

Federal, state, and/or local funds and resources that will be used to support the overall objectives of the grant, and articulate a plan for ensuring the sustainability of grant activities being performed by sub-awardees once Federal funding ceases. ODEP will evaluate the proposed plan and activities against the following criteria:

(a) The extent to which the outreach and identification of organizations eligible for sub-grant awards appears appropriate, reasonable and achievable within the initial months of the grant period;

(b) The extent to which the application process that will be used in making sub-awards is straightforward, fiscally responsible, and not overly burdensome;

(c) The extent to which the proposed plan is likely to produce positive transition outcomes for young people with disabilities;

(d) The extent to which partnerships with outside entities and funding from additional Federal, state and/or local resources will be effectively leveraged and utilized in carrying out grant activities;

(e) The demonstrated capability of the applicant to effectively implement the proposed project;

(f) The quality of the plan for ensuring sustainability of grant activities being performed by sub-awardees once Federal funding ceases;

(g) The extent to which employers and the education, workforce, and disability communities have actively participated or will participate in the design and implementation of the proposed project;

(h) The qualifications, including relevant training and experiences of key project personnel;

(i) The quality of the plan to recruit mentors and mentees;

(j) The quality of the training that will be provided to mentors; and

(k) The quality of the mechanism that will be used to match youth with mentors.

3. Review Process and Evaluation Criteria, Measure(s), Outcomes and Reporting/Tracking Mechanisms for Both Intermediary and Sub-awardees (35 points)

This section of the narrative should summarize the intermediary's evaluation criteria to thoughtfully examine progress towards project goals and objectives.

Through this grant ODEP and CFBCI seek the following objectives:

- A positive measurable impact on transition outcomes of young people with disabilities in those target areas

who receive grant-related mentoring services.

- A significant increase in the number of faith-based and community organizations capable of providing quality mentoring services to young people with disabilities and capable of effectively sustaining mentoring programs for youth with disabilities through a variety of funding sources (e.g., Federal; state; local governments, private charitable organizations and foundations); and

The narrative should specifically and carefully define how the intermediary and its sub-awardees will determine success consistent with the above objectives for all the proposed activities. The narrative should identify an overall goal as to the number of mentees to be served under the grant, and should identify the positive transition outcomes expected. Positive transition outcomes may include placement and retention in employment, completion of educational certification, graduation, skills attainment, enrollment in post-secondary education, etc. In addition, the applicant should provide an explanation as to how the applicant will work with its sub-awardees to establish interim goals necessary to meet the aforementioned goal and objectives. This section of the narrative should also address the "methods of evaluation" that will be used by the intermediary to determine the success of the technical assistance efforts provided to the intermediary's sub-awardees (including program development) as well as the success of the mentoring efforts. In addition, this section of the narrative should outline the strategy for documenting and reporting the activities undertaken during the life of the grant for ODEP and CFBCI's future use in working with other intermediaries.

ODEP will evaluate the narrative against the following criteria to determine whether the goals and objectives, and the plans and procedures proposed for achieving them, are innovative, worthwhile, and realistic.

(a) Do the objectives reflect the measurable outcomes of the proposed work? (**Note:** The objectives must be tangible, specific, concrete, measurable, and achievable over the life of the grant.)

(b) Are the methods and activities to achieve the objectives adequately described? (**Note:** These should be consistent with the timeline required in criterion 2, and present the order and the date of completion (month or quarter) for the accomplishment of the intermediary and sub-awardees' tasks.)

(c) How will the planned work lead to the outcomes anticipated during the life of the grant? Are the tasks that will be accomplished with the available resources thoroughly and cogently outlined? (**Note:** Early in the planning process, applicants should list the tasks that will have to be completed to meet the goals of the project. They can then break these into smaller tasks and lay them out in a schedule over the grant time period. This will provide a chance to consider what personnel, materials, and other resources will be needed to carry out the tasks.)

(d) Is there evidence presented that the accomplishments and structures established during the period of grant performance can be sustained beyond the life of the grant?

Part VIII. Monitoring and Reporting

Monitoring: ODEP is responsible for ensuring the effective implementation of each competitive grant project in accordance with the provisions of this announcement and the terms of the grant award document. The Department staff, or their designees may conduct on-site project reviews periodically. Reviews will focus on timely project implementation, performance in meeting the grant's programmatic goals and objectives, expenditure of grant funds on allowable activities, integration and coordination with other resources and service providers in the local area, and project management and administration in achieving project objectives.

Reporting: Grantees will be required to submit quarterly financial and narrative progress reports as prescribed by OMB Circular A-102 and A-110, as codified by 29 CFR parts 97 and 95 respectively.

(1) A Quarterly Report will be required within thirty (30) days of the end of each quarter beginning ninety days from the award of the grant and is estimated to take five hours to prepare on average. The form for the Quarterly Report will be provided by ODEP. ODEP will work with the grantee to help refine the requirements of the report, which will, among other things, include measures of ongoing analysis for continuous improvement and customer satisfaction.

(2) Financial reporting will be required quarterly using the on-line electronic reporting system for the Standard Form 269—Financial Status Report (FSR).

(3) A Final Project Report, including an assessment of project performance and outcomes achieved will be required and is estimated to take twenty hours to complete. This report will be submitted