



Cohort 4 California Farm to School Incubator Grant Program Scoring Criteria – Track 2

Track 2: The California Farm to School Technical Assistance (TA) Subaward Grant

All questions require responses to be considered a complete application and to move on to technical review. The review criteria outlined below address scored questions the technical review committee will use when reviewing Track 2 applications. The review criteria also address questions that are not scored but do require specific responses for the application to move on to technical review.

A note about interviews: The CDFA Farm to School Team may hold virtual interviews with applicants of all tracks during the application review period if requested. Reviewers may request interviews with any or all application team members. Interviews will be used to clarify application question responses and will be considered in the scoring of the application questions addressed during the interview.

Section 1: Foundational Information

Not Scored

Section 2: Project Title and Summary

Not Scored

Section 3: Project Team

Not Scored

Section 4: Organizational and Farm to School History (20 Points)

- Q11 Organizational History: Describe your organization's history serving its mission and vision.
 - *Applicant's description of their history on a scale of 0-6. 6 point responses clearly describe and demonstrate long standing and significant experience as an organization with a farm to school aligned mission and vision, inspiring confidence in their organizational capabilities. 0 point responses do not answer the question in full or do not demonstrate meaningful organizational experience.*

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- Q12 Farm to School History: Describe your organization's history implementing farm to school efforts. If your organization has not been involved in farm to school, how can your involvement now support schools, producers, ECEs, or tribal communities to advance their efforts?
 - *Applicant's description of their history implementing farm to school programs on a scale of 0-7. 7 point responses clearly describe the organization's history of farm to school programming, inspiring confidence in their farm to school related capabilities. 0 point responses do not answer the question in full.*
- Q13 Describe how your organization has been successful at reaching underserved communities in the past and how you intend to promote the subaward opportunities to various underserved communities for this program.
 - *Applicant's outreach and communication plan on a scale of 0-7 points. 7 point responses contain multiple strategies for outreach that seem applicable to the stakeholders to be reached. 0 point responses fail to describe any strategy for outreach.*

Section 5: Participation in Evaluation Work (10 Points)

- Q14 Has your organization been directly involved with research or assessments related to the category you are applying for in communities you serve? If a report or multiple reports are available, please attach them as a pdf. Examples of reports include but are not limited to:
 - a. Food System Assessments
 - b. Programmatic Evaluations
 - c. Climate Action Plans
 - d. School Food Environment Assessments
 - e. School Food Value Chain Assessments
 - f. Early Care and Education Quality Assessments
 - g. Food Policy Development Plans/Strategies
 - h. Other Reports

Applicant's involvement in research or assessments related to the category they are applying for on a scale of 0-10. 10 point responses show applicant has completed an evaluation related to the category they are applying, 5-9 point responses show an applicant is in the process of an evaluation related to the category in which they are applying. 4-1 point responses show an applicant has contributed but was not part of a lead organization formulating an evaluation related to the category they are applying for and/or completed an evaluation unrelated to the category they are applying for. 0 point responses show an applicant has not been involved in an evaluation of any kind.

Section 6: Ability to Manage Subawards (25 Points)

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- Q17 What is your organizations capacity and experience in managing block grant funds? Describe the largest grant or other block grant models that your organization has managed. If you have never managed a grant describe your administrative capacity to manage subaward funds.
 - *Answered “Yes” to Q16: Applicant’s experience managing subawards on a scale of 5-25 points. 25 point answers show an applicant has experience working with multiple state and/or federal grants, including managed grant contracts, subawards, reporting, billing and evaluation. 5 point responses show some experience working within grants including applying for grants as a sub awardee but did not manage the grant contract or requirements directly.*
 - *Answered “No” to Q16: Applicant’s administrative capacity to manage subaward funds on a scale of 0-4 points. 4 points provide clear and convincing evidence that they have the administrative capacity and to manage subawards and some exposure to grants and/or subawards. 0 point responses provide no clear or convincing evidence they have the administrative capacity to manage subaward funds and have no exposure to grants and/or subawards.*

Section 7: Community Collaboration Matrix (25 Points)

- Q18 Using the Community Collaboration Matrix provided, describe your organizations history with grassroots outreach, collaboration, and partnership development.
 - *Regional Locations of Communities:*
 - *15 points: Applicant describes relationship with and provides letters of support from community members in at least 2 counties per region of the 8 farm to school regions*
 - *13 points: Applicant describes relationship with and provides letters of support from community members in at least 2 counties per region of 7 farm to school regions*
 - *11 points: Applicant describes relationship with and provides letters of support from community members in at least 2 counties per region of 6 farm to school regions*
 - *9 points: Applicant describes relationship with and provides letters of support from community members in at least 1 county per region of 7 farm to school regions*
 - *6 points: Applicant describes relationship with and provides letters of support from community members in at least 1 county per region of 6 farm to school regions*
 - *3 points: Applicant describes relationship with and provides letters of support from community members in at least 1 county per region of 5 farm to school regions*

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- *0 point: Applicant describes relationship with and provides letters of support from community members of in at least 1 county per region for 0-4 farm to school regions*
- *Descriptions and Letters of Support:*
 - *10 points: Applicant provides Letters of Support and clearly describes 15+ or more relevant stakeholder relationships.*
 - *8 points: Applicant provides Letters of Support and clearly describes 12-14 or more relationships with underserved communities.*
 - *6 points: Applicant provides Letters of Support and clearly describes 8-11 or more relationships with underserved communities.*
 - *4 points: Applicant provides Letters of Support and clearly describes 4-7 or more relationships with underserved communities.*
 - *2 points: Applicant provides Letters of Support and clearly describes 2-3 or more relationships with underserved communities.*
 - *1 points: Applicant provides Letters of Support and clearly describes 1 or more relationships with underserved communities.*
 - *0 points: Applicant does not provide any Letters of Support and fails to clearly describe any relationships with underserved communities.*

Section 9: Project Workplan (10 Points)

- Q19 CDFA Will review your attached project workplan using Cohort 4 Track 2 Farm to School Incubator Grant application review criteria.
 - *Applicant's description of how workplan activities and tasks will achieve goal 1 on a scale of 0-10. 10 point responses address all required performance measures, fill out all sections of the workplan completely, and provides a workplan that accurately addresses the goal, is specific, achievable, and clear. 0 point responses do not address all required performance measures.*

Section 10: Project Budget (10 Points)

- Q20 CDFA Will review your attached project budget using Cohort 4 Track 2 Farm to School Incubator Grant application review criteria.
 - *Applicant's identification and description of each proposed project cost on a scale of 0-10. 10 point responses fill out all sections of the budget line items and budget narrative completely, provides an overall budget that can reasonably achieve workplan activities, is specific, is achievable and is clear. 0 point responses do not provide a budget that can reasonably achieve workplan activities.*

Section 11: Additional Applicant Information

Not Scored