

# Watershed Assessment Projects

## Grant Application Evaluation Worksheet

February 2008

Project # \_\_\_\_\_ Applicant: \_\_\_\_\_

Amount Requested from OWEB: \$ \_\_\_\_\_ \*Your Name: \_\_\_\_\_

**THRESHOLD QUESTIONS** (All answers must be “Yes” for the project to be eligible). In general, the application/project:

- Yes     No    Is complete enough to review
- Yes     No    Proposes completion of watershed-scale assessments within Oregon Plan reporting basins for areas of the state where such assessments have not yet been completed, or estuarine assessments where they have not been completed. Examples of areas of the state where such watershed assessments have not yet been completed include, but are not limited to, the Klamath Basin, John Day Basin, Owyhee Basin, Lakes Basin and Umatilla Basin.
- Yes     No    Follows the Estuary Assessment Chapter of the OWEB Assessment Manual.

**INSTRUCTIONS.** The application evaluation is divided into two sections: Project Activity Criteria and Administrative and Fiscal Criteria. Information on where the answer to each question can be found is shown in parentheses. Write comments, as appropriate. Assign a score for each question within the parameters provided in the final column, with a higher score representing a better answer. When you’ve rated each question, add the scores for a subtotal for each section.

PROJECT ACTIVITY CRITERIA (Refer to Section III for all questions below)	COMMENTS	SCORE
A1. The application adequately describes past or current Watershed Assessments.		<b>0-10</b>
R2. The application clearly describes the watershed conditions to be assessed.		<b>(a) 0-10</b> <b>(b) 0-10</b>
R3. The project has <b>(a)</b> clearly defined, <i>measurable</i> objectives and <b>(b)</b> has identified clear and appropriate practices for addressing the problem(s) identified in #R2.		<b>(a) 0-20</b> <b>(b) 0-20</b>
R4. The project <b>(a)</b> complements other efforts under way or completed in the watershed and <b>(b)</b> is based on a local or regional strategic plan.		<b>(a) 0-5</b> <b>(b) 0-5</b>
R5. The project designer is <b>(a)</b> experienced and qualified. <b>(b)</b> Project planning and design take into consideration extreme events and alternatives.		<b>(a) 0-5</b> <b>(b) 0-5</b>
R6. The proposed project schedule is well thought out and appears to be realistic.		<b>0-15</b>

\* Your written evaluation will remain confidential. However, we will collect all your evaluations at the end of the review session.

<b>PROJECT ACTIVITY CRITERIA</b> (Refer to Section III for all questions below)	<b>COMMENTS</b>	<b>SCORE</b>
R7. Monitoring is <b>(a)</b> clearly linked to the project objectives described in #R3, and <b>(b)</b> the frequency and duration of monitoring seem adequate.		<b>(a) 0-10</b> <b>(b) 0-10</b>
R8. The project meets basic expectations for educating and raising public awareness.		<b>0-5</b>
R9. Completion inspection is by the appropriate entities.		<b>0-5</b>
R10. The right elements are being maintained at the right frequency by the right people.		<b>0-15</b>
<b>ADMIN &amp; FISCAL CRITERIA</b>	<b>COMMENTS</b>	<b>SCORE</b>
1. The budget <b>(a)</b> shows sufficient detail for all categories, and <b>(b)</b> unit quantities and costs appear to be reasonable, appropriate, and consistent with local market rates. (Budget Page and Sec. III, #R3)		<b>(a) 0-10</b> <b>(b) 0-20</b>
2. <b>(a)</b> Personnel and <b>(b)</b> fiscal administrative costs are reasonable. (Budget Page and Sec. III, #R3)		<b>(a) 0-10</b> <b>(b) 0-10</b>
3. The project has appropriate levels of involvement and support from the right parties and partners. (Sec. II, #4)		<b>0-10</b>
4. The applicant has sought at least 25% match (Match Form).		<b>0-10</b>
5. Based on any experience or information you may have, the applicant's past performance indicates the likelihood that the project will be completed as proposed.		<b>0-20</b>
<b>TOTAL</b>		<b>0-240</b>

### SCORING GUIDE

196 - 240 = High (Fund)

147 - 195 = Medium High (Generally a Fund)

98 - 146 = Medium (Possibly a Fund)

49 - 97 = Medium Low (Generally a No Fund)

0 - 48 = Low (No Fund)

**OVERALL EVALUATION** (Describe the MAIN strengths and weaknesses of the proposal, and include any recommendations for funding with conditions):

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