

Watershed Restoration Projects

Grant Application Evaluation Worksheet

October 2009

Project # _____ Applicant: _____

Amount Requested from OWEB: \$ _____

THRESHOLD QUESTIONS (All answers must be “Yes” for the project to be eligible). In general, the application/project:

- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Is complete enough to review |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Improves water quality, or fish or wildlife habitat |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Demonstrates sound principles of watershed management |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Uses methods adapted to the project locale |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Meets the requirements in the Oregon Aquatic Habitat Restoration and Enhancement Guide |

INSTRUCTIONS. The application evaluation is divided into two sections: Project Activity Criteria and Administrative and Fiscal Criteria. Information on where the answer to each question can be found is shown in parentheses. Write comments, as appropriate. Assign a score for each question within the parameters provided in the final column, with a higher score representing a better answer. When you have rated each question, add the scores for a subtotal for each section.

PROJECT ACTIVITY CRITERIA (Refer to Section III for all questions below)	COMMENTS	SCORE
R1. The application adequately describes current conditions and limiting factors.		0-10
R2. The application clearly defines the (a) problem(s) and the (b) <i>root</i> causes of the problem(s).		(a) 0-10 (b) 0-10
R3. The project and each element is clearly described.		0-20
R4. The project addresses an important watershed or ecosystem function. The project location is important to address that function.		0-10
R5. The project has clearly defined, <i>measurable</i> objectives.		0-10
R6. The project designer is (a) experienced and qualified. (b) Project planning and design take into consideration extreme events and alternatives.		(a) 0-5 (b) 0-5
R7. The applicant has considered alternatives and selected the most effective and reasonable alternative.		0-10
R8. The proposed project schedule is well thought out and appears to be realistic.		0-15

PROJECT ACTIVITY CRITERIA (continued) (Refer to Section III for all questions below)	COMMENTS	SCORE
R10. The project clearly addresses an OWEB restoration objective, limiting factor in a conservation plan or a conservation opportunity.		0-10
R11. The project connects well with other conservation work in the watershed or ecoregion and, if a continuation, builds on the experience of previous work.		0-10
R12. Completion inspection is by the appropriate entities.		0-10
R13. The project meets basic expectations for educating and raising public awareness.		0-5
R14. The right elements are being maintained at the right frequency by the right people.		0-15
ADMIN & FISCAL CRITERIA	COMMENTS	SCORE
1. The budget (a) shows sufficient detail for all categories, and (b) unit quantities and costs appear to be reasonable, appropriate, and consistent with local market rates. (Budget Page and Sec. III, #R3)		(a) 0-10 (b) 0-20
2. (a) Personnel and (b) fiscal administrative costs are reasonable. (Budget Page and Sec. III, #R3)		(a) 0-10 (b) 0-10
3. The project has appropriate levels of involvement and support from the right parties and partners. (Sec. II, #5)		0-10
4. The applicant has sought at least 25% match (Match Form. See Attachment A).		0-10
5. Based on any experience or information you may have, the applicant's past performance indicates the likelihood that the project will be completed as proposed.		0-20
TOTAL		0-245

SCORING GUIDE

- 196 - 240 = High (Fund)
- 147 - 195 = Medium High (Generally a Fund)
- 98 - 146 = Medium (Possibly a Fund)
- 49 - 97 = Medium Low (Generally a No Fund)
- 0 - 48 = Low (No Fund)

OVERALL EVALUATION (Describe the MAIN strengths and weaknesses of the proposal, and include any recommendations for funding with conditions):
