2019 Solution Evaluation Criteria

Overview

The purpose of this document is to create a standardized evaluation tool for the Homeland Security Executive Committee (HSEC) Advisory Council when reviewing and evaluating solutions (i.e., projects) developed for regional resourcing consideration.

Solutions will be evaluated based on the gated and scored criteria. Gated criteria are baseline requirements that must be met for the solution to move on to the scored criteria phase. Scores range from 0 to 4 and certain questions are weighted (e.g., will receive a two-times multiplier). Solutions receiving the highest scores will be recommended to the HSEC for consideration. Non-scored criteria are for informational purposes and will inform future planning.

Critical Assumptions

Using the "big hat" approach, the Advisory Council will fairly evaluate all proposed solutions using the scored criteria and scoring rubric.

Scoring Process

Evaluators will utilize whole numbers only.

Overview	
Solution Title	
Funding Requested	
Sponsor	
Description	
Reviewers	

Gated Criteria		
Category	**Question**	**Y/N**
On-Time Submittal	If applicable, was a completed worksheet submitted by the deadline?	
Regional Buy-In	Did the solution receive the necessary review and approval from all appropriate stakeholders (e.g., RESF or RWG chairs)?	
Core Capability	At a minimum, was a primary core capability selected?	
Regional Guidance	Does the solution align with the priorities outlined in the Regional Guidance[1]?	

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[1] For the evaluator: Ensure that the Regional Guidance alignment discussion provided by the applicant in the solution development worksheet is clearly defined, defendable, and corresponds to the boxes checked by the applicant. If no discussion is provided in this section, then the applicant does not meet the gated criteria.

Scored Criteria		
Category	**Evaluation Criteria**	**Score**
1. Point of Contact	Ensure the information provided within this section is complete and accurate.	N/A
2. Purpose	The purpose should adequately outline the problem statement or identified capability gap in the NCR. It should include clearly defined goals and participants. 2 = The solution identifies a problem statement and/or regional gap, discusses anticipated goals, and how participants will engage. 1 = The solution identifies a problem statement and/or regional gap, but does not discuss anticipated goals or how participants will engage. 0 = The solution does not identify a problem statement and/or regional gap, nor discusses goals or participants.	
3. Outcomes[2]	The solution's intended outcome(s) should be clearly defined, providing justification as to how a capability will be achieved or gap(s) mitigated. Based on the response as written, rate the solution's approach to enhancing a capability or mitigating a gap: 4 = The solution will significantly enhance a regional capability and/or completely mitigate a gap. 3 = The solution will enhance, but not significantly, a regional capability or partially mitigate a gap. 2 = The solution will slightly enhance a regional capability or marginally mitigate a gap. 1 = The solution will have a limited impact on a regional capability or gap. 0 = The solution will not enhance a regional capability nor mitigate a gap.	

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[2] Weighted criteria.

Scored Criteria		
Category	Evaluation Criteria	Score
4[3] & 5. Regional Applicability	The response should demonstrate the solution's necessity to increase the safety and security of the NCR. Based on the response as written, rate the solution's necessity to the region: 4 = The solution is completely necessary to increase the safety and security of the NCR. 3 = The solution would be very useful, but not necessary, to the NCR. 2 = The solution would adequately address a problem in the NCR. 1 = The solution would have very limited usefulness to the NCR. 0 = The solution is not necessary for the NCR.	
	The response should justify that the proposed solution is the best approach for the region (i.e., compatible with current regional infrastructure, cost effective, enhances an existing capability, customizable for the region, etc.). Based on the response as written, rate the solution's applicability to the region: 4 = The solution is the most applicable approach for the NCR. 3 = The solution is applicable to the NCR. 2 = The solution is not the most applicable for the NCR. 1 = The solution would have very limited applicability to the NCR. 0 = The solution is not applicable to the NCR.	

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[3] Weighted criteria.

Scored Criteria		
Category	Evaluation Criteria	Score
6. Impact[4]	The response should demonstrate the regional, sub-regional, or jurisdictional impact the solution seeks to achieve and discuss how the region will benefit from the solution. 4 = The solution will benefit and engage the entirety of the region. 3 = The solution will benefit and/or engage most of the region (e.g., engagement and/or benefit for two of the sub-regions). 2 = The solution will benefit and/or engage part of the region (e.g., engagement and/or benefit for a single sub-region). 1 = The solution will benefit and/or engage a single jurisdiction. 0 = The engagement and/or benefit to the region is unclear.	
7. Metrics	The response should demonstrate how progress towards, or completion of, the intended outcomes will be measured. Based on the response as written, rate the solution's return on investment to the NCR. 4 = The solution provides a clear, reasonable, and effective strategy for completing the project and demonstrates a significant regional return on investment. 3 = The solution provides a somewhat clear, reasonable, and effective strategy for completing the project and demonstrates a regional return on investment. 2 = The solution provides a limited strategy for completing the project and minimally demonstrates a regional return on investment to the region. 1 = The solution provides an unclear strategy for completing the project and negligibly demonstrates a regional return on investment. 0 = The solution does not provide a strategy for completing the project nor demonstrates a regional return on investment.	

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[4] Weighted criteria.

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Scored Criteria		
Category	Evaluation Criteria	Score
8. Objectives and Deliverables	The solution should provide objectives and deliverables that logically build upon and integrate with each other. All components should describe how they will contribute to achieve the solution's outcome(s). Based on the response as written, rate the solution's objectives and deliverables. 4 = The solution provides clear objectives and deliverables that logically build upon and integrate with each other, all of which contribute towards achieving the outcome(s). 3 = The solution provides objectives and deliverables that build upon and integrate with each other, all of which contribute towards achieving the outcome(s). 2 = The solution provides limited information on objectives and deliverables and it is unclear how the outcome(s) will be achieved. 1 = The solution provides very little information on objectives and deliverables and it is unclear how the outcome(s) will be achieved. 0 = The solution does not provide objectives or deliverables.	
9. Budget	The solution should provide a clear, comprehensive, and reasonable budget that articulates how the outcome, objectives, and deliverables will be achieved. Based on the response as written, rate the solution's proposed budget. 4 = The solution provides a clear, comprehensive, and reasonable budget that articulates how the outcome, objectives, and deliverables will be achieved. 3 = The solution provides a budget, but it may not be clear, comprehensive, or reasonable. It articulates how the outcome, objectives, and deliverables will be achieved. 2 = The solution provides a partial budget that minimally articulates how the outcome, objectives, and deliverables will be achieved. 1 = The solution provides an incomplete budget that does not articulate how the outcome, objectives, and deliverables will be achieved. 0 = The solution does not provide a budget.	

Non-Scored Criteria		
Category	Question	Y/N
10. History	Does the worksheet provide a thorough description of the solution's history?	
	Does the solution support day-to-day and emergency operations?	
11. Future Planning	Does the worksheet provide a timeline of future expenditures?	
	Will the solution require long term resourcing to achieve or maintain the desired outcome?	
	Does the solution outline additional support necessary (e.g., establishment of a governance structure, user agreements, technology modifications, etc.)?	
12. Completed Milestone	Does the solution provide its last completed milestone?	

Priority
Based on the overall response, rate the resourcing priority of the solution:

    4 = The solution is the greatest priority to the region and must be resourced as soon as possible.

    3 = The solution is a priority to the region and should be resourced soon.

    2 = The solution is important, but does not need to be resourced immediately.

    1 = The solution is not a necessity and resourcing should be given to priority initiatives.

    0 = The solution is not a priority and should not be resourced.

Resourcing Recommendation

☐ Fully Fund with UASI

☐ Split Resourcing

☐ Alternative Resourcing

☐ Not Recommended for Resourcing

☐ Other _____