

## NARRATIVE SCORING

<p><b>25 % of Your Score</b></p>	<p><b>Project Description and Budget:</b> What you are requesting funding for, including budget descriptions of the major budget items, i.e., personnel, equipment, contracts, etc.?</p> <ul style="list-style-type: none"> <li>• Who are you?</li> <li>• Where are you located?</li> <li>• What is your identified risk/problem?</li> <li>• What is your solution/remedy?</li> <li>• Explain how the users of each piece of equipment purchased with the grant either are, or will be, sufficiently trained to use the equipment.</li> <li>• What laws and standards will be complied with?</li> <li>• Applicants who do not ensure their active firefighters are at NFPA 1001 or equivalent may not receive funding so explain it in detail.</li> <li>• How much will it cost? (<u>you must show your detailed budget</u>)</li> <li>• Why it is the best choice to solve the problem?</li> </ul>
<p><b>25 % of Your Score</b></p>	<p><b>Financial Need:</b> Why can't this project be funded solely through local funding resources?</p> <p>Each year we see that financial need typically receives the lowest score of the four elements. Applicants do not seem to put as much effort into this aspect of their application.</p> <ul style="list-style-type: none"> <li>• Providing a description of how you have attempted to fund your needs previously will demonstrate a continuing need and financial shortfall.</li> <li>• Increases in responsibility and/or population that could affect finances.</li> <li>• Justify the need for outside assistance.</li> <li>• Specifically what is the root cause of your need for Federal financial assistance?</li> <li>• List what you have been able to fund and what you have not.</li> <li>• Briefly describe your <u>income compared to your expenses</u> to illustrate your current funding deficiencies.</li> <li>• List any strategies you have initiated to increase or maintain funding levels.</li> <li>• What are the future prospects for revenue income?</li> <li>• What services or operations can you not fund?</li> </ul>
<p><b>25 % of Your Score</b></p>	<p><b>Cost/Benefit:</b> What will be the benefits your department or your community will realize if the project described is funded? What would be the consequences if the project is not funded?</p> <ul style="list-style-type: none"> <li>• Very expensive and infrequently used items generally earn low cost/benefit scores but could be justified based on the benefits that could be realized when used.</li> <li>• Divide the cost of the item by the number of citizens that will benefit over the lifetime of the equipment item. (\$1.52 per citizen)</li> <li>• Real examples describing the consequences of not funding your grant would be valuable.</li> <li>• Describe what will change as a result of funding your grant.</li> <li>• How will the impact of the grant be increased or leveraged (shared with other communities, agencies etc.)</li> <li>• How was cost of the grant controlled? Bids, seeking innovative solutions?</li> <li>• How often will the new resource be put to use?</li> <li>• Interoperability</li> <li>• Describe firefighter and citizen safety benefits if awarded.</li> </ul>

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<p><b>25 % of Your Score</b></p>	<p><b>Statement of Effect:</b> How would this award affect the daily operations of your department and how would this award affect your department’s ability to protect lives and property in your community?</p> <ul style="list-style-type: none"> <li>• How will tactical operations improve?</li> <li>• What basic services will improve (firefighting, EMS, extrication etc.)?</li> <li>• How will firefighters safety be effected and to what extent?</li> <li>• Asking for equipment that will be used on every alarm is good. Equipment that will be used rarely is bad.</li> </ul> <p>For example, “Funding this training program will facilitate our ability to provide basic EMS care to the thirteen thousand citizens of our community by December 31, 2010.”</p>
<p><b>100 Points</b></p>	<p><b>(perfect score)</b></p> <p>If you get past the computer screening, <b>Technical Evaluation Panels (TEPs)</b> are provided guidelines to use when evaluating the following four elements of each application narrative: clarity of the proposed project, including budget detail; financial need; the cost benefits; and the specific out comes that would result if the grant were awarded. The TEPs consider all expenses budgeted, including administrative and/or indirect, as part of their cost benefit review.</p> <p>Each application is reviewed in its entirety and compared against established evaluation criteria, not against other applications.</p> <p>At least three members of the TEPs independently score the four elements of each narrative, consider answers to the general and activity-specific application questions, and discuss the merits/shortcomings of the application in order to reconcile any major discrepancies; however, a consensus on the score is not required.</p> <p>The total overall scores of the three TEPs are added together, and then divided by the number of members evaluating (3) the application to arrive at the final score from 0 - 100 points.</p> <p>Applications are ranked, starting with the highest numeric score (100). The highest scoring applications are then reviewed by USFA to resolve any questions or outstanding issues the TEPs might have raised.</p>