

Grant Review Criteria

Exhibit B

Proposals submitted for the Colorado Dental Health Care Program for Low-Income Seniors will be reviewed by using the criteria listed below. In consultation with the Senior Dental Advisory Committee, the Department reserves the right to modify the grant review criteria as needed and appropriate.

Proposals will be reviewed in two (2) phases. A proposal must pass the first phase to be evaluated in the second phase.

In the first phase, Department staff will review each proposal to determine if it was submitted by the due date and time, if it meets the page limit and format requirements, and if it contains all required information. The Department will also review each proposal to determine if the applicant is financially sound. The Department may, if it deems necessary, request clarifications from applicants.

Proposals that were submitted on time, that contain all required information, and that are from financially sound applicants will be forwarded to a review panel for evaluation in the second phase. The review panel will be comprised of individuals who are deemed qualified by reason of training and/or experience, who have no personal or financial interest in the selection of any particular applicant, and will judge the merits of the proposals received in accordance with the evaluation factors stated in this request for grant proposals. The sole objective of the review panel will be to recommend to the Department's Executive Director those proposals which most accurately and effectively meet the goals of the grant program within the available monetary resources.

The review panel will consider whether all critical elements described in the request for grant proposals have been addressed, the capabilities of the applicant, and the quality of the approach proposed. Preference will be given to grant proposals that clearly demonstrate the applicant's ability to outreach to and identify Eligible Seniors and to collaborate with community-based organizations. Preference will also be given to grant proposals that demonstrate an ability to serve a greater number of Eligible Seniors or that will serve Eligible Seniors in rural or underserved areas.

Regional distribution of funds will be a key consideration in determining grant awards. If there is not sufficient funding to award grants to all eligible applicants, priority will be given to distributing the available funding across as many of the represented regions as possible.

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In Phase 1, Department staff will review all proposals using criteria listed below. Any “no” for the listed Phase I criteria will eliminate a proposal from further consideration.

Phase 1	Yes	No
1. Did the applicant submit the proposal before the deadline and does the proposal meet the page limits and format specified?	<input type="checkbox"/>	<input type="checkbox"/>
2. Did the applicant include a transmittal letter with all information required in section 7.5.a. of the request for grant proposals, including a statement of the applicant's willingness to comply with all grant requirements?	<input type="checkbox"/>	<input type="checkbox"/>
3. Does the proposal include all information required in section 7.6.a. of the request for grant proposals?	<input type="checkbox"/>	<input type="checkbox"/>
a. Is the applicant an Area Agency on Aging, community-based organization or foundation, Federally Qualified Health Center, safety-net clinic, health district, local public health agency, or private dental practice?		
b. Does the proposal indicate the geographic area to be served?		
4. Does the proposal include the required attachments in appendices A through C as listed in section 7.5.d. of the request for grant proposals?	<input type="checkbox"/>	<input type="checkbox"/>
5. Review the applicant's response to section 7.6.c.iii. of the request for grant proposals and information included in Appendix C. Considering the following questions, is the applicant financially sound?	<input type="checkbox"/>	<input type="checkbox"/>
o Does the applicant use sound accounting practices?		
o Are financial statements accurately prepared?		
o Does the applicant have adequate reserves?		
o Is the applicant able to meet current obligations?		
o Is the applicant's operations stable and consistent from year-to-year?		

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In Phase 2, the review panel will evaluate proposals using the following criteria.

Phase 2

Key Personnel and Qualified Providers (section 7.6.b.)

- Review and comment on the applicant's response to section 7.6.b. of the request for grant proposals. Does the response include all information requested?
- Considering the following questions, what are the strengths and weaknesses of the applicant's response?
 - Does the applicant have qualified key personnel to administer funds under the grant?
 - Does the applicant demonstrate that it has the ability to identify and outreach to dental care providers in its service area?

Comments

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Phase 2

Outreach and identify eligible seniors (section 7.6.c.i.)

- Review and comment on the applicant's response to section 7.6.c.i. of the request for grant proposals. Does the response include all information requested?

- Considering the following questions, what are the strengths and weaknesses of the applicant's response?
 - Does the applicant have a reasonable plan to outreach to Eligible Seniors including special populations, such as such as Eligible Seniors who have physical or mental disabilities, who are frail, who have language barriers, or who are culturally, socially, or geographically isolated?
 - Does the applicant demonstrate that it has the ability to ensure that seniors served do not have dental coverage under Medicaid, the Old Age Pension Health and Medical Care Program, or private insurance?
 - If the applicant will prioritize services to seniors most in need, are the proposed prioritization criteria reasonable?

Comments

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Phase 2

Collaboration (section 7.6.c.ii.)

- Review and comment on the applicant's response to section 7.6.c.ii. of the request for grant proposals. Does the response include all information requested?
- What are the strengths and weaknesses of the applicant's response?
- Will the specific community organizations listed strengthen the applicant's ability to reach Eligible Seniors in need of dental services? Why or why not?

Comments

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Phase 2

Grant Management (section 7.6.d.)

- Review and comment on the applicant's response to section 7.6.d. of the request for grant proposals. Does the response include estimates of the number of seniors to be served and the cost of Covered Dental Care Services? Are administrative costs limited to no more than 7% of estimated grant expenditures?

- Comment on the strengths and weaknesses of the applicant's response considering the following questions:
 - Has the applicant demonstrated that it can meet its obligations under the grant given the allowable reimbursement for Covered Dental Services and the administrative cost limit of 7%?
 - Will the applicant be leveraging other funds that would be added to this grant?

Comments

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