

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	15th Judicial Circuit CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$17,986.92

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	5	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	20	Some sections are vague and could be expanded to include more detailed information on the services provided.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	8	Application is missing the number of volunteers/hours and recognition activities
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	2	The actual metrics being measured are unclear.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	9		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	20	<p>The budget narrative is unclear about whether the annual salary was already deducted by 25%.</p>	
Total Score							81	

MO DSS VOCA Proposal Scoring Instructions

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Application Information	
Organization Name:	15th Judicial Circuit CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$17,986.92

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/9/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The total number of victims served is larger in the form than what was indicated in the application; however, the application instructions were unclear.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	7	The service population was vague. The application speaks to how crime victimization status is determined and overall foster rates in MO, but is not specific to the region in which these services will be provided.
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	21	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	The application does not include recognition activities.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	1	The application does not list the metrics used, but rather calculates the value / number of direct service hours to child victims.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	8	<p>It is unclear if the annual salary listed is 100% of the staff member's salary or 75%.</p>	
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	18	<p>The budget narrative is unclear about whether the annual salary was already deducted by 25%</p>	
Total Score							70	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	37th Judicial CASA
Project Name:	37th Judicial CASA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$52,400.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
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VOCA Volunteer Waiver Request	N/A	

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<b>Agency Description</b>	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Service Population</b>	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Project Description</b>	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	22	
<b>Volunteers</b>	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
<b>Outcome Measures</b>	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	7		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	16	<p>There were some budget miscalculations for salary.</p> <p>Formulas were not provided.</p>	
Total Score							80	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	37th Judicial CASA
Project Name:	37th Judicial CASA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$52,400.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/4/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The number of clients served is double the amount noted in the application, and the number of clients is the same as the number of services provided.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	10	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

<p><b>Budget Form</b></p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>7</p> <p>The salary and benefits for the Program Coordinator were not reduced by the percentage of VOCA time (50%). Therefore, the total amount for the 6-month period should be \$46,500.</p>
<p><b>Budget Narrative</b></p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>15</p> <p>Calculations were not provided, except for match.</p>
<p>Total Score</p>						<p>78</p>

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Butler County Community Resource Council		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$30,385.21		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	5	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	19	Most sections are adequately addressed to meet minimum requirements, but more detail regarding service provision is needed.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	20	Request includes \$210 for food to be offered during trainings.	
Total Score							85	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Butler County Community Resource Council		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$30,385.21		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/10/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	5	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	20	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>10</p> <p>No budget errors.</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>20</p> <p>Budget included costs for food during trainings, which is an unallowable expense.</p>
Total Score						86

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Capital City CASA		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$104,617.96		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/28/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	4	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	24	Well written narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	10	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	3	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10	No budget errors.
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	25	Budget narrative matched budget worksheet with no errors.
Total Score						93	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Capital City CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$104,617.96

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/28/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The number of victims and services provided are the same.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	Well written narrative. High confidence in the response.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	10	Clear and concise.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	9		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	25	Clear and concise.	
Total Score							92	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	CASA of Dunklin County		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$37,242.00		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	9/5/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	4	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	21	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	1	No clear metrics or measured outcomes

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	7		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	20	Minor calculation errors	
Total Score							79	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	CASA of Dunklin County		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$37,242.00		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/5/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The form indicates that over 800 services will be provided to 30 children/youth. It is unclear how some of the number of services provided totals were calculated (5 total services for 30 children).
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	8	Section exceeded the page limit.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	1	The only metric included was increasing the number of children served. The narrative described recruitment activities and services provided.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	7		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	18	<p>The amount requested is less than the totals of all amounts.</p> <p>The budget does not include the breakdown of costs for the federal priority areas.</p>	
Total Score							78	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	CASA of Jefferson County
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$45,578.76

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question		Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.	3	Estimates do not correspond with narrative
	B. Include the projected number of VOCA-funded services for the requested project period.							
Agency Description	A. Provide an agency description.	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The summary is clear and concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.	10		
	Other Criteria: - 1 Page - Single spaced - 12-point font							
Service Population	A. Identify needs for primary population.	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.	9		
	B. Explain how you determine crime victimization status.							
Project Description	A. Describe how victims will access the services described in this application.	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.	24	Well written and concise narrative.	
	B. Identify any additional services the agency makes available to victims.							
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.	10		
	Other Criteria: - 1-Page Limit							
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.	3	Lacking clear metrics and means to measure.	
	Other Criteria: - 1-Page Limit							

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	23	Clear and concise narrative.	
Total Score							92	

**MO DSS VOCA Proposal Scoring Instructions**

*Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.*

Application Information	
Organization Name:	CASA of Jefferson County
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$45,578.76

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/9/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
<b>VOCA Service DATA Spreadsheet - Exhibit 7.2</b>	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The form states that 1750 children and youth will be served during the grant period, which the goal is to serve 175 children.
<b>Agency Description</b>	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Service Population</b>	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Project Description</b>	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	Well written and concise narrative.
<b>Volunteers</b>	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
<b>Outcome Measures</b>	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	3	The application includes two performance goals, increase the number of kids served and having children feel safe; however, it doesn't speak to metrics

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	9	
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	23	Application was \$0.05 more than reviewer's total
Total Score						88	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information					
Organization Name:	CASA of Mideast Missouri				
Project Name:	VOCA				
Allocation Category:	Court Appointed Special Advocates				
Priority Area:	Direct Services to Victims				
Requested Funding Amount:	\$45,677.00				

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	4	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	21	Well written and concise narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	2	Specific performance measures are not outlined.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10	No budget calculation errors.	
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	25		
Total Score							88	

**MO DSS VOCA Proposal Scoring Instructions**

*Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.*

Application Information			
Organization Name:	CASA of Mideast Missouri		
Project Name:	CASA of Mideast Missouri		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$45,677.00		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/4/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
<b>VOCA Service DATA Spreadsheet - Exhibit 7.2</b>	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	2	According to the narrative, approximately 160 of the 300 children in care are appointed a CASA. The form indicates that over 300 children will be served.
<b>Agency Description</b>	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Service Population</b>	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Project Description</b>	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	Well written narrative.
<b>Volunteers</b>	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	10	
<b>Outcome Measures</b>	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	2	The outcome measures do not include metrics.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>10</p> <p>No computation errors.</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>25</p> <p>Budget narrative is clear and concise.</p>
Total Score						90

**MO DSS VOCA Proposal Scoring Instructions**

*Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.*

Application Information			
Organization Name:	Court Appointed Special Advocates of the Parkland		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services	
Requested Funding Amount:	\$78,708.61		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
<b>VOCA Service DATA Spreadsheet - Exhibit 7.2</b>	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	4	
<b>Agency Description</b>	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	Summary is clear and concise.
<b>Service Population</b>	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Project Description</b>	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	24	Well written and concise response to the requirements.
<b>Volunteers</b>	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
<b>Outcome Measures</b>	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>10</p> <p>No computation errors.</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>23</p> <p>Budget narrative could include some more detail for justification of costs.</p>
Total Score						93

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Court Appointed Special Advocates of the Parkland		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services	
Requested Funding Amount:	\$78,708.61		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/29/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	According to the proposal, during the grant period 75 children will receive services; however, the form indicates 520 children will receive services.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	Well written narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	8	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10	The total amount requested was \$4.31 less than the amount allowed.	
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	21	Match was included and is more than what is required, however, the description was not detailed.	
Total Score							86	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	CASA of South Central Missouri		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$259,091.98		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	4	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	24	Well written narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>7</p> <p>Some miscalculations.</p>
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>24</p> <p>Match information was not included.</p>
Total Score						92

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	CASA of South Central Missouri		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$259,091.96		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	Need statement is clear.
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	24	Well written and concise.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	10	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	7		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	23	Some computation errors.	
Total Score							89	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	CASA of Southeast Missouri		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims	Specialized Services for Communities Impacted by Inequity	Supportive Services for Victim Services
Requested Funding Amount:	\$62,089.38		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	8/27/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	5	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	20	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>3</p> <p>3 or more budget computation errors</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>15</p> <p>Budget narrative does not match the budget form. Match is not indicated.</p>
Total Score						76

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	CASA of Southeast Missouri		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims	Specialized Services for Communities Impacted by Inequity	Supportive Services for Victim Services
Requested Funding Amount:	\$62,089.38		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/27/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	5	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	20	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>3</p> <p>The total amount requested was \$62,790.38; however, when totaling the applicant's amount, the total was \$55,337.49. Reviewer's calculations do not match the applicant's. Reviewer's total amount is \$53,976.60. In addition to the total amount being incorrect, incorrect calculations were included in benefits and supplies.</p>
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>13</p> <p>Budget narrative included incorrect descriptions of calculations and did not match the budget worksheet. Match was incorrectly calculated; however, it exceeds the required amount.</p>
Total Score						72

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	CASA of Southwest Missouri
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$114,673.10

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	Totals vary significantly from narrative
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	Clear statement of need.
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	25	Well written and concise narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	10	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	21	No matching funds were included or described.	
Total Score							94	

**MO DSS VOCA Proposal Scoring Instructions**

*Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.*

Application Information			
Organization Name:	CASA of Southwest Missouri		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$114,673.10		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/9/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
<b>VOCA Service DATA Spreadsheet - Exhibit 7.2</b>	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The form states that 1225 children/youth will be served, but per the narrative, approximately 175 will be served.
<b>Agency Description</b>	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Service Population</b>	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Project Description</b>	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	24	
<b>Volunteers</b>	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
<b>Outcome Measures</b>	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>9</p> <p>Benefits are incorrect by \$0.01 .</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>20</p> <p>Match is included in the proposal, but the total amount needed (per the applicant) is less than the required amount. It appears that volunteer hours will be used and will exceed the amount that is required, but it is unclear.</p>
Total Score						88

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	CASA of St. Louis		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$135,141.26		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	4	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	8	Volunteer recognition activities were unclear.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	3		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	15	<p>3 or more budget calculation errors.</p> <p>Formulas are missing within the budget narrative. Pay stubs were provided which made it difficult to reconcile and review.</p>	
Total Score							75	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	CASA of St. Louis		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$135,141.26		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/8/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The form states that 2740 individuals are going to be provided 1155 services. The goal is to serve 500 children.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	3	The application does not mention recognition activities, nor does it state how volunteers are recruited.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>3</p> <p>There were computation errors in the benefits section. See attached Budget Breakdown. The total application amount should be \$133,211.42.</p>	
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>16</p> <p>It could not be determined how medical insurance was calculated from the pay stubs. In addition, retirement was not included in the CAS 1 pay stubs, therefore, was not calculated. The budget narrative did not provide calculations, but rather pay stubs that required manual calculations to determine which items in the pay stub were to be used.</p>	
Total Score							70

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Douglass Community Services, Inc.		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services	
Requested Funding Amount:	\$70,902.56		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	According to the form, 40 children will be served; however, this is nearly double the number of children served in 2024.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	15	Part of this section reads as though it is a policy and procedure manual rather than addressing the grant request and grant requirements. Some points are duplicative. Applicant should include more information about services and community collaborations.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	7	Exceeds page limit and therefore some information is missing such as recognition activities
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	2	It is unclear what is being measured, if anything. Notes some positive activities, but not necessarily outcome measures.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>3</p> <p>Budget worksheet is not clear and has multiple computation errors. Reporting totals for a 9-month grant cycle (budget narrative denotes 6 months).</p>
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>15</p> <p>Details are missing from the budget narrative to provide justification and reasonableness of costs.</p>
Total Score						62

**MO DSS VOCA Proposal Scoring Instructions**

*Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.*

Application Information			
Organization Name:	Douglass Community Services, Inc.		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$70,902.56		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/9/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
<b>VOCA Service DATA Spreadsheet - Exhibit 7.2</b>	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	40 children will be served, which is double the number of children served in 2024.
<b>Agency Description</b>	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
<b>Service Population</b>	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	5	It is unclear the total number of children in care in the service area (182 vs. 421).
<b>Project Description</b>	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	16	More clarity is needed around service provision.
<b>Volunteers</b>	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	This section exceeds the one page limit. The application does not include recognition activities within the first page. This score reflects what was included in the first page; however, all pages were reviewed.
<b>Outcome Measures</b>	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	1	The narrative exceeds the page limit. It is unclear what the metrics are. It appears that it is to increase the number of volunteers, but is unclear.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>3</p> <p>The budget workbook states the awarded period is 9 months, but appears to provide annual amounts for the total amount of the award. The total for the award (if 6 months) should be \$40,451.28.</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>15</p> <p>The budget narrative does not include match. It appears that the budget narrative does total the amounts for a 6 month period (which contradicts the budget worksheet). The narrative does not provide details on all travel, including per diem rates, mileage, cost of all conferences, airfare, etc. There isn't any detail regarding how fringe benefits were calculated. There is not a calculation for how indirect costs were established, just that a rate of 10.35% is used.</p>
Total Score						55

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Heart of Missouri CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$68,635.34

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	5	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	Clear and concise summary.
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	24	Services are clearly described. Well written response to requirements.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	Missing volunteer recognition activities.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10	No budget miscalculations.	
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	25	Well written and justified budget narrative.	
Total Score							97	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Heart of Missouri CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$68,635.34

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/9/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	5	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	24	Well written and concise narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	The application does not include recognition activities.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>10</p> <p>No computation errors.</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>25</p> <p>Clear and concise budget narrative.</p>
Total Score						90

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Jackson County CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$199,766.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	9/9/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	Very high numbers reported when compared against the population served narrative.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	Summary is clear and concise.
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	Need statement is clear.
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	Well written and concise narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10	No computation errors.	
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	24		
Total Score							93	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Jackson County CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$199,766.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/9/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question		Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.	3	The form indicates that over 4700 children and youth will be served; however, the application states that the goal is to serve 1600-1800 children and youth.
	B. Include the projected number of VOCA-funded services for the requested project period.							
Agency Description	A. Provide an agency description.	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The summary is clear and concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.	9	
	Other Criteria: - 1 Page - Single spaced - 12-point font							
Service Population	A. Identify needs for primary population.	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.	9	
	B. Explain how you determine crime victimization status.							
Project Description	A. Describe how victims will access the services described in this application.	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.	23	Well written and concise narrative.	
	B. Identify any additional services the agency makes available to victims.							
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets few, if any of the requirements. No confidence in response.	9		
	Other Criteria: - 1-Page Limit							
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.	4		
	Other Criteria: - 1-Page Limit							

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	24	Application request is for less than amount that can be requested.	
Total Score							91	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Jasper County CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$189,036.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	4	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	Well written and concise narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>10</p> <p>Small budget difference likely due to rounding.</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>25</p> <p>Budget narrative is clear and concise.</p>
Total Score						93

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Jasper County CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$189,036.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/2/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question		Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only	B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.	5	
			Points: 4-5	Points: 2-3	Points: 1	Points: 0		
Agency Description	A. Provide an agency description.	Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.	8	
			Points: 8-10	Points: 5-7	Points: 1-4	Points: 0		
Service Population	A. Identify needs for primary population.	B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances.	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.	9	Needs statement is clear.
			Points: 8-10	Points: 5-7	Points: 1-4	Points: 0		
Project Description	A. Describe how victims will access the services described in this application.	B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members.	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.	23	Well written and concise narrative.
			Points: 16-25	Points: 6-15	Points: 1-5	Points: 0		
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.	Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.	10	
			Points: 8-10	Points: 5-7	Points: 1-4	Points: 0		
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.	Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.	3	The application states what the measures are, but does not include activities or goals for each measure.
			Points: 4-5	Points: 2-3	Points: 1	Points: 0		

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	9	
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	25	<p>The total amount is off by \$0.37</p> <p>Budget narrative is well written and justified.</p>
Total Score						92	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Mid-Ozark CASA		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates		
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$33,790.00		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	Does not include totals.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	7	Services provided are not clearly explained.
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	22	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	8	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	0	Section is missing.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>7</p> <p>1 budget calculation error</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>1</p> <p>Budget narrative did not include computations or justifications.</p>
Total Score						57

**MO DSS VOCA Proposal Scoring Instructions**

*Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.*

Application Information	
Organization Name:	Mid-Ozark CASA
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$33,790.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/29/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
<b>VOCA Service DATA Spreadsheet - Exhibit 7.2</b>	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The form stated that a total of 0 victims would be served.
<b>Agency Description</b>	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	7	The narrative does not provide what services are offered.
<b>Service Population</b>	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
<b>Project Description</b>	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	
<b>Volunteers</b>	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	6	The application did not include recruitment activities.
<b>Outcome Measures</b>	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	0	The application did not contain outcome measures; section missing.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>7</p> <p>The total budget should be \$33,608.02 - there was a calculation error with a staff member's benefits.</p>	
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>1</p> <p>The applicant only described match. The budget narrative did not provide information or computations for how the costs were determined.</p>	
Total Score							56

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	NewMAC CASA		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$182,993.39		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	4	
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	Section did not include information on recognition activities.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	2	Missing goals and activities used to measure.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	8		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	16	<p>Budget workbook contained some errors; rounding errors.</p> <p>Budget narrative contained calculation errors and did not identify match funding sources.</p>	
Total Score							78	

**MO DSS VOCA Proposal Scoring Instructions**

*Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.*

Application Information			
Organization Name:	NewMAC CASA		
Project Name:	VOCA		
Allocation Category:	Court Appointed Special Advocates	Supportive Services for Victim Services	
Priority Area:	Direct Services to Victims		
Requested Funding Amount:	\$182,993.39		

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/2/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
<b>VOCA Service DATA Spreadsheet - Exhibit 7.2</b>	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	The total number of children served was the same as the total number of services provided. In addition, the narrative states that approximately 78 children are served/year rather than 500 listed in the form.
<b>Agency Description</b>	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
<b>Service Population</b>	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	7	The application speaks to national information, but isn't specific to what is occurring in the service area.
<b>Project Description</b>	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	
<b>Volunteers</b>	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	The application does not address recognition activities
<b>Outcome Measures</b>	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	2	The application indicates that they will track number of children served and volunteer hours. It does not state the goals or activities used to measure.

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	<p>7</p> <p>Total budget should be \$91,497.56. The total amount was incorrect on the budget worksheet. The budget worksheet used annual amounts, not 6-month amounts. Each of the specific areas were correct; however, there were rounding differences.</p>
Budget Narrative	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	<p>16</p> <p>The budget narrative used incorrect hourly wages to show the calculations. Total match was provided; however, it did not specify what match funds were to be used.</p>
Total Score						70

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	St. Charles Family Court
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$48,242.23

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/22/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	3	Totals listed here do not match information provided in the narrative.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	10	Clear needs statement.
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	Well written and concise narrative.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10		
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	18	<p>There are some differences are noted between the budget form and budget narrative, specifically for personnel.</p>	
Total Score							85	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	St. Charles Family Court
Project Name:	VOCA
Allocation Category:	Court Appointed Special Advocates
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$48,242.23

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	9/4/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only  B. Include the projected number of VOCA-funded services for the requested project period.  C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.  <b>Points: 4-5</b>	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	1	The number of clients served is more than the number of services provided. In addition, the form states that 3,640 clients will be served; however, it appears from the narrative that less than 1300 victims are served annually.
Agency Description	A. Provide an agency description.  <b>Other Criteria:</b> - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct services. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	8	
Service Population	A. Identify needs for primary population.  B. Explain how you determine crime victimization status.  C. If demand for services exceeds organizational capacity, explain the need and circumstances.  <b>Other Criteria:</b> - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 8-10</b>	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 5-7</b>	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.  <b>Points: 0</b>	9	
Project Description	A. Describe how victims will access the services described in this application.  B. Identify any additional services the agency makes available to victims.  C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.  D. If applying for underserved category, how do you plan to reach underserved community members.  <b>Other Criteria:</b> - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.  <b>Points: 16-25</b>	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.  <b>Points: 6-15</b>	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.  <b>Points: 1-5</b>	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.  <b>Points: 0</b>	23	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.  <b>Other Criteria:</b> - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.  <b>Points: 8-10</b>	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.  <b>Points: 5-7</b>	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1-4</b>	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.  <b>Points: 0</b>	5	Recognition efforts are a swearing in ceremony. It does not appear that there are other recognition events/efforts.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.  <b>Other Criteria:</b> - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.  <b>Points: 4-5</b>	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.  <b>Points: 2-3</b>	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.  <b>Points: 1</b>	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.  <b>Points: 0</b>	4	

Budget Form	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <ul style="list-style-type: none"> <li>i. Direct Services to victims</li> <li>ii. Specialized Services for communities impacted by inequity</li> <li>iii. Supportive Services for victim services</li> <li>iv. Direct Services to secondary victims</li> <li>v. Supportive Services for secondary victim services</li> </ul>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p><b>Points: 10</b></p>	<p>1-2 computation errors on budget spreadsheet.</p> <p><b>Points: 7</b></p>	<p>3 or more computation errors on budget spreadsheet.</p> <p><b>Points: 3</b></p>	<p>Incomplete or missing budget spreadsheet.</p> <p><b>Points: 0</b></p>	10	
Budget Narrative	See Budget Narrative Tab for instructions	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p><b>Points: 16-25</b></p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p><b>Points: 6-15</b></p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p><b>Points: 1-5</b></p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p><b>Points: 0</b></p>	16	<p>There were discrepancies in the budget narrative calculations for salaries compared to the budget worksheet and tables within the budget narrative. There were some benefits that were paid 24 times annually and others 26 times annually. It appears that there are 26 pay periods annually; however, for the 6 month period, 14 pay periods were used (rather than 13). To keep consistent with other applications using 13 pay periods, the total amount should be \$44,796.36.</p>
Total Score						76	