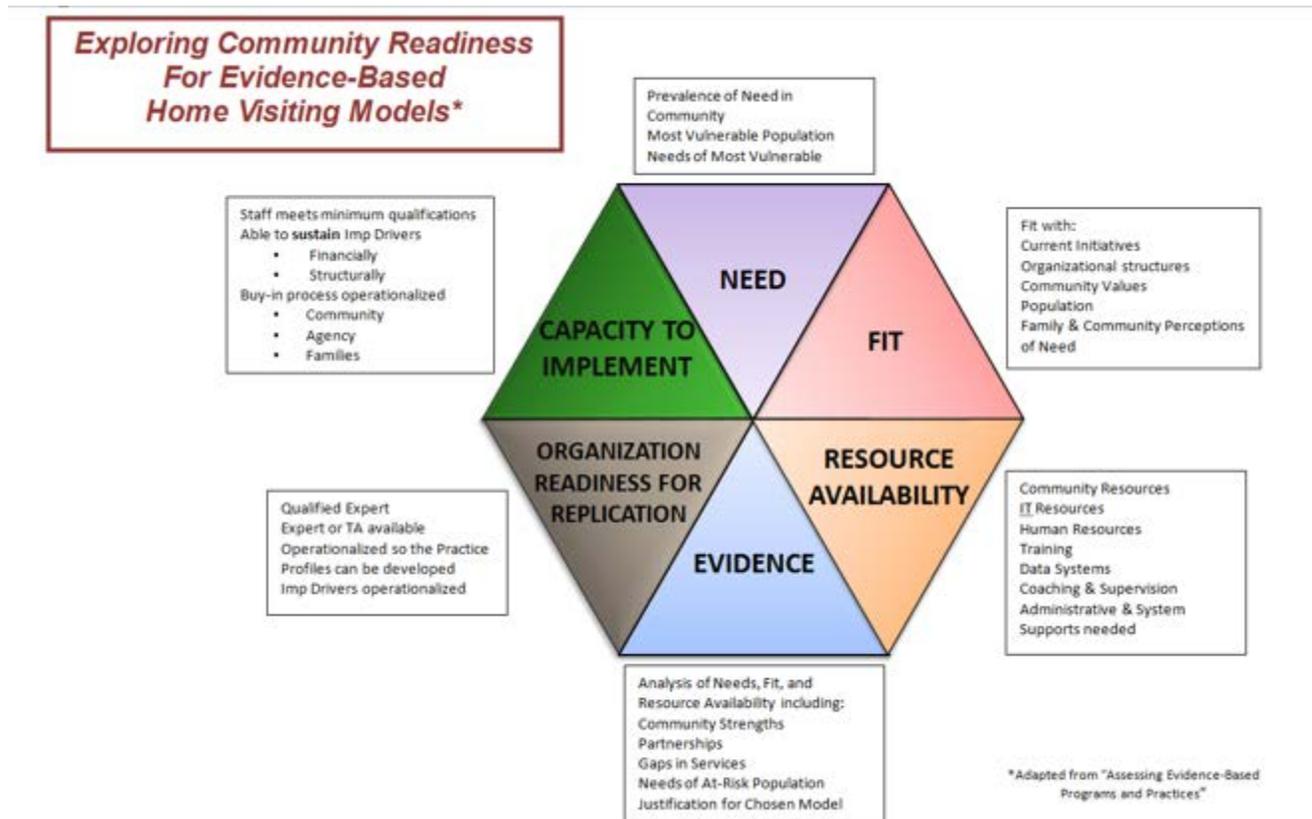


Application Rubric for Section 32p(4) Funding for Home Visiting Programs

The Application Rubric is primarily based on the hexagon model below which provided the foundation for the assessment tool that was completed by each community in order to determine their *need* for home visiting, the *fit* for expansion of home visiting in the community and to determine *evidence* of expanding a specific model within the community. Applicants that completed the Exploration and Planning Tool have addressed the majority of expectations within the rubric. Additional attention is given to items addressed in the three-page narrative. A total of 125 points that may be awarded based on the submission of application elements.



Community readiness for planning was established during Step 1 of the Evaluation and Planning process. Up to 15 points may be awarded.				
Points ascribed per row	5	3 - 4	1 - 2	0
Home Visiting Group	Community has an existing home visiting group with all the necessary partners engaged. The group has completed projects or is actively working on home visiting projects.	Community has an existing home visiting group but some of the necessary partners are missing. There are plans for engaging partners for the process or a justification for why partner is missing from the group. Community does not have a group dedicated towards home visiting but will engage an existing group to focus on home visiting.	Community does not have any existing group that addresses home visiting or early childhood outcomes. Community is working towards engaging necessary partners through completing this process. Community has an existing home visiting group but many of the necessary partners are not engaged in the process and there is not rationale for why they are missing or any plans for engaging them.	There is no home visiting group in the community and no plans for engaging partners.
Authentic family engagement	Community has a formal policy in place to ensure authentic family engagement including providing stipends, transportation, and child care to attend meetings.	Community engages parent representatives but does not have a formal policy in place. Community may provide some incentives to engage families but no policy to ensure authentic engagement. Community does not currently engage parent representatives but has a formal policy in place to do so.	Community currently does not engage parent representatives but has informal plans to recruit them for this process.	Community does not engage parents and families of home visiting programs in any way to share their voice around home visiting needs.
Network and coordination of home visiting programs	Home visiting programs in the community have at least 4 of the following in place: <ul style="list-style-type: none"> Meet regularly Coordinate professional development Coordinate referrals Use a common database, collect the same data, and have defined shared outcomes Transition families from one program to another when eligible 	Home visiting programs in the community have at least 1 and up to 3 of the following in place: <ul style="list-style-type: none"> Meet regularly Coordinate professional development Coordinate referrals Use a common database, collect the same data, and have defined shared outcomes Transitions families from one program to another when eligible 	Home visiting programs in the community informally work together but do not have any of the criteria detailed in place.	Community has no network or coordination of home visiting programs. Home visiting programs operate in isolation.

Community identification of strengths and assets were documented and considered during Step 2 of the Evaluation and Planning process. Up to 15 points may be awarded.				
Points ascribed per row	5	4	2 - 3	0 - 1
Community/ Regional Strengths and Assets	Community has identified strengths and assets that are clearly related to supporting families with children aged 0 to 5. The community has specified the geographic areas impacted by their strengths and assets.	Community has identified strengths and assets. Identified strengths are somewhat or indirectly related to supporting families with children aged 0 to 5. The community has specified the geographic areas impacted by their strengths and assets.	Community has identified strengths and assets that are not clearly related to supporting families with children aged 0 to 5. The community did not specify geographic areas of impact.	Community has not identified any strengths or assets, nor geographic areas which lack the most resources.
Home Visiting Risk Factors	Risk factor table was completed with data source and year indicated for each measure. Data can be easily compared across populations (e.g. can be compared to state data). Where data are missing, community has provided a strong explanation for the data gap. If community provided their own data, the data helped identify populations and geographic areas at highest risk.	Risk factor table is at least 75% completed with data source and year indicated for each measure. Most data can be easily compared across populations. Where data are missing, community has provided clear explanation for the data gap. If community provided their own data, the data somewhat helped identify populations and geographic areas at highest risk.	Risk factor table is at least 50% completed with data source and year indicated for each measure. Data cannot be easily compared across populations (e.g. data is reported in numbers and not rate or percent). Where data are missing, community has not explained gap or unavailability of the data.	Risk factor table only contains state and county level data or is left blank.
Home Visiting Service System	-Community has identified existing prevention focused home visiting models in their area and outlined the necessary information about each model (i.e. client demographics, service capacity, geographic area served)	-Community has identified existing prevention focused home visiting models in their area. -Some areas/columns of information are missing.	-Community has identified some existing prevention focused home visiting models in their area but has provided no further information about capacity and service area.	-Community provides no information about home visiting programs even though programs were identified in Step 1.

Interpretation and analysis of the information gathered by a community was used as evidence to develop goals and objectives for expanding home visiting services. The responses provided in Steps 3 and 4 of the Exploration and Planning process allowed for reflection regarding need and fit, thus providing evidence for the community in addressing a geographic area and a population that should be targeted. Up to 75 points may be awarded.				
Points ascribed per row	9 - 10	5 - 8	3 - 4	0 - 2
Assets and strengths as foundation for service	Community provides examples of how specific strengths and assets that were identified can support their home visiting system and explicitly addressed how these would be of benefit to the geographic areas that most lack resources.	Community provides a discussion of the strengths and assets that were identified to support their home visiting system. The strengths and assets review identifies geographic areas that lack resources.	Community refers to the strengths and assets that were identified, draws little correlation to the greater system, and simply names geographic areas to target, or do not connect to the data that were displayed.	Community either did not address or did not clearly articulate a way in which the identified strengths and assets could be leveraged to support an area lacking resources.
Need in a geographic area	Community clearly presented, discussed and defined the geographic areas and populations at highest risk and visibly used data to support their findings.	Community discussed evidence of need within defined geographic area by restating the data that had been entered into the tables within the tool.	Identification of the geographic area with highest needs was not supported by data or data displayed does not support significant need.	Community did not discuss geographic areas or populations at highest risk.
Need based on risk factors	Community described the risk factors of greatest concern and provided explicit evidence of analysis and interpretation to determine the target population. Analysis of the community's data provided explicit evidence of the needs of the target population.	Evidence of analysis of data, however, little interpretation to determine the target population was provided. Analysis had little evidence to address the needs of the target population.	Nominal evidence of analysis and interpretation of data to determine the target population. Nominal evidence that the analysis addresses the needs of the target population.	Applicant did not clearly demonstrate an analysis and interpretation of the data to determine the target population. Analysis did not clearly demonstrate how the applicant would address the needs of the target population.
Community scanned for existing services and gaps	Community identified populations and geographic areas that have access to and are being served by existing home visiting programs.	Evidence of other initiatives, however no consistent consideration regarding those initiatives.	Nominal consideration of current initiatives.	No mention of other current initiatives.
Capacity of existing home visiting programs	Current home visitation programs are operating at capacity at least 85% of the year. Explicit discussion of implications of need as a result of program(s) operating at capacity. or There are no current home visitation programs operating in the community to address targeted needs.	Current home visitation programs are operating at less than capacity but greater than 50% at least 85% of the year. Applicant provides convincing narrative regarding need for expansion of home visiting programming in the community.	Current home visitation programs are operating less than 50% of capacity at least 85% of the year. Applicant provides narrative regarding need for expansion of home visiting programming in the community.	Applicant did not address or only nominally addressed the capacity of current home visitation programs and the impact that has on the proposal for expansion of home visitation programs in the community.
Rubric continues on following page				

Rubric continued from previous page

Points ascribed per row	9 - 10	5 - 8	3 - 4	0 - 2
Data-driven decisions on geographic area and target population	Community clearly described the data driven justification for expanding services in a geographic area for a target population.	Community discussed the data that provides justification for expanding services in a geographic area for a target population.	Community referred to the data as justification for expanding services in a geographic area for a target population, however, the discussion of the rationale did not clearly communicate the decision(s).	Community did not refer to the data collected and displayed in the tool, or did not provide justification for decisions made regarding expansion in a geographic area to a targeted population.
Points ascribed per row	10 - 15	5 - 9	3 - 4	0 - 2
Relation between identified risks, models. Goals for home visiting expansion	Community explicitly considered risk factors encountered in the selected community that may be reduced by home visitation and identified which home visiting models are designed to serve the target population and address known risk factors. Process for selection of the model through ruling out other models is described. Use of data to support all elements was prominently discussed. Community took advantage of the Exploration and Planning process to set goals and objectives for expanding home visiting services both to address the current funding opportunity, but also to strengthen and strategically plan for a coordinated, strong system of home visitation.	Community identified risk factors in the selected community and identified which home visiting models address the risk factors. Selection of the home visiting models is described. Data for all elements were discussed. Goals for home visiting expansion directly relate to the evidence provided throughout the exploration phases.	Community listed risk factors that may be reduced by home visitation and identified which home visiting models are designed to serve the target population and address known risk factors. Selection of model(s) is stated. Use of data to support all elements was discussed.	Community mentioned risk factors, but narrative did not make clear connection between home visiting models designed to serve the target population and address known risk factors. Model selected not clearly aligned with addressing risks or the target population. Limited use of data to support decisions made.

Applicants were directed to provide up to 3 pages of narrative to include the following items for a maximum of 20 points:

1. How the applicant chose the home visitation program based on the completion of the Evaluation and Planning Tool;
2. How the applicant and the selected program will meet the expectations of the legislation, in addition to the guiding principles and high leverage areas; outlined in the [Great Start, Great Investment, Great Futures report](#);
3. Information on key personnel designated to oversee and/or ensure implementation of the program; and
4. Initial plan on how the applicant intends to support the selected model in future years.

Points ascribed per row	5	4	2 - 3	0 - 1
Narrative Item 1, 2	Provides clear description that the selected program model was driven by existing strengths and assets, analysis of the data, gaps in services, and needs of the target population, and provides how the needs of the target population will be addressed by the selected program in conjunction with meeting the legislative requirement of impacting school readiness, as well as attending to the anticipated outcomes.	Notes that the selected program model will be successful given the community's strengths and assets, and notes analysis of the data, gaps in services, and needs of the target population. Legislative requirements and outcomes are mentioned.	Briefly summarizes how the analysis of the data, gaps in services, and needs of the target population allowed the community to select the program model and indicates ability to meet legislative expectations.	No additional information is disclosed regarding the analysis of the data, gaps in services, and needs of the target population to select the program model and legislative expectations.
Narrative Item 2	Succinctly and creatively draws correlation to and provides examples of how the selected program adheres to the guiding principles and six high leverage areas within the Great Start, Great Investment, Great Futures report: *Build Leadership within the System *Support Parents' Critical Role in their Children's Early Learning and Development *Assure Quality and Accountability *Ensure Coordination and Collaboration *Use Funding Efficiently to Maximize Impact *Expand Access to Quality Programs	Provides description of how the selected program adheres to the guiding principles and six high leverage areas within the Great Start, Great Investment, Great Futures report.	Acknowledges the importance of the guiding principles and six high leverage areas within the Great Start, Great Investment, Great Futures report.	Did not address the guiding principles or the six high-leverage areas within the Great Start, Great Investment, Great Futures report.

Rubric continues on following page

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Narrative Item 3	Applicant identified key individuals who will be designated to oversee/ensure implementation of the program. The individuals have qualifications and/or experience that demonstrates they are qualified to develop, administer and implement the project. Personnel have significant knowledge of the operations required for home visitation programs.	Applicant discusses how specific staff will be assigned to the project and ensure implementation, but may need additional training prior to full implementation of the program.	Narrative suggests personnel to implement the project that have little or no experience in a project of the scope proposed or not exhibiting the skills and training necessary to ensure attention to elements of an effective home visiting program.	The proposal is missing the description or provides a weak description of how personnel will be selected.
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Applicants were asked to propose a budget that would support the expansion of home visitation identified in the Exploration and Planning process

Points ascribed per row	5	4	2 - 3	0 - 1
4	Includes a complete budget summary form and a complete budget detail with related function codes and totals. Items specifically mentioned in the RFP Instructions are included. Proposed expenditures relate directly to the activities proposed in the plan that are allowable, necessary, and reasonable.	Includes a complete budget summary form and budget detail, but the budget detail does not contain all of the items required in the RFP Instructions. Most expenditures relate to activities proposed in the plan.	Includes a complete budget summary form and detail, but includes expenditures that hold little relationship to the planned activities.	Includes an incomplete budget, and may include expenditures not related to the activities in the plan. Or The applicant did not include a budget for the project.

Additional Review Factors

In addition to the review criteria in Part IV, the State Superintendent may apply other factors in making funding decisions, such as: (1) geographical distribution; (2) duplication of effort; (3) duplication of funding; (4) evidence that an applicant has performed satisfactorily on previous projects; and (5) prioritization based on the State Board of Education Goals.

Factors applied based on State Board of Education Criteria

Criteria for distribution of funds included the following statement:

- [reserve] any legislated portion(s) dedicated to targeted initiatives for distribution based on the need and capacity of the intermediate district in the context of statewide need.