

CSC, COA and ECCEC PROPOSAL REVIEW CRITERIA: Individual Rating Sheet for 2013-14 Funding

Agency/Program: _____

Scorer's Initials: _____

This sheet should be completed for each proposal. All rating sheets are due to the Community Development Division on or before the due date indicated on the cover letter. After reading each proposal, please review and rate each proposal on the following criteria and write your questions, if any, below.

A.	To what extent does this proposal meet the statement of <u>goals and objectives</u> ?	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19										
		Does not meet goals or objectives										Meets goals and objectives																			
B.	To what extent does proposal articulate documented <u>Needs</u> ?	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19										
		Needs are not mentioned										Documentation is vague										Needs are clearly stated									
C.	To what extent does this proposal give evidence of <u>sound fiscal planning and realistic budgeting</u> ?	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17												
		Project has a high administrative and/or unit/person cost or optimistic revenue projections										Describes realistic revenues, cost effective expenses																			
D.	To what extent does the program outcome describe its <u>quality</u> ?	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15														
		Program quality is not mentioned										Program quality clearly described and meets industry standards																			
E.	To what extent does the agency demonstrate <u>skills and experiences</u> to provide a successful program?	0	1	2	3	4	5	6	7	8	9	10	11	12																	
		History of poor follow-through, services, administration, or falls short of contract goals										History of providing quality services without waste, consistently meeting goals																			
F.	To what extent does the <u>Board</u> appear to be <u>adequate for its responsibilities</u> ?	0	1	2	3	4	5	6	7	8	9	10	11																		
		Board lacks experience or skills in critical areas										Board appears to be representative and includes a variety of experience and skill																			
G.	Does the agency and program describe a history or <u>ability to develop funds</u> .	0	1	2	3	4	5	6	7																						
		Proposal does not mention ability to raise funds										Proposal describes previous successful efforts and plans to leverage additional funds.																			

TOTAL: _____ of 100

Committee Member questions (if any) for agency response:

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***This agency did not submit a response to the questions*

Agency Name:	East Isthmus Neighborhood Planning Council	
Program Name:	Capacity Building	
Committee:	<input type="checkbox"/> Early Childhood Care and Education Committee <input type="checkbox"/> Committee on Aging <input checked="" type="checkbox"/> Community Services Committee <input type="checkbox"/> Community Development Block Grant Committee <input type="checkbox"/> Conference Committee	
Program Area:	Neighborhoods	
Priority:	B1	
Committee Question 1:		
Do you have agreement from neighborhood association leadership that they need or want the proposed assessment and planning?		
Agency Answer 1:	Agency staff providing Answer 1:	
Committee Question 2:		
Fundraising goal is ambitious. What capacity exists to meet it?		
Agency Answer 2:	Agency staff providing Answer 2:	

CDD 2013-14 Application Q and A

Agency Name:	North Side Planning Council	
Program Name:	Capacity Building	
Committee:	<input type="checkbox"/> Early Childhood Care and Education Committee <input type="checkbox"/> Committee on Aging <input checked="" type="checkbox"/> Community Services Committee <input type="checkbox"/> Community Development Block Grant Committee <input type="checkbox"/> Conference Committee	
Program Area:	Neighborhoods	
Priority:	B1	
Committee Question 1:		
What is Margaret's Fund?		
Agency Answer 1:	Agency staff providing Answer 1:	Cindy Crane, ED
<p>Margaret's Fund is a Northside scholarship endowment started by Alyssa Kenney and Anne Pryor. The fund distributes one \$500 scholarship to a high school graduate attending a degree or certificate granting program every other year. During other years the fund distributes one \$500 scholarship to a Northside adult who is returning to post-secondary education and attending a degree or certificate granting program. NPC is a fiscal agent for this fund. The Madison Community Foundation holds all of the funds, and upon Alyssa Kenney's and Anne Pryor's request, scholarship money is released to NPC. NPC then disburses the scholarship money.</p>		
Committee Question 2:		
Please explain the need for the requested increase?		
Agency Answer 2:	Agency staff providing Answer 2:	Cindy Crane, ED
<p>We are requesting \$1,500 to contract clients with disabilities via the Community Support Network to do data entry. The data entry will include organizing a spreadsheet of information on Northside Nonprofits as well as the volunteer opportunities those nonprofits offer. We will put the spreadsheet on the NPC website and make it available to other Northside nonprofits. The data entry will also include updating the NPC database and working with NPC staff to create an e-mail list for e-newsletters. The e-newsletters will increase communication to the Northside during months the Northside News is not distributed (the paper is distributed every two months).</p> <p>The remaining amount of the increase will be used to fund 30% of the increase of a staff position that in 2012 moved from being a part-time editorial position to being a full-time position (the remaining amount of the increase will be funded by fundraising and advertising sales). Added responsibilities for this staff position include organizing six community meetings per year, strengthening NPC's relationship with neighborhood centers, and building more inclusive participation of writers for the Northside News.</p>		
Committee Question 3:		
Is funding expected to be stable?		
Agency Answer 3:	Agency staff providing Answer 3:	Cindy Crane, ED
Income from fundraising events and direct mailing has been steady over the last several years with some gaps between long-term executive directors. The new executive director has several years		

of experience fundraising, giving NPC confidence that income through fundraising will increase. We are in the process of finalizing a new fundraising plan.

Ad revenue for the Northside News continues to be steady. Staff networking with both the nonprofit and business communities provides NPC with opportunities to both continue work with established advertisers and to find new advertisers. The ads serve as a social enterprise for supporting NPC, a source of promotion for Northside activities and businesses, and a tool for relationship building between NPC and the wider community.

Committee Question 4:

Does the Planning Council have specific programming for non-white & non-English speaking populations?

Agency Answer 4:

Agency staff providing Answer 4:

Cindy Crane, ED

We hope to increase programming specifically for non-white & non-English speaking populations partly by diversifying our board. We have recently been in dialogue with the Urban League, which has sent NPC a list of possible Hmong candidates for our board. The Urban League has agreed to introduce NPC to some of those candidates.

In June the NPC executive director facilitated a small group discussion to follow-up with a large Youth Roundtable in April. The April event was organized by state and local political representatives to address youth issues on the Northside. The small group decided to organize a youth council for the Northside and to specifically, but not exclusively, reach out to youth who are non-white and/or do not speak English as a first language, to accurately represent the Northside youth population. We will be contacting youth and adults who work with youth to find a variety of youth to represent the whole Northside youth population as part of our plan. NPC has agreed to facilitate and house these efforts. Three people of the eight involved in the new group to facilitate the creation of a Northside youth council are African American, one of whom has expressed interest in joining the NPC board and will attend NPC's July board meeting. Another member of the group is Latino and lived in Vera Court growing up.

Please note that the new executive director has several years of experience managing a nonprofit that accessed staff and volunteers to assist youth in finding their own power to address inequalities and bullying issues.

Request for Exemption (based on number of employees)

Effective 2012 through 2013

You may only use this form if your firm employs less than 15 people.

Submitted by:

Cindy Crane
1. Company

NPC, 2702 International Lane, Ste. 203
2. Address

Madison, WI 53704
3. City/State/Zip Code

608-661-0060 ext. 2
4. Telephone

608-661-0064
5. FAX

cindy@northsideplanningcouncil.org
6. E-mail Address

www.NorthsideMadison.org
7. Website

Cindy Crane
8. Chief Executive Officer

No official EEO/AA Officer Cindy Crane and a volunteer board of directors ensure that all policies of the organization and that federal, state and local employment laws are followed.

9. EEO/AA Officer

July 5, 2012
10. Date

11. Check One:

- Public Works
 Vendor & Supplier
 Community-Based Organization

PW#
(FOR OFFICE USE ONLY)

Department of Civil Rights Affirmative Action Division
210 Martin Luther King, Jr. Boulevard, Room 523
Madison, Wisconsin 53703
PH 608 266 4910
FAX 608 266 6514
www.cityofmadison.com/dcr

Section II - Request for Exemption (based on number of employees)

This form must be completed and returned with your prequalification documents. Failure to complete this form in its entirety will result in your plan being returned as incomplete.

Note: If your entire company has fewer than fifteen (15) employees and you are requesting an exemption from submitting an affirmative action plan, complete the cover page and page 1 (Number of Employees Worksheet) only.

Number of Employees Worksheet											
Job Category	Male					Female					TOTALS
	White (not of Hispanic origin)	Black (not of Hispanic origin)	Hispanic	Asian or Pacific Islander	American Indian or Alaskan Native	White (not of Hispanic origin)	Black (not of Hispanic origin)	Hispanic	Asian or Pacific Islander	American Indian or Alaskan Native	
	A	B	C	D	E	F	G	H	I	J	
12. Officers and Managers	0	0	0	0	0	1	0	0	0	0	1
13. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
14. Professionals	0	0	0	0	0	2	0	0	0	0	2
15. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
16. Technicians	0	0	0	0	0	0	0	0	0	0	0
17. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
18. Sales	0	0	0	0	0	0	0	0	0	0	0
19. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
20. Clerical & Admin. Support	0	0	0	0	0	0	0	0	0	0	0
21. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
22. Craft Workers	0	0	0	0	0	0	0	0	0	0	0
23. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
24. Operatives	0	0	0	0	0	0	0	0	0	0	0
25. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
26. Laborers, Helpers & Material Handlers	0	0	0	0	0	0	0	0	0	0	0
27. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
28. Service Workers	0	0	0	0	0	0	0	0	0	0	0
29. Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0
30. Total Employees	0	0	0	0	0	0	0	0	0	0	3
31. Total Employees w/Disability	0	0	0	0	0	0	0	0	0	0	0

I certify that the number of employees shown above is accurate and true to the best of this employer's ability.



 32. SIGNATURE OF CEO

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Agency Name:	South Madison Planning Council	
Program Name:	Capacity Building	
Committee:	<input type="checkbox"/> Early Childhood Care and Education Committee <input type="checkbox"/> Committee on Aging <input checked="" type="checkbox"/> Community Services Committee <input type="checkbox"/> Community Development Block Grant Committee <input type="checkbox"/> Conference Committee	
Program Area:	Neighborhoods	
Priority:	B1	
Committee Question 1:		
Is any work done in the schools?		
Agency Answer 1:	Agency staff providing Answer 1:	
<p>There are no ongoing collaborations with MMSD, although we work to spread the word about summer school programs, special events, and other community-centered events related to the schools. We were also co-sponsors of a school board forum this past spring. We would welcome future opportunities to collaborate more directly with the schools.</p>		