

Third Sector Capital Partners, Inc. & the Stanford Center on Poverty & Inequality

Administrative Data Pilot Competition

Application Form

Overview

City/County Agencies or Departments, City/County Executive Offices, and State Agencies or Departments wishing to apply for Third Sector and Stanford's Administrative Data Pilot competition can find our application below. Please review the *Readiness Framework: Description of Selection Factors* in the Application Guide when completing the application.

Completed applications are due by February 17, 2017 by 5:00 p.m. PST. Applicants are encouraged to submit the Letter of Interest form by January 25, 2017. The Letter of Interest form and submission instructions are available on Third Sector's website: <http://www.thirdsectorcap.org/administrative-data-pilot/>.

Competition winners will be required to enter into a sub-recipient MOU with Third Sector. If selected, applicants should, to the extent legally permissible, be willing to make key final documents and analyses from the Administrative Data Pilot technical assistance process publically available, including, but not limited to, data deployment "blueprints" and analytical reports.

Application Timeline

The Administrative Data Pilot application process will take place over approximately three months, from January 9, 2017 – March 31, 2017. Following the application period, Applicants will pass through a two-stage selection process: Application Review and Finalist Due Diligence. As Applicants progress, review teams will narrow the pool of Applicants at each phase and evaluate each Applicant at a deeper level to determine data readiness and ability to participate successfully in the Administrative Data Pilot project. Applicants entering the Due Diligence phase may be requested to refine their submission materials if clarification is required by application reviewers.

The following timeline is subject to amendment. Any amendment will be posted on Third Sector's website at: <http://www.thirdsectorcap.org/administrative-data-pilot/>.

Social Innovation Fund: Administrative Data Pilot	
December 14, 2016	Webinar #1 for Potential Applicants Letter of Interest Released
January 9, 2017	Application Released
January 9 - February 17, 2017	Open Information Period
January 18, 2017	Webinar #2 for Potential Applicants
January 25, 2017, by 5 pm PST	Letter of Interest Due (optional but recommended)
February 17, 2017, by 5 pm PST	Applications Due
February 20 – March 10, 2017	Application Review
March 13 - 21, 2017	Finalist Due Diligence Interviews
March 22 - 27, 2017	Sub-Recipient Selection and Notification
March 27 - 31, 2017	Announcement of Sub-Recipients

Open Information Period

During the Open Information Period, Third Sector will offer potential applicants the opportunity to engage with Third Sector staff to answer situation-specific questions related to the application criteria. Applicants will be limited to a maximum of 2 hours of engagement time. To schedule, please email SIFcompetition@thirdsectorcap.org.

Minimum Eligibility Criteria

- Lead applicant must be a government entity.
- Area of impact must fall within economic opportunity.
- Applicant must substantively answer all questions or requests in the application.

The definition of economic opportunity in effect for this opportunity broadly encompasses programs designed to improve the economic and social well-being of citizens, particularly those from vulnerable populations. Such programs could range in focal area and age group targeted, for example: child welfare, criminal justice, housing, workforce development, health, homelessness, etc.

Application Instructions

- Applications are limited to 5 pages (single-spaced, Arial, 12-point font size, one-inch margins, numbered pages).
- Applications should include a 1-page cover letter (as cover page) that includes, in addition to the information requested in the Applicant Details, a description of why the applicant is well positioned to benefit from Third Sector and Stanford's technical assistance services.
- Page limit does not include cover letter, table of contents, appendix or attachments.
- Applications must be submitted as a single, searchable .PDF file. Please submit applications to SIFcompetition@thirdsectorcap.org using subject "Administrative Data Pilot Application Submission"
- Applications received after the submission deadline will not be accepted.

Application Form

Please answer all of the following questions under **Applicant Details** and **Selection Factors**.

Applicant Details

1. Please indicate which type of organization serves as the lead applicant for the submission:

- ☐ City/County Agency or Department
- ☐ City/County Executive Office
- ☐ State Agency or Department
- ☐ Other _____

2. Please indicate if you are interested in sharing information in this application for other funding opportunities if resources become available. Applicants will be contacted directly before any information is shared.

- ☐ Yes
- ☐ No

3. Please list other project partners, if applicable, and contact person and position at each entity.

Selection Factors

Please refer to the *Readiness Framework: Description of Selection Factors* in the Application Guide for additional support in answering these questions. Applications will be scored out of 100 points.

Factor 1: Describe evidence of government leadership and staff commitment to using data for decision-making through this initiative [40 points]

Factor 2: Clearly define targeted populations and outcomes of interest for a specific project or policy area that will utilize data from the Administrative Data Pilot [30 points]

Factor 3: Demonstrate understanding of datasets (local, state, federal) required to measure outcomes of interest [20 points]

Factor 4: Describe efforts demonstrating a commitment to community learning and willingness to make learnings or data from pilot project available to relevant community partners [10 points]