

Finding #15  
Region D Recycling & Waste Management District  
District Grant Evaluation Review Form 2008

Project Title:

\_\_\_\_\_

Applicant  
Name:

\_\_\_\_\_

Applicant Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip code \_\_\_\_\_

Amount Requested: \_\_\_\_\_ Total Project Cost: \_\_\_\_\_

Project Category (Circle One) Waste Reduction Recycling Composting  
Market Development Education

**1. Conforms with State Resource Recovery Priorities:** priority is granted to projects which work towards waste reduction and implementing Missouri's Policy on Resource Recovery (enclosed).

- 10 points - The project is for waste reduction or reuse.
- 5 points - The project is for collection / processing, market development or composting.
- 2 points - The project is for energy recovery.

\_\_\_\_\_ Points

**2. Conforms to Targeted Materials as approved by the District Board (enclosed).**

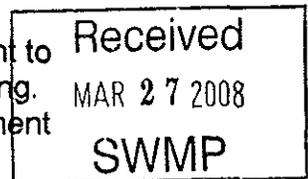
- 10 points - The project reduces or recycles a targeted material in list A.
- 5 points - The project reduces or recycles a targeted material in list B.
- 3 points - The project reduces or recycles a material not targeted.
- 0 points - The project does not involve any specific material.

\_\_\_\_\_ Points

**3. Economic Development:**

- 25 points - Project employs an employee with a minimum commitment to continue the project for two years beyond the grant funding.
- 10 points - Project employees an employee with a one-year commitment to continue the project beyond the grant fund.
- 0 points - No commitment to continue the project beyond the grand funding.

\_\_\_\_\_ Points



**4. Local private or public competition for similar service:** project tasks or equipment purchases in direct competition with existing business.

- 10 points - Proposal does not have direct competition with any District business.
- 5 points - Proposal is in minimal competition with a District business.
- 0 points - Proposal is in direct competition with a District business.

\_\_\_\_\_ Points

**5. Degree of waste reduction or recycling or results in an environmental benefit:**

criterion evaluates reduction or recycling or environmental benefit impact for short or long term.

10 points – Proposal results in the reduction or recycling of more than one waste stream component .

5 points – Proposal results in the reduction or recycling of a single waste stream component

\_\_\_\_\_ **Points**

**6. Cooperative Efforts:** works cooperatively with local governments in the District as documented by letters, ordinance or resolution from the local governing body in which the project is located.

10 points – Documentation of support and approval of the local governing body.

0 points – No documentation of support from local governing body.

\_\_\_\_\_ **Points**

**7. Compliance with Federal, State and Local Requirements:** Not all projects will need federal, state and local permits, approval, licenses and waivers. However, a discussion of why permits are needed must be include to receive full points for this criterion. If federal, state and local permits, approvals; license and waivers are necessary, a discussion of how this will be accomplished or copies of applications or actual permit documents should be included in the application.

10 points – Proposal demonstrates that all federal, state and local permits, approvals, licenses or waivers necessary to implement the project have been applied for (copies of applications attached) and/or demonstrates that permits are not needed.

5 points – Proposal indicates awareness of necessary permits but applications have not been submitted.

0 points – Applicant submitted no evidence of obtaining needed permits and no documentation that permits are not needed.

\_\_\_\_\_ **Points**

**8. Transferability of Results:** criterion will determine whether the project has set forth in the application, if proven successful, lends itself to being easily duplicated by others.

5 points – Information from this project will be actively disseminated to others through a plan.

3 points – Information from this project demonstrates the possibility of transferring project results to others.

0 points – Proposal does not demonstrate transferability.

\_\_\_\_\_ **Points**

**9. Need for the information:** criterion will be evaluated by the evidence documenting the need for the proposed project.

10 points – Proposal provides documentation for need for proposed project

5 points – Proposal reports need for proposed project with no documentation

0 points – Proposal does not demonstrate need.

\_\_\_\_\_ **Points**

**10. Technical Capability of Applicant:** the ability of the applicant to implement and operate the project based on previous work experience and demonstrated expertise in the field. Resumes from those individuals with operational responsibilities for the project.

7 points – Extensive experience (5 years or more)

5 points – Limited experience

0 points – No experiences

\_\_\_\_ Points

**11. Managerial Experience of Applicant:** resumes of project manager

7 points – Extensive experience (5 years or more)

5 points – Limited experiences

0 points – No experience

\_\_\_\_ Points

**12. Project Implementation:** feasibility of completing the project in realistic time frame.

10 points – Project likely to be completed in a timely manner based on the time line and other data.

5 points - Implementing project in a timely manner is a concern.

0 points - Project is not likely to be implemented in a timely manner.

\_\_\_\_ Points

**13. Technical Feasibility:** Is the technology or data available to implement this project?

10 points – Project will provide new and useful technology for waste reduction or resource recovery efforts

5 points – Project may provide new and useful technology for waste reduction or resource recovery efforts

0 points - Project will provide relatively little new or useful technology for waste reduction or resource

\_\_\_\_ Points

**14. Availability of Feedstock:** measure the strength of commitment of feedstock materials needed to complete the project as documented by letters of commitment, contracts or other verifiable documentation.

5 points – Proposal identifies a sufficient supply of feedstock within the District or that recovered materials are not needed.

3 points – Proposal identifies a sufficient supply of feedstock outside the District

0 points – Adequate supply of feedstock is questionable.

\_\_\_\_ Points

**15. Committed Financing:** strength of commitments for financial resources as indicated by letter, contract or other verifiable documents.

10 points – All financing for the project is committed and documented.

3 points - Sufficient financing is likely, but not yet committed

0 points - Proposed financing is questionable.

\_\_\_\_ Points

**16. Type of Contribution: Cash Match or In-kind Match**

- 20 points – 50-100% cash match
- 10 points – up to 50% cash match
- 7 points – 100% in-kind match
- 5 points – Combination cash/in-kind match

\_\_\_\_\_ **Points**

**17. Marketing Strategy:** A marketing strategy defines how materials collected or manufactured will be distributed from the collection point or producer to the consumer or end-market. A marketing strategy should include information on how materials are to be sold, advertised, packaged and distributed.

- 20 points – The project has a strong marketing strategy, utilizing Clinco Sheltered Industries.
- 3 points – The project has an acceptable marketing strategy, utilizing other resource than Clinco.
- 0 point - The marketing strategy for the project is questionable.

\_\_\_\_\_ **Points**

**18. Quality of Budget:** Budget must delineate percentage of requested funds and match. Budget must provide itemized expenses in the form of budget notes. Expenses over \$2,999.99 require documentation

- 15 points – Budget is complete
- 5 points – Expenses are not itemized and budget note for expenses over \$2,999.99 not included.
- 0 points – Requested funds not directly related to scope of work and will they be spent most efficiently?

\_\_\_\_\_ **Points**

**19. Financial Ratios:** Selected values on entity's financial statement. Required for requests of \$50,000 or more.

- 10 points – Financial statements or credit histories are included
- 0 points - No financial statement or credit history included

\_\_\_\_\_ **Points**

**20. Completeness of Application:** pre-application checklist, application form, budget form, executive summary, bid record/procurement form and required attachments are:

- 25 points – Complete with no additional data required to complete review of application
- 5 points - Substantially complete but additional data is required to complete review.
- 0 points - Not complete or insufficient data for consideration

\_\_\_\_\_ **Points**

\_\_\_\_\_ **Total Points – Page 4      90 Points Possible**

**21. Project Site Identification:** where project will be located as documented by letters, lease or other verifiable documentation.

10 points – Location within the District

5 points - Location within adjoining District in a cooperative effort

0 points - Location not identified

\_\_\_\_\_ **Points**

**22. Past Performance Rating:**

-0 points - Applicant has demonstrated satisfactory performance in the administration of previous grants.

-25 points – Applicant has demonstrated less than satisfactory performance in the administration of previous grants.

-50 points – Applicant has failed to meet the minimum performance requirements of a previous project funded by the District, or MDNR due to non-criminal mismanagement.

-125 points – Applicant has been convicted of defrauding the District or MDNR, or has failed to honor a previous contractual agreement with the District or MDNR.

\_\_\_\_\_ **Points**

\_\_\_\_\_ **Total Points – Page 5      10 Points Possible**

\_\_\_\_\_ **Total Points – Page 1      55 Points Possible**

\_\_\_\_\_ **Total Points – Page 2      45 Points Possible**

\_\_\_\_\_ **Total Points – Page 3      49 Points Possible**

\_\_\_\_\_ **Total Points – Page 4      90 Points Possible**

\_\_\_\_\_ **Total Points – Page 5      10 Points Possible**

\_\_\_\_\_ **Total Points      249 Points Possible**

**Applications must score 125 to be eligible for funding.**

\_\_\_\_\_  
**Signature of Reviewer**

\_\_\_\_\_  
**Date**