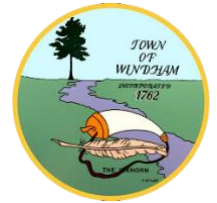


Town of Windham

Watershed Protection Grant Program

Application Evaluation Rubric



Project Title: _____

Evaluator: _____

Applicant: _____

Date: _____

Evaluation Criteria	Evaluation Scale					Points
Is the project eligible and an approved project-type for grant?	Yes		No			
Is project application complete? (i.e. materials checklist)	Yes		No			
Quality of Proposal						
Does Section 2: Project Information showcase that project is detailed and thoughtful? ¹	1	2	3	4	5	/ 10
Does project have accurate & defensible budget? ²	1	2	3	4	5	
Priority/Impact						
Does project directly address sites identified in a watershed management plan/protection plan? ³	3	5	10	15	20	/ 40
Will project improve or preserve water quality, wetland, riparian areas or endangered species habitat? ⁴	3	5	10	15	20	
Experience, Expertise & Likelihood of Success						
Does application identify personnel that will ensure success of project (i.e. experienced project coordinator, technical expertise)? ⁵	2	4	6	8	10	/ 40
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> ⁶	3	5	10	15	20	
Is the project shovel-ready? ⁷	Yes (10)			No (0)		
Community Buy-In, Resources & Partnerships						
Does application identify project commitment? (<i>i.e. landowner, lake association, road association, state agencies, non-profits</i>) ⁸	1	2	3	4	5	/ 10
Does project promote sharing of equipment, knowledge, etc.? ⁹	Yes (5)			No (0)		
Total Points			/ 100			
Emergency						
Is the project a response to an urgent environmental event? ¹⁰	Yes (25)			No (0)		

Additional Comments:

Evaluation Metrics:

¹ Detailed and thoughtful applications should outline project objectives, benefits, carefully considered timeline and scope, communication with stakeholders (i.e. landowners, road associations, state agencies, non-profits)

² Accurate and defensible budgets should establish projects costs. Costs can include, but are not limited to:

- Supplies and materials (i.e. riprap, erosion control, pipe, material removal bags, whirl Pak bags)
- Product costs (i.e. designs, permits, inspections)
- Equipment (i.e. grader, excavator, dredging equipment, water quality testing equipment)
- Contracted Services (i.e. technical consultation)
- Wages (i.e. volunteer hours, contractor, dredge operators)
- Monitoring (i.e. project management)
- Administration (i.e. costs for administering grant or fiscal management)

These categories are encouraged, but not required to fulfill the evaluation criteria.

³ Application identifies projects from watershed management plan, watershed survey or program that protects and preserves watersheds in Windham.

⁴ Application identifies projects within priority watersheds that protect and preserve water quality, wetland, riparian areas or endangered species habitat.

⁵ Application identifies project coordinator, committee, association that has prior experience. Application identifies technical expertise (i.e. engineer, watershed specialist, conservation district) that advises in project management.

⁶ Application identifies mechanism, agreement, program that ensures project will be maintained and monitored following completion. For design, construction and stormwater BMP improvement projects, a maintenance plan/agreement is included in application.

⁷ Application incorporates engineer plans, landowner approval agreements, matching fund commitments, etc.

⁸ Application identifies project commitment. This includes commitment from:

- Lake Association and/or;
- Road Association and/or;
- Landowner and/or;
- State agencies and/or;
- Non-profits and/or;
- Other

⁹ Application identifies sharing of equipment, knowledge and other resources with other entities.

¹⁰ Application identifies project is response to an urgent environmental event (i.e. weather).