



TEMPE
Community
Council

Agency Review **Pre-Application Training**



HUMAN SERVICES FUNDING 2022-23

Housekeeping

- **Welcome**
- **All lines are muted**
- **Please use the chat function to ask questions throughout the session**
- **These slides in PDF form and recording will be posted to our website**
- **<https://www.tempecommunitycouncil.org>**

Agenda



- Thank you & Introductions
- Timeline
- Agency Review Overview
- Funding Forecast & Priorities
- Performance Measures
- ZoomGrants Overview
- Questions

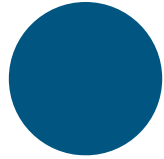


Timeline

City of Tempe Human Service Funding FY 2022/23 AGENCY REVIEW TIMELINE

DATE	TIME	TASK
Thurs, November 4, 2021	3:00–5:00pm	Pre-Application Grant & Technical Training ZOOM Organizations interested in applying for funds should attend the required orientation. If you have scheduling conflict, contact us. Contact: Kim_VanNimwegen@tempe.gov for a ZOOM invitation or more information.
Thurs, November 11, 2021	9:00am	COT Human Services Application Open in ZoomGrants
Fri, December 10, 2021	Before 4pm Arizona Time	COT Human Services Proposals Due in ZoomGrants
Tues, March 1 – Fri, March 4, 2022 AND Tues, March 15 – Fri, March 18, 2022 (agency specific dates TBD)	TBA	Agency Interviews Tempe Community Council – Hatton Hall, 34 E. 7 th Street, Tempe or by ZOOM virtual meeting
Mon, March 28, 2022	9:00 – 3:00pm	Consensus Meeting (Community Impact Volunteers Only)
Wed, April 6, 2022	TBA	Review recommendations at TCC Board Meeting
Week of April 14 (tentative)		City of Tempe Budget Review begins. Departments make individual presentations to Council.
Thurs, April 21, 2022 (tentative)		Recommendations presented to City Council
Thurs, June 23, 2022 (tentative)		City of Tempe final budget approval
Fri, July 1, 2022		Agencies officially notified of City allocations

Why Agency Review?



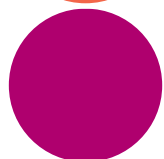
Connecting those in need to those that care



Council-initiated community-driven process since 1985



Agencies providing high quality services



Citizens recommend funding, engage in human service solutions and give back through interest, time and generous donations



Quality of Life

Tempe City Council Strategic Priority 3.10

Ensure that agencies who receive human service grants from the City, achieve their performance goals related to homeless, youth, domestic violence, working poor, seniors, and individuals with disabilities.



TCC and City of Tempe Partnership

Tempe Community Council	City of Tempe
Agency Review	CARE 7
Don Carlos	Community Supervision
Youth & Families – Threadz, Teen Triple Parenting, Open Horizons	Family & Community Support
Tempe Coalition	Family Justice Commission
Tempe Community Foundation	Homeless Solutions
Tempe Vita Tax Site	Housing Services
Community Resources/Non-profit Partners	Veterans/Military Resources

Minimum Agency Requirements



501(c)3 Status



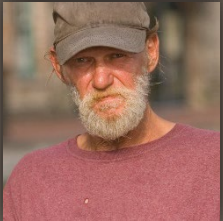
**Human Services
Focused**



**Serve Tempe
Residents**

Target Populations

2022-2023 Community Needs Assessment PRIORITIES RESULTS in Progress



Homeless



Working Poor



Youth



Sexual and
Domestic Abuse



Individuals with
Disabilities



Older Adults

Agency Review

Volunteer Info

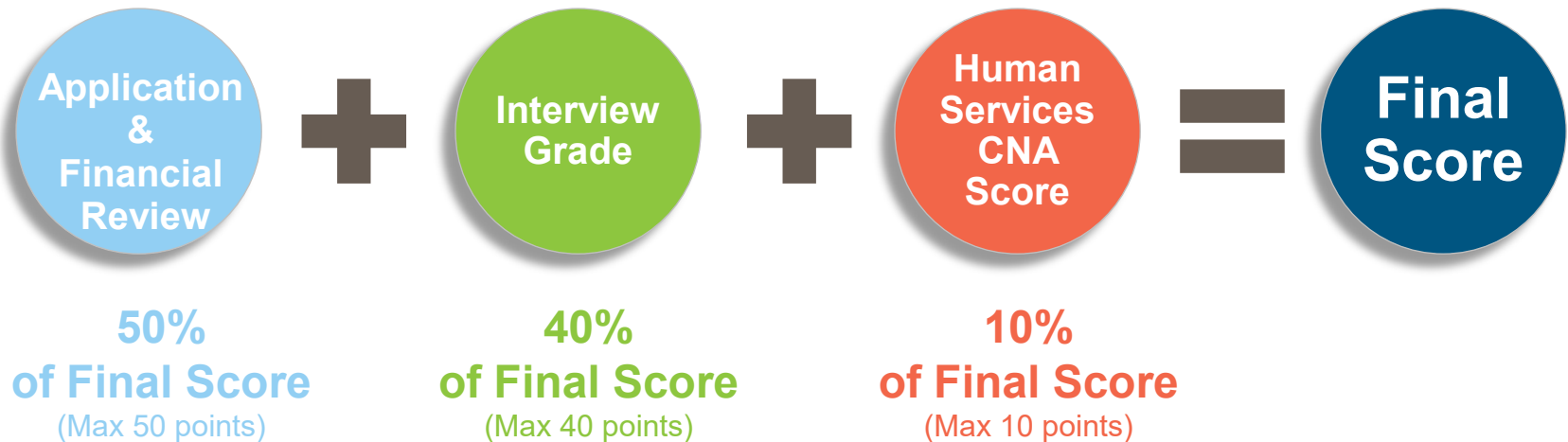
- Live/Work in Tempe
- Attend Orientation/Training
- Confidentiality/Conflict of Interest Contract

Read/Score/Interview

Initial Recommendations

- Written Proposal
- Interview
- Composite Community Input

Scoring Criteria



Community Needs Assessment

Homelessness
Working Poor
Children and Youth
Sexual and Domestic Violence
Survivors
Individuals with Disabilities
Older Adults

Evaluation Criteria - Sample

	Proposal Evaluation Categories
1	Management
2	Services/Program Design
3	Performance Outcomes & Indicators
4	Budget
5	Interviews
6	Accessibility for Tempe clients
7	Serves a significant number of Tempe clients respective to the needed service
8	Amount requested is reasonable for the clients and impact projected.

Funding Sources



City of Tempe General Funds
Together Tempe
Display Panel Revenue
Voluntary Water Utility Customer Donations

Approximately \$1,100,000

ZoomGrants

ZOOMGRANTS INFORMATION

Click on or copy and paste this link into your browser in order to [access the 2021-2022 City of Tempe Human Services Grant application](https://zoomgrants.com/zgf/Tempe%20Community%20Council/City%20of%20Tempe%20Human%20Services%20Grant%202022-2023):

New Link will Open on November 11th

[https://zoomgrants.com/zgf/Tempe Community Council/City of Tempe Human Services Grant 2022-2023](https://zoomgrants.com/zgf/Tempe%20Community%20Council/City%20of%20Tempe%20Human%20Services%20Grant%202022-2023)

Technical Questions?

- Search for a quick answer at [ZoomGrants University](https://help.zoomgrants.com) (help.zoomgrants.com)
- Contact ZoomGrants Technical Support at **866.323.5404 Ext. 2** or email questions@zoomgrants.com.

New ZoomGrants™ Account

Email

Password

First Name

Last Name

Account Type

New Account

- Password must be 8-16 characters and contain at least 1 letter and 1 number.
- We do not sell or rent your personal information to anyone. Ever.



ZoomGrants

Helpful Online Links

- [Setting Up Your ZoomGrants Application Account and Creating Applications](#)
- [ZoomGrants Tech Tips for Applicants](#)
- [ZoomGrants Tech Tips for Grantwriters](#)
- [Application Owners, Collaborators, and Additional Contacts](#)
- [Gaining Account Access \(What To Do If Applicant Contact is no longer with Organization\)](#)
- [Change or Reset Applicant Account Email Address or Password](#)



Application - Budget

- Program Budget for all
- Agency Budget for those requesting more than \$10,000
- Budget narrative

Application

Compliance Documents

- Human Services Agency Review Policy and Procedures
- Board of Directors Roster
- 501c3
- 990
- Audit
- Management Letter/Auditor Recommendation
- Balance Sheet
- Financial Review Worksheet
- List of Assurances
- Certification Form
- Photo of Services

Application

What's new/highlighted once again in 2022

- Equity, diversity, and Inclusion- scored
- Performance Measures (Must follow the template)
- Community Needs Assessment scoring
- Past performance and collaborative cooperation



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Agency Review

Pre-Application Training: Performance Measures



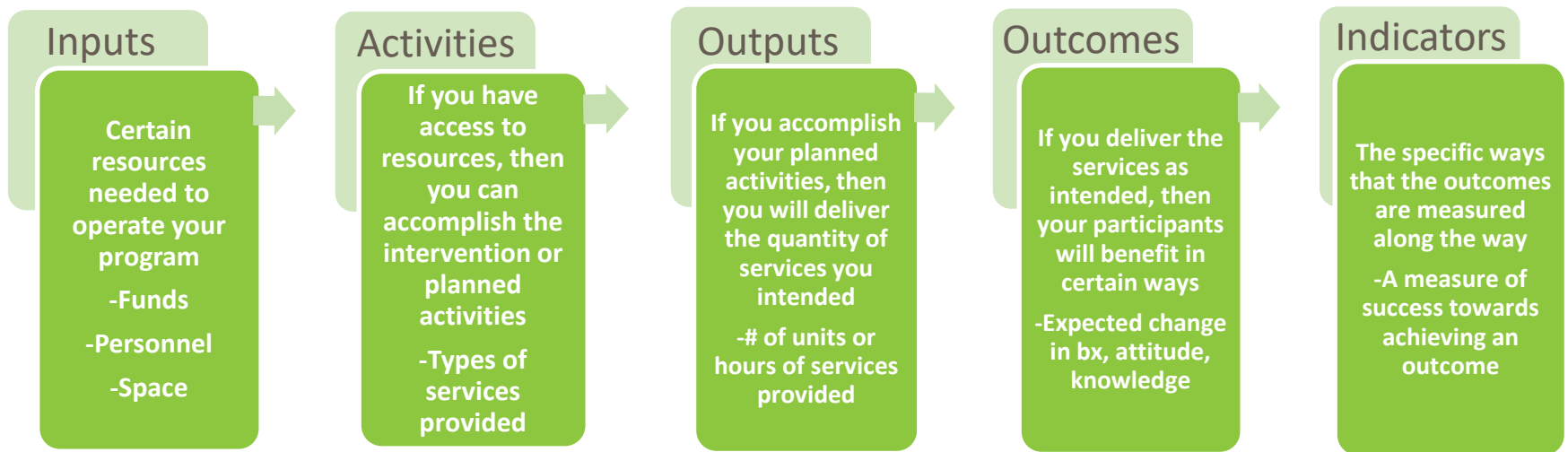
HUMAN SERVICES FUNDING 2022-23

Goals, Outcomes, and Indicators

	Definition	Example
Goal	An aspirational “big picture” statement about what you hope to achieve with this program.	Our goal is to alleviate food scarcity for seniors in Tempe.
Outcome	A specific statement about the changes you expect to make in pursuit of this goal and how many people you intend to reach in the fiscal year.	90% or 90 participants aged 60-85 will have increased food sufficiency.
Indicator	The way that an outcome can be measured which indicates success towards the outcome. There may be multiple indicators per outcome.	80% or 80 Tempeans aged 60-85 will report having had at least 2 meals per day in the last month, as measured by a survey administered every 3-months.

Outcome Measures

Thinking of logic models as a series of *If...Then* statements



Outcome statements are created from your intended outcomes on your program logic model. They are written as a change in **behavior, attitude, knowledge, skill, status, or condition** as a result of your services.

Writing Outcomes

Essential Components of an Outcome Statement



- ✓ % of Tempe participants
- ✓ # of Tempe participants
- ✓ Type of participants
- ✓ Direction of change
- ✓ Type of change
- ✓ Area of change

"85% or 50 elementary school youth will increase their knowledge of healthy eating habits"

Indicators

- Similar format as outcome statements
- Specific, quantifiable, and based on data that will be available
- Track a program's success on the defined outcomes
- Focus on how success is defined and measured
- Includes a method of data collection
- There are often multiple indicators for one outcome statement

<u>Outcome</u>	<u>Indicators</u>	<u>Relevant Clients for the Indicator</u>	<u>Performance Target</u>	<u>Data Source</u>	<u>Methods</u>
Youth in the Norwich Youth Club will improve their school grades.	Of youth participants who attend at least 5 sessions, the #/% who get at least a C in English, Math, Soc. Studies & Science	A participant is any youth in Grades 3-5 who attends at least 5 Homework Helper sessions during the school year	80% of youth participants	Grades are taken from the participants report cards. Parent permission on annual enrollment form.	Report cards copied on each 9 week reporting day. Incentives used. Baseline grades are from 1 st report card. Year end report from last report card. Grades are entered into client database by Program Manager within 2 weeks.

“80% or 20 youth who attended at least 5 sessions will achieve a C or above in English, Math, Social Studies, and Science courses, as measured by report cards collected every 9 weeks.”

Writing Indicators

Essential Components of an Indicator



- ✓ % of Tempe participants
- ✓ # of Tempe participants
- ✓ Type of participants
- ✓ Direction of change
- ✓ Success defined
- ✓ Data collection method
- ✓ Time bound

"On the final day of the program, 85% or 50 elementary school youth who attend at least 3 of the 5 program sessions will achieve a score of at least 75% on the Healthy Habits test, as measured by test scores recorded by facilitators."

Example A

Goal

The goal of providing in-home services is to help empower older adults and adults with disabilities to remain at home as long as possible.

Outcome

90% or 13 adults with disabilities will improve their ability to remain in their home safely.

Indicator

90% or 13 clients served will report fewer or no in-home falls on the 3-month post-feedback survey.

Example B

Goal

Our goal is to ensure that people living with dementia and their care partners have the most up-to-date information regarding diagnosis, treatment, and ongoing care planning available.

Outcome

80% or 20 participants receiving services from support groups or case management will increase their knowledge about dementia and Alzheimer's disease.

Indicator

Successful completion of the outcome will be determined by participant self-reports on agency provided satisfaction surveys (CSQEI) and will be indicated by 80% or 20 participants reporting a score of "Agree" or "Strongly Agree" on a likert-type, five-point scale. Surveys are distributed to participants on a quarterly basis.

Logic Models

Helpful Online Links

- [A Guide to Developing and Outcome Logical Model and Measurement Plan](#)
- [Logic Models: A Beginner's Guide](#)
- [Templates, Examples, Bibliography](#)

Reporting Requirements

Quarterly Reports

- **Considered in scoring**

Site Visits

- **Considered in scoring**

Technical Assistance

Clarify Application Requirements

Kim Van Nimwegen

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480.858.2303

ZoomGrants Navigation/Technical Issues

questions@zoomgrants.com

1.866.323.5404, Ext. 2

Application Deadline

December 10, 2021 by 4:00pm (Arizona Time)

Deadline: December 10, 2021

Questions?

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