

Scoring Rubric

Grant scoring is based on five key categories: *organizational capacity, program design, program site(s), sustainability plan, and document uploads*. Each category carries a maximum point value. Applications are peer-reviewed by a panel of experts in children’s services, who evaluate submissions using a sliding scale from Exemplary to Insufficient. Funding recommendations are determined by the cumulative scores assigned by the reviewers. The maximum number of points a proposal may earn is 105 points. Points will be awarded for each section of the proposal narrative as follows:

Categories	Point Value	Scoring Considerations
Organizational Capacity	20 pts	<ul style="list-style-type: none"> Clearly stated mission and goals (5 pts) Currently offers well-attended programming (5 pts) Organizational capacity to administer proposed program (5 pts) Organizational presence in the community to be served (5 pts)
Program Design	35 pts	<ul style="list-style-type: none"> Program is clearly described and is beneficial to the target population (5 pts) Clearly stated location of programming and a plan to overcome transportation barriers (5 pts) Staff to student ratio adheres to the grant requirements (5 pts) Recruitment and retention of participants is doable (5 pts) Justification of community need or benefit to the community (5 pts) Core Category, Program Type, and Enrichment Categories align with the overall program description (5 pts) Ability to implement a structured curriculum while accurately collecting and maintaining all required data (5 pts)
Site Information	10 pts	<ul style="list-style-type: none"> Program has clearly identified a site (or sites) designated for service delivery (5 pts) Site (or sites) can safely accommodate proposed programming (5 pts) (Not Scored) If applicable, a MOU has been uploaded
Sustainability Plan	10 pts	<ul style="list-style-type: none"> Organization provided a financial sustainability plan, detailing how they will maintain services beyond ECT funding (5 pts) Local contributions, fundraising efforts, and other initiatives that demonstrate the organization’s ability to achieve success (5 pts)
Document Uploads	25 pts	<ul style="list-style-type: none"> All required documentation has been uploaded and is up to date (5 pts) Community endorsements clearly demonstrate the need and strong support for the program (5 pts) Application budget (15 pts) <ul style="list-style-type: none"> Budget request is in line with the Bright Pathways cost per participant Line-item, amount requested, and justification is reasonable Line-item justification is detailed and clearly states the use of the amount requested Sub-contractor budgetary request fits within the parameters of their responsibilities No erroneous line items, good stewards of public funding
Bonus Points	10 pts	<ul style="list-style-type: none"> Programming serving residents in the Century, Warrington/Navy Point, Beulah, and Ensley/Ferry Pass neighborhoods. (5 pts)

		<ul style="list-style-type: none"> Secondary (Middle and High School) Education Levels (5 pts)
Total Points	110 pts	<ul style="list-style-type: none"> Each scoring category is scaled between: <ul style="list-style-type: none"> Exemplary (max points awarded) – Applicant addresses all scoring considerations. Reviewer has a clear understanding of the information presented in relation to each category Insufficient (zero points awarded) – Application is not complete or does not fit in with the Bright Pathways grant’s framework. The reviewer is unable to grasp the intent of the applying organization or is unsure of the organizations ability to execute the proposed program.

6.9 Instructions for Submitting a Response to the RFP

Proposals must be submitted electronically through SAMIS no later than 3:00 PM CST on April 10, 2026.

Prepare

- RFP Information Session/Proposer’s Conference:** Virtual and in person, February 18, 2026 at 1:00 PM CST via Zoom (location at ECT offices on the Pensacola State College campus, 1000 College Boulevard, Building 26, 2nd Floor, Room 189)
- Office Hours:** There will be “RFP open office hours” offered via Zoom. Anyone interested in the RFP and in submitting a proposal may submit questions to Info@EscambiaChildrensTrust.org. Attendance at the office hours is not required in order to submit a proposal. Preliminary answers will be provided orally for questions asked during the office hours. Final, definitive answers will be posted in writing on the ECT Bright Pathways landing page. Once finalized, information about office hours will be posted on the RFP landing page, available at <https://escambiachildrenstrust.org/rfp-2026-01/>, at least seven days in advance.
- RFP Expectations:** Proposers should take time to review and understand the RFP in its entirety.
- Collaborative Proposals:** Collaborative proposals, in which two or more entities partner to apply together, are encouraged. Entities may participate in more than one collaborative proposal. collaborative proposals can include:
 - Lead Agency: ECT can enter into a contract with only one partner of a collaborative proposal. Therefore, a collaborative proposal must identify one entity as the Lead Agency that will be the contracting party with ECT. The Lead Agency should be the proposer.
 - Partners: Partners must be committed to a role in carrying out the contract services and will be compensated for that role. Collaborative proposals must attach a signed letter of commitment from each Partner that details and agrees to their role in the Contract Services.

Submit

- SAMIS:** Proposers must use SAMIS to submit a completed proposal, including all required uploads, by the deadline of 3:00 PM CST on April 10, 2026 to be considered for review. If a Proposal is late, it will be rejected and will not be presented to the Grants Committee (as described in Section 5) for review and scoring.
 - Proposers will receive a notification from SAMIS acknowledging receipt of their Proposal. If a Proposer does not receive this notification within 48 hours of submitting their Proposal, please contact: Info@EscambiaChildrensTrust.org.
- How to Contact ECT about this RFP and RFP Communications:** If you have any questions about this RFP, please email us at Info@EscambiaChildrensTrust.org.
 - All content-related questions must be emailed by the questions deadline.
 - You may submit technical or logistical questions at any time, even after the questions

deadline.

- All information about the RFP, including answers to all content-related questions and any changes or amendments, will be posted at our Bids & RFPs website at <https://escambiachildrenstrust.org/rfp-2026-01/>. Please check this website regularly for answers to questions, additional information and changes to the RFP or the RFP process.
- The last Q&A and website update for this RFP will be addressed by April 3, 2026 at 5 PM CST. We will make every effort not to post any new information after this time; however, we reserve the right to post new information in emergency circumstances.
- ECT will be available for technical assistance questions through April 9, 2026 at 12 PM CST