Application narrative or ask during presentation)**
  7. Does the organization/department have a demonstrated capacity to carry out the proposed activity? **(CDBG Application Organizational Capacity)**
  8. The extent to which the agency demonstrates that the proposed activity is unduplicated by other agencies. **(CDBG Application narrative or ask during presentation)**
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Commissioner Signature

## APPLICATION SCORING CRITERIA

### Staff Analysis

Agency:

Project Name:

Type of Project:

Consolidated Plan Priority:

Number of clients served:

Cost per person served:

Census Tract:

Evaluating Criteria	Score	Point Deduction	Total
Compliance with qualifying criteria	4		
Relation to Consolidated Plan Priorities.	4		
Eligibility of activity.	4		
Organizational and functional capacity.	4		
Reasonable cost of activity.	4		
<b>Staff Analysis Total</b>	<b>20</b>		

HCDC SCORING	
Scoring Criteria	Score
(1) The extent to which the proposed activity contributes to the City of Fresno's Consolidated Plan Priorities.	
(2) The extent to which the proposed activity <b>addresses</b> the need in a manner that serves the purpose and intent of the CDBG Program	
(3) The extent to which the proposed activity serves that portion of the community in the greatest need of the resources.	
(4) The extent to which the proposed activity leverages CDBG funding with other sources.	
(5) The cost effectiveness of the activity as measured by the cost per unit.	
(6) The extent to which the proposed activity affects other City priorities such as the revitalization of downtown; the Enterprise Zone or the Empowerment Zone, Housing Element, or address blight.	
(7) Does the organization/department have a demonstrated capacity to carry out the proposed activity?	
(8) The extent to which the agency demonstrates that the proposed activity is unduplicated by other agencies.	
<b>FUNDING RECOMMENDATION</b>	<b>\$</b>