

# Northwest Missouri Regional Solid Waste Management District

## District Grant Evaluation Review Criteria

### Conformance with Policies, Targets & Other Requirements – 40 points possible

1. **Conforms with State Resource Recovery Priorities and priority is granted to projects which work toward implementing Missouri's Policy on Resource Recovery**
  - 10 points** – The project promotes and/or practices waste reduction
  - 5 points** – The project promotes and/or practices collection/processing, market development or composting
  - 2 points** – The project promotes and/or practices recovery and use of energy from waste materials
  - 0 points** – The project does not conform with the state resource recovery priorities
  
2. **Conforms with State/District targeted materials list**
  - 10 points** – The project reduces or recycles a targeted material in Priority List 1
  - 5 points** – The project reduces or recycles a targeted material in Priority List 2
  - 3 points** – The project reduces or recycles a material not targeted
  - 0 points** – The target does not involve any specific material
  
3. **Promotes waste reduction/recycling and/or results in an environmental benefit related to the District's Solid Waste Management Plan**
  - 10 points** – All aspects of the project target the goals of the District's plan
  - 6 points** – The project will address waste reduction in ways not specifically mentioned in the District's plan
  - 0 points** – The project does not address the plan's goals
  
4. **Complies with federal, state or local requirements**
  - 10 points** – Proposal demonstrates that all federal, state and local permits, approvals, licenses or waivers necessary to implement the project have been applied for and has provided documentation for verification
  - 4 points** – Proposal indicates awareness of permits, but applications have not been submitted
  - 0 points** – Applicant submitted no evidence of obtaining needed permits and no documentation that permits are needed

*Conformance with Policies, Targets & Other Requirements Subtotal: \_\_\_\_\_ points*

### Community Impact – 125 points possible

5. **Contributes to community-based economic development through potential job creation and/or job retention**
  - 25 points** – The project employs an employee with a minimum commitment to continue the project two years beyond the grant funding period
  - 10 points** – The project employs an employee with a one year commitment to continue the project beyond the grant funding period
  - 0 points** – No commitment to continue the project beyond the grant funding period
  
6. **Contributes to community-based economic development through potential market development**
  - 30 points** – The project produces a product using post-consumer resources located within the District

**10 points** – The project produces a product using post-consumer resources located outside the District

**0 points** – The project does not contain post-consumer resources

**7. Affects on private business entities in the marketplace**

**25 points** – Project does not negatively affect private entities during and/or beyond the grant funding period

**10 points** – Project negatively affects private entities during the grant funding period only

**0 points** – The project negatively affects private entities during and after the grant funding period

**8. Demonstrates a compelling argument documenting the need for the proposed service, information or market within the District**

**10 points** – Proposal provides a high level of need for the service, information or market within the District

**5 points** – Proposal provides an intermediate level of need for the service, information or market within the District

**0 points** – Proposal does not demonstrate need within the District

**9. Quality and accessibility of method the project uses to disseminate information or services**

**5 points** - High quality information/service will be readily available at no fee

**2 points** – Information/service of medium quality or will be available for a fee

**0 points** – Information is of low quality or will be kept proprietary

**10. Degree of community outreach which promotes the project and/or improves participation in waste reduction, reuse and recycling practices**

**10 points** – Proposal clearly demonstrates community outreach methods identifying audience and number people reached

**5 points** – Proposal includes community outreach component identifying audience

**0 points** – Proposal does not include or demonstrate community outreach component

**11. Contributes to community-based education of waste reduction/recycling**

**20 points** - Project provides educational information through personal interaction with public

**10 points** - Project provides educational information through media outlets

**0 points** - Project doesn't provide educational information

*Community Impact Subtotal: \_\_\_\_\_ points*

**Cooperative Efforts** – 15 points possible

**12. Demonstrates cooperative efforts to work with local governments and/or public/private partners as documented by a letter, ordinance, or resolution from the entity**

**10 points** – Proposal includes documentation of support and approval from local governing body and support of other partner organization(s)

**5 points** – Proposal includes documentation of support and approval of local governing body

**0 points** – No documentation of support from local governing body and/or public/private partner

**13. Transferability of results by which project innovations and successes may be applied elsewhere in the district and/or state**

**5 points** – The project can easily be replicated in other areas of the region or state

**0 points** – The project is site specific and cannot be replicated in other areas

*Cooperative Efforts Subtotal: \_\_\_\_\_ points*

**Technical & Administrative Considerations – 45 points possible**

**14. Technical capability of the applicant and staff to implement and operate the project based on previous work experience and demonstrated expertise in the field**

**5 points** – Applicant has extensive experience (five years or more)

**3 points** – Applicant has limited experience

**0 points** – Applicant has no experience

**15. Managerial capability of the applicant and staff to effectively administer the project based on previous work experience**

**5 points** – Applicant has extensive experience (five years or more)

**3 points** – Applicant has limited experience

**0 points** – Applicant has no experience

**16. Knowledge of appropriate accounting procedures**

**5 points** – Extensive experience (five years or more)

**3 points** – Limited experience

**0 points** – no experience

**17. Ability to implement project in a timely manner**

**10 points** – The project likely to be implemented based on the timeline

**5 points** - Implementing the project in a timely manner is a concern

**0 points** – The project is not likely to be implemented in a timely manner

**18. Feasibility to implement project as stated in application**

**10 points** – The project is capable of achieving its goals such as proposed tonnage diversion or any other measurable goals

**5 points** – Achieving the project's goals is a concern

**0 points** – The project is not technically feasible

**19. Availability of feedstock**

**5 points** – Sufficient supply of material within the District

**3 points** – Sufficient supply of material outside the District

**0 points** – Adequate supply of material questionable

**20. Effectiveness of marketing strategy**

**5 points** – Marketing strategy expected to generate sufficient participation to meet established goals

**0 points** - Marketing strategy not expected to generate enough participation to meet established goals

*Technical & Administrative Considerations Subtotal: \_\_\_\_\_ points*

**Finances** – 30 points possible

**21. Level of commitment for financing**

- 10 points** – All financing for the project is committed and documented except for grant requests as indicated by letters, contracts and other verifiable documents
- 3 points** – Sufficient financing is likely, but not yet committed
- 0 points** – Proposed financing is questionable

**22. Type of contribution by applicant**

- 10 points** – Applicant contributes both cash and in-kind match to project
- 7 points** – Applicant contributes cash match to project
- 5 points** – Applicant contributes in-kind match to project
- 0 points** – Applicant does not contribute match to project

**23. Match ratio or level of contribution by applicant display high level of commitment**

- 10 points** – Match greater than 30%
- 7 points** – Match 25% - 30%
- 5 points** – Match 20% - 24%
- 0 points** – Match less than 20%

*Finances Subtotal:* \_\_\_\_\_ *points*

**Other Possible Points** – 45 points possible

**24. Detail in which the proposal was created**

- 25 points** – detailed, complete with no additional data required to complete review of application
- 10 points** – Substantially complete but additional data required to complete review of application
- 0 points** – Not complete or insufficient data for consideration

**25. Budget quality**

- 20 points** – Well organized, thorough budget that includes explanatory notes on all expenditures and items over \$3,000 documented with quote or catalog price
- 10 points** – Budget is complete, but unorganized and missing information and/or budget notes
- 0 points** – No budget included in the application

*Other Subtotal:* \_\_\_\_\_ *points*

**Total:** \_\_\_\_\_ **points**

**Minimum Criteria**

There are 300 total points possible. Projects must receive at least 75% of the total points to be considered for funding. The district reserves the right to reject any or all applications throughout the grant application process even if applicant meets the 75% threshold. In the event of limited resources and/or a tie, the district reserves the right to give preference to applications that are not-for-profit organizations, municipal/county governments, and public institutions.