

**NORTHEAST MISSOURI SWMD
REGION C
GRANT EVALUATION PRACTICES**

The NEMO SWMD will evaluate District Grant Applications according to 10 CSR 80-9.050(5)(D). The Executive Board will review, rank and approve applications verifying the eligibility and completeness of the applications received by the deadline.

During the application review the Executive Board shall determine the eligibility of the proposed project, costs, and the completeness of the application. Should it be determined that the application is ineligible or incomplete, the Board shall reject the application and notify the applicant. An application may be resubmitted until the application deadline.

The Board will verify that all required documentation has been submitted to the SWMD prior to the established deadline. Required documentation shall include:

1. Applicant Profile Sheet
2. Executive Summary
3. Location of Project
4. Work Plan
5. Job Creation Statement
6. Time Table
7. Line-Item Budget
8. Permits, Approvals, Licenses or Waivers
9. Demonstration of Compliance with Local Zoning Laws
10. Evaluation Procedures
11. Match Documentation
12. Supporting Documents for Projects Over Fifty Thousand Dollars

The Board shall evaluate each application that is determined eligible and complete. The evaluation criteria will include no less than the 19 items which are required and listed in 10 CSR 80.9.050(5)(D)(3). (See Evaluation Sheet attached)