Evaluation Form for Reviewing

Municipal Services Program Grant Program Applications

[FY23 Round One Applications: due April 29, 2022]

Municipality: Municipal Contact:

Evaluator: Date Reviewed:

NOTE TO REVIEWERS: Because Category A events are completely run by CVSWMD, those applications may provide limited information for a number of questions. In those instances, please award the maximum points for each question.

Rate the application with respect to the following:

Grant Activities and Budget Information

A. Clarity general description - MSP program activities

Score: 0 to 10 points ***No. of Points: _____***

Reviewer comments:

B. Adequately describes eligible MSP grant activity. (Check each proposed activity)

A. _____CVSWMD Special Collection Event

B. _____Municipal-Run Special Collection Event

C. _____Infrastructure – Vehicle or Equipment

D. _____Infrastructure – Supplies for municipal staff or volunteers participating in MSP activities

E. _____Infrastructure – Satellite facility

F. _____Food Scraps

G. _____Technical Assistance/ Technical Support

Score: 0 to 10 points ***No. of Points: _____***

Reviewer comments:

C. Request is within maximum funding threshold:

Score: 0 to 20 points ***No. of Points: _____***

Reviewer comments:

D. Grant Budget Worksheet shows project expenses, income, and any other resources:

Score: 0 to 10 points ***No. of Points: _____***

Reviewer comments:

Other Information (from Section A)

E. Description of self-sustainability for project (Q1):

Score: 0 to 10 points ***No. of Points: _____***

Reviewer comments:

F. Municipality definition for success for project and why town needs the project (Q2 and Q3):

Score: 0 to 10 points ***No. of Points: _____***

Reviewer comments:

G. Staff members and volunteers and nature of the work (Q5 and Q6):

Score: 0 to 10 points ***No. of Points: _____***

Reviewer comments:

H. Resources the municipality is bringing to the project: e.g. funding, donations, professional expertise, etc. (Q4)
Score: 0 to 10 points ***No. of Points: _____***
Reviewer comments:

I. Application shows municipality will advertise or provide information to encourage public involvement and engagement for the project(s) (Q7):
Score: 0 to 10 points ***No. of Points: _____***
Reviewer comments:

J. Other considerations – Proposed budget and other information listed below
Reviewer comments:

TOTAL POINTS AWARDED: _____
(up to 100 points)

[For applications from multiple municipalities]
1. Clarity about which municipality is taking the lead and how coordination will take place:
Reviewer comments:

[If supplied]
2. Usefulness of Supporting materials:
Reviewer comments:

Reviewer General Comments:

[NOTE – PLEASE COMPLETE THE FOLLOWING AFTER REVIEWING ALL THE APPLICATIONS IN THIS FUNDING ROUND]

Reviewer recommendation for this application: _____ Yes _____ No
Reviewer recommendation for full or partial funding: _____ Full Funding _____ Partial Funding
Reviewer comments: