

ATTACHMENT E:
STATE PRIMARY CARE GRANTS PROGRAM APPLICATION REVIEWER SCORE SHEET AND CRITERIA
Please aware that this criteria may be changed or modified at any time.

Name of Project: _____ Name of Agency: _____ Type: - Dental - Mental Health - Primary Care - County(ies) Served: _____		Total Points Possible	Total Points Awarded
REVIEWER SUMMARY SCORE SHEET			
Primary Care Ranking			
a. To what extent is the project providing primary health care services?		0-2 points	
Narrative Question #1 - Summary Paragraph Describing the Parent Agency			
a. Applicant describes the parent Agency of the proposed project.		0 points	
Narrative Question #2 - Target Population			
a. Applicant describes the population being served by Project, as well as the population's need for the proposed service(s).		0-3 points	
Narrative Question #3 - Objectives (also review Proposed Project Services to be Provided sheets and Proposed Project Projections forms, Item #1 and Item #2)			
a. Are objectives doable, appropriate?		0-4 points	
b. Are objectives measurable?		0-1 points	
c. Proposed number of users and encounters are realistic, attainable.		0-2 points	
d. Is the Proposed Project providing comprehensive primary health care services?"		0-6 points	
Narrative Question #4 - Evaluation/Quality Review			
a. Did applicant provide information on their evaluation/quality review program for the proposed project?		0-2 points	
Narrative Question #5 - Innovation			
a. Did applicant describe innovative aspects of the proposed project?		0-3 points	
Narrative Question #6 - Collaboration			
a. Applicant demonstrates collaborative efforts to achieve objective(s).		0-3 points	
Narrative Question #7 - Sustainability of Funding			
a. Did applicant provide a plan of financing for the target population; and evidence of other sources of funding for the proposed project?		0-3 points	
Narrative Question #8 - Budget Narrative (also review Proposed Project Summary Sheet)			
a. Do funding categories relate to proposed project needs, and are they reasonable and cost-effective?		0-4 points	
Question #9 - Users by Income Level (review Proposed Project Projections forms, Item #3)			
a. To what extent are the projected users at a low income level?		0-4 points	
Question #10 - Users by Insurance Status (review Proposed Project Projections forms, Item #4)			
a. To what extent are the projected users uninsured or under insured?		0-3 points	
Question #11 - Users by Race/Ethnicity (review Proposed Project Projections forms, Item #5)			
a. To what extent are projected users representative of under served races/ethnicities?		0-1 points	
Question #12 - Is the Project Agency located in Rural Utah?			
a. Is the Project Agency located in Rural Utah?		0 or 2 points	
Question #13 - For Utah Department of Health Review Only: Was the Applicant Agencies Prior Year Progress Reports Accurate, Concise, Responsive to All Reporting Requirements, and Prompt?			
a. To what extent was the Applicant Agency compliant with Reporting Requirements in prior year?		0-6 points	
Total Points		49 possible points	

Primary care is defined as basic and general health care services given when a person seeks assistance to screen for or to prevent illness and disease, or for simple and common illnesses or injuries; and care given for the management of chronic diseases (Ch. 26-18-301(2)).

Equipment is defined as capital equipment costing \$1,000 or more; has a life span of three years or more; is non-expendable material; is not consumed; and/or a group of items costing less than \$1,000 each, when combined make up one functional unit with a combined cost of \$1,000 or greater is considered one piece of equipment (e.g. microscope components). Equipment is not eligible for funding under the Program.

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DETAILED CRITERIA FOR REVIEWER SCORING

Primary Care Ranking		
0 points = Project does not provide primary health care - Project is not eligible for funding. 1 point = Project is providing a mix of primary and non-primary care 2 points = Project is clearly primary health care	0-2 points	
Narrative Question #1 - Summary Paragraph Describing the Parent Agency		
a. Applicant describes the parent Agency of the proposed project. Response required to help reviewer better understand the Agency. (No determination criteria.)	0 points	
Narrative Question #2 - Target Population		
a. Applicant describes the population, as well as the population's need for the proposed service(s). (Three determination criteria: Geography, Cultural Barriers, and Lack of Other Sources of Care described.) 0 points = Poor or no description of the population to be served, poor or no determination criteria support the need for the project. 1 point = Description of population to be served included. One determination criteria clearly support the need for the project. 2 points = Good description of population to be served. Two determination criteria clearly support the need for the project. 3 points = Good description of population to be served. All three determination criteria clearly support the need for the project.	0-3 points	
Narrative Question #3 - Objectives (also review Proposed Project Services to be Provided sheets and Proposed Project Projections forms, Item #1 and Item #2)		
a. Are objectives doable, appropriate? (Four determination criteria: Clarity of objectives, are objectives doable [yes or no], are objectives realistic [yes or no]) 0 points = No objectives described. 1 point = Objectives are poorly written. 2 points = Objectives are well written. 3 points = Objectives are well written and two or more objectives meet at least one determination criterion. 4 points = Objectives are well written and two or more objectives meet all determination criteria.	0-4 points	
b. Are objectives measurable? (yes or no) 0 points = No 1 point = Yes	0-1 points	
c. Proposed number of users and encounters is realistic, attainable. (Reviewers confidence level in reviewing project attainability.) 0 points = Not confident that project is realistic, attainable. 1 point = Confident that project is realistic, attainable. 2 points = Highly confident that project is realistic, attainable.	0-2 points	
d. Is the Proposed Project providing comprehensive primary health care services? 0 points = Only preventive services including educational. 2 points = Acute care and preventive services. 4 points = Chronic care, acute care, and preventive services. 6 points = Any of the following: emergency, 24 hour coverage, mental health crisis intervention coverage, PLUS chronic and acute care.	0-6 points	
Narrative Question #4 - Evaluation/Quality Review		
a. Did applicant provide information on their evaluation/quality review program for the proposed project? (Two determination criteria: has an existing program in place [yes or no] or is in process of creating a program for this project [yes or no].) 0 points = Agency does not have an evaluation/quality review program. 1 point = Agency will create and implement an evaluation/quality review program for the proposed	0-2 points	

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project. 2 points = Agency has an existing evaluation/quality review program for the proposed project.		
Narrative Question #5 - Innovation		
a. Did applicant describe innovative aspects of their proposed project? (Three determination criteria: New or different approach, effective [yes or no], efficient [yes or no].) 0 points = Project is not innovative or new. 1 point = Project is innovative and meets at least one determination criterion. 2 points = Project is very innovative and meets at least two determination criteria. 3 points = Project innovative aspects are highly likely to succeed and meet all determination criteria.	0-3 points	
Narrative Question #6 - Collaboration		
a. Applicant demonstrates collaborative efforts to achieve objective(s). (Two determination criteria: Number of partners and description of collaboration.) 0 points = No collaboration. 1 point = One partner, and collaboration described. 2 points = One to two partners, and collaboration well described. 3 points = Three or more partners, and collaboration well described.	0-3 points	
Narrative Question #7 - Sustainability of Funding		
a. Did applicant provide a plan of financing for the target population (i.e. if State Primary Care Grant funding were no longer available); and evidence of other sources of funding for the proposed project? (Two determination criteria: Description of sustainability and evidence of other sources of funding.) 0 points = Not sustainable. 1 point = Possibly sustainable. 2 points = Probably sustainable, and provided evidence of other sources of funding. 3 points = Definitely sustainable, and provided evidence of other sources of funding.	0-3 points	
Narrative Question #8 - Budget Narrative (also review Proposed Project Summary Sheet - Page 4)		
a. Do funding categories relate to proposed project needs, and are they reasonable and cost-effective? (Three determination criteria: Costs relate to projects needs, costs are reasonable, and project is cost effective.) <u>Combined points for score:</u> 0 points = Project meets none of the criteria. 1 point = Project is cost effective. 1 point = Project costs are reasonable. 2 points = Project costs relate to Project needs are described.	0-4 points	
Question #9 - Users by Income Level (review Proposed Project Projections forms, Item #3)		
a. To what extent are the projected users at a low income level? (Determination criteria: populations served at 100% or below and/or 101 to 200% of federal poverty level.) 0 points = Populations served are not at low income level OR applicant provided no information. 1 point = 30% of population served are 100% or below and/or 101 to 200% of federal poverty level. 2 points = 31 to 49% of population served are 100% or below and/or 101 to 200% of federal poverty level. 3 points = 50% or more of population served are 100% or below and/or 101 to 200% of federal poverty level. 4 points = 75% or more of population served are 100% or below and/or 101 to 200% of federal poverty level.	0-4 points	
Question #10 - Users by Insurance Status (review Proposed Project Projections forms, Item #4)		

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