

**Town of Windham**  
**Env. & Sustainability Department**

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**MEMO**

DATE: April 24, 2023

TO: Windham Town Council  
THROUGH: Barry Tibbets, Town Manager  
FROM: Natural Resources Advisory Committee  
  
RE: 2023 Watershed Protection Grant Funding Recommendations

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The Town Council has tasked the Natural Resources Advisory Committee (NRAC) with evaluating the Watershed Protection Grant Applications and providing recommendations for Council approval. The Town appropriates watercraft excise tax funds from the previous fiscal year to finance the grant program. The 2023 grant allocation is \$40,386. The requested amount total from applicants is \$23,575. The committee submits the proposed recommendations for the Town Council's consideration. Evaluations for each application are included for reference.

Proposed funding recommendations are as follows:

<b>Project Name</b>	<b>Applicant</b>	<b>Funding Request</b>	<b>Funding Recommendation</b>
<a href="#"><u>Invasive Milfoil – ‘Get Rid of It’ Campaign</u></a>	Collins Pond Improvement Association	\$4,500.00	\$4,500.00
<a href="#"><u>Milfoil Remediation &amp; Water Quality Testing</u></a>	Little Sebago Lake Association	\$14,075.00	\$14,075.00
<a href="#"><u>Water Stewardship</u></a>	Presumpscot Regional Land Trust	\$4,500.00	\$4,500.00
<b>Total</b>		<b>\$23,575.00</b>	<b>\$23,575.00</b>
		<i>Grant Funds Remaining</i>	<i>\$16,811.00</i>

The NRAC also recommends that this year's remaining grant funds and future surplus funds be carried forward and remain within the grant program to fund potential future projects.

# Town of Windham

## Watershed Protection Grant Program

### Application Evaluation Rubric



Project Title: Invasive Milfoil Removal  
 Applicant: Collins Pond Improvement Association

Evaluator: Natural Resources Advisory Committee  
 Date: 04.19.2023

Application Eligibility <sup>1</sup>					
Is the project eligible and an approved project-type for grant?				Yes	No
Is project application complete? (i.e., materials checklist)				Yes	No

Evaluation Criteria	Evaluation Scale					Points	Potential Points
<b>Quality of Proposal<sup>2</sup></b>							
Does Section 2: Project Information showcase that project is detailed and thoughtful?	2	4	6	8	5	10	10
Does project have accurate & defensible budget?	2	4	6	8	5		
<b>Priority/Impact<sup>2</sup></b>							
Does project directly address sites identified in a plan or well-thought-out identification process (i.e., third party inspection, gravel road rehabilitation plan, watershed management plan/protection plan, watershed survey)?	4	8	12	16	20	50	50
Will project improve or preserve water quality, wetland, riparian areas, or endangered species habitat?	6	12	18	24	30		
<b>Experience, Expertise &amp; Likelihood of Success<sup>2</sup></b>							
Does application identify personnel that will ensure success of project (i.e., experienced project coordinator, technical expertise)?	2	4	6	8	10	30	30
Does the application outline who and how the project will be successfully maintained and monitored? <i>For design, construction or improvement of stormwater BMP projects, does application include maintenance plan/agreement that will be implemented following project completion?</i>	3	5	10	15	20		
<b>Community Buy-In, Resources &amp; Partnerships<sup>2</sup></b>							
Does application identify project commitment? (i.e., landowner, lake association, road association, state agencies, non-profits)	1	2	3	4	5	10	10
Does project promote sharing of equipment, knowledge, etc.?	1	2	3	4	5		
<b>Total Points</b>		100				100	

#### Additional Comments:

<sup>1</sup> If no is selected for either question, project is ineligible for evaluation and cannot be awarded funding.

<sup>2</sup> The criterion for evaluation is outlined in the Watershed Protection Grant 'Program Information and Application Instructions' document under the 'Selection Criteria' section.

# Town of Windham

## Watershed Protection Grant Program

### Application Evaluation Rubric



Project Title: Invasive Milfoil Removal & WQ Testing  
 Applicant: Little Sebago Lake Association

Evaluator: Natural Resources Advisory Committee  
 Date: 04.19.2023

Application Eligibility <sup>1</sup>					
Is the project eligible and an approved project-type for grant?				Yes	No
Is project application complete? (i.e., materials checklist)				Yes	No

Evaluation Criteria	Evaluation Scale					Points	Potential Points
<b>Quality of Proposal<sup>2</sup></b>							
Does Section 2: Project Information showcase that project is detailed and thoughtful?	2	4	6	8	5	10	10
Does project have accurate & defensible budget?	2	4	6	8	5		
<b>Priority/Impact<sup>2</sup></b>							
Does project directly address sites identified in a plan or well-thought-out identification process (i.e., third party inspection, gravel road rehabilitation plan, watershed management plan/protection plan, watershed survey)?	4	8	12	16	20	50	50
Will project improve or preserve water quality, wetland, riparian areas, or endangered species habitat?	6	12	18	24	30		
<b>Experience, Expertise &amp; Likelihood of Success<sup>2</sup></b>							
Does application identify personnel that will ensure success of project (i.e., experienced project coordinator, technical expertise)?	2	4	6	8	10	30	30
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<b>Community Buy-In, Resources &amp; Partnerships<sup>2</sup></b>							
Does application identify project commitment? (i.e., landowner, lake association, road association, state agencies, non-profits)	1	2	3	4	5	10	10
Does project promote sharing of equipment, knowledge, etc.?	1	2	3	4	5		
<b>Total Points</b>		100				100	

#### Additional Comments:

**It was hard to discern match sources with the budget provided, but it was determined that the form was not explicit in that request.**

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# Town of Windham

## Watershed Protection Grant Program

### Application Evaluation Rubric



Project Title: Water Quality Monitoring Program  
 Applicant: Presumpscot Regional Land Trust

Evaluator: Natural Resources Advisory Committee  
 Date: 04.19.2023

Application Eligibility <sup>1</sup>					
Is the project eligible and an approved project-type for grant?				Yes	No
Is project application complete? (i.e., materials checklist)				Yes	No

Evaluation Criteria	Evaluation Scale					Points	Potential Points
<b>Quality of Proposal<sup>2</sup></b>							
Does Section 2: Project Information showcase that project is detailed and thoughtful?	2	4	6	8	5	10	10
Does project have accurate & defensible budget?	2	4	6	8	5		
<b>Priority/Impact<sup>2</sup></b>							
Does project directly address sites identified in a plan or well-thought-out identification process (i.e., third party inspection, gravel road rehabilitation plan, watershed management plan/protection plan, watershed survey)?	4	8	12	16	20	50	50
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<b>Experience, Expertise &amp; Likelihood of Success<sup>2</sup></b>							
Does application identify personnel that will ensure success of project (i.e., experienced project coordinator, technical expertise)?	2	4	6	8	10	30	30
Does the application outline who and how the project will be successfully maintained and monitored? <i>For design, construction or improvement of stormwater BMP projects, does application include maintenance plan/agreement that will be implemented following project completion?</i>	3	5	10	15	20		
<b>Community Buy-In, Resources &amp; Partnerships<sup>2</sup></b>							
Does application identify project commitment? (i.e., landowner, lake association, road association, state agencies, non-profits)	1	2	3	4	5	10	10
Does project promote sharing of equipment, knowledge, etc.?	1	2	3	4	5		
<b>Total Points</b>		100				100	

#### Additional Comments:

<sup>1</sup> If no is selected for either question, project is ineligible for evaluation and cannot be awarded funding.

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