**Section 2670.20 Designation of Multi-Purpose Service Centers**

a) The Director shall designate multi-purpose service centers to provide job training, counseling, and placement services in the designated areas on the basis of applications from interested community non-profit agencies or organizations.

b) Applications must be submitted to the Director on forms provided by the Department. These forms will be available to interested parties no later than April 1 of each year. Forms may be obtained by writing or calling the Department. Completed forms must be delivered in person to the Department or post-marked no later than May 15 of each year. Applicants chosen to be designated as multi-purpose service centers will be notified in writing by August 1. Applicants not chosen will also be notified in writing by August 1.

c) The Director shall make the designations based on a thorough review of all applications submitted. The application forms will contain the information necessary to evaluate the criteria listed in this subsection. Each applicant must document designation as a non-profit organization by the Secretary of State and/or the Internal Revenue Service to be an eligible applicant. Eligible applicants will be judged relative to all other applicants received. All criteria will be weighted equally. The evaluation criteria are:

1) The extent to which the applicant has experience providing social services.

2) The overall quality of the program that the applicant proposes to deliver the required services. This will be judged by comparing the narrative program descriptions of each applicant. This narrative must include such information as location of the service center, estimated number of veterans to be served, services to be delivered and means of delivery.

3) The extent to which the applicant demonstrates the availability of local resources to assist in implementing and continuing the program. This will be judged by the amount of resources, cash and in-kind, budgeted by the applicant to supplement the funds requested under the Veterans' Employment Act. This information will be required in the proposed budget section of the application form.

d) Designation will be valid for one year only. Designated centers will be required to re-apply each year in accordance with subsections (a), (b), and (c) of this Section.