

**SCORING CRITERIA FOR HOUSEHOLD HAZARDOUS WASTE GRANT PROGRAM  
HD21 CYCLE FY 2013/14**

Application proposals must score a minimum of 35 points of the possible 50 points to be considered for funding.

**GENERAL REVIEW CRITERIA**

Points	Description
27	<p><b>NEED</b> Grant proposal clearly and convincingly describes and demonstrates why the project should be funded.</p> <p><b>Program Background and Context</b></p> <ul style="list-style-type: none"> <li>• Describe existing HHW program including volume collected, number of households served compared to total number of households, number of events, hours of facility operation, materials accepted, funding, etc. Include map(s) of the jurisdiction's current HHW facilities, contiguous jurisdictions and underserved areas.</li> <li>• Describe gaps in and/or barriers to HHW collection opportunities. Include surveys and other research or data that demonstrate the need for this project.</li> <li>• Explain why the location is an underserved area (an area having less access to HHW collection facilities and/or lacks HHW collection service when compared to other areas served by their jurisdiction or neighboring jurisdictions with comparable or similar population density and socioeconomic status. At a minimum, the optimum number is one certified HHW center per 100,000 people.)</li> </ul> <p><b>Proposed Project</b></p> <ul style="list-style-type: none"> <li>• Demonstrate, using both narrative and statistical data, how the proposed project will address identified need. Include site plans as necessary.</li> <li>• Describe and provide documentation showing what phase of construction your project is in.</li> <li>• Demonstrate, using both narrative and data, the rationale for this proposed project as compared to other approaches for meeting the identified need or barriers.</li> <li>• Estimate total funding for the project, including CalRecycle's contribution, and describe the agency's current funding capabilities to supply funds for the project.</li> <li>• <i>Goals, Objectives, Activities.</i> Describe and quantify what will be accomplished by completing this grant project (how many people will be served, volume of waste collected, etc.) and demonstrate the extent to which these goals/objectives address need and overcome identified barriers... Identify measurable targets that must be met to accomplish your project with specific dates.</li> <li>• Convincingly demonstrate how operation and maintenance costs of the project will be sustained beyond the term of the grant. Describe available funding sources, if any.</li> <li>• If CalRecycle grants were awarded for HHW projects in the past, describe what the funding was used for and why there is a need for additional grant funding.</li> </ul>
10	<p><b>WORK PLAN</b> Specific list of all grant eligible activities and tasks that will be undertaken to achieve your goals and complete your project. Use the Work Plan template.</p> <ul style="list-style-type: none"> <li>• Include a detailed Work Plan that effectively describes the tasks and activities required to achieve the goals/objectives in the proposed project narrative.</li> <li>• Demonstrate that the applicant (including its contractors) and cooperating organizations have sufficient staff resources, technical expertise, and experience to successfully complete the proposed project.</li> <li>• Delineate activities and tasks. Demonstrate they are logical and achievable within the grant term, and with available resources.</li> <li>• Include an evaluation component to measure success of the project and to determine whether the goals/objectives were accomplished.</li> </ul>

<b>6</b>	<p><b>BUDGET</b> Discuss the costs (dollar figures) associated with activities necessary to complete the project. Use the Budget template.</p> <ul style="list-style-type: none"> <li>• Costs are itemized into cost categories and are consistent with the activities included the Work Plan.</li> <li>• All budget backup documentation including quotes, estimates, and equipment details are uploaded, clearly marked and support proposed budget costs.</li> <li>• Includes cost savings from leveraging other funding, in-kind services, etc. Adequately describe source and amount of local funds, in-kind services, other grants, or other additional project funding (if any) to complete the proposed project.</li> </ul>
<b>2</b>	<p><b>APPLICATION COMPLETENESS, LETTERS OF SUPPORT, EXPERIENCE, ETC.</b> Supporting documents are included and submitted electronically by the deadline. All documents were furnished using a systematic naming and numbering system. Letters of support for project demonstrate the need for the project and/or active involvement of all cooperating and participating governmental agencies, businesses and organizations needed to complete the proposed project.</p>
<b>45</b>	<b>TOTAL POSSIBLE GENERAL REVIEW CRITERIA POINTS</b>
<b>BONUS POINTS up to 5 points</b>	
<b>3</b>	<ul style="list-style-type: none"> <li>• Applicant did not receive an HHW Grant during either the 18<sup>th</sup> or 19<sup>th</sup> HHW Grant cycles (FY 2009/10 and FY 2010/11) (<b>2 points</b>), or</li> <li>• Applicant did not receive an HHW Grant during the 17<sup>th</sup>, 18<sup>th</sup>, or 19<sup>th</sup> HHW Grant cycles (FY 2008/09, FY 2009/10 and FY 2010/11) (<b>3 points</b>).</li> </ul>
<b>2</b>	<p>A project that establishes an HHW facility construction project for:</p> <ul style="list-style-type: none"> <li>• Rural areas (county having a population of 200,000 or less)</li> <li>• Small cities (population of less than 35,000)</li> <li>• Regional applicants (joint proposal from two or more eligible applicants)</li> </ul>
<b>5</b>	<b>TOTAL POSSIBLE BONUS POINTS</b>
<b>50</b>	<b>TOTAL POSSIBLE SCORE (Total of General Review Criteria and Bonus Points)</b>