



**Human Services Commission Evaluation Criteria for  
Review of Housing and Human Services Grant  
Program (HHSG) Applications for FY 2022/23**

**A) NEED**

1. There is a need for this activity/service.
2. The need has been clearly identified.
3. The data/information supplied by the agency shows how this activity/service will address the need.
4. The activity/service prevents or alleviates an identified problem.

**B) BENEFIT**

1. The applicant demonstrates clearly the number of Pleasanton residents who will benefit from the activity/service in relation to the level of funding requested from the City of Pleasanton.
2. The beneficiaries are an appropriate target group (lower income residents, handicapped, elderly, youth, etc.)
3. The funding of this activity/service benefits low and very low income (rather than moderate income) residents. Greater consideration will be given to agencies which serve individuals from the lowest income categories.
4. The activity/service benefits deteriorated neighborhoods.

**C) ORGANIZATION**

1. The agency has an established track record of good performance.
2. The agency is accountable for its programs.
3. The agency's goals for this activity/service are realistic and achievable.
4. The agency's overall guiding philosophy is consistent with this activity/service.
5. The agency collaborates with other non-profits and has a broad base of community support.
6. The agency's staffing is qualified and adequate to provide this activity/service in a timely manner.
7. The application is complete (in accordance with the application checklist provided)

#### **D) FUNDING**

1. The request will provide lasting improvements and/or effects.
2. The request will maintain an existing activity/service that is in jeopardy.
3. The request will not supplant other funding already available but will enhance or initiate an activity/service.
4. The requested funds achieve an impact on the need.
5. The requested amount is commensurate with the expected accomplishment(s).
6. The cost per beneficiary is reasonable.
7. The activity/service is cost-effective.
8. The effectiveness of the activity/service can be measured using well-defined performance measures that are clearly stated in the application.

#### **E) ALTERNATIVE FUNDING SOURCES**

1. The agency has been successful in obtaining supplemental on-going funding from other sources for its activities/services.
2. When appropriate, the agency charges a fee and/or produces other income that may be used to support this activity/service.
3. The agency contributes to this activity/service.
4. There is evidence that the agency is receiving private and/or community financial support.

#### **F) NECESSITY OF CITY FUNDING**

1. City funds are critical to carrying out this activity/service.
2. This activity/service is appropriate for City funding.
3. The activity/service reduces demands on other City resources.
4. There are no alternative funding sources.
5. There are no alternatives available that are less expensive.

#### **G) CONSISTENCY WITH CITY HOUSING AND COMMUNITY DEVELOPMENT POLICIES**

1. HUD [Alameda County HOME Consortium] Consolidated Plan
2. General Plan Housing Element
3. Tri-Valley Human Services Needs Assessment (2011), Strategic Plan (2014-16), and Strategic Plan Update (2018-2022)

## **H) HUMAN SERVICES COMMISSION PRIORITIES**

1. The project prioritizes the “core services” identified in the adopted “2011 Human Services Needs Assessment” (dental care, primary health care, mental health, food/nutrition, housing activities).
2. The project takes into consideration transportation (e.g., incorporates or anticipates how clients will access the proposed programs or activities).
3. The project is innovative and demonstrates service coordination and collaboration.
4. The agency has registered with Alameda County 2-1-1 and Ptownlife.org.