

**City of Topeka - Social Services Funding Priorities - Year \_\_\_\_\_**

Type of Service

Emergency Aid    yes \_\_\_\_    no \_\_\_\_    Comments:

Preventive and Counseling    yes \_\_\_\_    no \_\_\_\_    Comments:

Categories

Contracted City Services – all review current – confirm/add/delete

Aging Services

Medical

Youth Services (all ages)

Food/Clothing/Housing/Utility

Mental Health/Neighborhood

Language Services

Alcohol and Drug - through Alcohol Liquor Tax fund, advised by Topeka-Shawnee County Alcohol and Drug Abuse Advisory Council

Homeless - through Homeless Prevention allocations, advised by Homeless Task Force

Juvenile Justice - through JJA allocations and other sources

Job Skills and Job Seeking (Adults) - through state agencies and others

Housing - through Community Development Block Grant, advised by Community Advisory Council; also Topeka Housing Authority

Type of Funding

Minimum Grants \_\_\_\_\_    Maximum Grants \_\_\_\_\_

Core funding for proven programs    Yes \_\_\_\_    No \_\_\_\_

Comments:

New untested programs    Yes \_\_\_\_    No \_\_\_\_    Set-aside Amount \_\_\_\_\_

Comments:

**Social Service Grants Calendar**  
 (These dates are tentative and are subject to change)

Communication	Economic & Community Development (ECD) Committee receives testimony, develops Priorities, and a Budget Recommendation for next funding cycle - December/January
	City Council adopts Priorities and Budget Recommendation for next funding cycle - January
Application Process	Request For Proposal released – February 14th
	Application Workshop held by City – February 26th
Intake of Applications	Applications are due April 1 <sup>st</sup> by 5:00 pm to the HND office.
	Proposals that do not meet minimum standards for submission will not be eligible for funding. Applicants will be notified April 18th
Review	Newly appointed ECD Committee sets review schedule, determines whether there is a need for expert advisors; invites April
	By May 1 <sup>st</sup> , applications provided to ECD Committee members for scoring and as well as year-end performance report for prior year grants (City staff)
	Week of May 12-16, presentations by agencies to ECD Committee
Recommendation	Week of May 19-23, ECD Committee will meet for final scoring of applications
	June 1 <sup>st</sup> recommendations ready for City Council
Approval	Approximately June 30 <sup>th</sup> , City Council adopts City Budget
	July the ECD Committee affirms or adjusts recommendations based on adopted budget
	Council adopts final allocations by August 15 <sup>th</sup>

## Grant Scoring Criteria

<u>Criteria</u>	<u>Max Score</u>	<u>Reviewer's Total Score</u>
<b>Suitability for City of Topeka Funding</b>	<b>15 Points</b>	_____
Project consistent with stated City priorities.	15 pts _____	
Note: It is possible that an application would be returned to an applicant with feedback but no funding if the simple answer to the above question is 'No.'		
<b>Issues and Outcomes</b>	<b>45 Points</b>	_____
Scope of project is large enough to make a measurable impact on population served.	10 pts _____	
Outcomes are clear and related to identified needs.	5 pts _____	
Unduplicated services OR any duplication with other services is explained and adequately defended.	10 pts _____	
Applicant has achieved outcomes and goals on prior grants.	20 pts _____	
<b>Capacity</b>	<b>30 Points</b>	_____
Organization has the resources to produce the proposed outcomes efficiently and effectively.	10 pts _____	
Agency has mechanism for client input.	10 pts _____	
Org. Leadership maintains community-based representation.	5 pts _____	
Past grant administration is effective.	5 pts _____	
<b>Collaboration &amp; Partnerships</b>	<b>10 Points</b>	_____
(Supportive relationships with other organizations, groups, non-profits, for-profits, etc. that benefit the clients served.)		
Government partnerships	5 pts _____	
Private partnerships	5 pts _____	
<b>TOTAL</b>	<b>100 Points</b>	_____