

Invitation for Proposal 2021-HCS-5000 Scoring Rubric
Title: Best Practices in Case Management
Internal Evaluation Form

Summary Score Sheet					
	Maximum Raw Score Possible		Weight Factor	=	Maximum Points Possible
1.1 The proposal clearly indicates an understanding of the need and purpose of the project.	5	X	2	=	10
2.1 The offeror has relevant experience in project management	5	X	1	=	5
2.2 The offeror has relevant experience in collaborating and facilitating diverse stakeholder groups including individuals with I/DD and their families	5	X	2	=	10
2.3 The offeror has relevant experience in instrument construction, research, and writing reports	5	X	2	=	10
2.4 The offeror has relevant experience in implementing a practice state-wide	5	X	1	=	5
2.5 The work plan submitted with the proposal provides specific details of proposed plans for implementing the scope of work, including timelines and identification of staff who will perform and provide oversight for the scope of work within the Best Practices in Case Management Work Plan Template.	5	X	4	=	20
3.1 The proposal includes a proposed line item budget, accompanied by a detailed budget narrative.	5	X	1	=	5
3.2 The budget narrative explains and demonstrates that each entry on the line item budget sheet is allowable, reasonable, and necessary.	5	X	2	=	10
3.3 The budget and budget narrative present a cost-effective funding level for achieving the purpose of the project.	5	X	1	=	5
3.4 The budget fully addresses the scope of work.	5	X	2	=	10
4.1 References checked support items above.	5	X	2	=	10
TOTAL:			100		