



TENNESSEE DEPARTMENT OF
**HUMAN
SERVICES**



*Temporary Assistance
For Needy Families*



October 19, 2021 | Families First Community Advisory Board Meeting

TN

Department of
Human Services

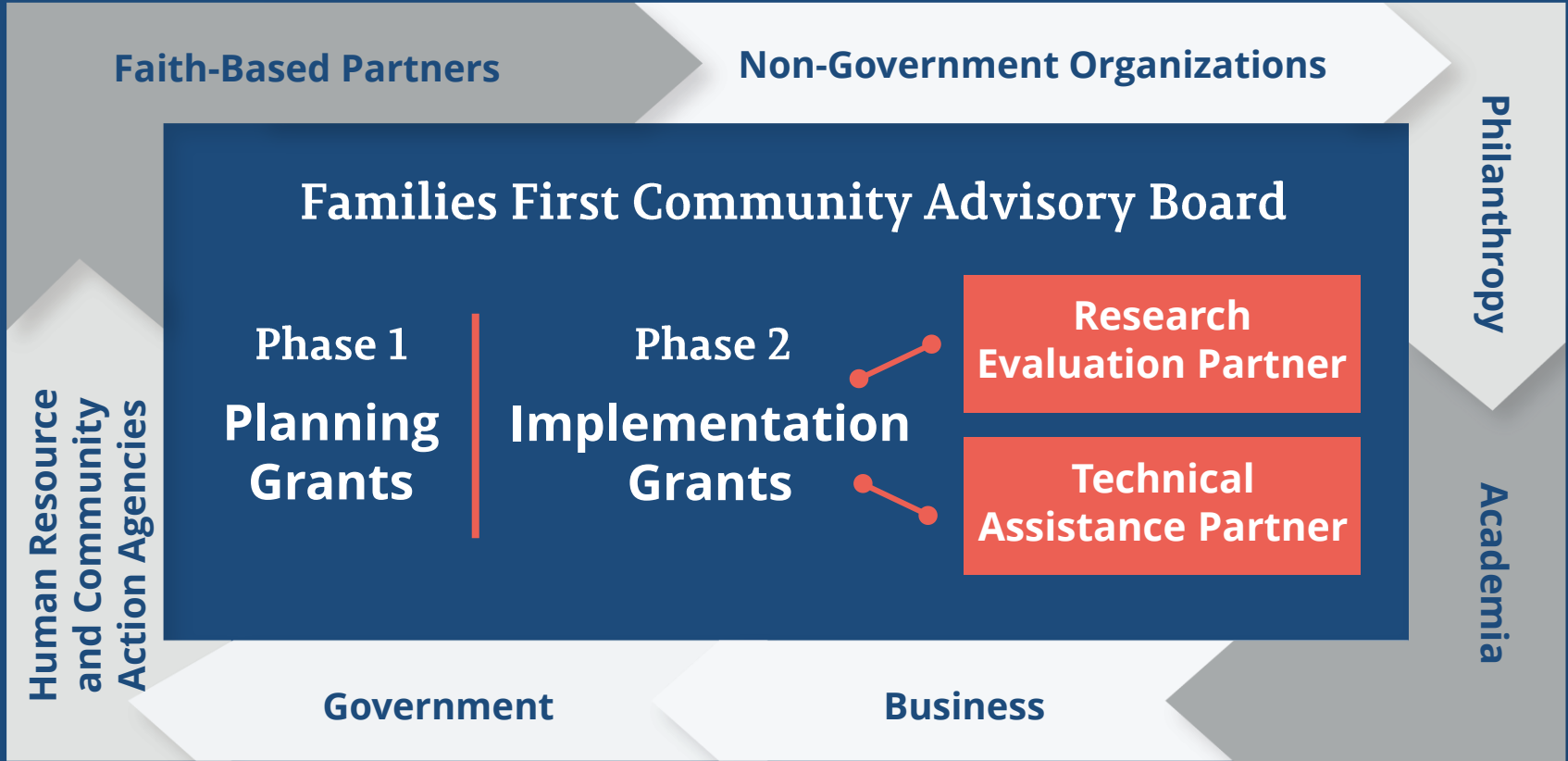
Agenda

- Commissioner's Update
- Research Partner Evaluator Selection
- Planning Grant Update
- Planning Grant Evaluation Training
- Concluding Remarks & Next Steps



Commissioner's Update

Transforming Tennessee Together



Research Partner Evaluator Selection

Procurement Timeline & Final Report

- Anticipated Dates:
 - RFP Issued: Fall/Winter 2021
 - Selection: Spring 2022
 - *No earlier than October 1, 2021, the department shall select and fund a research partner or partners that will support the research and evaluation of the Tennessee Opportunity Pilot programs.*
 - Expected Contract Start Date: Summer 2022
 - Submit Final Report: December 31, 2025
 - Findings from the Tennessee Opportunity Pilot Initiative and the impact and effectiveness of the increase in maximum standard grant and lifetime maximum benefits timeframe.

Planning Grant Update

Planning Grants

- \$5M for **up to 50** planning grants
- Advisory Board can award **up to \$500,000 per grant** no earlier than **October 1, 2021**
- Grants will assist collaborative groups with technical assistance, visioning, program design, budgeting, and partnership development for the TN Opportunity Pilot Initiative proposals
- Grantees will have three (3) months to plan and complete their pilot proposals



Process for Awarding Planning Grants

- TDHS has notified the community of the application period
- Interested collaborative groups will have forty-five (45) days to submit applications (through October 15, 2021)
- Applicants must meet the mandatory minimum requirements to be considered by the Advisory Board
- **TDHS will provide evaluation criteria for the Advisory Board selection process**
- Advisory Board will have three (3) weeks to review and select final grantees
- TDHS will announce grantees

Mandatory Review

- TDHS vetting applications against minimum eligibility criteria
 - Submitted on time
 - Followed submission guidelines (*15-page limit, 11 font, double-space, and headers; used provided budget template and narrative*)
 - Submitted Conflict of Interest and Certification of Acknowledgement forms
 - Lead applicant is an eligible entity (*501c3 nonprofit org, etc.*)
 - In good standing with the State

Review Teams

Team #1	Team #2	Team #3
Commissioner Carter	Vice-chair Askew	Dr. House
Commissioner Rolfe (or designee)	Commissioner McCord (or designee)	Commissioner Schwinn (or designee)
Senator Akbari	Representative Terry	Commissioner Piercey (or designee)
Representative Hawk	Executive Mangubat	Senator Watson
Bishop Stephens	Elizabeth Fournet	Brittany Cleveland
Rachael Corry	Jack Bailey	Annie Cacheiro
<i>Future Appointee</i>	<i>Future Appointee</i>	<i>Future Appointee</i>

Review Timeline

Task	Responsible Party	Start Date	End Date
TDHS to complete mandatory review	TDHS	10/18/2021	10/25/2021
Families First Community Advisory Board (FFCAB) Evaluation/Review	FFCAB	10/26/2021	12/7/2021
TDHS to compile all applications into Dropbox for board members	TDHS	10/26/2021	10/26/2021
TDHS to send Dropbox link and FFCAB scorecard to board members	TDHS Commissioner's Office	10/27/2021	10/27/2021
FFCAB submits scorecard to TDHS	FFCAB	10/27/2021	11/15/2021
TDHS compiles scorecards for FFCAB's final review	TDHS	11/16/2021	11/22/2021
FFCAB votes on approval of planning grant approvals	FFCAB	12/7/2021	12/7/2021

Planning Grant Evaluation Training

Grant Proposal Evaluation 101

What is a grant?

- A grant is the way the government funds ideas and projects to provide public services and stimulate the economy.
- Grants support critical recovery initiatives, innovative research, and many other programs.

The grant process has three main phases:

- Pre-Award Phase – Funding opportunity announcement and proposal review
- Award Phase – Award decisions and notifications
- Post-Award Phase – Implementation, reporting, and closeout



Grant Proposal Evaluation 101

Once the proposal submission deadline passes, proposal review begins

- **Mandatory Review** – Initial screening to ensure that each application meets basic minimum eligibility requirements
- **Programmatic Review and Assessment** – Proposals that clear the Mandatory Review phase are reviewed and assessed for technical and programmatic quality and competency



Grant Proposal Evaluation 101

Grant proposals are assessed in terms of relevance, originality, soundness, and feasibility.

- Does the project help solve the problem at hand within the parameters that have been laid out in the funding opportunity announcement?
- How innovative is the project?
- Is the project based in thorough knowledge and experience?
- Does the applicant have the capacity to carry out the project?

Each proposal is evaluated using a points system defined by a rubric – a detailed outline for how each application will be read and scored.

Level Setting: Terms & Concepts

Collaborative

- An organized group effort
- For our purposes, Collaboratives should include a wide array of partners across sectors with one lead applicant responsible for coordinating the work of partner-members.



Level Setting: Terms & Concepts

Sector

- A categorical group of stakeholders
- Within the TN Opportunity Pilot Initiative, we are particularly interested in representation from the following stakeholder groups:
 - Nonprofit organizations
 - Philanthropic organizations (e.g., community foundations, private foundations, etc.)
 - Faith-based organizations
 - Business and industry
 - Academia
 - Local governments
 - State agencies
 - CSBG-funded Community Action Agencies/Human Resources Agencies



Level Setting: Terms & Concepts

Opportunity Pilot

- A three-year, cross-sector pilot program that:
 - Incorporates the provision of comprehensive supports and wraparound services to grow the capacity of low-income families. and reduce their dependence on public benefits and services
 - Demonstrates the ways in which Tennessee's safety net can be reimagined as a more cohesive, coordinated system.



Level Setting: Terms & Concepts

Collective Impact

- An effective form of cross-sector collaboration that addresses complex social challenges using:
 - A Common Agenda
 - Shared Measurement
 - Mutually Reinforcing Activities
 - Continuous Communication
 - A Backbone Support Organization



Evaluation Criteria & Rubric

All Planning Grant proposals will be evaluated against 10 criteria.

- Each criterion has a maximum score of 10 points:
 - Criteria 1-4: Collaborative Vision, Structure, and Capacity
 - Criteria 5-9: Envisioned Opportunity Pilot
 - Criterion 10: Planning Period Activities and Budget

0	Poor	No or very few strengths and numerous major* weaknesses
2	Marginal	A few strengths and a few major* weaknesses
4	Fair	Some strengths but with at least one major* weakness
6	Good	Strong but with at least one moderate* weakness
8	Excellent	Very strong with only some minor* weaknesses
10	Exceptional	Exceptionally strong with essentially no weaknesses

**Definitions*

- **Minor:** Easily addressable weakness that does not substantially lessen the impact of the project
- **Moderate:** Weakness that lessens the impact of the project
- **Major:** Weakness that severely limits the impact of the project

Evaluation Criteria & Rubric

Each application has a maximum score of 100 points

- An average score for each proposal will be calculated after all scores have been submitted by evaluators.

Helpful tips:

- Do not try to evaluate all assigned proposals in one sitting.
- There are no perfect responses; evaluate each criteria to the best of your ability.
- Scoring must be based on the strengths and weaknesses of the application itself, not your perceptions of the partners within a Collaborative.

Remember:

- The strongest applications will demonstrate **both commitment and capacity to create a compelling plan** for increasing economic advancement and family well-being.

COLLABORATIVE VISION, STRUCTURE, AND CAPACITY

1. Application describes the shared vision of the Collaborative and demonstrates an understanding of the challenges low-income families experience in their community, including those related to: education; health and well-being; economic stability; and safe, stable, and nurturing relationships.

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The Collaborative's shared vision is not articulated.</p>	<p>The Collaborative's shared vision is articulated but the application does not demonstrate an understanding of the challenges low-income families experience.</p>	<p>The Collaborative's shared vision is articulated; the application demonstrates an understanding of the challenges low-income families experience broadly but not specifically within the community to be served.</p>	<p>The Collaborative's shared vision is clearly articulated; the application demonstrates a high-level understanding of the challenges low-income families experience in the community to be served.</p>	<p>The Collaborative's shared vision is clearly articulated and aligns with the Department's vision for transforming Tennessee's safety net (growing the capability of families to reduce their dependency on public benefits and services); the application demonstrates a deep understanding (with references to specific data points) of the challenges low-income families experience in the community to be served.</p>	<p>The Collaborative's shared vision is clearly articulated and aligns with the Department's vision for transforming Tennessee's safety net; the application demonstrates a deep understanding (with references to specific data points) of the challenges low-income families experience in the community to be served and cites specific examples of relevant past work.</p>

2. Application includes an organizational chart for the Collaborative that: 1) outlines key staff for the oversight, support, and delivery of the collaboration; 2) describes the current staffing structure/model and positions needed, if any; 3) includes job titles and descriptions of roles and responsibilities of all key positions; and 4) indicates any services that will be contracted out such as fiscal, audit, etc.

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not include an organizational chart for the Collaborative.</p>	<p>The application includes an organizational chart, but the chart represents only one entity rather than a defined Collaborative or key content areas are not defined (e.g., description of current model and needed positions; descriptions of roles and responsibilities of all key positions; description of services to be contracted).</p>	<p>The application includes an organizational chart for the Collaborative that includes descriptions for all key content areas but lacks detail; the Collaborative's organizational structure includes representation from only one sector.</p>	<p>The application includes an organizational chart for the Collaborative with all key content areas clearly defined (including needed positions and services to be contracted) and includes representation from two sectors.</p>	<p>The application includes an organizational chart for the Collaborative that is clearly defined (including needed positions and services to be contracted), thoughtfully designed, and includes representation from three sectors.</p>	<p>The application includes an organizational chart for the Collaborative that is clearly defined (including needed positions and services to be contracted), thoughtfully designed, and includes robust cross-sector representation (more than three sectors).</p>

3. Application describes existing key partnerships with other community-based organizations, service providers, and sectors and describes how the Collaborative will maintain existing partnerships and secure new partnerships to promote collective impact practices and ensure both a “whole family” and “whole of Tennessee” approach to serving low-income families.

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not describe existing key partnerships.</p>	<p>The application describes existing key partnerships but does not describe how the Collaborative will secure new partnerships.</p>	<p>The application describes both existing key partnerships and the Collaborative’s plan for securing new partnerships, but does not discuss how collective impact practices will be incorporated to ensure both a “whole family” and “whole of Tennessee” approach to serving low-income families.</p>	<p>The application describes both existing key partnerships and the Collaborative’s plan for securing new partnerships; the application demonstrates that members of the Collaborative have a high-level understanding of collective impact practices and articulates how these will be incorporated to ensure both a “whole family” and “whole of Tennessee” approach to serving low-income families.</p>	<p>The application describes both existing key partnerships and the Collaborative’s plan for securing new partnerships, conveying a clear sense of how the partnerships will be leveraged in service of the envisioned Opportunity Pilot; the application demonstrates that members of the Collaborative have a deep understanding of collective impact practices and articulates how these will be incorporated to ensure both a “whole family” and “whole of Tennessee” approach to serving low-income families.</p>	<p>The application describes both existing key partnerships and the Collaborative’s plan for securing new partnerships, conveying a clear sense of how partnerships will be leveraged in service of the envisioned Opportunity Pilot; the application demonstrates that members of the Collaborative have experience working with collective impact practices across sectors and articulates a plan to continue this work to ensure both a “whole family” and “whole of Tennessee” approach to serving low-income families.</p>

4. Application describes work currently underway by agencies/organizations within the Collaborative, including population(s) served, number of individuals served, and relationships with those currently being served.

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not describe work currently underway.</p>	<p>The application describes work currently underway, but the work does not align with the activities of the envisioned Opportunity Pilot.</p>	<p>The application broadly describes relevant work currently underway but does not provide detail about population(s) served, number of individuals served, and relationships with those currently being served.</p>	<p>The application describes relevant work currently underway and provides detail about the population(s) served, number of individuals served, and relationships with those currently being served.</p>	<p>The application describes relevant work currently underway, provides detail about the population(s) served, and demonstrates significant experience working with population(s) to be served through the envisioned Opportunity Pilot; relevant current/past work has produced positive outcomes among the population(s) served.</p>	<p>The application provides significant detail about both relevant work currently underway and the population(s) served and demonstrates robust experience working with population(s) to be served through the envisioned Opportunity Pilot; relevant current/past work has produced positive outcomes among the population(s) served and has been rigorously evaluated (application cites evidence of evaluation).</p>

ENVISIONED OPPORTUNITY PILOT

5. Application identifies the community problem to be addressed, indicates how community involvement was obtained in identifying the problem/need, and explains how this connects to the identified TANF purpose(s).

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not identify the community problem to be addressed by the envisioned Opportunity Pilot.</p>	<p>The application identifies the community problem to be addressed by the envisioned Opportunity Pilot but does not draw a connection between the community problem and the identified TANF purpose(s).</p>	<p>The application identifies the community problem to be addressed by the envisioned Opportunity Pilot and draws a connection between the community problem and the identified TANF purpose(s), but does not indicate how community involvement was obtained in identifying the problem/need.</p>	<p>The application identifies the community problem to be addressed by the envisioned Opportunity Pilot, indicates how community involvement was obtained in identifying the problem/need, and explains at a high-level how this connects with the identified TANF purpose(s).</p>	<p>The application provides an overview of the community problem to be addressed by the envisioned Opportunity Pilot that demonstrates depth and clarity, indicates how community involvement was obtained in identifying the problem/need, includes a detailed explanation of how this connects with the identified TANF purpose(s), and outlines clear and measurable goals relevant to the community-identified problem/need.</p>	<p>The application provides a comprehensive overview of the community problem(s) to be addressed by the envisioned Opportunity Pilot that demonstrates depth and clarity, indicates a deep level of community involvement in identifying the problem/need, includes a detailed explanation of how this connects with the identified TANF purpose(s), and outlines clear and measurable goals relevant to the community-identified problem/need.</p>

6. Application provides a brief but clear overview of the Collaborative’s envisioned Opportunity Pilot, indicates how community involvement was obtained in designing the Pilot, and describes how the Pilot will support the identified TANF purpose(s) and the Department’s Universal Outcomes.

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not provide an overview of the Collaborative’s envisioned Opportunity Pilot.</p>	<p>The application provides an overview of the Collaborative’s envisioned Opportunity Pilot but does not draw a connection between the Pilot and support for the identified TANF purpose(s)/the Department’s Universal Outcomes.</p>	<p>The application provides an overview of the Collaborative’s envisioned Opportunity Pilot and draws a connection between the Pilot and support for the identified TANF purpose(s)/the Department’s Universal Outcomes, but does not indicate how community involvement was obtained in designing the Pilot.</p>	<p>The application provides an overview of the Collaborative’s envisioned Opportunity Pilot, indicates how community involvement was obtained in designing the Pilot, and includes a high-level description of how the Pilot will support the identified TANF purpose(s)/the Department’s Universal Outcomes.</p>	<p>The application provides an overview of the Collaborative’s envisioned Opportunity Pilot that demonstrates depth and clarity, indicates how community involvement was obtained in designing the Pilot, and includes a detailed description of how the Pilot will support the identified TANF purpose(s)/the Department’s Universal Outcomes.</p>	<p>The application provides a comprehensive overview of the Collaborative’s envisioned Opportunity Pilot that demonstrates depth and clarity, indicates a deep level of community involvement in designing the Pilot, and includes a detailed description of how the Pilot will support the identified TANF purpose(s)/the Department’s Universal Outcomes.</p>

7. Application describes the community (target population) to be served by race, culture, ethnicity, age, geography, and/or other defining characteristics and defines the Collaborative's criteria for identifying low-income families to be served by the envisioned Opportunity Pilot.

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not describe the community to be served by the envisioned Opportunity Pilot.</p>	<p>The application describes the community to be served but does not define the Collaborative's criteria for identifying low-income families to be served by the envisioned Opportunity Pilot.</p>	<p>The application describes the community to be served and defines the Collaborative's criteria for identifying low-income families to be served by the envisioned Opportunity Pilot, but there is no evidence that engagement activities are informed by cultural competence, principles of inclusion, or collaboration.</p>	<p>The application describes the community to be served and defines the Collaborative's criteria for identifying low-income families to be served by the envisioned Opportunity Pilot; engagement activities are somewhat informed by cultural competence, principles of inclusion, and/or collaboration.</p>	<p>The application describes the community to be served and defines the Collaborative's criteria for identifying low-income families to be served by the envisioned Opportunity Pilot; engagement activities are informed by cultural competence, principles of inclusion, and/or collaboration.</p>	<p>The application describes the community to be served and defines the Collaborative's criteria for identifying low-income families to be served by the envisioned Opportunity Pilot; engagement activities are informed by cultural competence, principles of inclusion, and/or collaboration and demonstrate that members of the Collaborative have experience working effectively in cross-cultural situations.</p>

8. Application describes how the envisioned Opportunity Pilot is different from other coordinated services already in place in the community, or if the Pilot's services will be unique to the community to address a specific need.

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not attempt to describe how the envisioned Opportunity Pilot is different from other coordinated services already in place in the community.</p>	<p>The envisioned Opportunity Pilot lacks innovation and will further contribute to a substantial duplication of services already available to address the specific community need(s).</p>	<p>The envisioned Opportunity Pilot is nominally different from other coordinated services already in place in the community, but will create a duplication of services available to address the specific community need(s).</p>	<p>The envisioned Opportunity Pilot provides a creative solution to address specific community need(s) that distinguishes it from other coordinated services already in place in the community.</p>	<p>The envisioned Opportunity Pilot provides a creative and innovative solution to address specific community need(s) that will deliver services not otherwise accessible within the community and/or build upon successful work already underway within the community by members of the Collaborative.</p>	<p>The envisioned Opportunity Pilot provides an original, creative, and innovative solution that demonstrates a new way of thinking to address specific community need(s) that will deliver services not otherwise accessible within the community, build upon successful work already underway within the community by members of the Collaborative, and reduce the duplication of services already in place to address the specific community need(s).</p>

9. Application includes a detailed description of how the Collaborative intends to utilize evidence-based practices and/or evidence-informed practices (including but not limited to such focus areas as: home visiting services; high-quality child care programs and child care provider networks; wraparound services; one-on-one financial counseling; after school and summer learning programs with curricula approved by the Department of Education; workforce training and apprenticeship programs; etc.).

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not provide a description of practices the Collaborative intends to utilize in the envisioned Opportunity Pilot.</p>	<p>The application provides a description of practices the Collaborative intends to utilize in the envisioned Opportunity Pilot, but these practices are not drawn from the provided examples of evidence-based and/or evidence-informed practices and the description does not cite evidence that its intended practices are in fact evidence-based or evidence-informed.</p>	<p>The application provides a description of practices the Collaborative intends to utilize in the envisioned Opportunity Pilot, but only one evidence-based or evidence-informed practice is included.</p>	<p>The application provides a high-level description of two evidence-based and/or evidence-informed practices the Collaborative intends to utilize concurrently or with different subgroups (e.g., children and adults) of the wider population to be served by the envisioned Opportunity Pilot.</p>	<p>The application provides a detailed description of three evidence-based and/or evidence-informed practices the Collaborative intends to utilize concurrently or with different subgroups (e.g., children and adults) of the wider population to be served by the envisioned Opportunity Pilot.</p>	<p>The application provides a comprehensive description of four or more evidence-based and/or evidence informed practices the Collaborative intends to utilize concurrently or with different subgroups (e.g., children and adults) of the wider population to be served by the envisioned Opportunity Pilot.</p>

PLANNING PERIOD ACTIVITIES AND BUDGET

10. Application describes the specific tasks that will be performed during the Planning Grant period, including how the Collaborative will utilize Planning Grant funds for technical assistance in order to develop an Opportunity Pilot proposal. (Technical assistance activities can include, but are not limited to: stakeholder convening; needs and gaps analysis; development of a common agenda; establishment of a governance structure; development of an action plan; identifying methods for continuous communication; and identifying existing data sources and systems, outputs and outcomes, and performance management processes to support shared accountability.)

0 Poor	2 Marginal	4 Fair	6 Good	8 Excellent	10 Exceptional
<p>The application does not describe the tasks that will be performed during the Planning Grant period.</p>	<p>The application describes the tasks that will be performed during the Planning Grant period, but the scope of work and/or budget are not specific or reasonable; activities are not aligned with the envisioned Opportunity Pilot and/or budgeted amounts are not appropriate for the proposed activities (e.g., excessively large, missing key items, includes extraneous items).</p>	<p>The application describes the specific tasks that will be performed during the Planning Grant period; activities align with the envisioned Opportunity Pilot, but the scope of work and/or budget would benefit from modification or right-sizing for the project.</p>	<p>The application describes the specific tasks that will be performed during the Planning Grant period; activities align with the envisioned Opportunity Pilot and the scope of work and budget are reasonable and appropriately scaled for the proposed activities.</p>	<p>The application describes in depth the specific tasks that will be performed during the Planning Grant period, establishing a clear linkage between the total funding requested and the proposed scope of work; scope of work includes a timeline, activities are strongly aligned with the envisioned Opportunity Pilot, and the budget is reasonable and appropriately scaled for the proposed activities.</p>	<p>The application provides a comprehensive description of the specific tasks that will be performed during the Planning Grant period; there is synergy between activities and the goals and outcomes of the envisioned Opportunity Pilot, the scope of work is ambitious yet feasible, and the budget is thoughtfully designed and demonstrates both financial clarity and a high return on investment.</p>

Question

&

Answer

Next Steps and Key Dates

- **Planning Grant Mandatory Review:** October 2021
- **Planning Grant Advisory Board Review:** October/November 2021
- **Planning Grant Contract Term (90 days):** Winter 2022
- **TN Opportunity Pilot Proposal Review:** Spring 2022
- **TN Opportunity Pilots Implementation:** Winter 2022 – Winter 2025
- **Research Partner Selected:** Spring 2022

Reminders and Important Info

- Next Advisory Board Meeting: *November 16th, 2021 (Virtual)*
- TDHS will continue to post updated information online about the TANF Opportunity Act:
 - <https://www.tn.gov/humanservices/tanf-opportunity-act.html>
- You can sign up online to join the TANF Opportunity Act contact list and receive the latest updates.
- Board members who are not state employees should complete travel reimbursement forms. **Forms should be turned in within the month of the Advisory Board Meeting.**

Advisory Board



- Must meet monthly until pilots are awarded
- Advisory Board meetings to take place on the 3rd Tuesday of each month in 2021 (except December)
 - **September 21, 2021**
 - **October 19, 2021**
 - **November 16, 2021**
 - **December 7, 2021**
 - **January 18, 2022**
 - **February 15, 2022**
 - **March 15, 2022**
 - **April 7, 2022**
 - **May 17, 2022**

Thank You!