

Executive Session

Research Partner Approval

February Monthly Progress Reports



TENNESSEE DEPARTMENT OF
**HUMAN
SERVICES**



*Temporary Assistance
For Needy Families*



March 15th, 2022 | Families First Community Advisory Board Meeting

Agenda

- Commissioner's Update
- Overview of Implementation Grant Timeline
- Implementation Grant Rubric Overview
- Implementation Grant Presentation Questions
- Adjourn



Commissioner's Update

Overview of Implementation Grant Timeline

Implementation Grant: April Timeline

March 30th, 2022

Planning Grants
Submit Final
Implementation
Grant Proposals to
DHS

May 2nd, 2022

Planning Grantees
notified of
Implementation
Awards

	Monday	Tuesday	Wednesday	Thursday	Friday
Week # 1					DHS Sends Applications & Rubric to FFCAB (4/1/22)
Week # 2				Implementation Grant Presentations (4/7/22)	Implementation Grant Presentations (4/7/22)
Week # 3					
Week # 4	FFCAB Scores Due (4/18/22)	DHS Sends Aggregated Scores and Supplemental Information to FFCAB (4/19/22)		FFCAB April Meeting: Selection of Implementation Grantees (4/21/22)	
Week # 5					

■ Score Submission Date
 ■ Distribution of Key Information
 ■ Board meeting

Overview of Implementation Grant Evaluation Guide & Rubric

Proposal Evaluation Overview

1. Proposal Structure
2. Evaluation Guide & Rubric Structure
3. Scoring Guidelines
4. Example
5. General Reminders

Proposal Structure

- Implementation Grant proposals are much more detailed than Planning Grant abstracts
 - 33 proposal elements or “criteria” to review and evaluate
- Implementation Grant evaluation rubric mirrors the outline structure specified for Planning Grantees in the Implementation Grant proposal development guide
- Each proposal element has a corresponding page in the evaluation guide to help you evaluate the quality of the response

Evaluation Guide & Rubric Structure

- Guide contains:
 - List of all proposal elements (“criteria”)
 - General scoring instructions
 - Detailed rubric for each criterion
 - Glossary of Terms
 - Four purpose of TANF program, TDHS Universal Outcomes Framework, and participant eligibility criteria
- Rubric employs scores from 0 (deficient) to 5 (exceptional)
- Some criteria utilize an evaluation factor to indicate the relative emphasis of that criteria in the overall score

Scoring Guidelines

0	1	2	3	4	5
Deficient	Marginal	Fair	Good	Excellent	Exceptional
Criterion not addressed	Some but not all aspects of criterion addressed	Some or all aspects of criterion addressed Response is vague and/or difficult to understand	All aspects of criterion addressed Meets basic expectations laid out in the proposal guide	All aspects of criterion addressed + Exceeds (vs. meets) expectations laid out in proposal guide Clear, well-reasoned, particularly innovative	All aspects of criterion addressed ++ Exceeds (vs. meets) expectations laid out in proposal guide Maximizes available opportunities, resources, etc. to operationalize the highest ideals or aspirations of the project

Example Criterion

Provide a proposed menu for the event and explain why the dishes on the menu were selected. Include a recipe for each dish on the menu with a complete list of ingredients, preparation instructions for each dish, cook times, and the number of servings each recipe will yield. Indicate if any special tools are needed.

Example Criterion, cont.

0	1	2	3	4	5
Deficient	Marginal	Fair	Good	Excellent	Exceptional
Menu not provided	<p>Provides menu, but does not explain why dishes were selected</p> <p>No ingredient list or other supplementary information</p>	<p>Provides menu and explains why dishes were selected, but description is vague and/or difficult to understand</p> <p>Ingredient list and supplementary information lacks detail</p>	<p>Provides menu and explains why dishes were selected</p> <p>Provides detailed ingredient list and supplementary information</p> <p>Indicates special tools needed</p>	<p>Provides menu and explains why dishes were selected, includes detailed ingredient list and supplementary info, indicates special tools needed</p> <p>Chef has extensive experience preparing selected dishes</p>	<p>Provides menu and explains why dishes were selected, includes detailed ingredient list and supplementary info, indicates special tools needed</p> <p>Chef has extensive experience preparing selected dishes</p> <p>Menu features ingredients by TN farmers and artisans</p>

General Reminders

- Scoring of each criterion must be based on the strengths and weaknesses of the proposal
- No discussion with fellow Board Members; if you have questions, reach out to staff
- Staff are available to meet one-on-one with you via Microsoft Teams to discuss the specifics of the rubric in more detail

Implementation Grant Evaluator Teams

Implementation Grant Presentation Questions

Next Steps

1. Planning Grant Contract Terms (December 30th – March 30th, 2022)
2. Planning Grantees to submit Monthly Progress Reports:
 1. January Progress Report due January 31st, 2022 **Complete**
 2. February Progress Report due February 28th, 2022 **Complete**
 3. Implementation Grant Proposal due March 30th, 2022
3. Grantees present pilot (Implementation Grant) proposals to Families First Community Advisory Board (April 7-8th, 2022)
4. Families First Community Advisory Board votes and selects final Pilots- April 21st, 2022

Reminders and Important Info

- Implementation (Pilot) Grant Presentations: **April 7th and 8th, 2022** (8:30am CST)
- Next Advisory Board Meeting: **April 21st, 2022** (1pm CST)
- 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.