

# Scoring Rubric

## Promoting Positive Outcomes for Infants and Toddlers Grant FY 2021

### Promoting Positive Outcomes for I/T Grant Application

Grantee:

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Contact:

Section	Maximum Score
<b>Application Document Review</b>	<b>35</b>
Proposal Cover Sheet	2
Project Abstract	3
Project Narrative	10
Statement of Need	20
<b>Plan of Operation</b>	<b>35</b>
Project Goal	10
Project Milestones	10
Project Strategies	10
Alignment with State Goals	5
<b>Project Plan</b>	<b>30</b>
Evaluation and Dissemination Plan	6
Management and Key Personnel	3
Integration with Early Childhood System and Strategic Planning	5
Sustainability Plan	3
Equity Assurances	3
Appendices	10
<b>Total</b>	<b>100</b>

## Promoting Positive Outcomes for Infants and Toddlers Grant FY2021

### **Purpose:**

### **Required Grant Components:**

All applications must include how the applicant will address the following core purposes of the grant:

- Increase state capacity to serve infants and toddlers (age 0-3), and their families, in programs that promote positive behavioral, mental health, and parent relational outcomes for infants and toddlers by:
  - Demonstrating fidelity to an evidence-based model;
  - Delivering high-quality services with a two-generational approach;
  - Addressing trauma-informed care and early childhood risk factors;
  - Increasing access to resources for infants and toddlers, and their families, particularly those who are facing adverse experiences, including poverty, substance abuse or misuse, homelessness, housing instability, or other forms of trauma (residence in rural area, special needs or disabilities, foster care, incarcerated caregivers, immigration, multilingualism); and
  - Promoting access to medical home or pediatric primary care.
  
- Support grantees in leveraging resources, coordination and collaboration to support local early childhood system development that aligns with Statewide System Development Goals, listed below:
  - Strengthen availability and access by increasing availability and choice for all families;
  - Improve and support program quality by increasing quality across sectors, focusing on equity, increasing kindergarten readiness for all children, and improving capacity to meet infant and children's mental health needs;
  - Deepen family engagement by increasing family awareness of high-quality programs, expanding two-generational programming, and enhancing family opportunities to engage;
  - Ensure successful transition experiences by strengthening institutional and family support through transitions, and improving transition-focused professional development opportunities;
  - Expand and enhance workforce development by improving professional development opportunities, strengthening equity, coordination and alignment efforts, and improving compensation for ECE professionals; and
  - Improve systems for infrastructure, data, and resource management by improving coordination across agencies, modernizing the data system, using resources in ways that promote equity, and streamlining funding mechanisms.

## Review Criteria

### Scoring Requirements

- Each application will be reviewed and scored based on all documents submitted.
- All grant applications and documentation, must be submitted at one time. Multiple submissions will not be allowed.
- No late grant applications will be accepted.
- Any application with a total of 90 points and more may be awarded. (Applicant may be required to answer clarification questions.)
- Any application receiving between 80 and 90 points may be considered, pending the number of approved grant applications.
- Any application receiving below 80 points will not be selected.

### Required Components:

Grant applications must contain the following:

- Signed Proposal Cover Sheet
- Project Abstract
- Table of Contents
- Project Narrative
- Statement of Need
- Project Goals, Milestones, and Strategies
- Alignment with Statewide Goals
- Evaluation & Dissemination Plan
- Management Plan/Key Personnel
- Integration with Early Childhood System Development and Strategic Planning
- Sustainability Plan
- Equity Assurances
- Appendices
  - MSDE Budget Narrative Form
  - MSDE Budget C-1-25 Form: Must reflect budget narrative information
  - Action Plan Chart
  - Management Plan Worksheet
  - Project Timeline
  - Recipient Signed Assurances
  - Resumes of Key Personnel
  - Signed Letters of Commitment (if applicable)

Completion of all application sections is required.

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**I. Proposal Cover Sheet/ Project Statement (2 points)**

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
2	The proposal cover page is complete and includes a clear project statement
1	The proposal cover page is complete, but does not include a project statement
0	The proposal cover sheet and project statement are not included

**II. Project Abstract (3 points)**

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
3	The abstract focuses on program efforts, and addresses all content areas
2	The abstract includes program efforts, but does not address all content areas
0	The abstract does not include program efforts or address content areas

**III. Project Narrative (10 points)**

The project narrative should encompass the entire life of the project to show goals and objectives.

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
10	The project narrative encompasses the entire project term, includes clear goals, objectives and milestones
5	The project narrative encompasses the project term, includes some goals and objectives
0	The project narrative does not include the complete project term, goals or objectives

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**IV. Statement of Need (20 points)**

The statement of need should include a variety of sources, analyze data to determine the strengths and weaknesses, and reflect findings of a local needs assessment conducted within the last 12 months.

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
3	Main problem of the project
3	Existence of Problem and needs assessment
3	Number of infants and toddlers served
3	Qualitative and quantitative measures and multiple sources of data
2	Factors contributing to the problem
2	Applicant history and expertise addressing the problem
2	Intended population, demographic and geography
1	Current or past efforts to address the problem (Can include failed and successful efforts)
1	Citations from research

**Plan of Operation (35 points)**

**V. Project Goal (10 points)**

The project goal(s) should address the main problem identified at the beginning of the assessment. At least one goal should be included. The goal should have a long-term deadline and cover the entire life of the project.

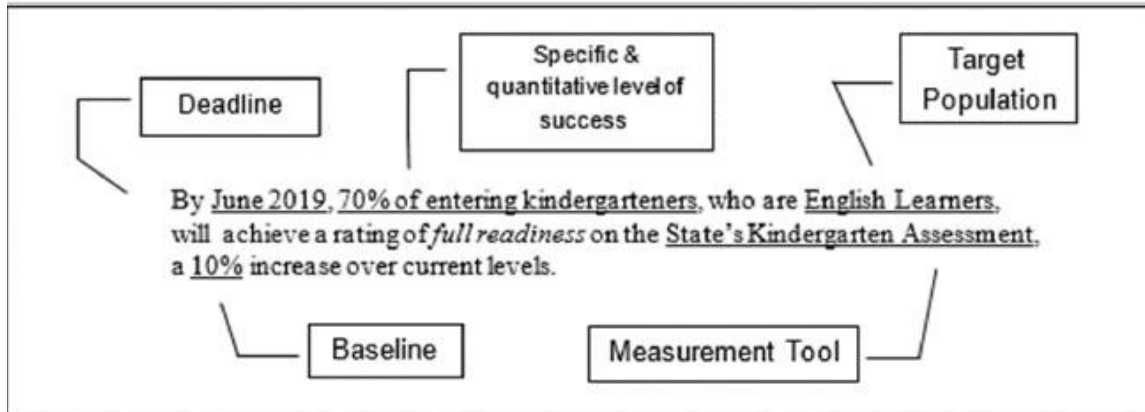
**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
2	Target population
2	Realistic and attainable outcomes
2	Measurable outcomes with easily quantified indicators
2	Deadlines
2	References state, local or school-defined baseline data or standards

**Sample Outcome Statement**



**VI. Project Milestones (10 points)**

Ongoing evaluation is essential to the management of the project. Milestones are indicators of progress, and may not use the same measurement tool as the objective they are related to.

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)** = Unclear and follow-up information requested

Score	
4	Related to an objective
3	Plan for evaluation during the year, either quarterly or semiannually
3	Contains a measurement tool

**VII. Project Strategies (10 points)**

Strategies should be broad approaches (methods, procedures, techniques) employed to justify and accomplish outcomes.

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)** = Unclear and follow-up information requested

Score	
3	Rationale for selecting specific strategies and how they will help achieve the outcome
2	Measurement tool
2	Targeted clients and impact on services
2	Client groups directly and indirectly served
1	Research identified, supported, and cited

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**VIII. Alignment with State Goals (5 points)**

Project goals should be aligned and prioritized with Statewide System Development Goals.

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	Content Area
1	Strengthen availability and access
1	Improve and support program quality and deepen family engagement
1	Ensure successful transition experiences
1	Expand and enhance workforce development
1	Improve systems for infrastructure, data, and resource management

**Project Plan (30 points)**

**IX. Evaluation and Dissemination Plan (6 points)**

Evaluation and quarterly progress reports should be consistent with the project's goals and objectives. An effective ongoing plan should evaluate milestones and help project staff make informed decisions.

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	Content Area
1	Evaluation questions
1	Evaluation strategy
1	Data type and collection method
1	Evaluator
1	Dissemination Plan
1	Resource and staffing budget

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**X. Management and Key Personnel (3 points)**

Project should include key personnel, staffing roles and responsibilities and partnerships.

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
1	Staff/Personnel (role, qualification, time)
1	Key partners and contribution (financial support, equipment, personnel, or other resources)
1	Time-specific management plan

**XI. Integration with Early Childhood Systems and Strategic Planning (5 points)**

Project goals should be aligned with Maryland’s statewide and local system development strategies.

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
1	Alignment with other state and local education and health plans
1	Alignment with other state and local initiatives supporting infants and toddlers
1	Coordination efforts with other projects
1	Future project plans
1	Shared resources for efficiency and cost effectiveness

**XII. Sustainability Plan (3 points)**

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
1	Project continuation plan beyond funding cycle
1	Sustainment after funding cycle
1	Maintenance of project partnerships



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**XIII. Equity Assurances (3 points)**

**Superior (All points)** = Indicated and clearly outlined

**Adequate (Some points)** = Not indicated and outlined

**Marginal (No points)**= Unclear and follow-up information requested

Score	
1	Alignment with the National Association for the Education of Young Children (NAEYC) equity statement
1	Supports MSDE and DEC's equity framework
1	Representative of diverse children and families

**XIV. In-Kind Match (Optional) (10 points)**

Score	
10	Competitive Priority: Local councils that meet a 10% match (including in-kind) will receive up to ten (10) extra points

**XV. Appendices (10 points)**

All documents must be included for the maximum amount of points.

Document	Scoring Content
Budget Narrative	The budget narrative is complete and aligns to the proposal's implementation plan.
Itemized Budget Form/C-1-25	The form is complete and free from mathematical errors.
Action Plan	The goal(s) is measurable and clearly based on the statement of need.
Management Plan Worksheet	The worksheet is complete and clearly outlines strategies for personnel management.
Project Timeline	Project timeline includes goals, activities, and projected outcomes for the entire life of the grant.
Recipient Signed Assurances	The recipient assurance form is completed and signed.
Resume of Key Personnel	Key personnel information is provided, including resumes and qualifications.
Letter of Commitment (as appropriate)	Letter of commitment was provided and signed.