

**State of Maine
Master Score Sheet**

RFA# 202310219					
Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations Greater Portland Region (including Brunswick)					
Applicant Name:		Maine Association for New Americans (MANA)	Maine Labor and Resource Center	Portland Community Health Center	YETU Housing
Scoring Sections	Points Available				
Part I: Eligibility	Pass/Fail	Pass	Pass	Pass	Pass
Part II: Applicant Experience					
▪ Community Served	9.00	6.00	3.00	9.00	5.00
▪ Staff & Leadership Composition	9.00	9.00	6.00	7.00	5.00
▪ Community Engagement	9.00	5.00	7.00	9.00	7.00
▪ Experience Connecting Families to Services	9.00	7.00	5.00	9.00	9.00
▪ Familiarity with Subject Area	9.00	5.00	8.00	9.00	4.00
Part II Total	45.00	32.00	29.00	43.00	30.00
Part III: Proposed Activities					
▪ Proposed Activities	11.00	6.00	3.00	11.00	8.00
▪ Community Partners	11.00	8.00	5.00	11.00	11.00
Part III Total	22.00	14.00	8.00	22.00	19.00
Part IV: Staffing and Training	8.00	6.00	7.00	8.00	6.00
Part V. Budget Forms and Narrative	25.00	9.00	0.00	25.00	6.00
TOTAL	<u>100.00</u>	<u>61.00</u>	<u>44.00</u>	<u>98.00</u>	<u>61.00</u>

RFA# 202310219

Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations
Lewiston/Auburn Region

Applicant Name:		Maine Association for New Americans (MANA)	Maine Community Integration	Maine Immigrant & Refugee Services (MEIRS)	Maine Labor and Resource Center
Scoring Sections	Points Available				
Part I: Eligibility	Pass/Fail	Pass	Pass	Pass	Pass
Part II: Applicant Experience					
▪ Community Served	9.00	6.00	9.00	6.00	3.00
▪ Staff & Leadership Composition	9.00	9.00	7.00	6.00	6.00
▪ Community Engagement	9.00	5.00	7.00	8.00	7.00
▪ Experience Connecting Families to Services	9.00	7.00	9.00	8.00	5.00
▪ Familiarity with Subject Area	9.00	5.00	8.00	6.00	8.00
Part II Total	45.00	32.00	40.00	34.00	29.00
Part III: Proposed Activities					
▪ Proposed Activities	11.00	6.00	11.00	6.00	3.00
▪ Community Partners	11.00	8.00	11.00	7.00	5.00
Part III Total	22.00	14.00	22.00	13.00	8.00
Part IV: Staffing and Training	8.00	6.00	8.00	5.00	7.00
Part V. Budget Forms and Narrative	25.00	9.00	25.00	18.00	0.00
TOTAL	<u>100.00</u>	<u>61.00</u>	<u>95.00</u>	<u>70.00</u>	<u>44.00</u>

RFA# 202310219

**Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations
Lewiston/Auburn Region**

Applicant Name:		New Mainers Public Health Initiative (NMPHI)	Sustainable Livelihoods Relief Organization (SLRO)	Tree Street Youth	YETU Housing
Scoring Sections	Points Available				
Part I: Eligibility	Pass/Fail	Pass	Pass	Pass	Pass
Part II: Applicant Experience					
▪ Community Served	9.00	9.00	7.00	7.00	5.00
▪ Staff & Leadership Composition	9.00	7.00	5.00	6.00	5.00
▪ Community Engagement	9.00	7.00	5.00	9.00	7.00
▪ Experience Connecting Families to Services	9.00	9.00	0.00	6.00	9.00
▪ Familiarity with Subject Area	9.00	8.00	6.00	7.00	4.00
Part II Total	45.00	40.00	23.00	35.00	30.00
Part III: Proposed Activities					
▪ Proposed Activities	11.00	11.00	9.00	11.00	8.00
▪ Community Partners	11.00	11.00	11.00	8.00	11.00
Part III Total	22.00	22.00	20.00	19.00	19.00
Part IV: Staffing and Training	8.00	8.00	7.00	8.00	6.00
Part V. Budget Forms and Narrative	25.00	19.00	7.00	13.00	6.00
TOTAL	<u>100.00</u>	<u>89.00</u>	<u>57.00</u>	<u>75.00</u>	<u>61.00</u>

RFA# 202310219

**Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations
York County with a presence in Biddeford/Saco**

Applicant Name:		Maine Association for New Americans (MANA)	Maine Labor and Resource Center	YETU Housing
Scoring Sections	Points Available			
Part I: Eligibility	Pass/Fail	Pass	Pass	Pass
Part II: Applicant Experience				
▪ Community Served	9.00	6.00	3.00	5.00
▪ Staff & Leadership Composition	9.00	9.00	6.00	5.00
▪ Community Engagement	9.00	5.00	7.00	7.00
▪ Experience Connecting Families to Services	9.00	7.00	5.00	9.00
▪ Familiarity with Subject Area	9.00	5.00	8.00	4.00
Part II Total	45.00	32.00	29.00	30.00
Part III: Proposed Activities				
▪ Proposed Activities	11.00	6.00	3.00	8.00
▪ Community Partners	11.00	8.00	5.00	11.00
Part III Total	22.00	14.00	8.00	19.00
Part IV: Staffing and Training	8.00	6.00	7.00	6.00
Part V. Budget Forms and Narrative	25.00	9.00	0.00	6.00
TOTAL	<u>100.00</u>	<u>61.00</u>	<u>44.00</u>	<u>61.00</u>

RFA# 202310219

**Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations
York County with a presence in Sanford**

Applicant Name:		Maine Association for New Americans (MANA)
Scoring Sections	Points Available	
Part I: Eligibility	Pass/Fail	Pass
Part II: Applicant Experience		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	9.00
▪ Community Engagement	9.00	5.00
▪ Experience Connecting Families to Services	9.00	7.00
▪ Familiarity with Subject Area	9.00	5.00
Part II Total	45.00	32.00
Part III: Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	8.00
Part III Total	22.00	14.00
Part IV: Staffing and Training	8.00	6.00
Part V. Budget Forms and Narrative	25.00	9.00
TOTAL	<u>100.00</u>	<u>61.00</u>

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: yunezase@mana-maine.org

Maine Association for New Americans
Yvette Unezase, Executive Director
1311 Washington Avenue
Portland, ME 04103

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Yvette Unezase,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

- Portland Community Health Center- Greater Portland Region (Including Brunswick)
- Maine Community Integration- Lewiston/Auburn Area
- New Mainers Public Health Initiative- Lewiston/Auburn Area

The Department will be contacting each Applicant soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and awarded Applicant. The awarded Applicant shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](#) et seq.).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Any person aggrieved by the award decision that results from the RFA may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in [5 M.R.S.A. § 1825-E](#) and [18-554 Code of Maine Rules Chapter 120](#). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

Bobbi Johnson

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Bobbi Johnson
Acting Director
Office of Child and Family Services

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: emhaffey@gmail.com

Maine Community Integration
Elizabeth Haffey
11 Lisbon Street, Suite 104
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Elizabeth Haffey,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

Bobbi Johnson

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Bobbi Johnson
Acting Director
Office of Child and Family Services

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: rilwan@meirs.org

Maine Immigrant & Refugee Services (MEIRS)
Rilwan Osman, Executive Director
256 Bartlett Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Rilwan Osman,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Sincerely,

DocuSigned by:

Bobbi Johnson

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Bobbi Johnson
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Maine Department of Health and Human Services
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11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
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TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: edmond.mainelabor@gmail.com

Maine Labor and Resource Center
Edmond Kabagambe
95 Park Street Suite 516
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Edmond Kabagambe,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Sincerely,

DocuSigned by:

Bobbi Johnson

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Bobbi Johnson
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Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: homer@nmphi.org

New Mainers Public Health Initiative
Hibo Omer
276 Lisbon Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Hibo Omer,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

Bobbi Johnson

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Bobbi Johnson
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Office of Child and Family Services

Janet T. Mills
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TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: cburns@greaterportlandhealth.org

Portland Community Health Center
Caroline Burns
100 Brickhill Avenue
South Portland, ME 04106

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Caroline Burns,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

Bobbi Johnson

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Bobbi Johnson
Acting Director
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Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: j.mohamed@slromaine.org

Sustainable Livelihoods Relief Organization (SLRO)
Jama Mohamed
256 Bartlett Suite 101
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Jama Mohamed,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

Bobbi Johnson

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Bobbi Johnson
Acting Director
Office of Child and Family Services

Janet T. Mills
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Jeanne M. Lambrew, Ph.D.
Commissioner



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Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: julia@treestreetyouth.org

Tree Street Youth
Julia Sleeper-Whiting, Executive Director
144 Howe Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Julia Sleeper-Whiting,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

Bobbi Johnson

124E262DB45B4A5...

Bobbi Johnson
Acting Director
Office of Child and Family Services

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Dec-21-2023

Via Electronic Mail: nsionia.20@gmail.com

YETU Housing
Nsionia Nguizani, Programs Manager
P.O. Box 1231
Westbrook, ME 04098-1231

SUBJECT: Notice of Conditional Contract Award under RFA #202310219 Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

Dear Nsionia Nguizani,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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- New Mainers Public Health Initiative- Lewiston/Auburn Area

The Department will be contacting each Applicant soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and awarded Applicant. The awarded Applicant shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](#) et seq.).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Any person aggrieved by the award decision that results from the RFA may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in [5 M.R.S.A. § 1825-E](#) and [18-554 Code of Maine Rules Chapter 120](#). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

Bobbi Johnson

124E262DB45B4A5...

Bobbi Johnson
Acting Director
Office of Child and Family Services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	9.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	7.00
▪ Familiarity with subject area	9.00	5.00
Part II Total:	45.00	32.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	8.00
Part III. Total:	22.00	14.00
Part IV. Staffing and Training	8.00	6.00
Part V. Budget Forms and Narrative	25.00	9.00
<u>Total Points</u>	<u>100.00</u>	<u>61.00</u>

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for French, Kinyarwanda, Lingala, Portuguese, Somali, Spanish, Vietnamese, Amharic, Kirundi, and Swahili</p>
--

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	9.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	7.00
▪ Familiarity with subject area	9.00	5.00
Total Points	45.00	32.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided a clear description of the population to be serviced • Did not complete description related to competency • Response lacks details related to type of services to be provided to the community
Staff & Leadership Composition
<ul style="list-style-type: none"> • Boards and staff are representative of the population • Emphasis the lived experience • Interacts with 85-100 people daily, 65% with young children • Have a regular presents in hotels and shelters, group work and 1:1 support offered
Community Engagement
<ul style="list-style-type: none"> Indicates ongoing assessment of program Lacks detail on process to solicit feed back
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Indicates some developmental training has occurred but more is needed • Expertise in outreach to connect immigrant children to services, included areas where there are challenges • Team is multilingual to extent that applicant notes rare use of language line or translation services • Notes transportation program is utilized for outreach
Familiarity with Subject Area
<ul style="list-style-type: none"> • Indicate plan for professional development but lacks detail • Acknowledge need for training in this area

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

- | |
|---|
| <ul style="list-style-type: none">• Vague response related to child developmental needs |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	8.00
Total Points	22.00	14.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Response does not identify what proposed activities will be offered to engage and support parents with Young Children
<p>Community Partners</p> <ul style="list-style-type: none"> • Strong relationships with State and local partners, sites 9 partners serving 8 communities • Indicates 12 community organization relationships, lacks detail on how partnerships will support the services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	6.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Limited detail related to roles and responsibilities |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	9.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• There are discrepancies between the Excel spreadsheet and the Budget Narrative• Unclear how funds will be allocated between the 4 locations• Budget Narrative provides a minimal response |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	3.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	5.00
▪ Familiarity with subject area	9.00	8.00
Part II Total:	45.00	29.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	3.00
▪ Community Partners	11.00	5.00
Part III. Total:	22.00	8.00
Part IV. Staffing and Training	8.00	7.00
Part V. Budget Forms and Narrative	25.00	0.00
<u>Total Points</u>	<u>100.00</u>	<u>44.00</u>

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Arabic, Creole, French, Kinyarwanda, Lingala, Portuguese, Somali, Spanish, Kirundi, Swahili, Kinyamulenge, Luganda, Runyankore, and Kikongo</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	3.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	5.00
▪ Familiarity with subject area	9.00	8.00
Total Points	45.00	29.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided a large list of countries of origin for communities to be served, however did not provide detail related to the communities to be served • No detail related to providing services that demonstrate cultural competency
Staff & Leadership Composition
<ul style="list-style-type: none"> • 12 key individuals with experience • Unclear how the staff collectively will participate and engage in outreach to the community to be served
Community Engagement
<ul style="list-style-type: none"> • Provided a robust list of engagement activities • Conducted a multifaceted survey but did not demonstrate how the feedback has been utilized
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Lacks detail on understanding young children developmental needs • Demonstrate engaging and serving immigrant parents and families
Familiarity with Subject Area
<ul style="list-style-type: none"> • Lack of details around child developmental screenings • Demonstrated an understanding of developmental need of young children and programs for young children

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	3.00
▪ Community Partners	11.00	5.00
Total Points	22.00	8.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Lacks details on proposed activities
<p>Community Partners</p> <ul style="list-style-type: none"> • Indicates over 50 partners including description of relationships • Does not specifically identify who the partners are

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	7.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Staffing plan was difficult to follow but appears complete• Provided a clear description of roles for each position |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	0.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Did not provide a budget narrative (provided a table of expenses) or complete the required budget forms• Requesting more than the cap of \$200k over the entire contract period |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Portland Community Health Center

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	9.00
▪ Staff & Leadership Composition	9.00	7.00
▪ Community Engagement	9.00	9.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	9.00
Part II Total:	45.00	43.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	11.00
▪ Community Partners	11.00	11.00
Part III. Total:	22.00	22.00
Part IV. Staffing and Training	8.00	8.00
Part V. Budget Forms and Narrative	25.00	25.00
<u>Total Points</u>	<u>100.00</u>	<u>98.00</u>

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Portland Community Health Center

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Arabic, Creole, French, Kinyarwanda, Lingala, Portuguese, Somali, Spanish, Dari/Persian, Farsi, Kirundi, Polish, Portuguese, Russian, Swahili, Sign Language, Tshiluba, Turkish, and Urdu/Hindi</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Portland Community Health Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	9.00
▪ Staff & Leadership Composition	9.00	7.00
▪ Community Engagement	9.00	9.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	9.00
Total Points	45.00	43.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided detail data about patients served • Annual DEI survey for staff to assess areas for improvement/strength
Staff & Leadership Composition
<ul style="list-style-type: none"> • 32% of staff identified are racial minority and speak other languages • Lacks detail related to leadership
Community Engagement
<ul style="list-style-type: none"> • Provided example of how feedback has been incorporated • Provided concrete ways for engaging parents
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Highlights a variety of services providers with strong understand of child development to meet the needs of young children • Demonstrates understanding of barriers related to forms and screenings for immigrant families with young children • Clear description of the work for CHWs
Familiarity with Subject Area
<ul style="list-style-type: none"> • Prior experience with a pilot on developmental screening • Described screening tools • Participated in Cumberland County developmental screening community initiative

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Portland Community Health Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	11.00
▪ Community Partners	11.00	11.00
Total Points	22.00	22.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Indicates clear proposed activities aligned with program goals • Clear process for tracking success • Indicates assisting families with navigating system as a major focus of the project
<p>Community Partners</p> <ul style="list-style-type: none"> • Successful collaboration with area Community Action Agency • Identified how partnerships will support the implementation of the proposed activities

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Portland Community Health Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	8.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Clear description of roles and responsibilities, and qualifications of staff |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Portland Community Health Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	25.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Overall accurate, aligned, connected and realistic budget• Budget narrative provides justification for expenses |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	<i>9.00</i>	<i>5.00</i>
▪ Staff & Leadership Composition	<i>9.00</i>	<i>5.00</i>
▪ Community Engagement	<i>9.00</i>	<i>7.00</i>
▪ Experience connecting Families to Services	<i>9.00</i>	<i>9.00</i>
▪ Familiarity with subject area	<i>9.00</i>	<i>4.00</i>
Part II Total:	45.00	30.00
Part III. Proposed Activities		
▪ Proposed Activities	<i>11.00</i>	<i>8.00</i>
▪ Community Partners	<i>11.00</i>	<i>11.00</i>
Part III. Total:	22.00	19.00
Part IV. Staffing and Training	8.00	6.00
Part V. Budget Forms and Narrative	25.00	6.00
<u>Total Points</u>	<u>100.00</u>	<u>61.00</u>

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for French, Lingala, Portuguese, Spanish, and Kikongo</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	5.00
▪ Staff & Leadership Composition	9.00	5.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	4.00
Total Points	45.00	30.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> Listed specific countries of origin, but response was vague in the context related to the community and ability to provide services demonstrating cultural competency
Staff & Leadership Composition
<ul style="list-style-type: none"> Highlighted leadership but response was vague on how staff reflects in the community Lacks details related to staff outreach and engagement
Community Engagement
<ul style="list-style-type: none"> Will establish a parent advisory committee Concrete on steps to solicit feedback however lacks detail on how feedback will be incorporated
Experience Connecting Families to Services
<ul style="list-style-type: none"> Demonstrate an understanding of child development Clear description on how families are connected to key services Provided example of current efforts to connect families to services
Familiarity with Subject Area
<ul style="list-style-type: none"> High level response to staff understanding of child development needs of you children, child development screening and program for young children

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	8.00
▪ Community Partners	11.00	11.00
Total Points	22.00	19.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Six clear proposed activities • Lacks detail for implementation strategies
<p>Community Partners</p> <ul style="list-style-type: none"> • Detailed list of partners and how they will support proposed activities

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	6.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Unclear how much time will be dedicated to outreach staff (IED, IEPS support staff and program coordinator) |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	6.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Only completed Form 2 in the budget |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	9.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	7.00
▪ Familiarity with subject area	9.00	5.00
Part II Total:	45.00	32.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	8.00
Part III. Total:	22.00	14.00
Part IV. Staffing and Training	8.00	6.00
Part V. Budget Forms and Narrative	25.00	9.00
<u>Total Points</u>	<u>100.00</u>	<u>61.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for French, Kinyarwanda, Lingala, Portuguese, Somali, Spanish, Vietnamese, Amharic, Kirundi, and Swahili</p>
--

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	9.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	7.00
▪ Familiarity with subject area	9.00	5.00
Total Points	45.00	32.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided a clear description of the population to be serviced • Did not complete description related to competency • Response lacks details related to type of services to be provided to the community
Staff & Leadership Composition
<ul style="list-style-type: none"> • Boards and staff are representative of the population • Emphasis the lived experience • Interacts with 85-100 people daily, 65% with young children • Have a regular presents in hotels and shelters, group work and 1:1 support offered
Community Engagement
<p>Indicates ongoing assessment of program Lacks detail on process to solicit feed back</p>
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Indicates some developmental training has occurred but more is needed • Expertise in outreach to connect immigrant children to services, included areas where there are challenges • Team is multilingual to extent that applicant notes rare use of language line or translation services • Notes transportation program is utilized for outreach
Familiarity with Subject Area
<ul style="list-style-type: none"> • Indicate plan for professional development but lacks detail • Acknowledge need for training in this area

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

- | |
|---|
| <ul style="list-style-type: none">• Vague response related to child developmental needs |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	8.00
Total Points	22.00	14.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Response does not identify what proposed activities will be offered to engage and support parents with Young Children
<p>Community Partners</p> <ul style="list-style-type: none"> • Strong relationships with State and local partners, sites 9 partners serving 8 communities • Indicates 12 community organization relationships, lacks detail on how partnerships will support the services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	6.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Limited detail related to roles and responsibilities |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	9.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• There are discrepancies between the Excel spreadsheet and the Budget Narrative• Unclear how funds will be allocated between the 4 locations• Budget Narrative provides a minimal response |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Community Integration

DATE: December 1 and 8, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	9.00
▪ Staff & Leadership Composition	9.00	7.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	8.00
Part II Total:	45.00	40.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	11.00
▪ Community Partners	11.00	11.00
Part III. Total:	22.00	22.00
Part IV. Staffing and Training	8.00	8.00
Part V. Budget Forms and Narrative	25.00	25.00
<u>Total Points</u>	<u>100.00</u>	<u>95.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Community Integration

DATE: December 1 and 8, 2024

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Arabic, French, Portuguese, Somali, and Dari</p>
--

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Community Integration

DATE: December 1 and 8, 2024

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	9.00
▪ Staff & Leadership Composition	9.00	7.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	8.00
Total Points	45.00	40.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided a clear description of community to be served • Staff will provide services in a culturally competent way • Provided a robust response supported by data
Staff & Leadership Composition
<ul style="list-style-type: none"> • 60% of Board directors are people of color with 50% immigrant community • Demonstrated experience in providing leadership including lived experience • Lacks detail on organization staff other than leadership • Community Ambassadors will be certified CHWs with at least 2 years' experience in field of child well-being
Community Engagement
<ul style="list-style-type: none"> • Provided 3 examples on how the organization responds to feedback • Lack detail on how direct parent and community engagement will occur
Experience Connecting Families to Services
<ul style="list-style-type: none"> • 17 years' experience within the community • Provided a detailed response to their experience connecting families to services • Board of Promise and Early Education Center demonstration connection to the early care and education sector
Familiarity with Subject Area
<ul style="list-style-type: none"> • Identified staff for project will have a two years' experience in child well-being requirement and receive 8 hours per quarter on Early Childhood interventions

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Community Integration

DATE: December 1 and 8, 2024

- | |
|--|
| <ul style="list-style-type: none">• Executive Director role will convene program and lists experience with partnership directly related to maternal and child health outcomes• Lacks detail related to child development screenings |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Community Integration

DATE: December 1 and 8, 2024

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	11.00
▪ Community Partners	11.00	11.00
Total Points	22.00	22.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Clear plan outlined including qualifications for staff, activities and mechanism for data collection pre and post • Clear, descriptive plan of activities that each community ambassador will provide/engage in. Includes pieces regarding mentoring and use of technology
<p>Community Partners</p> <ul style="list-style-type: none"> • Applicant described 10-year history of connecting/ partnerships • Unclear if all partners have agreed upon the partnership to support the proposed activities • Provided a timeline for building network of partners

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Community Integration

DATE: December 1 and 8, 2024

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	8.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Provides a throughout and detailed staffing plan |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Community Integration

DATE: December 1 and 8, 2024

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	25.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Provided a detailed budget and narrative, once small type notice on the end date of the contract (3 year contract), but the budget was outlined for year 1 and 2• Budget describes allowable cost as outlined in the RFA |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Immigrant & Refugee Services (MEIRS)

DATE: December 1 and 8, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	8.00
▪ Experience connecting Families to Services	9.00	8.00
▪ Familiarity with subject area	9.00	6.00
Part II Total:	45.00	34.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	7.00
Part III. Total:	22.00	13.00
Part IV. Staffing and Training	8.00	5.00
Part V. Budget Forms and Narrative	25.00	18.00
<u>Total Points</u>	<u>100.00</u>	<u>70.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Immigrant & Refugee Services (MEIRS)

DATE: December 1 and 8, 2024

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Arabic, Kinyarwanda, Lingala, Portuguese, Somali, Maay Maay, Pashtu, and Dari</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Immigrant & Refugee Services (MEIRS)

DATE: December 1 and 8, 2024

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	8.00
▪ Experience connecting Families to Services	9.00	8.00
▪ Familiarity with subject area	9.00	6.00
Total Points	45.00	34.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Clearly described the populations to be served • Lacks detail on the organization’s ability to provide service which demonstrates cultural competency
Staff & Leadership Composition
<ul style="list-style-type: none"> • Lack details on the extent of outreach and engagement • 90% of staff hail from diverse communities • Board comprised entirely of individuals from immigrant and refugee background
Community Engagement
<ul style="list-style-type: none"> • Provided concrete examples for directly communicating with parents and community members • No examples of how past feedback has been incorporated into the organization’s work
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Provides child development as part of training • Use a variety of communication methods • Has improved in communications • Staff includes social workers and clinicians • 99% of families are from immigrant/refugee communities; majority of clients do not speak English • Created WhatsApp group for each language they serve • Limited details provided related to connection to early intervention services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Immigrant & Refugee Services (MEIRS)

DATE: December 1 and 8, 2024

Familiarity with Subject Area

- Lack of detail specific to child development screenings
- Describes tools and screeners but does not specifically identify the tools/screeners
- Will provide individual service plans but purpose is unclear

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Immigrant & Refugee Services (MEIRS)

DATE: December 1 and 8, 2024

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	7.00
Total Points	22.00	13.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Vague description related to proposed activities
<p>Community Partners</p> <ul style="list-style-type: none"> • Sites 9 partnerships across community organizations • Limited detail on how partnerships will be used to support activities

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Immigrant & Refugee Services (MEIRS)

DATE: December 1 and 8, 2024

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	5.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Lack of detail around roles and responsibilities for Cultural Broker• Lack of detail around experience for leadership positions |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Immigrant & Refugee Services (MEIRS)

DATE: December 1 and 8, 2024

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	18.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Provided a combine 2 year budget• Provided a detailed narrative• Lacks justification for some budget items |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	3.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	5.00
▪ Familiarity with subject area	9.00	8.00
Part II Total:	45.00	29.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	3.00
▪ Community Partners	11.00	5.00
Part III. Total:	22.00	8.00
Part IV. Staffing and Training	8.00	7.00
Part V. Budget Forms and Narrative	25.00	0.00
<u>Total Points</u>	<u>100.00</u>	<u>44.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Arabic, Creole, French, Kinyarwanda, Lingala, Portuguese, Somali, Spanish, Kirundi, Swahili, Kinyamulenge, Luganda, Runyankore, and Kikongo</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	3.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	5.00
▪ Familiarity with subject area	9.00	8.00
Total Points	45.00	29.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided a large list of countries of origin for communities to be served, however did not provide detail related to the communities to be served • No detail related to providing services that demonstrate cultural competency
Staff & Leadership Composition
<ul style="list-style-type: none"> • 12 key individuals with experience • Unclear how the staff collectively will participate and engage in outreach to the community to be served
Community Engagement
<ul style="list-style-type: none"> • Provided a robust list of engagement activities • Conducted a multifaceted survey but did not demonstrate how the feedback has been utilized
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Lacks detail on understanding young children developmental needs • Demonstrate engaging and serving immigrant parents and families
Familiarity with Subject Area
<ul style="list-style-type: none"> • Lack of details around child developmental screenings • Demonstrated an understanding of developmental need of young children and programs for young children

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	3.00
▪ Community Partners	11.00	5.00
Total Points	22.00	8.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Lacks details on proposed activities
<p>Community Partners</p> <ul style="list-style-type: none"> • Indicates over 50 partners including description of relationships • Does not specifically identify who the partners are

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	7.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Staffing plan was difficult to follow but appears complete• Provided a clear description of roles for each position |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	0.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Did not provide a budget narrative (provided a table of expenses) or complete the required budget forms• Requesting more than the cap of \$200k over the entire contract period |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: New Mainers Public Health Initiative (NMPHI)

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	9.00
▪ Staff & Leadership Composition	9.00	7.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	8.00
Part II Total:	45.00	40.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	11.00
▪ Community Partners	11.00	11.00
Part III. Total:	22.00	22.00
Part IV. Staffing and Training	8.00	8.00
Part V. Budget Forms and Narrative	25.00	19.00
<u>Total Points</u>	<u>100.00</u>	<u>89.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: New Mainers Public Health Initiative (NMPHI)

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Arabic, French, Lingala, and Somali</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: New Mainers Public Health Initiative (NMPHI)

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	9.00
▪ Staff & Leadership Composition	9.00	7.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	8.00
Total Points	45.00	40.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided clear description of communities to be served • Provides information on ability to provide services • Clear understanding cultural competence • Description of the need to respect cultural backgrounds of parents from many different countries
Staff & Leadership Composition
<ul style="list-style-type: none"> • 10 years' experience providing services in LA. Six of the major languages spoken and 20 different nationalities • Staff represents the community at large • Leadership component seems to be missing
Community Engagement
<ul style="list-style-type: none"> • Provided details for collecting feedback • Demonstrated a strong respect for parents • No examples of how feedback is incorporated into services
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Provided a clear understanding of the early intervention system
Familiarity with Subject Area
<ul style="list-style-type: none"> • Staff member educated in early education • Partnership with UMaine and UNH • Demonstrate a strong understanding of child development needs of young children, and programs for young children

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: New Mainers Public Health Initiative (NMPHI)

DATE: December 1 and 8, 2023

- | |
|--|
| <ul style="list-style-type: none">• Lacks details related to child development screening |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: New Mainers Public Health Initiative (NMPHI)

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	11.00
▪ Community Partners	11.00	11.00
Total Points	22.00	22.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Provided realistic proposed activities • Provided clear details of 7 proposed activities • Demonstrated a sensitivity to parent concerns
<p>Community Partners</p> <ul style="list-style-type: none"> • Partner will key stakeholders • Established trust with young mothers • Indicates how partnership with CDS and healthcare providers will support proposed activities

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: New Mainers Public Health Initiative (NMPHI)

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	8.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Provided detailed information related to skills and experience, and roles and responsibilities of staff |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: New Mainers Public Health Initiative (NMPHI)

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	19.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Overall provided a realistic budget and narrative• Not all items are clear• Not all items of Form 2 and 5 do not match up with budget narrative or with each other |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Sustainable Livelihoods Relief Organization (SLRO)

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	7.00
▪ Staff & Leadership Composition	9.00	5.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	0.00
▪ Familiarity with subject area	9.00	6.00
Part II Total:	45.00	23.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	9.00
▪ Community Partners	11.00	11.00
Part III. Total:	22.00	20.00
Part IV. Staffing and Training	8.00	7.00
Part V. Budget Forms and Narrative	25.00	7.00
<u>Total Points</u>	<u>100.00</u>	<u>57.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Sustainable Livelihoods Relief Organization (SLRO)

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Arabic, French, Portuguese, Somali, and Maay-Maay</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Sustainable Livelihoods Relief Organization (SLRO)

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	7.00
▪ Staff & Leadership Composition	9.00	5.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	0.00
▪ Familiarity with subject area	9.00	6.00
Total Points	45.00	23.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Detailed description of communities to be served • Lacks description on how services will be provided in a cultural competency manner • Strong focus on supporting women and youth within economic development
Staff & Leadership Composition
<ul style="list-style-type: none"> • Staff, Board, and Advisory Community 100% BIPOC • Lack detail related to outreach and engagement
Community Engagement
<ul style="list-style-type: none"> • Indicate monthly meetings for soliciting feedback lacks detail on how feedback would be incorporated, no examples provided
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Did not provide a response
Familiarity with Subject Area
<ul style="list-style-type: none"> • Demonstrated an understanding of challenges for accessing screening and early intervention services • Response speaks to providing services to school age children, the RFA focus is for populations under 6

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Sustainable Livelihoods Relief Organization (SLRO)

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	9.00
▪ Community Partners	11.00	11.00
Total Points	22.00	20.00

Evaluation Team Comments:

Part III: Proposed Activities
Proposed Activities
<ul style="list-style-type: none"> • Three clear activities, alignment to early intervention goals are not clear • Starting a proposed childcare program does not align with the activities or intention of this funding opportunity
Community Partners
<ul style="list-style-type: none"> • Provided a clear list of partners and the collaboration of the work

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Sustainable Livelihoods Relief Organization (SLRO)

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	7.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Minimum response provided |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Sustainable Livelihoods Relief Organization (SLRO)

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	7.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Staffing in the budget does not align with the proposed services• Narrative does not match budget documents• Narrative appears overbudget |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Tree Street Youth

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	7.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	9.00
▪ Experience connecting Families to Services	9.00	6.00
▪ Familiarity with subject area	9.00	7.00
Part II Total:	45.00	35.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	11.00
▪ Community Partners	11.00	8.00
Part III. Total:	22.00	19.00
Part IV. Staffing and Training	8.00	8.00
Part V. Budget Forms and Narrative	25.00	13.00
<u>Total Points</u>	<u>100.00</u>	<u>75.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Tree Street Youth

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Lingala, Portuguese, Somali, and Spanish</p>
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Tree Street Youth

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	7.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	9.00
▪ Experience connecting Families to Services	9.00	6.00
▪ Familiarity with subject area	9.00	7.00
Total Points	45.00	35.00

Evaluation Team Comments:

Part II: Experience and Community Focus
<p>Community Served</p> <ul style="list-style-type: none"> • Provided clear description of the community to be served, ages 4-24 • Lacks details related to cultural competency
<p>Staff & Leadership Composition</p> <ul style="list-style-type: none"> • Highlights several ways in which they engage community • 75% of staff are BIPOC • Lack detail on leadership’s reflection of the community • Unclear how many languages are spoken by staff
<p>Community Engagement</p> <ul style="list-style-type: none"> • Demonstrates how feedback is solicited for pre-k bridge program
<p>Experience Connecting Families to Services</p> <ul style="list-style-type: none"> • Experience is focused on ages 4 and older, appears overall staff composition lacks experience serving ages 3 and under
<p>Familiarity with Subject Area</p> <ul style="list-style-type: none"> • Two staff with early childhood education • Lack of description of child development screenings

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Tree Street Youth

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	11.00
▪ Community Partners	11.00	8.00
Total Points	22.00	19.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Outline three clear proposed activities that align with program goals
<p>Community Partners</p> <ul style="list-style-type: none"> • Extensive detail list of partners but no detail on how these partnerships will support the proposed activities

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Tree Street Youth

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	8.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Clear staffing plan• Detailed roles and responsibilities |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Tree Street Youth

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	13.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Did not submit all tabs on the budget form• Majority cost allocated to personnel• Expense categories in the narrative aligns with expenses categories in Form 2• No justification provided on the budget narrative |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	<i>9.00</i>	<i>5.00</i>
▪ Staff & Leadership Composition	<i>9.00</i>	<i>5.00</i>
▪ Community Engagement	<i>9.00</i>	<i>7.00</i>
▪ Experience connecting Families to Services	<i>9.00</i>	<i>9.00</i>
▪ Familiarity with subject area	<i>9.00</i>	<i>4.00</i>
Part II Total:	45.00	30.00
Part III. Proposed Activities		
▪ Proposed Activities	<i>11.00</i>	<i>8.00</i>
▪ Community Partners	<i>11.00</i>	<i>11.00</i>
Part III. Total:	22.00	19.00
Part IV. Staffing and Training	8.00	6.00
Part V. Budget Forms and Narrative	25.00	6.00
<u>Total Points</u>	<u>100.00</u>	<u>61.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for French, Lingala, Portuguese, Spanish, and Kikongo</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	5.00
▪ Staff & Leadership Composition	9.00	5.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	4.00
Total Points	45.00	30.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> Listed specific countries of origin, but response was vague in the context related to the community and ability to provide services demonstrating cultural competency
Staff & Leadership Composition
<ul style="list-style-type: none"> Highlighted leadership but response was vague on how staff reflects in the community Lacks details related to staff outreach and engagement
Community Engagement
<ul style="list-style-type: none"> Will establish a parent advisory committee Concrete on steps to solicit feedback however lacks detail on how feedback will be incorporated
Experience Connecting Families to Services
<ul style="list-style-type: none"> Demonstrate an understanding of child development Clear description on how families are connected to key services Provided example of current efforts to connect families to services
Familiarity with Subject Area
<ul style="list-style-type: none"> High level response to staff understanding of child development needs of you children, child development screening and program for young children

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	8.00
▪ Community Partners	11.00	11.00
Total Points	22.00	19.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Six clear proposed activities • Lacks detail for implementation strategies
<p>Community Partners</p> <ul style="list-style-type: none"> • Detailed list of partners and how they will support proposed activities

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	6.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Unclear how much time will be dedicated to outreach staff (IED, IEPS support staff and program coordinator) |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	6.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Only completed Form 2 in the budget |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	9.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	7.00
▪ Familiarity with subject area	9.00	5.00
Part II Total:	45.00	32.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	8.00
Part III. Total:	22.00	14.00
Part IV. Staffing and Training	8.00	6.00
Part V. Budget Forms and Narrative	25.00	9.00
<u>Total Points</u>	<u>100.00</u>	<u>61.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for French, Kinyarwanda, Lingala, Portuguese, Somali, Spanish, Vietnamese, Amharic, Kirundi, and Swahili</p>
--

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	9.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	7.00
▪ Familiarity with subject area	9.00	5.00
Total Points	45.00	32.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided a clear description of the population to be serviced • Did not complete description related to competency • Response lacks details related to type of services to be provided to the community
Staff & Leadership Composition
<ul style="list-style-type: none"> • Boards and staff are representative of the population • Emphasis the lived experience • Interacts with 85-100 people daily, 65% with young children • Have a regular presents in hotels and shelters, group work and 1:1 support offered
Community Engagement
<ul style="list-style-type: none"> Indicates ongoing assessment of program Lacks detail on process to solicit feed back
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Indicates some developmental training has occurred but more is needed • Expertise in outreach to connect immigrant children to services, included areas where there are challenges • Team is multilingual to extent that applicant notes rare use of language line or translation services • Notes transportation program is utilized for outreach
Familiarity with Subject Area
<ul style="list-style-type: none"> • Indicate plan for professional development but lacks detail • Acknowledge need for training in this area

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

- | |
|---|
| <ul style="list-style-type: none">• Vague response related to child developmental needs |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	8.00
Total Points	22.00	14.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Response does not identify what proposed activities will be offered to engage and support parents with Young Children
<p>Community Partners</p> <ul style="list-style-type: none"> • Strong relationships with State and local partners, sites 9 partners serving 8 communities • Indicates 12 community organization relationships, lacks detail on how partnerships will support the services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	6.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Limited detail related to roles and responsibilities |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	9.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• There are discrepancies between the Excel spreadsheet and the Budget Narrative• Unclear how funds will be allocated between the 4 locations• Budget Narrative provides a minimal response |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	9.00	3.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	5.00
▪ Familiarity with subject area	9.00	8.00
Part II Total:	45.00	29.00
Part III. Proposed Activities		
▪ Proposed Activities	11.00	3.00
▪ Community Partners	11.00	5.00
Part III. Total:	22.00	8.00
Part IV. Staffing and Training	8.00	7.00
Part V. Budget Forms and Narrative	25.00	0.00
<u>Total Points</u>	<u>100.00</u>	<u>44.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for Arabic, Creole, French, Kinyarwanda, Lingala, Portuguese, Somali, Spanish, Kirundi, Swahili, Kinyamulenge, Luganda, Runyankore, and Kikongo</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	3.00
▪ Staff & Leadership Composition	9.00	6.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	5.00
▪ Familiarity with subject area	9.00	8.00
Total Points	45.00	29.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> • Provided a large list of countries of origin for communities to be served, however did not provide detail related to the communities to be served • No detail related to providing services that demonstrate cultural competency
Staff & Leadership Composition
<ul style="list-style-type: none"> • 12 key individuals with experience • Unclear how the staff collectively will participate and engage in outreach to the community to be served
Community Engagement
<ul style="list-style-type: none"> • Provided a robust list of engagement activities • Conducted a multifaceted survey but did not demonstrate how the feedback has been utilized
Experience Connecting Families to Services
<ul style="list-style-type: none"> • Lacks detail on understanding young children developmental needs • Demonstrate engaging and serving immigrant parents and families
Familiarity with Subject Area
<ul style="list-style-type: none"> • Lack of details around child developmental screenings • Demonstrated an understanding of developmental need of young children and programs for young children

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	3.00
▪ Community Partners	11.00	5.00
Total Points	22.00	8.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Lacks details on proposed activities
<p>Community Partners</p> <ul style="list-style-type: none"> • Indicates over 50 partners including description of relationships • Does not specifically identify who the partners are

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	7.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Staffing plan was difficult to follow but appears complete• Provided a clear description of roles for each position |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Labor and Resource Center

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	0.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Did not provide a budget narrative (provided a table of expenses) or complete the required budget forms• Requesting more than the cap of \$200k over the entire contract period |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	<i>9.00</i>	<i>5.00</i>
▪ Staff & Leadership Composition	<i>9.00</i>	<i>5.00</i>
▪ Community Engagement	<i>9.00</i>	<i>7.00</i>
▪ Experience connecting Families to Services	<i>9.00</i>	<i>9.00</i>
▪ Familiarity with subject area	<i>9.00</i>	<i>4.00</i>
Part II Total:	45.00	30.00
Part III. Proposed Activities		
▪ Proposed Activities	<i>11.00</i>	<i>8.00</i>
▪ Community Partners	<i>11.00</i>	<i>11.00</i>
Part III. Total:	22.00	19.00
Part IV. Staffing and Training	8.00	6.00
Part V. Budget Forms and Narrative	25.00	6.00
<u>Total Points</u>	<u>100.00</u>	<u>61.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for French, Lingala, Portuguese, Spanish, and Kikongo</p>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	5.00
▪ Staff & Leadership Composition	9.00	5.00
▪ Community Engagement	9.00	7.00
▪ Experience connecting Families to Services	9.00	9.00
▪ Familiarity with subject area	9.00	4.00
Total Points	45.00	30.00

Evaluation Team Comments:

Part II: Experience and Community Focus
Community Served
<ul style="list-style-type: none"> Listed specific countries of origin, but response was vague in the context related to the community and ability to provide services demonstrating cultural competency
Staff & Leadership Composition
<ul style="list-style-type: none"> Highlighted leadership but response was vague on how staff reflects in the community Lacks details related to staff outreach and engagement
Community Engagement
<ul style="list-style-type: none"> Will establish a parent advisory committee Concrete on steps to solicit feedback however lacks detail on how feedback will be incorporated
Experience Connecting Families to Services
<ul style="list-style-type: none"> Demonstrate an understanding of child development Clear description on how families are connected to key services Provided example of current efforts to connect families to services
Familiarity with Subject Area
<ul style="list-style-type: none"> High level response to staff understanding of child development needs of you children, child development screening and program for young children

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	8.00
▪ Community Partners	11.00	11.00
Total Points	22.00	19.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Six clear proposed activities • Lacks detail for implementation strategies
<p>Community Partners</p> <ul style="list-style-type: none"> • Detailed list of partners and how they will support proposed activities

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	6.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Unclear how much time will be dedicated to outreach staff (IED, IEPS support staff and program coordinator) |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: YETU Housing

DATE: December 3 and 8, 2024

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	6.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Only completed Form 2 in the budget |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Christa Elwell, Chanbopha Himm, Megan Swanson, and Ana Hicks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Applicant Experience		
▪ Community Served	<i>9.00</i>	<i>6.00</i>
▪ Staff & Leadership Composition	<i>9.00</i>	<i>9.00</i>
▪ Community Engagement	<i>9.00</i>	<i>5.00</i>
▪ Experience connecting Families to Services	<i>9.00</i>	<i>7.00</i>
▪ Familiarity with subject area	<i>9.00</i>	<i>5.00</i>
Part II Total:	45.00	32.00
Part III. Proposed Activities		
▪ Proposed Activities	<i>11.00</i>	<i>6.00</i>
▪ Community Partners	<i>11.00</i>	<i>8.00</i>
Part III. Total:	22.00	14.00
Part IV. Staffing and Training	8.00	6.00
Part V. Budget Forms and Narrative	25.00	9.00
<u>Total Points</u>	<u>100.00</u>	<u>61.00</u>

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input checked="" type="checkbox"/> Sanford

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

<p>Demonstrated a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children.</p> <p>Has the ability to provide language services other than English, not using contracted interpretation or translation services, specifically for French, Kinyarwanda, Lingala, Portuguese, Somali, Spanish, Vietnamese, Amharic, Kirundi, and Swahili</p>
--

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART II
Experience and Community Focus**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Experience and Community Focus		
▪ Community Served	9.00	6.00
▪ Staff & Leadership Composition	9.00	9.00
▪ Community Engagement	9.00	5.00
▪ Experience connecting Families to Services	9.00	7.00
▪ Familiarity with subject area	9.00	5.00
Total Points	45.00	32.00

Evaluation Team Comments:

Part II: Experience and Community Focus
<p>Community Served</p> <ul style="list-style-type: none"> • Provided a clear description of the population to be serviced • Did not complete description related to competency • Response lacks details related to type of services to be provided to the community
<p>Staff & Leadership Composition</p> <ul style="list-style-type: none"> • Boards and staff are representative of the population • Emphasis the lived experience • Interacts with 85-100 people daily, 65% with young children • Have a regular presents in hotels and shelters, group work and 1:1 support offered
<p>Community Engagement</p> <p>Indicates ongoing assessment of program Lacks detail on process to solicit feed back</p>
<p>Experience Connecting Families to Services</p> <ul style="list-style-type: none"> • Indicates some developmental training has occurred but more is needed • Expertise in outreach to connect immigrant children to services, included areas where there are challenges • Team is multilingual to extent that applicant notes rare use of language line or translation services • Notes transportation program is utilized for outreach
<p>Familiarity with Subject Area</p> <ul style="list-style-type: none"> • Indicate plan for professional development but lacks detail • Acknowledge need for training in this area

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

- | |
|---|
| <ul style="list-style-type: none">• Vague response related to child developmental needs |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART III
Proposed Activities**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Proposed Activities		
▪ Proposed Activities	11.00	6.00
▪ Community Partners	11.00	8.00
Total Points	22.00	14.00

Evaluation Team Comments:

Part III: Proposed Activities
<p>Proposed Activities</p> <ul style="list-style-type: none"> • Response does not identify what proposed activities will be offered to engage and support parents with Young Children
<p>Community Partners</p> <ul style="list-style-type: none"> • Strong relationships with State and local partners, sites 9 partners serving 8 communities • Indicates 12 community organization relationships, lacks detail on how partnerships will support the services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART IV
Staffing and Training**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Staffing and Training	8.00	6.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Limited detail related to roles and responsibilities |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT: Maine Association for New Americans (MANA)

DATE: December 1 and 8, 2023

**EVALUATION OF PART V
Budget Forms and Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Budget Forms and Narrative	25.00	9.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• There are discrepancies between the Excel spreadsheet and the Budget Narrative• Unclear how funds will be allocated between the 4 locations• Budget Narrative provides a minimal response |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant indicates supporting more than 5000 immigrant families with young children; however, does not indicate length of time. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> Applicant indicates work closely with communities self-identify Africa, Asia, and Haiti. Applicant indicates 85% of employees from immigrant communities. Provides cross cultural consultation to non-immigrant organizations.
2. Staff & Leadership Composition	<ul style="list-style-type: none"> Applicant team 85% immigrants; use lived experience to connect and build trust. 100% board members from immigrant communities; 100% applicant's leadership is 100% immigrants.
3. Community Engagement	<ul style="list-style-type: none"> Applicant indicates incorporating feedback received via their referral system, support groups, etc. (car seats). Applicant indicates Qualitative data tracked through community feedback and communal reputation received.
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> Employees took some professional development. Most staff and parents have lived experience. Multilingual team; barely used language line Via transportation services collaborate to address health equity. Partnered to provide outreach and education to hotels and shelters.
5. Familiarity with Subject Area	<ul style="list-style-type: none"> Some staff have attended training about child development needs and screening. Applicant notes area of expertise in connecting families to services and resources via transportation and culturally appropriate conversation/consultation and emotional support to families.

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> Transportation to well child visits (3500 families), medical, behavioral, and social services with goal to reduce missing appointments. 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Applicant provided a list of medical providers, social services, and community organizations.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Description of current staff provided.• Roles and responsibilities?

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Form 1 & 2 appear to be represent each year; however, unclear regarding Form 5.• Narrative indicates staff wages/salaries will cover 25 hours week; however, budget does not illustrate both staff having equal hours.• Form 4 incomplete• Form 5, Line 13 Occupancy – Rent – how much is one month’s rent? How was this allocated? Physical address?• Form 5 Line 14 Utilities/heat – Allocation method?• Form 5, Line 15 – Telephone – Missing information• Form 5, Line 19 Materials/supplies – What is being purchased?• Form 5, Line 22 Client-Related Travel – Missing information. How much is reimbursed based upon mileage, how much allocated to gas? Uber is not reimbursable under this contract.• Form 5, Line 23 Other Travel – Missing information• Form 5, Line 26 IPA – How was this allocated?• Form 5, Line 27 Technology Services/Software – Narrative notes computers; none are noted in Form 5. Form 2, Line 27 does not match.• Form 5, Line 30 Training/Education – Missing information; How many staff will be trained?• Form 5, Line 31 Miscellaneous \$1,000 missing – what would be purchased?• How will the funds be allocated between locations?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> • I – Served more than 5000 Families, connection to services, parent classes 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Amharic, Kirindi and Swahili	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

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EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

<ul style="list-style-type: none">• Work closely with African, Asian (Afghanistan and Cambodia) and Haiti. Included countries of origin. Range from here a few days to several years.• 85% of employees are from immigrant communities. Q – missing a sentence about overcoming cultural and language barriers?• Referrals from DHHS and some from Help Me Grow.• Strong collaboration with long list of orgs supporting immigrants.• Work as cross cultural consultant right now.
2. Staff & Leadership Composition
<ul style="list-style-type: none">• 85% of staff is immigrants. Has professional, skills and language capacity, also lived experience.• 100% of board are immigrants.• Multilingual transportation program. Serve 80 to 100 people daily. 65% of them are families with young children.• Presence in hotels (which hotels?) and shelters.• Fluent in 10 languages. Leadership = immigrants
3. Community Engagement
<ul style="list-style-type: none">• Assess needs through weekly support groups and community outreach.• City of Portland, Partner with Maine Families, WIC, HMG• Goal to reach families in rural areas (What rural areas?)• Have brought pregnant women to appointments, have referral system for providers.• Understand needs like car seats.• Form a support group for single moms with young children. Community baby showers for expecting mothers. Have process for identifying needs and implementing solutions.• Analyze quantitative data from programs and get qualitative data through community leaders, members, staff and board members.
4. Experience Connecting Families to Services
<ul style="list-style-type: none">• PD with general info about early childhood, and lived experience.• P - Transportation and wellness programs connect important families to health and social services. Transported pregnant women and children to appointments. Worked with HMG, Maine Families, etc. to help with referrals for Early Intervention support.• Barely use lang line bc of staff.• Provide 80 rides. Coordinate with CHWs and staff from 10 listed orgs.• Work with leaders to id programs and solutions

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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5. Familiarity with Subject Area
<ul style="list-style-type: none"> • MANA staff have attend child development trainings. • Experience in connecting to services, most staff are parents.

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
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- | |
|---|
| <ul style="list-style-type: none"> • Support 3500 families to access well child visits and connect to health and early intervention services. Also other basic need services. Mention WIC, Maine Families, no mention of CDS. • Wellness program for young children. • Partner with Maine Families, MAIN and others to conduct screenings • Parent and policy workshops for parents • Support group for mothers with young children. |
|---|

Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
--

- | |
|--|
| <ul style="list-style-type: none"> • Good relationship with medical providers. GA across many communities. • P- lots of organizations and services listed. |
|--|

Part IV. Staffing and Training

- | |
|--|
| 1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program. |
|--|

- | |
|---|
| <ul style="list-style-type: none"> • 2 staff – Logistics Specialist. Transportation program coordinator. • Ful time – 70% toward project • Trained in trauma informed care, immigrants, outreach and ed for 2 years. Will be given child development and screenings training. • Talked about outreach. Help with transportation and referrals. Q – will they help with support groups, connecting to services, assume screenings? |
|---|

**STATE OF MAINE
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Part V. Budget Forms and Narrative

- Describes each line.
- Staffing
- Funding for client travel. How much is their current transportation budget? How many more families do they think they will be able to serve?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic,	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

<p>A.</p> <ul style="list-style-type: none"> • Africa (including Angola, Burundi, the Democratic Republic of Congo, Ethiopia, Rwanda, Somalia, and South Sudan), • Asia (including Afghanistan and Cambodia), and Haiti. <p>B</p> <ul style="list-style-type: none"> • MANA has multilingual employees and 85% are from immigrant communities • Our team also provides cross cultural consultation to other non immigrant agencies/organizations as needed. • Q - Mana does not describe their work in the community, and MANA helps serve the community with young childhood.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A- Currently, the communities we work most closely with are populations that self-identify as coming from Africa (including Angola, Burundi, the Democratic Republic of Congo, Ethiopia, Rwanda, Somalia, and South Sudan), Asia (including Afghanistan and Cambodia), and Haiti. • B - MANA has multilingual employees and 85% are from immigrant communities. <p>Q- With this funding dedicated to outreach and education around Early Intervention, our team will designate some of their time to do the outreach and education through community outreach support groups.</p>
3. Community Engagement
<ul style="list-style-type: none"> • A-P • B-P-Q lack of process
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A- P MANA staff are parents and have extensive knowledge through their lived experience. Good to know the team need more training. • B-P – Robust • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-Q-lack of details

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- P-Q does not provide any proposed programming

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- P- Strong relationship

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:

- a. The position(s) title and total FTE(s);
- b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
- c. The minimum skills and experience needed for each position; and
- d. The roles and responsibilities of all staff involved in this program.

- A-P
- B-P
- C-P
- D-P-Q lack roles and what staff do in program

Part V. Budget Forms and Narrative

- Q-? Budget – Narrative does not match

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Supported more than 5000 first- and second-generation immigrants and their families to increase access to physical and behavioral needs, social services and basic needs Engagement with parent and policy classes, wellness workshops 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> • Works most closely with populations that self-identify as coming from Africa, Asia and Haiti • Range from a few days in Maine to several decades • 85% of staff from immigrant communities • Indicate a growing referral population from HMG, collaboration with 10 community organizations, 11 additional health, education and social service programs and organizations • Offers cross cultural consultation for non immigrant agencies
2. Staff & Leadership Composition	<ul style="list-style-type: none"> • 85% of staff from immigrant communities, 100% of leadership board including Executive Director, program coordinators • Staff fluent in more than 10 languages • MANA team interacts with 85-100 people daily, 65% with young children • Regular presence in hotels and shelters, group and 1:1 support offered
3. Community Engagement	<ul style="list-style-type: none"> • Through current access and delivery of supports (support group and outreach) applicant will embed more information about early intervention • Partner with Maine Families, WIC and HMG to reach more local families • Funding will increase outreach capacity • Use referral system, support groups to gather input • Lacks detail on how organization will incorporate input • Lacks detail on process to solicit feedback
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> • Indicates some training has occurred, more is needed • Indicates organizations expertise lies in outreach to connect immigrant families with young children to services. Outreach to pregnant mothers, NICU families, supports child wellness visits and vision/dental screenings • Indicates transportation program a source of connection and outreach to address health equity as well as community connection • Has a reciprocal referral program with area organizations and partners
5. Familiarity with Subject Area	<ul style="list-style-type: none"> • Indicates some training has occurred, more is needed • Indicates a plan for professional development in 2024, lacks detail.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- Staff Participate in trainings on child development and screenings
- Continue conversation with partners.
- Applicant does not provide information on any new program or initiatives related to development or screening, cites plan to embed education, screenings and needed services into current programs like transportation and wellness program

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Indicates strong relationships with state and local partners, cites example nine partners serving eight communities/towns/cities
- Indicates 12 Community organization partnerships
- Lacks details on how organization partners with listed partners

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:

- a. The position(s) title and total FTE(s);
- b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
- c. The minimum skills and experience needed for each position; and
- d. The roles and responsibilities of all staff involved in this program.

- Indicates two current full time staff who will dedicate 70% of their time
- Indicates both staff are Immigrant community members, multilingual, trained in trauma informed care
- Both staff have over two years experience with community outreach
- Plan to provider development and screening trainings
- Staff Plan lacks detail

Part V. Budget Forms and Narrative

- Uber not an allowable expense
- Q: Transportation cost (gas) not listed under allowable expenses in RFA
- Q: Indicates \$2,500 for one month rent in expense detail?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: <ul style="list-style-type: none"> Applicant indicates partnering with Walk in Peace. 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Kinyamulenge, Luganda, Runyankore, Kikongo	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Applicant included list. • Did not describe ability to provide services in manner demonstrates cultural competency and respect for diversity. 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Applicant provided list of Board/key staff with information regarding relevant experience. • How participate and engage in outreach? 	
3. Community Engagement	
<ul style="list-style-type: none"> • Applicant will conduct surveys, focus groups, teams, parental advisory board, etc. Conducts feedback sessions and has online platforms /social media groups facilitate ongoing communication and engagement. • Multifaceted 2023 survey on various issues facing immigrants/indigenous communities in Maine. 2022 survey challenges facing immigrant women and children. Applicant indicates applied for continuation grant from MCF to further project (? Feedback incorporated into organization's work). 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Applicant quoted HMG and described support and <i>facilitating</i> child developmental monitoring activities. • ? Understanding of developmental needs • Applicant outlined ways utilized to reach and support families, effectively connect, and demonstrate cultural competency and respect for diversity. 	
5. Familiarity with Subject Area	
<p>? child developmental screenings</p> <p>Applicant described understanding of needs of children and programs.</p>	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Applicant provided list of various activities, but what will applicant do with funding? 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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- | |
|--|
| <ul style="list-style-type: none">• Applicant described way relationships structured but doesn't explain how they'll be used to support this piece of funding. |
|--|

Part IV. Staffing and Training

- | |
|---|
| <p>1. Describe the proposed staffing plan for this program, including:</p> <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program. |
| <ul style="list-style-type: none">• Applicant provided |

Part V. Budget Forms and Narrative

- | |
|--|
| <ul style="list-style-type: none">• Applicant provided a chart breaking out budget categories for each year. Budget costs are a total of \$355,680 for two-year period which far exceeds RFA limit of \$200K.• No narrative; minimal justification• DHHS Budget forms not included.• What is being purchased for the administrative costs, and how are they allocated? How are the remainder of the non-personnel costs allocated. What is being purchased for Other; what specifically is being purchased/paid for?• Budgets for each site? |
|--|

**STATE OF MAINE
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APPLICANT NAME: Maine Labor and Resource Center

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Support large groups of immigrants “struggling to balance and navigate their setline in Maine. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Kinyamurenge, Luganda, Runyankore, Kikongo	

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DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> • Lists associations as way to show communities who will be served? • Doesn’t describe abilities to provide services in culturally competent way.
2. Staff & Leadership Composition	<ul style="list-style-type: none"> • Lists staff. Some of whom have experience in outreach. • Have more than 1000 members, 80% are families with young children. What does it mean to be a member? • One of the staff leads workshops for parents on child development and other relevant topics.
3. Community Engagement	<ul style="list-style-type: none"> • Long list of ways they engage communities, including surveys, focus groups, parent advisory group, online platforms.
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> • Quote help me grow about child development and say they agree. • Info about Screenings for AAP • CHWs use Learns the Signs Act Early when monitoring children. Encourage parents to use materials. • Explain extensive ways that they ensure cultural competency here.
5. Familiarity with Subject Area	<ul style="list-style-type: none"> • Explains staff has extensive experience with child development • Knowledge of milestones • Child and family supports • Stay up to date on research

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Home visiting (do that right now too) • Parent-teacher conferences ? Who are the teachers? Do they mean outreach workers evaluating progress of child(ren)? • Family literacy – parents read to children • On-line platforms for parents to help with child’s development • Interactive learning activities for parents to do with children • Promote early detection and intervention 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- MLRC and Walk in Peace work collaboratively together
- Didn't mention any other partners

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:

- a. The position(s) title and total FTE(s);
- b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
- c. The minimum skills and experience needed for each position; and
- d. The roles and responsibilities of all staff involved in this program.

- Extensive list of staff to cover all 3 sites.
- Descriptions of positions are a little confusing
- Director, 3 managers and 3 CHWs

Part V. Budget Forms and Narrative

- Didn't fill out spreadsheet.
- Don't breakdown individual staff in budget.
- Costs exceed \$200,000, it is \$539,680

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list):	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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<ul style="list-style-type: none"> • A-P • B-Q- Provided a list but no details
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P- Q, listed the staff, but unclear in responses • B-P
3. Community Engagement
<ul style="list-style-type: none"> • A-P- Provided impact 100-200 parent for kids • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P, Q need to be more clear but it the org own words • B-P • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-P- nice how they are giving their own experiences, but needed more

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P, Q- This seems to be embedded into org programs
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> • P

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • P, Q nice, but program seem to be in everyone role

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Thank you, but the but is over the allocation amount

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Partnering with Walk in Peace Organization seeks to bridge service gaps for immigrant population settling in Maine Two years of operation 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese	
<input type="checkbox"/> Indigenous language(s) (list):	
<input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Kinyamurenge, Luganda, Runyankore, Kikongo	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
	<ul style="list-style-type: none"> • Cites 16 Immigrant communities served and 16 individual business or organizations through MOU partnership • Does not answer 2.2.b
2. Staff & Leadership Composition	
	<ul style="list-style-type: none"> • 100% board New Mainers • 80% of populations served are parents of young children • Indicates 12 key individuals, their connection to the work and education
3. Community Engagement	
	<ul style="list-style-type: none"> • Outlines 11 engagement activities
4. Experience Connecting Families to Services	
	<ul style="list-style-type: none"> • Lacks details on 2.4.a
5. Familiarity with Subject Area	
	<ul style="list-style-type: none"> • Meets requirements

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
	<ul style="list-style-type: none"> • Outlines five activities to meet program goals • Q: Describes current activities, how would funding expand or adapt current program
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
	<ul style="list-style-type: none"> • Met requirement

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
	a. The position(s) title and total FTE(s);
	b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
	c. The minimum skills and experience needed for each position; and
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EVALUATOR DEPARTMENT: DHHS/OCFS

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

Part V. Budget Forms and Narrative

- | |
|--|
| <ul style="list-style-type: none">• Budget Proposed is not accurately calculated within the application instructions |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Portland Community Health Center

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS/OCFS

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
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Part I. Eligibility Requirements	
<p>1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?</p> <p>Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:</p> <ul style="list-style-type: none"> Applicant notes is a FQHC and provides care to 2,421 patients between the ages 0 and 8 and has worked to support immigrant families with young children since 2009. <p>Applicant notes starting a maternal health program in which they provide pregnant patients with care leading up to delivery and postpartum they reconnect with patient and baby to continue care.</p> <p>Applicant notes seven school-based health centers and has set up intermittent visits to Portland preschool to provide dental cleanings.</p>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<p>2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?</p> <p>Select the language(s) the Applicant has the ability to directly provide:</p>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: DHHS/OCFS

<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Dari/Persian, Farsi, Kirundi, Polish, Russian, Swahili, Tshiluba, Turkish, Urdu/Hindi, Sign Language
--

Part II. Experience and Community Focus
1. Community Served
<ul style="list-style-type: none"> 52.7% patients' countries of origin not US Offer staff courses from Mandy Levine Consulting; conduct annual DEI staff survey to assess organizations areas for improvement and identify strengths.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> Applicant indicates organization is most racially and ethnically diverse health center in Maine. Patient-majority Board.
3. Community Engagement
<ul style="list-style-type: none"> Patient focus groups and satisfaction surveys and program specific surveys. Applicant collaborates in Cumberland County DSCI and will work to utilize the best practices identified by the interviews and focus groups.
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> Applicant describes expertise, has plethora of staff working with young children, including child-specific professionals. Prioritizes hiring of staff from communities served; collectively speak 14 languages.
5. Familiarity with Subject Area
<ul style="list-style-type: none"> Applicant had a pilot - targeted development screening project; proposed project would build on this.

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> Applicant provided detailed response. CHWs tracking referrals to HMG, childcare support, diaper banks, WIC, etc. Provide bus voucher and UberHealth rides to eliminate transportation barriers; acquiring mobile medical van. Conduct screenings within the health centers.

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Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Applicant described relationships and included partners.• Successful collaboration with area Community Action Agency.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• 1.5 FTE CHW• CHWs will have monthly meetings with DHHS to provide feedback to OCFS.

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Narrative provided; *all appropriate forms completed for each year.• Contract funds cannot be utilized for Uber.• What's included in the laptop purchases?
--

**STATE OF MAINE
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APPLICANT NAME: Portland Community Health Center

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Worked with parents with young children since opening in 2009 Maternal health program for pregnant patients and post-partum, 130 pregnant patients, 89 languages in 2022 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Dari/Persian, Farsi, Kirundi, Lingala, Polish, Portuguese, Russian, Swahili, Sign Language, Tshilub, Turkish, Hindi, Urdu	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	
	<ul style="list-style-type: none"> • Listed top counties with percentages. More than half of their patients were not born in the US. • Trustworthy care, immigrants and asylees face bias and discrimination in other practices. • Early childhood development screenings misunderstood by patients. • Accompanied by education and follow-ups in order to ensure that patients know why a screening is important, how to interpret their results, and the appropriate next steps. • 66 out of 184 staff speak more than one language for a combined 18. • Staff trainings in diversity, equity and inclusion. • Incorporated cultural competence and diversity into our interview questions.
2. Staff & Leadership Composition	
	<ul style="list-style-type: none"> • CHWs serve as liaisons to services. Serve as cultural brokers. • Staff has extensive experience in multicultural settings. • 43% of staff identified as a racial minority. 18 languages spoken.
3. Community Engagement	
	<ul style="list-style-type: none"> • Patient focus groups. Satisfaction surveys. Feedback led to establishment of Ryan White HIV/AIDS, for example. • Focus groups around perinatal quality collaborative of Maine to learn from pregnant and post-partum female identifying patients from African counties about post-birth emergencies. • Use DSCI also for input on screenings. • Concrete steps for engaging families.
4. Experience Connecting Families to Services	
	<ul style="list-style-type: none"> • Health care professionals with strong background in developmental needs of young children. Providers with pediatric training, family np, family medicine training for many. 11 social workers. 4 psychiatric nps. • Immigrant families not familiar with child development screenings. • Hire staff from communities served. • Seeing 20 to 35 new patients per week at new Mainer Screening Prioritization Urgent referral. • Speak 14 languages. • With influx of asylees, PCHC helped with connecting families to supports through CHWs.

**STATE OF MAINE
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5. Familiarity with Subject Area
<ul style="list-style-type: none">• PCHC was flagship for a piloted targeted development screening project. Helped families navigate system.• CHW currently does CDS referrals.• Providers currently conduct screenings, but not consistent. Proposed project support the utilization of screenings with a focus on cultural understandings. SWYC for birth through 5. M-CHAT for children 18 to 24 months. Trauma screening tool for ages 6 to 8.

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none">• Focus on education, increasing screenings, outreach to families with young children, connections to health and intervention services and tracking referrals. CHWs serve as cultural broker.• Increase capacity for CHWs to attend meetings, offer education, conduct screenings and connect patients to services and care. Support families in a culturally manner. Track referrals to systems – HMG, child care, diaper banks, WIC and more. Help with transportation services. MANA. Acquire mobile medical van.• SWYC – help assess families needs -- and M-CHAT• Need to engage and building trusting relationships, immigrants find screenings targeting. Focus on helping caregivers navigate system.
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Partners with MIRC, In Her Presence, MAIN, Opportunity Alliance (Head Start, Home Visiting, WIC) City of portland, preble, schools, housing authority

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program.

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- 1.5 FT CHW. Outreach
- Clear list of roles and responsibilities.
- Connect with HMG
- Monthly calls

Part V. Budget Forms and Narrative

- Describe expenses.
- Contract services for transportation and phone. Did not break down into two lines.

**STATE OF MAINE
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EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Provided impacts - provides care to 2,421 patients between the ages 0 and 8 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Dari/Persian Farsi Kirundi Lingala Polish	

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EVALUATOR DEPARTMENT: Maine CDC- OPHE

Portuguese Russian Swahili Sign Language Tshiluba Turkish Urdu/Hind

Part II. Experience and Community Focus
1. Community Served
<ul style="list-style-type: none"> • A-P – robust • B-P
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A- Clear described with staff and leadership experiences • B-P
3. Community Engagement
<ul style="list-style-type: none"> • A- Provided detailed on how feedback is gathered and how feed back is incorporated • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A- robust and provided detailed, very well • B-P • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A- Nicely – and clear

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P proposed activities has detailed and new programs – Great work
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Portland Community Health Center

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

- | |
|--|
| <ul style="list-style-type: none">• P- detailed – nicely put |
|--|

Part IV. Staffing and Training

- | |
|---|
| <p>1. Describe the proposed staffing plan for this program, including:</p> <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program. |
| <ul style="list-style-type: none">• A- P-Clear defined, the FTE and skills, experiences Outstanding• B-P• C-P• D-P |

Part V. Budget Forms and Narrative

- | |
|---|
| <ul style="list-style-type: none">• Budget awesome work on the budget |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Portland Community Health Center

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Serves ages 0-8 with connection to health services for most underserved and vulnerable population. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Dari/Persian, Farsi, Kirundi, Polish, Portuguese, Russian, Swahili, Sign Language, Tshiluba, Turkish, Urdu/Hindi	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Portland Community Health Center

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none">• Serves 2,421 patients between 0-8• 52.73% of data available indicate the population served country of origin is not the United States including Angola, DRC, Rwanda and Burundi• Of 184 staff, 66 speak more than one language for a combination of 18 languages• Annual diversity, equity and inclusion survey to staff to assess areas of improvement and strengths• Over the phone, telehealth, and in office appointments are offered with translation services
2. Staff & Leadership Composition	<ul style="list-style-type: none">• 32% of staff identify as racial minority, and speak 18 languages• Community Health Workers are liaisons and cultural brokers between Portland CHC, health and social services and the community• Indicates board of directors reflect the community
3. Community Engagement	<ul style="list-style-type: none">• Cites four specific examples of programs that incorporate and integrate feedback• Cites six recommendations related to screening for child development specifically in immigrant, refugee and/or asylum-seeking communities
4. Experience Connecting Families to Services	<ul style="list-style-type: none">• Four providers with pediatric training• 27 health care providers, 11 social workers and four psychiatric NPs• Community Health Workers liaison and bridge the language and cultural gaps• Indicates efforts to respond Forms and education materials translated for accessibility in response to the influx of 1,500 asylees in the last year
5. Familiarity with Subject Area	<ul style="list-style-type: none">• Five years ago, piloted a targeted developmental screening project with LCSW• Screens for development, not consistently• Indicate prior use of two separate screeners in practice

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Portland Community Health Center

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

<ul style="list-style-type: none">• Increase capacity to support CDS referral process with Community Health Workers• Increase education and awareness on screening in culturally appropriate ways• Cites helping families navigate the systems as major focus of project
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Cites 12 current partnerships with community, social service and educational organizations to support population served.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Met requirement• Cites 1.5 FTE community health workers

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Uber not an allowable expense• Q: Transportation cost not listed under allowable expenses in RFA• No detail related to \$11,430 in materials and supplies

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
<p>1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?</p> <p>Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:</p> <ul style="list-style-type: none"> Applicant indicates extensive experience serving diverse immigrant families, particularly those with young children. Applicant notes for past three years actively engaged in community-based activities, addressing challenges during the pandemic (i.e. FEED program, Diaper for All initiative, etc..) 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<p>2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?</p> <p>Select the language(s) the Applicant has the ability to directly provide:</p> <p><input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikongo</p>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> Applicant indicates outreach/education prioritize cultural nuances and linguistic diversity; how? 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> Persuaded New Mainers to relocate to the Mid-Coast Outreach and engagement? 	
3. Community Engagement	
<ul style="list-style-type: none"> Applicant indicates will conduct focus groups, surveys, and community meetings; establish Parent Advisory Committee. Applicant indicates leveraging past experiences to enhance HMG initiative. How? 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> Applicant addressed each area. Collaborated with a pediatric hematologist and oncologist, along with dedicated sickle cell team to address growing population of children with sickle cell anemia, other blood disorders, or cancer. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> Applicant has leaders that are parents of children with developmental issues. 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> List and clear description provided for 6 activities. 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> Detailed list and description of how activities will be supported. 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
<ol style="list-style-type: none"> a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Applicant provided information for each item.• How many FTE for outreach staff, EIDS support staff, and program coordinator?

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Narrative provided.• Budget Form 2 is the only page included• Why are the technology purchases listed as capital equipment in the narrative and Form 2 and not on Line 27? How many computers, tablets, etc?• What office furniture is needed?• How are the all other expenses allocated?• Budgets for other sites?• What is the personnel breakout per position?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Serves families with young children. Food pantry services to over 200 families (Q – are these families spread across multiple regions?) “Diaper for All” initiative 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikingo	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Provides list of countries, not much context • Explain they are culturally sensitive 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Resettled staff. • Leadership in Angolan Community for last 4 years • Experience connecting diverse populations. • Staff includes members who have lived in target countries, but lacks detail 	
3. Community Engagement	
<ul style="list-style-type: none"> • Lists some ways engage feedback • No example 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Mentions early intervention services and experiences of staff as parents. Not sure about formal training? • Connect families to services like housing, health care, SNAP and TANF. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • “fair understanding” • Does not demonstrate strong understanding. 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Proposed activities include a large number of staff – cultural brokers, Outreach staff, EIDS support staff. • Will grant cover all of these staff? 	
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Detailed list of partners and how they will support proposed activities 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
<ul style="list-style-type: none"> a. The position(s) title and total FTE(s); 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

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DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

<p>b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;</p> <p>c. The minimum skills and experience needed for each position; and</p> <p>d. The roles and responsibilities of all staff involved in this program.</p>
<ul style="list-style-type: none">• Unclear how many staff. Do not know the total FTE.

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Lacking details about staff. Don't understand numbers of staff• Other pieces provide detailed explanation.• Only provided 1 budget form

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 12/8/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list):	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 12/8/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

<ul style="list-style-type: none"> • A Q, detailed missing • B-Q-
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P • B-P, Q- lack of details on staffing
3. Community Engagement
<ul style="list-style-type: none"> • A- Great on getting feedback but unsure on how the feedback is incorporated • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P- Nicely, • B-P • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A- Q, - on details

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P- Clearly described
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> •

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • P- Clear

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 12/8/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• One page budget missing all others

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/ OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input checked="" type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Indicates the past three years have focused on challenges related to COVID-19 pandemic for families with young children 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikongo	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/ OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Angola, Burundi, Cabo Verde, Congo, Rwanda identified populations • Cites Non Discrimination commitment to managing Portland population overflow 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Met requirement 	
3. Community Engagement	
<ul style="list-style-type: none"> • Indicates use of focus groups, surveys, community meetings, outreach event forms • Plan to create parent Advisory Committee • No examples of prior feedback has been incorporated in the work 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Indicates understanding of development • Highlights include health, social service and education service connection • Cultural brokers to address cultural understanding of screening and development • Cites collaboration with medical staff related to sickle cell anemia, blood disorders or cancer 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Lacks details on staff understanding on development needs, screenings and programs for young children 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Describes six proposed activities that include feedback sessions on program activities 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Met requirement 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/ OCFS

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
 - c. The minimum skills and experience needed for each position; and
 - d. The roles and responsibilities of all staff involved in this program.
- Met requirement

Part V. Budget Forms and Narrative

- Q: Transportation cost not listed under allowable expenses in RFA
- Missing budget forms: Form 1, 2A, 3, 4, 4A, 5, 5A, CS Rider ASF, CS Rider F-2

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant indicates supporting more than 5000 immigrant families with young children; however, does not indicate length of time. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> Applicant indicates work closely with communities self-identify Africa, Asia, and Haiti. Applicant indicates 85% of employees from immigrant communities. Provides cross cultural consultation to non-immigrant organizations.
2. Staff & Leadership Composition	<ul style="list-style-type: none"> Applicant team 85% immigrants; use lived experience to connect and build trust. 100% board members from immigrant communities; 100% applicant's leadership is 100% immigrants.
3. Community Engagement	<ul style="list-style-type: none"> Applicant indicates incorporating feedback received via their referral system, support groups, etc. (car seats). Applicant indicates Qualitative data tracked through community feedback and communal reputation received.
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> Employees took some professional development. Most staff and parents have lived experience. Multilingual team; barely used language line Via transportation services collaborate to address health equity. Partnered to provide outreach and education to hotels and shelters.
5. Familiarity with Subject Area	<ul style="list-style-type: none"> Some staff have attended training about child development needs and screening. Applicant notes area of expertise in connecting families to services and resources via transportation and culturally appropriate conversation/consultation and emotional support to families.

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> Transportation to well child visits (3500 families), medical, behavioral, and social services with goal to reduce missing appointments. 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Applicant provided a list of medical providers, social services, and community organizations.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Description of current staff provided.• Roles and responsibilities?

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Form 1 & 2 appear to be represent each year; however, unclear regarding Form 5.• Narrative indicates staff wages/salaries will cover 25 hours week; however, budget does not illustrate both staff having equal hours.• Form 4 incomplete• Form 5, Line 13 Occupancy – Rent – how much is one month’s rent? How was this allocated? Physical address?• Form 5 Line 14 Utilities/heat – Allocation method?• Form 5, Line 15 – Telephone – Missing information• Form 5, Line 19 Materials/supplies – What is being purchased?• Form 5, Line 22 Client-Related Travel – Missing information. How much is reimbursed based upon mileage, how much allocated to gas? Uber is not reimbursable under this contract.• Form 5, Line 23 Other Travel – Missing information• Form 5, Line 26 IPA – How was this allocated?• Form 5, Line 27 Technology Services/Software – Narrative notes computers; none are noted in Form 5. Form 2, Line 27 does not match.• Form 5, Line 30 Training/Education – Missing information; How many staff will be trained?• Form 5, Line 31 Miscellaneous \$1,000 missing – what would be purchased?• How will the funds be allocated between locations?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> • I – Served more than 5000 Families, connection to services, parent classes 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Amharic, Kirindi and Swahili	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

<ul style="list-style-type: none">• Work closely with African, Asian (Afghanistan and Cambodia) and Haiti. Included countries of origin. Range from here a few days to several years.• 85% of employees are from immigrant communities. Q – missing a sentence about overcoming cultural and language barriers?• Referrals from DHHS and some from Help Me Grow.• Strong collaboration with long list of orgs supporting immigrants.• Work as cross cultural consultant right now.
2. Staff & Leadership Composition
<ul style="list-style-type: none">• 85% of staff is immigrants. Has professional, skills and language capacity, also lived experience.• 100% of board are immigrants.• Multilingual transportation program. Serve 80 to 100 people daily. 65% of them are families with young children.• Presence in hotels (which hotels?) and shelters.• Fluent in 10 languages. Leadership = immigrants
3. Community Engagement
<ul style="list-style-type: none">• Assess needs through weekly support groups and community outreach.• City of Portland, Partner with Maine Families, WIC, HMG• Goal to reach families in rural areas (What rural areas?)• Have brought pregnant women to appointments, have referral system for providers.• Understand needs like car seats.• Form a support group for single moms with young children. Community baby showers for expecting mothers. Have process for identifying needs and implementing solutions.• Analyze quantitative data from programs and get qualitative data through community leaders, members, staff and board members.
4. Experience Connecting Families to Services
<ul style="list-style-type: none">• PD with general info about early childhood, and lived experience.• P - Transportation and wellness programs connect important families to health and social services. Transported pregnant women and children to appointments. Worked with HMG, Maine Families, etc. to help with referrals for Early Intervention support.• Barely use lang line bc of staff.• Provide 80 rides. Coordinate with CHWs and staff from 10 listed orgs.• Work with leaders to id programs and solutions

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

5. Familiarity with Subject Area
<ul style="list-style-type: none">• MANA staff have attend child development trainings.• Experience in connecting to services, most staff are parents.

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none">• Support 3500 families to access well child visits and connect to health and early intervention services. Also other basic need services. Mention WIC, Maine Families, no mention of CDS.• Wellness program for young children.• Partner with Maine Families, MAIN and others to conduct screenings• Parent and policy workshops for parents• Support group for mothers with young children.
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Good relationship with medical providers. GA across many communities.• P- lots of organizations and services listed.

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• 2 staff – Logistics Specialist. Transportation program coordinator.• Ful time – 70% toward project• Trained in trauma informed care, immigrants, outreach and ed for 2 years. Will be given child development and screenings training.• Talked about outreach. Help with transportation and referrals. Q – will they help with support groups, connecting to services, assume screenings?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Describes each line.• Staffing• Funding for client travel. How much is their current transportation budget? How many more families do they think they will be able to serve?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic,	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

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EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

<p>A.</p> <ul style="list-style-type: none"> • Africa (including Angola, Burundi, the Democratic Republic of Congo, Ethiopia, Rwanda, Somalia, and South Sudan), • Asia (including Afghanistan and Cambodia), and Haiti. <p>B</p> <ul style="list-style-type: none"> • MANA has multilingual employees and 85% are from immigrant communities • Our team also provides cross cultural consultation to other non immigrant agencies/organizations as needed. • Q - Mana does not describe their work in the community, and MANA helps serve the community with young childhood.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A- Currently, the communities we work most closely with are populations that self-identify as coming from Africa (including Angola, Burundi, the Democratic Republic of Congo, Ethiopia, Rwanda, Somalia, and South Sudan), Asia (including Afghanistan and Cambodia), and Haiti. • B - MANA has multilingual employees and 85% are from immigrant communities. <p>Q- With this funding dedicated to outreach and education around Early Intervention, our team will designate some of their time to do the outreach and education through community outreach support groups.</p>
3. Community Engagement
<ul style="list-style-type: none"> • A-P • B-P-Q lack of process
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A- P MANA staff are parents and have extensive knowledge through their lived experience. Good to know the team need more training. • B-P – Robust • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-Q-lack of details

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- P-Q does not provide any proposed programming

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• P- Strong relationship

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• A-P• B-P• C-P• D-P-Q lack roles and what staff do in program

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Q-? Budget – Narrative does not match

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Supported more than 5000 first- and second-generation immigrants and their families to increase access to physical and behavioral needs, social services and basic needs Engagement with parent and policy classes, wellness workshops 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> • Works most closely with populations that self-identify as coming from Africa, Asia and Haiti • Range from a few days in Maine to several decades • 85% of staff from immigrant communities • Indicate a growing referral population from HMG, collaboration with 10 community organizations, 11 additional health, education and social service programs and organizations • Offers cross cultural consultation for non immigrant agencies
2. Staff & Leadership Composition	<ul style="list-style-type: none"> • 85% of staff from immigrant communities, 100% of leadership board including Executive Director, program coordinators • Staff fluent in more than 10 languages • MANA team interacts with 85-100 people daily, 65% with young children • Regular presence in hotels and shelters, group and 1:1 support offered
3. Community Engagement	<ul style="list-style-type: none"> • Through current access and delivery of supports (support group and outreach) applicant will embed more information about early intervention • Partner with Maine Families, WIC and HMG to reach more local families • Funding will increase outreach capacity • Use referral system, support groups to gather input • Lacks detail on how organization will incorporate input • Lacks detail on process to solicit feedback
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> • Indicates some training has occurred, more is needed • Indicates organizations expertise lies in outreach to connect immigrant families with young children to services. Outreach to pregnant mothers, NICU families, supports child wellness visits and vision/dental screenings • Indicates transportation program a source of connection and outreach to address health equity as well as community connection • Has a reciprocal referral program with area organizations and partners
5. Familiarity with Subject Area	<ul style="list-style-type: none"> • Indicates some training has occurred, more is needed • Indicates a plan for professional development in 2024, lacks detail.

**STATE OF MAINE
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DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- Staff Participate in trainings on child development and screenings
- Continue conversation with partners.
- Applicant does not provide information on any new program or initiatives related to development or screening, cites plan to embed education, screenings and needed services into current programs like transportation and wellness program

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Indicates strong relationships with state and local partners, cites example nine partners serving eight communities/towns/cities
- Indicates 12 Community organization partnerships
- Lacks details on how organization partners with listed partners

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:

- a. The position(s) title and total FTE(s);
- b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
- c. The minimum skills and experience needed for each position; and
- d. The roles and responsibilities of all staff involved in this program.

- Indicates two current full time staff who will dedicate 70% of their time
- Indicates both staff are Immigrant community members, multilingual, trained in trauma informed care
- Both staff have over two years experience with community outreach
- Plan to provider development and screening trainings
- Staff Plan lacks detail

Part V. Budget Forms and Narrative

- Uber not an allowable expense
- Q: Transportation cost (gas) not listed under allowable expenses in RFA
- Q: Indicates \$2,500 for one month rent in expense detail?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant notes 10 years of connecting municipalities, nonprofit organizations, and social service agencies to New Mainer families; Has a youth-led civic engagement program; and Provides linguistically and culturally relevant health outreach education to New Mainers in Lewiston/Auburn. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Dari (Persian)	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus
1. Community Served
<ul style="list-style-type: none">• Eastern and Central Africa, Middle East• 3 Part-time New Mainer Community Health Workers to provide in-home family support and health education to New Mainers with children under 5.• CHW will be from a county within the region they represent. Each a native speaker of at least one language in that region.• Applicant highlighted need with data.• Applicant provided clearly outlined list which represents how it will demonstrate cultural competency and respect for diversity.
2. Staff & Leadership Composition
<ul style="list-style-type: none">• MCI leader with 17 years' experience as translator, cultural broker, and CHW, as well as lived experience. Community Ambassadors will be certified CHWs with at least 2 years' experience in field of child well-being.• Board 60% people of color. Half are immigrants.
3. Community Engagement
<ul style="list-style-type: none">• Biweekly debriefing session used to obtain recommendations.• Applicant provided examples of feedback provided that was then utilized to make changes (school cell phone policy change, adding workshops, etc).
4. Experience Connecting Families to Services
<ul style="list-style-type: none">• 17 years' experience within community• Board member of Promise and Early Education Center• Applicant described lead poisoning prevention and intervention program, parent leadership program, and mobile health education outreach.
5. Familiarity with Subject Area
<ul style="list-style-type: none">• CHWs will have at least 2 years' experience in field of child well-being and will receive 8 hours training each quarter on early childhood interventions; have lived experience of emigrating to US, and have personal experience raising young children from New Mainer households in LA.• Executive Director over 17 years providing social services to New Mainer community. Plethora of professional experience pertinent to maternal and child health outcomes.

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

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DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none">• 3 PT New Mainer CHWs -provide in-home family supports and health education to New Mainers with children under 5.• Clear, descriptive plan of activities that each community ambassador will provide/engage in. Includes pieces regarding mentoring and use of technology.• Timeline for building network of partners is included.
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Applicant described 10-year history of connecting/partnerships.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Applicant provided detailed list of roles and responsibilities.

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Incorrect dates on Budget – should end 12/31/2025, although appears provided budgeted for two-year period.
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Community Health Workers conducting outreach and health education for 10 years Serves parents of children (Q - all ages?) Parent leadership program Barefoot Program – Outreach for health education, door-to-door 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list):	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

<input checked="" type="checkbox"/> Other(s) (list): Dari (Persian)

Part II. Experience and Community Focus
1. Community Served
<ul style="list-style-type: none"> Clear description of how reach certain communities with 3 outreach workers (CHWs with 2 years experience and at least one language), newly arrived population from central Africa and middle east Nice description of needs in Lewiston and populations that would be served Good description of how the staff will have qualifications to be culturally responsive.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> Describes ED who has 17 years of experience with outreach and staff who will be hired through grant who will have experience. Are there other staff in org? Board is 60% people of color Youth committee
3. Community Engagement
<ul style="list-style-type: none"> CHWs in the field, listen to needs, debriefing sessions with leadership help to change and adapt programming. Parent leadership group provides feedback Youth voice has changed programming Listened to participants in health class
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> Community workshops on a variety of topics P - Education around lead poisoning for families with very young children, reached 2600 households in 3 yaers. Parent leadership program – 2 cohorts. Navigate school system. Referrals to services for families with young children. Health education and developmental screenings. Barefoot Coalition – mobile outreach education. Vaccine hesitancy, enrollment in benefits, housing help
5. Familiarity with Subject Area
<ul style="list-style-type: none"> ED will lead effort. Extensive experience as a CHW. Training on failure to thrive. Healthy Androscoggin, lead abatement, in homes, screenings for lead. Runs Barefoot Coalition which helps immigrants navigate health care system. On board of many local orgs.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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APPLICANT NAME: Maine Community Integration

DATE: 11/30/23

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Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- P- Detailed description of staff and their activities.
- Each CHW serve 20 families over the year. Have 3 home visits during that time. 5 family supports out of the home.
- Referrals to services and joining family for well-visits, etc.
- Detailed description of trainings which did include info about screenings and many other relevant topics.
- ED will mentor CHWs
- Collect client level data
- Chart of trainings and who will conduct them. Trainings from CDS and DHHS?
- Good list of intended results.

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- B street clinic, healthy Androscoggin, Promise, DHHS and CDS

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:

- a. The position(s) title and total FTE(s);
- b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
- c. The minimum skills and experience needed for each position; and
- d. The roles and responsibilities of all staff involved in this program.

- Detailed description of expectations of skills and experience of staff as well as roles and responsibilities.

Part V. Budget Forms and Narrative

- Bulleted description of budget

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> MCI runs a workshop for Parent Leadership program ED have worked many years at St Mary Health system, currently on the board of Board of Promise Subcommittee, help t identifying barriers to enrollment for early childhood educations 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): : Dari (Persian)	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • A-P • B-P 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • A-P- robust • B-P- understood the questions and provided in detailed 	
3. Community Engagement	
<ul style="list-style-type: none"> • A-P- • B-P- Board of Promise etc.. 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • A-P- ED put in her own experiences • B-P • C-P • D-P 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • A-P 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • P- robust 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
<ol style="list-style-type: none"> a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program. 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

- | |
|---|
| <ul style="list-style-type: none">• A-P- defines all area, captured very well• B-P• C-P• D-P |
|---|

Part V. Budget Forms and Narrative

- | |
|---|
| <ul style="list-style-type: none">• P- accurate and aligned |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Ten Year History of operation Supports integration of New Mainers while respecting their diverse cultures Health Education, Facilitating services and referrals, work shops and parent leadership programs 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Dari (Persian)	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Community Integration

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
	<ul style="list-style-type: none"> • Indicates three part time New Maine Community Health Workers to provide in-home family support • Populations represented in staff would be Eastern Africa, Central Africa and Middle East • Indicates plan to reach underserved populations within the immigrant community and fill service gaps • Cites organization's 17 year history and work within community • Community Needs Index ranks Lewiston 4 out of 5 for need related to healthcare barriers • Applicant cites seven qualifications for Community Health Workers to address cultural competency
2. Staff & Leadership Composition	
	<ul style="list-style-type: none"> • Leadership role with 17 years experience and part of the refugee community • 60% of board are people of color, 50% US born and 50% immigrants. Youth committee majority immigrants, one first generation American • Lacks detail on organization staff other than leadership
3. Community Engagement	
	<ul style="list-style-type: none"> • Bi-weekly debriefing sessions to problem solve, communicate information and needs as well as improve communication specific development, screening and early intervention efforts • Two expert workshops per year based on needs and community feedback • Cites three specific examples of how organization adjusted to feedback on client needs
4. Experience Connecting Families to Services	
	<ul style="list-style-type: none"> • Community Workshops twice per month translated on various health and safety topics • Executes Health Androscoggin curriculum • Cites advocacy with housing, safety and legal resources • Back to school events, parent leadership programs • Mobile health outreach offering door to door health education
5. Familiarity with Subject Area	
	<ul style="list-style-type: none"> • Identified staff for project will have a two years experience in child well being requirement and receive 8 hours per quarter on Early Childhood interventions

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

- | |
|---|
| <ul style="list-style-type: none">• Executive Director role will convene program and lists experience with partnership directly related to maternal and child health outcomes |
|---|

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- Clear plan outlined including qualifications for staff, activities and mechanism for data collection pre and post.

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Outlines two year program with specific partners and specific topics

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
 - c. The minimum skills and experience needed for each position; and
 - d. The roles and responsibilities of all staff involved in this program.

- Met requirements
- Clear responses specific to roles and responsibilities

Part V. Budget Forms and Narrative

- Describes allowable costs per RFA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant indicates dedicated to serving immigrant and refugee communities for the past 15 years and offers a comprehensive range of services to both children and their families (i.e. whole family, youth programs, youth mentoring, etc.) 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Maay Maay, Pashtu, Dari	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> Applicant indicates offers comprehensive wraparound services tailored to meet the needs of immigrant and refugee communities. 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> Applicant notes over 15 years' exp. Actively reaching out and engaging with immigrant and refugee communities. Board comprised entirely of individuals from immigrant and refugee background. 90% of staff hail from diverse communities. 	
3. Community Engagement	
<ul style="list-style-type: none"> Applicant explained multifaceted approach which includes regular survey and feedback sessions. Applicant notes recent feedback sessions included in strategic plan. 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> Applicant staff comprises professional social workers and clinicians. Provide wraparound services for children. 99% of families are from immigrant/refugee communities; majority of clients do not speak English. Created WhatsApp group for each language they serve. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> Applicant indicated plan for creating a dedicated screening tool. 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> Applicant provided a list of activities and provided some description cultural broker's role. 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> Described 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

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EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

<p>a. The position(s) title and total FTE(s);</p> <p>b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;</p> <p>c. The minimum skills and experience needed for each position; and</p> <p>d. The roles and responsibilities of all staff involved in this program.</p>
<ul style="list-style-type: none">• 1 bilingual cultural broker member of immigrant/refugee community and a program supervisor.• C?• Lacks detail

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Forms 3 and 5 not broken out by year• Form 3 Personnel, Total Annual Salary should be inclusive of all programming.• Form 3 Personnel; utilize additional sheet for second year• Form 4, Indirect – No?• Form 5, Line 13 Rent – Name of landlord and physical address?• Form 5, Line 19 Materials/Supplies – what is being purchased?• How were the costs on Form 5 allocated?
--

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Provides mental health services, whole family services and community health workers to families with children. Serve over 200 families each Friday with food. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Maay Maay, Pashtu, Dari	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Included list of countries of populations served. • Focused on services for youth. Provide broad cross section of services to immigrant communities. 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Staff from the community and engage community members in a variety of ways. 15 years of experience in outreach as an org • Culturally sensitive because 90% of staff from the community, rooted in lived experience. • Immigrant founded, led and board of directors 100% 	
3. Community Engagement	
<ul style="list-style-type: none"> • P - Community Advisory Group, meets regularly, includes parents. Shapes strategies. • Recently conducted strategic planning session. Listening sessions and surveys informed process. • Staff participate in cultural competency trainings. Strengthen relationships to hear from those who they serve. • Community Workshops allow for direct feedback. 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Social workers on staff. Trained in child development. Says Immigrants come without understanding of child development from their home countries • Wrap around services and connect families to resources. Didn’t list types of resources. • Most staff speak more than 2 languages. • Provide direct services to families. Communicate through What’s app. • Community health workers has worked with tri-county mental health. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Understand child development. “Has effective tools and procedures for screenings of children”. Q- what tool do they use? Does say they will create a new tool. Mentions mental health services but doesn’t mention early intervention services. Will create individualized services for children “in their care”. 	

Part III. Proposed Activities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- Cultural broker to conduct outreach and education to parents:
 - Help understand well-child visits and other health services
 - Preventive health and early intervention services
 - Family Support plans
 - Child developmental screenings.
 - ESL for parents
 - Peer support
 - Participate in trainings
- No mention of HMG
- Parents are well-informed, motivated and empowered

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Tri-county mental health, health care providers, schools and other eCBOs.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:

- a. The position(s) title and total FTE(s);
- b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
- c. The minimum skills and experience needed for each position; and
- d. The roles and responsibilities of all staff involved in this program.

- 1 cultural broker, multiple languages, conducting activities explained above. Supervisor at 10 hours per week and funding for ED

Part V. Budget Forms and Narrative

- Explain funding for staff.
- Part of funding to pay for half of the rent. (spreadsheet says \$3000, and narrative says \$3500)
- Why do they need salesforce? And accountant?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

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Individual Evaluator Comments:

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<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input checked="" type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list):Maay Maay, Pashtu, Dari	Yes <input type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

<ul style="list-style-type: none"> • A-P • B-P
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P • B-P
3. Community Engagement
<ul style="list-style-type: none"> • A-P- robust • B-P, Q- collect feedback, but how is feedback incorporated
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P • B-P • C-P- great how MIERS is communicating with the communities • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-P

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P- This is nicely layout
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> • P- it was great they have help provided MIERS and as for the other org.

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • A-P- great job for the staffing and training • B-P

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Maine CDC- OPHE

- | |
|---|
| <ul style="list-style-type: none">• C-P• D-P |
|---|

Part V. Budget Forms and Narrative

- | |
|--|
| <ul style="list-style-type: none">• P – Budget is well done, but unsure on how they got their allocations- need to show formula. |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Immigrant & Refugee Services (MEIRS)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> 15 years of operation Services include: Mental Health, Whole Family, Youth Programs, English Classes, Youth Mentoring Program, Community Health Workers, Employment Services, Resettlement Programs. Over 200 families served with food program weekly 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Maay Maay, Pashtu, Dari	

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DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Resettlement organization serving immigrant communities with included examples from Somalia, Djibouti, DRC, Angola, Afghanistan, Ukraine, Cambodia, Syria, Kenya, Ethiopia, Eritrea, and Chad • Current structure offers wrap around services tailor to meeting the needs of individuals with a wider spectrum of services. • Youth program features mentoring • Lacks details on 1b 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • 90% of staff are members of the communities served • Lacks detail related to leadership composition 	
3. Community Engagement	
<ul style="list-style-type: none"> • Indicates Community Advisory Groups, Surveys and Feedback Mechanisms, Cultural Competency Training and Community Workshops / Events as pathways for input, outreach, education. 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Staff includes social workers and clinicans • Organization providers child development as part of staff training calendar • Uses WhatsApp for communication and outreach • Current work cited through monthly workshops, food distribution and referral programs 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Provides service plans for children reviewed every 90 days • Staff are training on child development • Cites established tools and protocols for services 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Indicates hiring one full time cultural broker to execute program goals 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	

**STATE OF MAINE
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- | |
|--|
| <ul style="list-style-type: none">• Cites nine partnerships across health, education and community organizations related to programs, communication and service delivery |
|--|

Part IV. Staffing and Training

- | |
|---|
| <p>1. Describe the proposed staffing plan for this program, including:</p> <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program. |
|---|

- | |
|--|
| <ul style="list-style-type: none">• Identifies three roles: Cultural Broker, Program Supervisor and Executive Director• Lacks detail on 5.1.c |
|--|

Part V. Budget Forms and Narrative

- | |
|---|
| <ul style="list-style-type: none">• Q: Details missing related to proposed supplies and materials and alignment to activities |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Applicant indicates partnering with Walk in Peace. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Kinyamulenge, Luganda, Runyankore, Kikongo	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none"> • Applicant included list. • Did not describe ability to provide services in manner demonstrates cultural competency and respect for diversity.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • Applicant provided list of Board/key staff with information regarding relevant experience. • How participate and engage in outreach?
3. Community Engagement
<ul style="list-style-type: none"> • Applicant will conduct surveys, focus groups, teams, parental advisory board, etc. Conducts feedback sessions and has online platforms /social media groups facilitate ongoing communication and engagement. • Multifaceted 2023 survey on various issues facing immigrants/indigenous communities in Maine. 2022 survey challenges facing immigrant women and children. Applicant indicates applied for continuation grant from MCF to further project (? Feedback incorporated into organization's work).
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • Applicant quoted HMG and described support and <i>facilitating</i> child developmental monitoring activities. • ? Understanding of developmental needs • Applicant outlined ways utilized to reach and support families, effectively connect, and demonstrate cultural competency and respect for diversity.
5. Familiarity with Subject Area
<p>? child developmental screenings</p> <p>Applicant described understanding of needs of children and programs.</p>

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • Applicant provided list of various activities, but what will applicant do with funding?
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> • Applicant described way relationships structured but doesn't explain how they'll be used to support this piece of funding.

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DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
 - c. The minimum skills and experience needed for each position; and
 - d. The roles and responsibilities of all staff involved in this program.
- Applicant provided

Part V. Budget Forms and Narrative

- Applicant provided a chart breaking out budget categories for each year. Budget costs are a total of \$355,680 for two-year period which far exceeds RFA limit of \$200K.
- No narrative; minimal justification
- DHHS Budget forms not included.
- What is being purchased for the administrative costs, and how are they allocated? How are the remainder of the non-personnel costs allocated. What is being purchased for Other; what specifically is being purchased/paid for?
- Budgets for each site?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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APPLICANT NAME: Maine Labor and Resource Center

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Support large groups of immigrants “struggling to balance and navigate their setline in Maine. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Kinyamurenge, Luganda, Runyankore, Kikongo	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> • Lists associations as way to show communities who will be served? • Doesn’t describe abilities to provide services in culturally competent way.
2. Staff & Leadership Composition	<ul style="list-style-type: none"> • Lists staff. Some of whom have experience in outreach. • Have more than 1000 members, 80% are families with young children. What does it mean to be a member? • One of the staff leads workshops for parents on child development and other relevant topics.
3. Community Engagement	<ul style="list-style-type: none"> • Long list of ways they engage communities, including surveys, focus groups, parent advisory group, online platforms.
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> • Quote help me grow about child development and say they agree. • Info about Screenings for AAP • CHWs use Learns the Signs Act Early when monitoring children. Encourage parents to use materials. • Explain extensive ways that they ensure cultural competency here.
5. Familiarity with Subject Area	<ul style="list-style-type: none"> • Explains staff has extensive experience with child development • Knowledge of milestones • Child and family supports • Stay up to date on research

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Home visiting (do that right now too) • Parent-teacher conferences ? Who are the teachers? Do they mean outreach workers evaluating progress of child(ren)? • Family literacy – parents read to children • On-line platforms for parents to help with child’s development • Interactive learning activities for parents to do with children • Promote early detection and intervention 	

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Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- MLRC and Walk in Peace work collaboratively together
- Didn't mention any other partners

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:

- a. The position(s) title and total FTE(s);
- b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
- c. The minimum skills and experience needed for each position; and
- d. The roles and responsibilities of all staff involved in this program.

- Extensive list of staff to cover all 3 sites.
- Descriptions of positions are a little confusing
- Director, 3 managers and 3 CHWs

Part V. Budget Forms and Narrative

- Didn't fill out spreadsheet.
- Don't breakdown individual staff in budget.
- Costs exceed \$200,000, it is \$539,680

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

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Part II. Experience and Community Focus
1. Community Served

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EVALUATOR DEPARTMENT: Maine CDC- OPHE

<ul style="list-style-type: none"> • A-P • B-Q- Provided a list but no details
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P- Q, listed the staff, but unclear in responses • B-P
3. Community Engagement
<ul style="list-style-type: none"> • A-P- Provided impact 100-200 parent for kids • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P, Q need to be more clear but it the org own words • B-P • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-P- nice how they are giving their own experiences, but needed more

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P, Q- This seems to be embedded into org programs
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> • P

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • P, Q nice, but program seem to be in everyone role

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Thank you, but the but is over the allocation amount

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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Part I. Eligibility Requirements	
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Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Partnering with Walk in Peace Organization seeks to bridge service gaps for immigrant population settling in Maine Two years of operation 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese	
<input type="checkbox"/> Indigenous language(s) (list):	
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DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Cites 16 Immigrant communities served and 16 individual business or organizations through MOU partnership • Does not answer 2.2.b 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • 100% board New Mainers • 80% of populations served are parents of young children • Indicates 12 key individuals, their connection to the work and education 	
3. Community Engagement	
<ul style="list-style-type: none"> • Outlines 11 engagement activities 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Lacks details on 2.4.a 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Meets requirements 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Outlines five activities to meet program goals • Q: Describes current activities, how would funding expand or adapt current program 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Met requirement 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
<ol style="list-style-type: none"> a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program. 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

Part V. Budget Forms and Narrative

- | |
|--|
| <ul style="list-style-type: none">• Budget Proposed is not accurately calculated within the application instructions |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Applicant indicates active in early intervention work for more than 10 years and has ongoing Mom's Classes. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input type="checkbox"/> Other(s) (list):	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Applicant provided description; met requirement. • Detailed information related to cultural competency and respect. 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • 10 years' experience doing work in LA. Six of the major languages spoken and 20 different nationalities. • Applicant indicates staff represents the community at large. 	
3. Community Engagement	
<ul style="list-style-type: none"> • Applicant notes a referral process that requires continuous feedback loops in order to serve child as s/he needs over his/her early life. • Small meeting of mother; each woman speaks her heart and mind; incorporated into ongoing work. • How incorporate feedback into programming? 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Applicant notes push/pull relationship; challenges. • Responsive to each item. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Staff members with degrees in related field. • Partnership with LEND program • Utilization of monthly meetings for educating parents. • Screenings? 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Applicant provided list with details regarding number of parent/families to be serviced. • Applicant acknowledges and addresses parents' fear of meetings with providers. 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

- | |
|--|
| <ul style="list-style-type: none">• Applicant notes work with CDS and sustained relationship with mothers through thick and thin, that the mothers trust them, and word goes out that other mothers can trust them. Success strategy to date relies on discretion. |
|--|

Part IV. Staffing and Training

- | |
|---|
| <p>1. Describe the proposed staffing plan for this program, including:</p> <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program. |
|---|

- | |
|---|
| <ul style="list-style-type: none">• Applicant responded to each item.• Detailed information roles and responsibilities |
|---|

Part V. Budget Forms and Narrative

- | |
|---|
| <ul style="list-style-type: none">• Form 2 Line 13 Rent – missing How is this allocated?• Form 2 Line 14 Utilities/Heat – does not match Form 5• Form 2 Line 15 Telephone – costs missing, according to Form 5 and narrative. |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: <ul style="list-style-type: none"> Early Intervention work for 10 years Run mom’s classes and work with CDS Work with new moms 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input type="checkbox"/> Other(s) (list):	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Clear description of countries of origin. • P- Description of the need to respect cultural backgrounds of parents from many different countries. • P- description of the complexity of cultural competency. 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Been conducting outreach in community since 2014. • All members of Lewiston/Auburn. Staff has grown to 24. Staff began as Somali. Now they are Afghan, Somali, Angolan, Djibouti, Yemen, Ethiopian. 	
3. Community Engagement	
<ul style="list-style-type: none"> • Feedback loops in referral process • Do not “push parents” • Parents’ experiences are all unique. They as a team figure out how to incorporate into their work. • Solicit feedback through small meetings of mothers, sensitive to making mothers feel comfortable sharing. Weekly reports from CHWs and mother’s meetings are reviewed at staff meetings and discussed about how women’s reactions can be incorporated into work. 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Understand developmental needs and understand developmental disabilities and the stigma within Somali community. Understanding has grown. Helps mothers in culturally competent way to navigate the CDS system. • Understand CDS services, help navigate and provide support to parents to understand, accept and embrace their children. • Serve up to 5000 in 7 seven languages and English • CHWs refer moms. We will accompany moms to any meeting. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Staff has educational backgrounds in child development and continuing education. Do presentations on early intervention for parents. Understand needs of children with special needs. Bring moms together so they are not alone. Trained in LEND. 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

<ul style="list-style-type: none">• Assessment for 200 parents (91 percent mothers) about their understanding on topic• Train and utilize 3 part-time CHWs to reach out to parents on assessment and work to beta test and get feedback on marketing and ed materials• Deepen relationship with families and community partners• 100 families per year in 2 month educational workshops and focus groups. Expect to id 40 families who need additional help with accessing CDS services. Goal to help children and parents to succeed in pre-school, K and beyond• Develop agreements with providers and mother/family to integrate the child in the community and in the school. Help parents overcome fear. Establish timeframes.• Seek feedback from staff and parents, modify materials
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• CDS, Pediatric Associates, CCS Pediatric and B Street clinic• NMPHI – lead org in community for Early Intervention

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Clear roles and responsibilities. ED will be the project manager. CHWs will work with parents in classroom setting. CHWs provide social support, care coordination, system navigation and advocate for specific individuals. Work quickly but with sensitivity. Educate and repeat.

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Outlined expenses• Is the amount listed for annual salaries correct in the spreadsheet?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: <ul style="list-style-type: none"> 10yrs experiences – ongoing Mom Class 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input type="checkbox"/> Other(s) (list):	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

<ul style="list-style-type: none"> • A-P- Robust and clearly stated • B-P
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P- clear with staff experiences • B-P
3. Community Engagement
<ul style="list-style-type: none"> • A-P- clear with feedback and how it being incorporated with the org work • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P- Nicely defined and robust • B-P • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-P- nicely describe

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P- clear – robust with activities prosed
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> • P- clear and detailed

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e.,. Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • A-P, outstanding • B-P

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

- | |
|---|
| <ul style="list-style-type: none">• C-P• D-P |
|---|

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• P- clear and detailed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Individual Evaluator Comments:

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: <ul style="list-style-type: none"> • 10 years of operation • Mom class, thrive classes. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide: <input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input type="checkbox"/> Other(s) (list):	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Indicates estimates of 5,000-8,000 immigrants in Androscoggin County, cites 24 countries • Met requirement 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • 100% staff are members of communities served • Does not answer 2.2.b 	
3. Community Engagement	
<ul style="list-style-type: none"> • Hosts small participant meetings, notes are reviewed by program staff • No examples of how feedback has been incorporated in pas programming 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Met requirement • Serves 1,000 in 7 languages • Cites current mom program 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Staff hold ECE degree • LEND program partnership with UMaine and UNH 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Outlines seven proposed activities that align with program goals • Seeks to engage 100 families per year in workshops • Seeks to work with 40 identified families to connect with services 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Indicates close partnership with three local organizations • Cites unique component specifically related to screening and early intervention for immigrant young children and families 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: New Mainers Public Health Initiative

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

<p>a. The position(s) title and total FTE(s);</p> <p>b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;</p> <p>c. The minimum skills and experience needed for each position; and</p> <p>d. The roles and responsibilities of all staff involved in this program.</p>
<ul style="list-style-type: none">• Met requirement• Indicates Three Community Health Workers of 1,000 hours and One project manager

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Met requirement

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Sustainable Livelihoods Relief Organizations (SLRO)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant indicates serving children and families since 2015 and has a core program supporting women to become home-based childcare providers to serve many immigrant children to access culturally and linguistically appropriate childcare services. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Maay-Maay	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Sustainable Livelihoods Relief Organizations (SLRO)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> • Description of communities to be served. • Supports women and youth in the community's economic development. • Cultural competency?
2. Staff & Leadership Composition	<ul style="list-style-type: none"> • Applicant staff, Board, and Advisory committees 100% BIPOC. • Exp with outreach and engagement?
3. Community Engagement	<ul style="list-style-type: none"> • Applicant indicates they listen and collect input and assess needs. No examples provided. • Applicant indicated will collect feedback from participants and solicit from community members, leaders, and advisory groups. How?
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> • Applicant did not respond to this section.
5. Familiarity with Subject Area	<ul style="list-style-type: none"> • Applicant described challenges

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Applicant described activities (3) 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Applicant included five partnerships and described how activities would be supported. 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
a. The position(s) title and total FTE(s);	
b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;	
c. The minimum skills and experience needed for each position; and	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Sustainable Livelihoods Relief Organizations (SLRO)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• 1 CHW FTE with supervision by program manager• Describes role and responsibilities.

Part V. Budget Forms and Narrative

- Narrative list with some explanation
- Applicant completed budget forms for each year
- Narrative A. indicates 2 staff; PD for 2 mos. And CHW for 24 months; however, budget document illustrates 3 staff in year one, and only one PD in year 2. Amounts do not match for Form 2, Form 3 (1&2), and the narrative. Please clarify.
- Narrative C. indicates cost for space (\$9K). Where is this captured in the budget? Forms 2 & 5 lack the information.
- Narrative E. indicates using \$10K for minor repair and maintenance. Where is this captured in the budget? Budget Forms 2 & 5 lack the information.
- Narrative F. indicates using \$6K for Staff Travel and Client Related Transportation. This does not match budget Forms 2 nor 5.
- Narrative G. indicates direct consultant \$10K; budget Form 2, Line 24 indicates \$10,500; Form 3 Personnel Line 32 totals \$10K.
- Narrative J. Software/Technology Indicates costs of \$4500 – What is the allocation method utilized? These costs do not match budget Forms 2 nor 5
- Narrative K Staff Development indicates \$5,198. This does not match budget Forms 2 nor 5.
- Budget Form 2, line 15 Telephone does not match Form 5
- Budget Form 2, Line 19 Materials/Supplies does not match Form 5
- Budget Form 5, Line 30 Training – who is being trained? How many staff?
- Narrative explanation for stipend?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Sustainable Livelihoods Relief Organizations (SLRO)

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Support women to enter the child care field and work with women to serve immigrant families with young children. (Q: Do they directly engage and serve parents with young children?) 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Maay Maay	

**STATE OF MAINE
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Part II. Experience and Community Focus	
1. Community Served	
	<ul style="list-style-type: none"> • Work with women from the African community. Supports women who are often excluded from participating in workforce to run businesses. • Build leadership. • Did they address the questions about cultural competency?
2. Staff & Leadership Composition	
	<ul style="list-style-type: none"> • Staff, Board of directors 100% BIPOC • Board hold accountable. • Diverse Advisory Committee, youth and adult
3. Community Engagement	
	<ul style="list-style-type: none"> • Work with community and respond to needs. • Will hold monthly meetings. • Invite speakers (is this seeking input?) • Collect feedback about experience to help youth leaders
4. Experience Connecting Families to Services	
	<ul style="list-style-type: none"> • Didn’t answer
5. Familiarity with Subject Area	
	<ul style="list-style-type: none"> • Understand importance of early intervention • School officials do not always realize that many refugees parents have no context for American school environment

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
	<ul style="list-style-type: none"> • Create a tool to empower parents to advocate for their children. Improve parental skill, languages and resources. Home visits and make referrals. • Train 12 immigrant women to become home based child care providers to serve immigrant children. • Referral community hub. CHWs do intake/screenings. Refer to providers
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
	<ul style="list-style-type: none"> • United Yes – trusted by youth. NMPHI, CDI/CEI, MEIS, SBCA,

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- | |
|--|
| <ul style="list-style-type: none">• Didn't say how they would partner for this grant |
|--|

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
 - c. The minimum skills and experience needed for each position; and
 - d. The roles and responsibilities of all staff involved in this program.
- Hire 1 FTE CHW,
 - Weekly outreach and home visits. Go to families to avoid barriers. (Q- what will they do in these home visits?)
 - Conduct workshops, facilitate and coordinate meetings between providers and families. (Providers will come to them? And families?)
 - Program manager to oversee the program.

Part V. Budget Forms and Narrative

- Provides description of expenses.
- Why does Program director need to spend 50% of time on this project? Much of work is outreach and meetings with families.
- Narrative says that they will hire 1 FTE CHW, but budget says CHW will spent 50% of time on this work.
- Are the total expenses about \$4,000 more in the spreadsheet than in narrative and \$4000 more than identified revenues from grant?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Sustainable Livelihoods Relief Organizations (SLRO)

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list):	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Maine CDC- OPHE

<ul style="list-style-type: none"> • A-P- great on describing the community engagement • B-P
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-B, Q – Great job describe the leadership , but the staff ?
3. Community Engagement
<ul style="list-style-type: none"> • A-B- P, Q great job on collecting the feedback but how is it incorporated
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-N- Blank • B-N- Blank • C N- Blank • D-N Blank
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-P Nicely done

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P- Great that SLRO has a childcare but the funding can not support his work
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> • P- Q nicely done with listing the organizations and the work they do but how are partnership with these organization will support SLRO with this work

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • A-P Q, unclear on details • B- • C-

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EVALUATOR DEPARTMENT: Maine CDC- OPHE

- | |
|--|
| <ul style="list-style-type: none">• D- |
|--|

Part V. Budget Forms and Narrative

- | |
|--|
| <ul style="list-style-type: none">• B Q, allocations, did not show the formula |
|--|

**STATE OF MAINE
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APPLICANT NAME: Sustainable Livelihoods Relief Organizations (SLRO)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: <ul style="list-style-type: none"> Operational since 2015 Supports Child Care establishment to community, bridge employment gaps 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Maay-Maay	

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DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Somali Bantu, East African, African populations. • Creates pilot programs and learning opportunities to address food insecurity, business development and maintain health and vitality of culture • Specific examples related to women and youth economic support to food truck co-op, child care co-op, and farming for sustainability for families 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Indicates Staff, board of directors, including youth and adult advisory committees 100% BIPOC • Executive Director in an immigrant who lived in a refugee camp for 13 years 	
3. Community Engagement	
<ul style="list-style-type: none"> • Monthly meeting feed back cited • No past examples cited 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Did not answer question 4 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Lacks details on organization's understanding of child development needs, screenings and programs • Indicates interpreting and cultural brokering as activities to bridge gaps 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Indicates three specific proposed activities to engage and support program goals 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Cites five partner organizations that aids in service delivery and provide support to immigrant communities 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	

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INDIVIDUAL EVALUATION NOTES**

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<p>a. The position(s) title and total FTE(s);</p> <p>b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;</p> <p>c. The minimum skills and experience needed for each position; and</p> <p>d. The roles and responsibilities of all staff involved in this program.</p>
<ul style="list-style-type: none">• Met requirement

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Q: Clarity on expenses related to transportation needed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Tree Street Youth

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant indicates founded in 2011 to support immigrant refugee families in Lewiston with academic support and ease the cultural divide between their history/experience and expectations/environment of the Lewiston school. Services nearly 1000 youth each year. Programs open to all youth 4-24 at no cost and has pre-K classroom space 85% identify as people of color; 65% hail from immigrant or refugee families 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list):	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Tree Street Youth

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

<input type="checkbox"/> Other(s) (list):

Part II. Experience and Community Focus
1. Community Served
<ul style="list-style-type: none"> All programming emerges directly from youth and family needs, which are identified through a process of co-creation. Cultural competency?
2. Staff & Leadership Composition
<ul style="list-style-type: none"> Served nearly 5000 youth since opening in 2011. Participated in pilot to engage 4yo and then engaged in research; findings became the inspiration for continued pre-K expansions. 75% staff identify as people of color and speak 7 (?) languages.
3. Community Engagement
<ul style="list-style-type: none"> Existing channels of communication and established relationships of trust. Activities will build on work already begun. Pre-K bridge pilot; extensive outreach to parents via interview, surveys.
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> Applicant provided a response for each item. 0-4?
5. Familiarity with Subject Area
<ul style="list-style-type: none"> Applicant provided background information for staff members that will be involved in outreach program. 2 staff early childhood experience Developmental screening?

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> Two teams of staff one team focused on Portuguese, Lingala and Spanish; another on families speaking Somali and all other languages. Develop partnership with CDS to be a site for services/assessment.
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

**STATE OF MAINE
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- | |
|---|
| <ul style="list-style-type: none">• Applicant provided list of services and the associated partners. ? How support proposed activities. |
|---|

Part IV. Staffing and Training

- | |
|---|
| <p>1. Describe the proposed staffing plan for this program, including:</p> <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program. |
| <ul style="list-style-type: none">• Applicant provided A through D. |

Part V. Budget Forms and Narrative

- | |
|--|
| <ul style="list-style-type: none">• Narrative provided.• Budget only includes Form 1, 2, & 3.• How were the non-personnel costs allocated? |
|--|

**STATE OF MAINE
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APPLICANT NAME: Tree Street Youth

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1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Works with pre-k students and their families since 2020. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input type="checkbox"/> Other(s) (list):	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
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EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

- 75% people of color, 50% grew up in community, two thirds of board are former youth, parents or providers from community.
- Co-creation of programming with families
- Speak 5 languages.
- Networked across service and individuals in neighborhood should additional needs emerge around cultural competency or languages.

2. Staff & Leadership Composition

- Extensive outreach experience. Served nearly 5,000 youth.
- Cultural broker for Next Step.
- 2021 4 year olds, understand who not being served by other early childhood programs. Engaged 70 members of the community in 10 languages. Expansion of pre-k program. Family resource and discovery center.
- 75% of staff people of color. Speak 7 languages (different than earlier?)

3. Community Engagement

- Serving 1,000 youth.
- Outreach education and referral activities would work with pre-K bridge program which served 56 children in 2022-23. 47 were multilingual. Engaging family and community input, part of commitment to co-creation.
- Community members know they can bring needs
- Pre-K bridge program was a direct response to community input.
- Public pre-k at schools did not meet families' needs. Too short, not culturally responsive. TSY introduced pre-k bridging program from 1 pm to 3 pm with a "walking school bus"
- 79 students, 25% special needs, 84% home language not English
- Worked with schools and foster engagement for services through school and CDS
- Work specifically with just 4 year olds?

4. Experience Connecting Families to Services

- Commitment to youth development, focus on work related to older children?
- Pre-k program – staff have ECE credentials, specifically 4 year olds
- Bridge cultural barriers with services for families
- Provided services to newcomers
- Extensive experience working with schools. Referrals to medical assistance, navigating JJ system. Not as much work with younger children?

5. Familiarity with Subject Area

**STATE OF MAINE
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- | |
|--|
| <ul style="list-style-type: none">• Pre-K Lead – background in early childhood, Cuban American. Elementary Program lead has strong early childhood development background.• Others don't have early childhood experience, have experience as cultural brokers and working with parents. |
|--|

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- Two teams deployed to work with families with children at center and to do outreach.
- Portuguese, lingala and Spanish
- Somali and other languages
- Family outreach events
- Monthly check ins with families. Issues, prepare for well-child check ups. Understand developmental screenings and make referrals
- Build connections to physicians and pediatricians.
- Translated materials

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Working with early childhood providers.
- Local health care providers
- ECBO's
- Basic needs
- Housing
- Other community resources.
- Already support families with basic needs

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
 - c. The minimum skills and experience needed for each position; and
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DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

- | |
|---|
| <ul style="list-style-type: none">• Lists staff and responsibilities. |
|---|

Part V. Budget Forms and Narrative

- | |
|--|
| <ul style="list-style-type: none">• Explains the reasoning for each budget line.• Missing pieces of the spreadsheet |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Tree Street Youth

DATE: 12/8/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input checked="" type="checkbox"/> Lewiston/Auburn Region <input type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: <ul style="list-style-type: none"> • Eligible 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input type="checkbox"/> Other(s) (list):	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

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<ul style="list-style-type: none"> • A-P75% identify as people of color • B-P
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P- Q Great on outreach engagement, but missing the details around staff and leadership • B-P
3. Community Engagement
<ul style="list-style-type: none"> • A-P Nice on the community engagement • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P – Nice on the describe • B- • C- • D-
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • P, Q- no clear

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P, Q, not clear about early development
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> •

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • A-P Clear about the roles

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EVALUATOR DEPARTMENT: Maine CDC – OPHE

- | |
|--|
| <ul style="list-style-type: none">• B-• C-• D- |
|--|

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Budget narrative unclear – missing pages

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Tree Street Youth

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Part I. Eligibility Requirements	
<p>1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?</p> <p>Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:</p> <ul style="list-style-type: none"> Established in 2011 Programs for youth 4-24 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<p>2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?</p> <p>Select the language(s) the Applicant has the ability to directly provide:</p> <p><input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input type="checkbox"/> Other(s) (list):</p>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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APPLICANT NAME: Tree Street Youth

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
	<ul style="list-style-type: none"> • Cites Somali, Middle East and South American, Djibouti, Ethiopia, Kenya, Syria, Afghanistan, Burundi, DRC Angola, Child Honduras, Brazil, Guatemala, Mexico • 50% adult learners, 2/3 comprised of former youth, staff, parents and providers. • Offers incubator process for community vision through five language and collaborations including Lewiston Public Schools and Department of Corrections
2. Staff & Leadership Composition	
	<ul style="list-style-type: none"> • Cites tutoring, mentoring, COVID hybrid education in partnership with Lewiston School District, Next STEP high school curriculum, summer, programs to prepare youth for school setting • Pilot for four year olds to access education not being served by public school • Serves as an alternative reporting site for the department of corrections • Community engagement and local catalyst for “Love Lewiston Day” In response to local mass shooting • Cites a future Family Resource and Discover Center • 75% of organization staff identify as people of color and speak seven language • 50% of staff are organization alumni
3. Community Engagement	
	<ul style="list-style-type: none"> • Cites open door and community trust related to community members and their feedback and barriers • Lacks details on how parent and community input is used in outreach, education and referral efforts • Pre-K Bridge program cites as past example of how feedback has been incorporated in the organization’s work as a response as an identified gap
4. Experience Connecting Families to Services	
	<ul style="list-style-type: none"> • Met requirement
5. Familiarity with Subject Area	
	<ul style="list-style-type: none"> • Identifies five staff with credentials related to early care and education, development and mental health • Indicates a larger system of staff development on cultural competency, and relationship building.

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INDIVIDUAL EVALUATION NOTES**

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DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none">Indicates three activities: Family Outreach Events, Monthly check ins, collaborations with medical and education partners
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">Clearly lists partners, however lacks details on how relationships will be used to support the proposed activities

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none">The position(s) title and total FTE(s);The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;The minimum skills and experience needed for each position; andThe roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">Met requirement

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">Q: Food an allowable costBudget forms missing: 4A, 5, 5A, CS Rider F-1

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

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Part I. Eligibility Requirements	
<p>1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?</p> <p>Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:</p> <ul style="list-style-type: none"> Applicant indicates extensive experience serving diverse immigrant families, particularly those with young children. Applicant notes for past three years actively engaged in community-based activities, addressing challenges during the pandemic (i.e. FEED program, Diaper for All initiative, etc..) 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<p>2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?</p> <p>Select the language(s) the Applicant has the ability to directly provide:</p> <p><input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikongo</p>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**STATE OF MAINE
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APPLICANT NAME: YETU Housing

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus

1. Community Served

- Applicant indicates outreach/education prioritize cultural nuances and linguistic diversity; how?

2. Staff & Leadership Composition

- Persuaded New Mainers to relocate to the Mid-Coast
- Outreach and engagement?

3. Community Engagement

- Applicant indicates will conduct focus groups, surveys, and community meetings; establish Parent Advisory Committee.
- Applicant indicates leveraging past experiences to enhance HMG initiative. How?

4. Experience Connecting Families to Services

- Applicant addressed each area.
- Collaborated with a pediatric hematologist and oncologist, along with dedicated sickle cell team to address growing population of children with sickle cell anemia, other blood disorders, or cancer.

5. Familiarity with Subject Area

- Applicant has leaders that are parents of children with developmental issues.

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- List and clear description provided for 6 activities.

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Detailed list and description of how activities will be supported.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;

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c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Applicant provided information for each item.• How many FTE for outreach staff, EIDS support staff, and program coordinator?

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Narrative provided.• Budget Form 2 is the only page included• Why are the technology purchases listed as capital equipment in the narrative and Form 2 and not on Line 27? How many computers, tablets, etc?• What office furniture is needed?• How are the all other expenses allocated?• Budgets for other sites?• What is the personnel breakout per position?

**STATE OF MAINE
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DATE: November 30, 2023

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EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Serves families with young children. Food pantry services to over 200 families (Q – are these families spread across multiple regions?) “Diaper for All” initiative 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikongo	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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APPLICANT NAME: YETU Housing

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Provides list of countries, not much context • Explain they are culturally sensitive 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Resettled staff. • Leadership in Angolan Community for last 4 years • Experience connecting diverse populations. • Staff includes members who have lived in target countries, but lacks detail 	
3. Community Engagement	
<ul style="list-style-type: none"> • Lists some ways engage feedback • No example 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Mentions early intervention services and experiences of staff as parents. Not sure about formal training? • Connect families to services like housing, health care, SNAP and TANF. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • “fair understanding” • Does not demonstrate strong understanding 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Proposed activities include a large number of staff – cultural brokers, Outreach staff, EIDS support staff. • Will grant cover all of these staff? 	
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Detailed list of partners and how they will support proposed activities 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
<ul style="list-style-type: none"> a. The position(s) title and total FTE(s); 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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<p>b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;</p> <p>c. The minimum skills and experience needed for each position; and</p> <p>d. The roles and responsibilities of all staff involved in this program.</p>
<ul style="list-style-type: none">• Unclear how many staff. Do not know the total FTE.

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Lacking details about staff. Don't understand numbers of staff• Other pieces provide detailed explanation.• Only provided 1 budget form

**STATE OF MAINE
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DATE: 12/8/23

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1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list):	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

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<ul style="list-style-type: none"> • A Q, detailed missing • B-Q-
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P • B-P, Q- lack of details on staffing
3. Community Engagement
<ul style="list-style-type: none"> • A- Great on getting feedback but unsure on how the feedback is incorporated • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P- Nicely, • B-P • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A- Q, - on details

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P- Clearly described
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> •

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • P- Clear

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EVALUATOR DEPARTMENT: Maine CDC – OPHE

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• One page budget missing all others

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Indicates the past three years have focused on challenges related to COVID-19 pandemic for families with young children 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikongo	

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DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Angola, Burundi, Cabo Verde, Congo, Rwanda identified populations • Cites Non Discrimination commitment to managing Portland population overflow 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Met requirement 	
3. Community Engagement	
<ul style="list-style-type: none"> • Indicates use of focus groups, surveys, community meetings, outreach event forms • Plan to create parent Advisory Committee • No examples of prior feedback has been incorporated in the work 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Indicates understanding of development • Highlights include health, social service and education service connection • Cultural brokers to address cultural understanding of screening and development • Cites collaboration with medical staff related to sickle cell anemia, blood disorders or cancer 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Lacks details on staff understanding on development needs, screenings and programs for young children 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Describes six proposed activities that include feedback sessions on program activities 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Met requirement 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
 - c. The minimum skills and experience needed for each position; and
 - d. The roles and responsibilities of all staff involved in this program.
- Met requirement

Part V. Budget Forms and Narrative

- Q: Transportation cost not listed under allowable expenses in RFA
- Missing budget forms: Form 1, 2A, 3, 4, 4A, 5, 5A, CS Rider ASF, CS Rider F-2

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant indicates supporting more than 5000 immigrant families with young children; however, does not indicate length of time. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> Applicant indicates work closely with communities self-identify Africa, Asia, and Haiti. Applicant indicates 85% of employees from immigrant communities. Provides cross cultural consultation to non-immigrant organizations.
2. Staff & Leadership Composition	<ul style="list-style-type: none"> Applicant team 85% immigrants; use lived experience to connect and build trust. 100% board members from immigrant communities; 100% applicant's leadership is 100% immigrants.
3. Community Engagement	<ul style="list-style-type: none"> Applicant indicates incorporating feedback received via their referral system, support groups, etc. (car seats). Applicant indicates Qualitative data tracked through community feedback and communal reputation received.
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> Employees took some professional development. Most staff and parents have lived experience. Multilingual team; barely used language line Via transportation services collaborate to address health equity. Partnered to provide outreach and education to hotels and shelters.
5. Familiarity with Subject Area	<ul style="list-style-type: none"> Some staff have attended training about child development needs and screening. Applicant notes area of expertise in connecting families to services and resources via transportation and culturally appropriate conversation/consultation and emotional support to families.

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> Transportation to well child visits (3500 families), medical, behavioral, and social services with goal to reduce missing appointments. 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Applicant provided a list of medical providers, social services, and community organizations.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Description of current staff provided.• Roles and responsibilities?

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Form 1 & 2 appear to be represent each year; however, unclear regarding Form 5.• Narrative indicates staff wages/salaries will cover 25 hours week; however, budget does not illustrate both staff having equal hours.• Form 4 incomplete• Form 5, Line 13 Occupancy – Rent – how much is one month’s rent? How was this allocated? Physical address?• Form 5 Line 14 Utilities/heat – Allocation method?• Form 5, Line 15 – Telephone – Missing information• Form 5, Line 19 Materials/supplies – What is being purchased?• Form 5, Line 22 Client-Related Travel – Missing information. How much is reimbursed based upon mileage, how much allocated to gas? Uber is not reimbursable under this contract.• Form 5, Line 23 Other Travel – Missing information• Form 5, Line 26 IPA – How was this allocated?• Form 5, Line 27 Technology Services/Software – Narrative notes computers; none are noted in Form 5. Form 2, Line 27 does not match.• Form 5, Line 30 Training/Education – Missing information; How many staff will be trained?• Form 5, Line 31 Miscellaneous \$1,000 missing – what would be purchased?• How will the funds be allocated between locations?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> • I – Served more than 5000 Families, connection to services, parent classes 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Amharic, Kirindi and Swahili	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

<ul style="list-style-type: none"> • Work closely with African, Asian (Afghanistan and Cambodia) and Haiti. Included countries of origin. Range from here a few days to several years. • 85% of employees are from immigrant communities. Q – missing a sentence about overcoming cultural and language barriers? • Referrals from DHHS and some from Help Me Grow. • Strong collaboration with long list of orgs supporting immigrants. • Work as cross cultural consultant right now.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • 85% of staff is immigrants. Has professional, skills and language capacity, also lived experience. • 100% of board are immigrants. • Multilingual transportation program. Serve 80 to 100 people daily. 65% of them are families with young children. • Presence in hotels (which hotels?) and shelters. • Fluent in 10 languages. Leadership = immigrants
3. Community Engagement
<ul style="list-style-type: none"> • Assess needs through weekly support groups and community outreach. • City of Portland, Partner with Maine Families, WIC, HMG • Goal to reach families in rural areas (What rural areas?) • Have brough pregnant women to appointments, have referral system for providers. • Understand needs like car seats. • Form a support group for single moms with young children. Community baby showers for expecting mothers. Have process for identifying needs and implementing solutions. • Analyze quantitative data from programs and get qualitative data through community leaders, members, staff and board members.
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • PD with general info about early childhood, and lived experience. • P - Transportation and wellness programs connect important families to health and social services. Transported pregnant women and children to appointments. Worked with HMG, Maine Families, etc. to help with referrals for Early Intervention support. • Barely use lang line bc of staff. • Provide 80 rides. Coordinate with CHWs and staff from 10 listed orgs. • Work with leaders to id programs and solutions

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

5. Familiarity with Subject Area
<ul style="list-style-type: none"> • MANA staff have attend child development trainings. • Experience in connecting to services, most staff are parents.

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
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|---|
| <ul style="list-style-type: none"> • Support 3500 families to access well child visits and connect to health and early intervention services. Also other basic need services. Mention WIC, Maine Families, no mention of CDS. • Wellness program for young children. • Partner with Maine Families, MAIN and others to conduct screenings • Parent and policy workshops for parents • Support group for mothers with young children. |
|---|

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
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| <ul style="list-style-type: none"> • Good relationship with medical providers. GA across many communities. • P- lots of organizations and services listed. |
|--|

Part IV. Staffing and Training

- | |
|---|
| <p>1. Describe the proposed staffing plan for this program, including:</p> <ol style="list-style-type: none"> a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program. |
|---|

- | |
|---|
| <ul style="list-style-type: none"> • 2 staff – Logistics Specialist. Transportation program coordinator. • Ful time – 70% toward project • Trained in trauma informed care, immigrants, outreach and ed for 2 years. Will be given child development and screenings training. • Talked about outreach. Help with transportation and referrals. Q – will they help with support groups, connecting to services, assume screenings? |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Part V. Budget Forms and Narrative

- Describes each line.
- Staffing
- Funding for client travel. How much is their current transportation budget? How many more families do they think they will be able to serve?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic,	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

<p>A.</p> <ul style="list-style-type: none"> • Africa (including Angola, Burundi, the Democratic Republic of Congo, Ethiopia, Rwanda, Somalia, and South Sudan), • Asia (including Afghanistan and Cambodia), and Haiti. <p>B</p> <ul style="list-style-type: none"> • MANA has multilingual employees and 85% are from immigrant communities • Our team also provides cross cultural consultation to other non immigrant agencies/organizations as needed. • Q - Mana does not describe their work in the community, and MANA helps serve the community with young childhood.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A- Currently, the communities we work most closely with are populations that self-identify as coming from Africa (including Angola, Burundi, the Democratic Republic of Congo, Ethiopia, Rwanda, Somalia, and South Sudan), Asia (including Afghanistan and Cambodia), and Haiti. • B - MANA has multilingual employees and 85% are from immigrant communities. <p>Q- With this funding dedicated to outreach and education around Early Intervention, our team will designate some of their time to do the outreach and education through community outreach support groups.</p>
3. Community Engagement
<ul style="list-style-type: none"> • A-P • B-P-Q lack of process
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A- P MANA staff are parents and have extensive knowledge through their lived experience. Good to know the team need more training. • B-P – Robust • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-Q-lack of details

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P-Q does not provide any proposed programming

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• P- Strong relationship

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: <ul style="list-style-type: none">a. The position(s) title and total FTE(s);b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;c. The minimum skills and experience needed for each position; andd. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• A-P• B-P• C-P• D-P-Q lack roles and what staff do in program

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Q-? Budget – Narrative does not match

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Supported more than 5000 first- and second-generation immigrants and their families to increase access to physical and behavioral needs, social services and basic needs Engagement with parent and policy classes, wellness workshops 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese	
<input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> • Works most closely with populations that self-identify as coming from Africa, Asia and Haiti • Range from a few days in Maine to several decades • 85% of staff from immigrant communities • Indicate a growing referral population from HMG, collaboration with 10 community organizations, 11 additional health, education and social service programs and organizations • Offers cross cultural consultation for non immigrant agencies • Indicates proposed work in both Biddeford and Saco communities
2. Staff & Leadership Composition	<ul style="list-style-type: none"> • 85% of staff from immigrant communities, 100% of leadership board including Executive Director, program coordinators • Staff fluent in more than 10 languages • MANA team interacts with 85-100 people daily, 65% with young children • Regular presence in hotels and shelters, group and 1:1 support offered
3. Community Engagement	<ul style="list-style-type: none"> • Through current access and delivery of supports (support group and outreach) applicant will embed more information about early intervention • Partner with Maine Families, WIC and HMG to reach more local families • Funding will increase outreach capacity • Use referral system, support groups to gather input • Lacks detail on how organization will incorporate input • Lacks detail on process to solicit feedback
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> • Indicates some training has occurred, more is needed • Indicates organizations expertise lies in outreach to connect immigrant families with young children to services. Outreach to pregnant mothers, NICU families, supports child wellness visits and vision/dental screenings • Indicates transportation program a source of connection and outreach to address health equity as well as community connection • Has a reciprocal referral program with area organizations and partners
5. Familiarity with Subject Area	<ul style="list-style-type: none"> • Indicates some training has occurred, more is needed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

- | |
|--|
| <ul style="list-style-type: none">• Indicates a plan for professional development in 2024, lacks detail. |
|--|

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- Staff Participate in trainings on child development and screenings
- Continue conversation with partners.
- Applicant does not provide information on any new program or initiatives related to development or screening, cites plan to embed education, screenings and needed services into current programs like transportation and wellness program

Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Indicates strong relationships with state and local partners, cites example nine partners serving eight communities/towns/cities
- Indicates 12 Community organization partnerships
- Lacks details on how organization partners with listed partners

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
a. The position(s) title and total FTE(s);
b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
c. The minimum skills and experience needed for each position; and
d. The roles and responsibilities of all staff involved in this program.

- Indicates two current full time staff who will dedicate 70% of their time
- Indicates both staff are Immigrant community members, multilingual, trained in trauma informed care
- Both staff have over two years experience with community outreach
- Plan to provider development and screening trainings
- Staff Plan lacks detail

Part V. Budget Forms and Narrative

- Uber not an allowable expense

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

- | |
|--|
| <ul style="list-style-type: none">• Q: Transportation cost (gas) not listed under allowable expenses in RFA• Q: Indicates \$2,500 for one month rent in expense detail? |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: <ul style="list-style-type: none"> Applicant indicates partnering with Walk in Peace. 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Kinyamulenge, Luganda, Runyankore, Kikongo	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

<ul style="list-style-type: none"> • Applicant included list. • Did not describe ability to provide services in manner demonstrates cultural competency and respect for diversity.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • Applicant provided list of Board/key staff with information regarding relevant experience. • How participate and engage in outreach?
3. Community Engagement
<ul style="list-style-type: none"> • Applicant will conduct surveys, focus groups, teams, parental advisory board, etc. Conducts feedback sessions and has online platforms /social media groups facilitate ongoing communication and engagement. • Multifaceted 2023 survey on various issues facing immigrants/indigenous communities in Maine. 2022 survey challenges facing immigrant women and children. Applicant indicates applied for continuation grant from MCF to further project (? Feedback incorporated into organization's work).
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • Applicant quoted HMG and described support and <i>facilitating</i> child developmental monitoring activities. • ? Understanding of developmental needs • Applicant outlined ways utilized to reach and support families, effectively connect, and demonstrate cultural competency and respect for diversity.
5. Familiarity with Subject Area
<p>? child developmental screenings</p> <p>Applicant described understanding of needs of children and programs.</p>

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • Applicant provided list of various activities, but what will applicant do with funding?
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> • Applicant described way relationships structured but doesn't explain how they'll be used to support this piece of funding.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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APPLICANT NAME: Maine Labor and Resource Center

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
 - c. The minimum skills and experience needed for each position; and
 - d. The roles and responsibilities of all staff involved in this program.
- Applicant provided

Part V. Budget Forms and Narrative

- Applicant provided a chart breaking out budget categories for each year. Budget costs are a total of \$355,680 for two-year period which far exceeds RFA limit of \$200K.
- No narrative; minimal justification
- DHHS Budget forms not included.
- What is being purchased for the administrative costs, and how are they allocated? How are the remainder of the non-personnel costs allocated. What is being purchased for Other; what specifically is being purchased/paid for?
- Budgets for each site?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Support large groups of immigrants “struggling to balance and navigate their setline in Maine. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Kinyamurenge, Luganda, Runyankore, Kikongo	

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APPLICANT NAME: Maine Labor and Resource Center

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Lists associations as way to show communities who will be served? • Doesn’t describe abilities to provide services in culturally competent way. 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Lists staff. Some of whom have experience in outreach. • Have more than 1000 members, 80% are families with young children. What does it mean to be a member? • One of the staff leads workshops for parents on child development and other relevant topics. 	
3. Community Engagement	
<ul style="list-style-type: none"> • Long list of ways they engage communities, including surveys, focus groups, parent advisory group, online platforms. 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Quote help me grow about child development and say they agree. • Info about Screenings for AAP • CHWs use Learns the Signs Act Early when monitoring children. Encourage parents to use materials. • Explain extensive ways that they ensure cultural competency here. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Explains staff has extensive experience with child development • Knowledge of milestones • Child and family supports • Stay up to date on research 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Home visiting (do that right now too) • Parent-teacher conferences ? Who are the teachers? Do they mean outreach workers evaluating progress of child(ren)? • Family literacy – parents read to children • On-line platforms for parents to help with child’s development • Interactive learning activities for parents to do with children • Promote early detection and intervention 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• MLRC and Walk in Peace work collaboratively together• Didn't mention any other partners

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Extensive list of staff to cover all 3 sites.• Descriptions of positions are a little confusing• Director, 3 managers and 3 CHWs

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Didn't fill out spreadsheet.• Don't breakdown individual staff in budget.• Costs exceed \$200,000, it is \$539,680
--

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children: •	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list):	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 12/1/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

<ul style="list-style-type: none"> • A-P • B-Q- Provided a list but no details
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P- Q, listed the staff, but unclear in responses • B-P
3. Community Engagement
<ul style="list-style-type: none"> • A-P- Provided impact 100-200 parent for kids • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P, Q need to be more clear but it the org own words • B-P • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-P- nice how they are giving their own experiences, but needed more

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P, Q- This seems to be embedded into org programs
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> • P

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e.,. Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • P, Q nice, but program seem to be in everyone role

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC- OPHE

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Thank you, but the but is over the allocation amount

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Labor and Resource Center

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Partnering with Walk in Peace Organization seeks to bridge service gaps for immigrant population settling in Maine Two years of operation 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input checked="" type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input checked="" type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese	
<input type="checkbox"/> Indigenous language(s) (list):	
<input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Kinyamurenge, Luganda, Runyankore, Kikongo	

**STATE OF MAINE
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APPLICANT NAME: Maine Labor and Resource Center

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Cites 16 Immigrant communities served and 16 individual business or organizations through MOU partnership • Does not answer 2.2.b 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • 100% board New Mainers • 80% of populations served are parents of young children • Indicates 12 key individuals, their connection to the work and education 	
3. Community Engagement	
<ul style="list-style-type: none"> • Outlines 11 engagement activities 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Lacks details on 2.4.a 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Meets requirements 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Outlines five activities to meet program goals • Q: Describes current activities, how would funding expand or adapt current program 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Met requirement 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
<ol style="list-style-type: none"> a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program. 	

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- | |
|---|
| <ul style="list-style-type: none">• Met requirement |
|---|

Part V. Budget Forms and Narrative

- | |
|--|
| <ul style="list-style-type: none">• Budget Proposed is not accurately calculated within the application instructions |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant indicates extensive experience serving diverse immigrant families, particularly those with young children. Applicant notes for past three years actively engaged in community-based activities, addressing challenges during the pandemic (i.e. FEED program, Diaper for All initiative, etc..) 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikongo	

**STATE OF MAINE
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RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus

1. Community Served

- Applicant indicates outreach/education prioritize cultural nuances and linguistic diversity; how?

2. Staff & Leadership Composition

- Persuaded New Mainers to relocate to the Mid-Coast
- Outreach and engagement?

3. Community Engagement

- Applicant indicates will conduct focus groups, surveys, and community meetings; establish Parent Advisory Committee.
- Applicant indicates leveraging past experiences to enhance HMG initiative. How?

4. Experience Connecting Families to Services

- Applicant addressed each area.
- Collaborated with a pediatric hematologist and oncologist, along with dedicated sickle cell team to address growing population of children with sickle cell anemia, other blood disorders, or cancer.

5. Familiarity with Subject Area

- Applicant has leaders that are parents of children with developmental issues.

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- List and clear description provided for 6 activities.

Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Detailed list and description of how activities will be supported.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;

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EVALUATOR DEPARTMENT: DHHS / OCFS

c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Applicant provided information for each item.• How many FTE for outreach staff, EIDS support staff, and program coordinator?

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Narrative provided.• Budget Form 2 is the only page included• Why are the technology purchases listed as capital equipment in the narrative and Form 2 and not on Line 27? How many computers, tablets, etc?• What office furniture is needed?• How are the all other expenses allocated?• Budgets for other sites?• What is the personnel breakout per position?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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APPLICANT NAME: YETU Housing

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Serves families with young children. Food pantry services to over 200 families (Q – are these families spread across multiple regions?) “Diaper for All” initiative 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikongo	

**STATE OF MAINE
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APPLICANT NAME: YETU Housing

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Provides list of countries, not much context • Explain they are culturally sensitive 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Resettled staff. • Leadership in Angolan Community for last 4 years • Experience connecting diverse populations. • Staff includes members who have lived in target countries, but lacks detail 	
3. Community Engagement	
<ul style="list-style-type: none"> • Lists some ways engage feedback • No example 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Mentions early intervention services and experiences of staff as parents. Not sure about formal training? • Connect families to services like housing, health care, SNAP and TANF. 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • “fair understanding” • Does not demonstrate strong understanding. 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Proposed activities include a large number of staff – cultural brokers, Outreach staff, EIDS support staff. • Will grant cover all of these staff? 	
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Detailed list of partners and how they will support proposed activities 	

Part IV. Staffing and Training	
1. Describe the proposed staffing plan for this program, including:	
<ul style="list-style-type: none"> a. The position(s) title and total FTE(s); 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: November 30, 2023

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

<p>b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;</p> <p>c. The minimum skills and experience needed for each position; and</p> <p>d. The roles and responsibilities of all staff involved in this program.</p>
<ul style="list-style-type: none">• Unclear how many staff. Do not know the total FTE

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• Lacking details about staff. Don't understand numbers of staff• Other pieces provide detailed explanation.• Only provided 1 budget form

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 12/8/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input checked="" type="checkbox"/> Biddeford/Saco or <input type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: •	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services? Select the language(s) the Applicant has the ability to directly provide: <input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list):	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 12/8/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

<ul style="list-style-type: none"> • A Q, detailed missing • B-Q-
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A-P • B-P, Q- lack of details on staffing
3. Community Engagement
<ul style="list-style-type: none"> • A- Great on getting feedback but unsure on how the feedback is incorporated • B-P
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A-P- Nicely, • B-P • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A- Q, - on details

Part III. Proposed Activities
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
<ul style="list-style-type: none"> • P- Clearly described
Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none"> •

Part IV. Staffing and Training
1. Describe the proposed staffing plan for this program, including: <ol style="list-style-type: none"> The position(s) title and total FTE(s); The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; The minimum skills and experience needed for each position; and The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none"> • P- Clear

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INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 12/8/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Part V. Budget Forms and Narrative
<ul style="list-style-type: none">• One page budget missing all others

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children? Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<ul style="list-style-type: none"> Indicates the past three years have focused on challenges related to COVID-19 pandemic for families with young children 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kikongo	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	
<ul style="list-style-type: none"> • Angola, Burundi, Cabo Verde, Congo, Rwanda identified populations • Cites Non Discrimination commitment to managing Portland population overflow 	
2. Staff & Leadership Composition	
<ul style="list-style-type: none"> • Met requirement 	
3. Community Engagement	
<ul style="list-style-type: none"> • Indicates use of focus groups, surveys, community meetings, outreach event forms • Plan to create parent Advisory Committee • No examples of prior feedback has been incorporated in the work 	
4. Experience Connecting Families to Services	
<ul style="list-style-type: none"> • Indicates understanding of development • Highlights include health, social service and education service connection • Cultural brokers to address cultural understanding of screening and development • Cites collaboration with medical staff related to sickle cell anemia, blood disorders or cancer 	
5. Familiarity with Subject Area	
<ul style="list-style-type: none"> • Lacks details on staff understanding on development needs, screenings and programs for young children 	

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> • Describes six proposed activities that include feedback sessions on program activities 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities	
<ul style="list-style-type: none"> • Met requirement 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: YETU Housing

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS / OCFS

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
 - a. The position(s) title and total FTE(s);
 - b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
 - c. The minimum skills and experience needed for each position; and
 - d. The roles and responsibilities of all staff involved in this program.
- Met requirement

Part V. Budget Forms and Narrative

- Q: Transportation cost not listed under allowable expenses in RFA
- Missing budget forms: Form 1, 2A, 3, 4, 4A, 5, 5A, CS Rider ASF, CS Rider F-2

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input checked="" type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Applicant indicates supporting more than 5000 immigrant families with young children; however, does not indicate length of time. 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 30NOV23

EVALUATOR NAME: Christa Elwell

EVALUATOR DEPARTMENT: DHHS / OCFS

Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> Applicant indicates work closely with communities self-identify Africa, Asia, and Haiti. Applicant indicates 85% of employees from immigrant communities. Provides cross cultural consultation to non-immigrant organizations.
2. Staff & Leadership Composition	<ul style="list-style-type: none"> Applicant team 85% immigrants; use lived experience to connect and build trust. 100% board members from immigrant communities; 100% applicant's leadership is 100% immigrants.
3. Community Engagement	<ul style="list-style-type: none"> Applicant indicates incorporating feedback received via their referral system, support groups, etc. (car seats). Applicant indicates Qualitative data tracked through community feedback and communal reputation received.
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> Employees took some professional development. Most staff and parents have lived experience. Multilingual team; barely used language line Via transportation services collaborate to address health equity. Partnered to provide outreach and education to hotels and shelters.
5. Familiarity with Subject Area	<ul style="list-style-type: none"> Some staff have attended training about child development needs and screening. Applicant notes area of expertise in connecting families to services and resources via transportation and culturally appropriate conversation/consultation and emotional support to families.

Part III. Proposed Activities	
Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.	
<ul style="list-style-type: none"> Transportation to well child visits (3500 families), medical, behavioral, and social services with goal to reduce missing appointments. 	
Describe the organization's relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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DATE: 30NOV23

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EVALUATOR DEPARTMENT: DHHS / OCFS

organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
<ul style="list-style-type: none">• Applicant provided a list of medical providers, social services, and community organizations.

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including: a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program.
<ul style="list-style-type: none">• Description of current staff provided.• Roles and responsibilities?

Part V. Budget Forms and Narrative

<ul style="list-style-type: none">• Form 1 & 2 appear to be represent each year; however, unclear regarding Form 5.• Narrative indicates staff wages/salaries will cover 25 hours week; however, budget does not illustrate both staff having equal hours.• Form 4 incomplete• Form 5, Line 13 Occupancy – Rent – how much is one month’s rent? How was this allocated? Physical address?• Form 5 Line 14 Utilities/heat – Allocation method?• Form 5, Line 15 – Telephone – Missing information• Form 5, Line 19 Materials/supplies – What is being purchased?• Form 5, Line 22 Client-Related Travel – Missing information. How much is reimbursed based upon mileage, how much allocated to gas? Uber is not reimbursable under this contract.• Form 5, Line 23 Other Travel – Missing information• Form 5, Line 26 IPA – How was this allocated?• Form 5, Line 27 Technology Services/Software – Narrative notes computers; none are noted in Form 5. Form 2, Line 27 does not match.• Form 5, Line 30 Training/Education – Missing information; How many staff will be trained?• Form 5, Line 31 Miscellaneous \$1,000 missing – what would be purchased?• How will the funds be allocated between locations?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor’s Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input checked="" type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> • I – Served more than 5000 Families, connection to services, parent classes 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Amharic, Kirindi and Swahili	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

<ul style="list-style-type: none"> • Work closely with African, Asian (Afghanistan and Cambodia) and Haiti. Included countries of origin. Range from here a few days to several years. • 85% of employees are from immigrant communities. Q – missing a sentence about overcoming cultural and language barriers? • Referrals from DHHS and some from Help Me Grow. • Strong collaboration with long list of orgs supporting immigrants. • Work as cross cultural consultant right now.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • 85% of staff is immigrants. Has professional, skills and language capacity, also lived experience. • 100% of board are immigrants. • Multilingual transportation program. Serve 80 to 100 people daily. 65% of them are families with young children. • Presence in hotels (which hotels?) and shelters. • Fluent in 10 languages. Leadership = immigrants
3. Community Engagement
<ul style="list-style-type: none"> • Assess needs through weekly support groups and community outreach. • City of Portland, Partner with Maine Families, WIC, HMG • Goal to reach families in rural areas (What rural areas?) • Have brought pregnant women to appointments, have referral system for providers. • Understand needs like car seats. • Form a support group for single moms with young children. Community baby showers for expecting mothers. Have process for identifying needs and implementing solutions. • Analyze quantitative data from programs and get qualitative data through community leaders, members, staff and board members.
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • PD with general info about early childhood, and lived experience. • P - Transportation and wellness programs connect important families to health and social services. Transported pregnant women and children to appointments. Worked with HMG, Maine Families, etc. to help with referrals for Early Intervention support. • Barely use lang line bc of staff. • Provide 80 rides. Coordinate with CHWs and staff from 10 listed orgs. • Work with leaders to id programs and solutions

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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5. Familiarity with Subject Area
<ul style="list-style-type: none"> • MANA staff have attend child development trainings. • Experience in connecting to services, most staff are parents.

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.
--

- | |
|---|
| <ul style="list-style-type: none"> • Support 3500 families to access well child visits and connect to health and early intervention services. Also other basic need services. Mention WIC, Maine Families, no mention of CDS. • Wellness program for young children. • Partner with Maine Families, MAIN and others to conduct screenings • Parent and policy workshops for parents • Support group for mothers with young children. |
|---|

Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities
--

- | |
|--|
| <ul style="list-style-type: none"> • Good relationship with medical providers. GA across many communities. • P- lots of organizations and services listed. |
|--|

Part IV. Staffing and Training

- | |
|---|
| <p>1. Describe the proposed staffing plan for this program, including:</p> <ol style="list-style-type: none"> a. The position(s) title and total FTE(s); b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals; c. The minimum skills and experience needed for each position; and d. The roles and responsibilities of all staff involved in this program. |
|---|

- | |
|---|
| <ul style="list-style-type: none"> • 2 staff – Logistics Specialist. Transportation program coordinator. • Ful time – 70% toward project • Trained in trauma informed care, immigrants, outreach and ed for 2 years. Will be given child development and screenings training. • Talked about outreach. Help with transportation and referrals. Q – will they help with support groups, connecting to services, assume screenings? |
|---|

**STATE OF MAINE
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EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Part V. Budget Forms and Narrative

- Describes each line.
- Staffing
- Funding for client travel. How much is their current transportation budget? How many more families do they think they will be able to serve?

**STATE OF MAINE
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DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

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Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
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Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization’s CBO and its experience engaging and serving immigrant families with Young Children: •	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input type="checkbox"/> Somali <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic,	

Part II. Experience and Community Focus
1. Community Served

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

<p>A.</p> <ul style="list-style-type: none"> • Africa (including Angola, Burundi, the Democratic Republic of Congo, Ethiopia, Rwanda, Somalia, and South Sudan), • Asia (including Afghanistan and Cambodia), and Haiti. <p>B</p> <ul style="list-style-type: none"> • MANA has multilingual employees and 85% are from immigrant communities • Our team also provides cross cultural consultation to other non immigrant agencies/organizations as needed. • Q - Mana does not describe their work in the community, and MANA helps serve the community with young childhood.
2. Staff & Leadership Composition
<ul style="list-style-type: none"> • A- Currently, the communities we work most closely with are populations that self-identify as coming from Africa (including Angola, Burundi, the Democratic Republic of Congo, Ethiopia, Rwanda, Somalia, and South Sudan), Asia (including Afghanistan and Cambodia), and Haiti. • B - MANA has multilingual employees and 85% are from immigrant communities. <p>Q- With this funding dedicated to outreach and education around Early Intervention, our team will designate some of their time to do the outreach and education through community outreach support groups.</p>
3. Community Engagement
<ul style="list-style-type: none"> • A-P • B-P-Q lack of process
4. Experience Connecting Families to Services
<ul style="list-style-type: none"> • A- P MANA staff are parents and have extensive knowledge through their lived experience. Good to know the team need more training. • B-P – Robust • C-P • D-P
5. Familiarity with Subject Area
<ul style="list-style-type: none"> • A-Q-lack of details

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- P-Q does not provide any proposed programming

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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DATE: 11/30/23

EVALUATOR NAME: Chanbopha Himm

EVALUATOR DEPARTMENT: Maine CDC – OPHE

Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- P- Strong relationship

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:

- a. The position(s) title and total FTE(s);
- b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
- c. The minimum skills and experience needed for each position; and
- d. The roles and responsibilities of all staff involved in this program.

- A-P
- B-P
- C-P
- D-P-Q lack roles and what staff do in program

Part V. Budget Forms and Narrative

- Q-? Budget – Narrative does not match

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity for Community-based Organizations

APPLICANT NAME: Maine Association for New Americans (MANA)

DATE: 11/30/2023

EVALUATOR NAME: Megan R. Swanson

EVALUATOR DEPARTMENT: DHHS/OCFS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Area to be Served: (only choose one Area per application)
<input type="checkbox"/> Greater Portland Region (including Brunswick) <input type="checkbox"/> Lewiston/Auburn Region <input checked="" type="checkbox"/> York County with a presence in <input type="checkbox"/> Biddeford/Saco or <input checked="" type="checkbox"/> Sanford

Part I. Eligibility Requirements	
1. Is the Applicant a Community-Based Organization (CBO) with a minimum of three (3) months experience in the past three (3) years engaging and serving immigrant families with Young Children?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Describe the organization's CBO and its experience engaging and serving immigrant families with Young Children:	
<ul style="list-style-type: none"> Supported more than 5000 first- and second-generation immigrants and their families to increase access to physical and behavioral needs, social services and basic needs Engagement with parent and policy classes, wellness workshops 	
2. Does the Applicant have the ability to provide language services other than English, not using contracted interpretation or translation services?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Select the language(s) the Applicant has the ability to directly provide:	
<input type="checkbox"/> Arabic <input type="checkbox"/> Chinese <input type="checkbox"/> Creole <input checked="" type="checkbox"/> French <input checked="" type="checkbox"/> Kinyarwanda <input checked="" type="checkbox"/> Lingala <input checked="" type="checkbox"/> Portuguese <input checked="" type="checkbox"/> Somali <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Indigenous language(s) (list): <input checked="" type="checkbox"/> Other(s) (list): Kirundi, Swahili, Amharic	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202310219

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Part II. Experience and Community Focus	
1. Community Served	<ul style="list-style-type: none"> • Works most closely with populations that self-identify as coming from Africa, Asia and Haiti • Range from a few days in Maine to several decades • 85% of staff from immigrant communities • Indicate a growing referral population from HMG, collaboration with 10 community organizations, 11 additional health, education and social service programs and organizations • Offers cross cultural consultation for non immigrant agencies • Indicates proposed work in both Biddeford and Saco communities
2. Staff & Leadership Composition	<ul style="list-style-type: none"> • 85% of staff from immigrant communities, 100% of leadership board including Executive Director, program coordinators • Staff fluent in more than 10 languages • MANA team interacts with 85-100 people daily, 65% with young children • Regular presence in hotels and shelters, group and 1:1 support offered
3. Community Engagement	<ul style="list-style-type: none"> • Through current access and delivery of supports (support group and outreach) applicant will embed more information about early intervention • Partner with Maine Families, WIC and HMG to reach more local families • Funding will increase outreach capacity • Use referral system, support groups to gather input • Lacks detail on how organization will incorporate input • Lacks detail on process to solicit feedback
4. Experience Connecting Families to Services	<ul style="list-style-type: none"> • Indicates some training has occurred, more is needed • Indicates organizations expertise lies in outreach to connect immigrant families with young children to services. Outreach to pregnant mothers, NICU families, supports child wellness visits and vision/dental screenings • Indicates transportation program a source of connection and outreach to address health equity as well as community connection • Has a reciprocal referral program with area organizations and partners
5. Familiarity with Subject Area	<ul style="list-style-type: none"> • Indicates some training has occurred, more is needed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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- Indicates a plan for professional development in 2024, lacks detail.

Part III. Proposed Activities

Describe the proposed activities to engage and support parents with Young Children to participate in education, screenings, and needed services.

- Staff Participate in trainings on child development and screenings
- Continue conversation with partners.
- Applicant does not provide information on any new program or initiatives related to development or screening, cites plan to embed education, screenings and needed services into current programs like transportation and wellness program

Describe the organization’s relationship with existing partnerships with service providers, including health providers, other immigrant serving organizations and organizations working with parents and Young Children and how these partnerships will be used to support the proposed activities

- Indicates strong relationships with state and local partners, cites example nine partners serving eight communities/towns/cities
- Indicates 12 Community organization partnerships
- Lacks details on how organization partners with listed partners

Part IV. Staffing and Training

1. Describe the proposed staffing plan for this program, including:
a. The position(s) title and total FTE(s);
b. The type(s) of staff (i.e., Community Health Workers, Outreach Staff, etc.) who will conduct the outreach, education, and referrals;
c. The minimum skills and experience needed for each position; and
d. The roles and responsibilities of all staff involved in this program.

- Indicates two current full time staff who will dedicate 70% of their time
- Indicates both staff are Immigrant community members, multilingual, trained in trauma informed care
- Both staff have over two years experience with community outreach
- Plan to provider development and screening trainings
- Staff Plan lacks detail

Part V. Budget Forms and Narrative

- Uber not an allowable expense

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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- | |
|--|
| <ul style="list-style-type: none">• Q: Transportation cost (gas) not listed under allowable expenses in RFA• Q: Indicates \$2,500 for one month rent in expense detail? |
|--|



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity
for Community-based Organizations

I, Christa Elwell accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFA nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Applications presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Christa Elwell

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Signature

Nov-30-2023

Date



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity
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I, Ana Hicks accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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DocuSigned by:

Ana Hicks

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Signature

Nov-30-2023

Date



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity
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I, Chanbopha Himm accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

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DocuSigned by:

Chanbopha Himm

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Signature

Nov-30-2023

Date



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202310219

RFA TITLE: Improving Access to Early Intervention Services Grant Funding Opportunity
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I, Megan Swanson accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

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DocuSigned by:

Megan Swanson

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Signature

Nov-30-2023

Date