

FY 2003/2004 HOUSEHOLD HAZARDOUS WASTE GRANT SCORING CRITERIA – 12th Cycle

Applicants must score 70% (70 points) of the total possible 100 points to be considered for grant funding

GENERAL REVIEW CRITERIA

| Points | Description – Points per bulleted item are in parentheses |
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| 20 | <p>1. NEED = Grant proposal clearly and convincingly describes and demonstrates why the project should be funded (e.g., benefits, end products, etc.).</p> <ul style="list-style-type: none"> • (5) Describe and demonstrate the local or regional need for the project as related to the establishment of new programs, or expansion of existing programs, that address the proper management of HHW. • (8) Address identified gap in service availability or current unmet need. • (2) Support the existence of the problem with surveys and/or studies. • (5) Describe any health and safety threats or environmental concerns. |
| 6 | <p>2. GOALS AND OBJECTIVES = Describe what you wish to accomplish by completing this grant project. List measurable target(s) that must be met on the way to attaining your goal.</p> <ul style="list-style-type: none"> • (3) List and describe measurable goals or desired outcome of project (what do you want to achieve – e.g., increase material collected by 20 percent). Describe how they relate to the identified need and be specific. • (3) List and describe measurable objectives (what needs to be done – e.g., number of collection events). Describe how they relate to the identified need and be specific. |
| 8 | <p>3. WORK PLAN = Specific list of all grant eligible procedures or tasks used to complete your project.</p> <ul style="list-style-type: none"> • (2) Using Work Statement Form, demonstrate that objectives can be achieved within available timeframe and with available resources. • (2) Describe why the proposed activities are the best way to address the identified need. • (1) Identify staffing required to carry out the proposed project. • (1) Identify any products that will be used or produced and how they will be distributed. • (1) Describe involvement of cooperating organizations. • (1) How will the project/program be funded after the grant term is complete? |
| 6 | <p>4. EVALUATION = Describe a method to measure the process and outcome of the applicant's project.</p> <ul style="list-style-type: none"> • (3) Interim Progress Evaluation (Process Evaluation): Describe a method for evaluating and modifying methods during project implementation. How will you measure the interim progress? (If you experience difficulty conducting an activity of the grant, how will you re-evaluate or adjust your activities?) Who will be responsible for this evaluation? Describe clearly the criteria for determining success. • (2) Final Outcome Evaluation: How will you evaluate and measure the final outcome of your project? Who will be responsible for this evaluation? Describe clearly the criteria for determining success. • (1) Explain any statistical tests or questionnaires to be used, and any evaluation reports to be produced. |

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| 8 | <p>5. BUDGET = Cost (dollar figure) associated with activities necessary to complete the project.</p> <ul style="list-style-type: none"> • (2) Provide an itemized cost breakdown associated with each activity, task or subtask. • (2) Are all the project costs associated and tasks outlined in the Work Plan? • (2) Provide quotes, estimates, or other documents to support the costs you are claiming. • (1) Is your proposal cost effective? List any cost savings derived from volunteers, in-kind services, recycling options, use of existing promotional materials, etc. • (1) Budget items for managerial costs, contingency or miscellaneous are clearly described and kept to a minimum. |
| 5 | <p>6. APPLICATION COMPLETENESS, LETTERS OF SUPPORT, EXPERIENCE, ETC.</p> <ul style="list-style-type: none"> • (3) Grant proposal is clearly presented and complete as required in the application instructions including completion of all sections, adherence to all specified deadlines, and inclusion of all required forms (Work Statement Form, Summary of Used Oil & HHW Grants Form, Permit Checklist, Environmental Justice certification, etc.) • (1) Includes letters of support for the project. • (1) Includes evidence that the applicant or its contractor(s) have sufficient staff resources, technical expertise, and experience successfully managing grant programs, to carry out the proposed project. Include resumes and/or background for key project personnel and contractors, references, etc. |
| 15 | <p>7. EVIDENCE OF A RECYCLED-CONTENT PURCHASING POLICY OR DIRECTIVE.</p> <p>Applicant demonstrates evidence of recycled content policy by the purchase of recycled-content products, recyclable or reused products, such as re-refined oil, recycled-content paper, sustainable business practices, or use of compost and mulch, and other “green” products or materials, or engages in other sustainable business practices and waste reduction activities where appropriate and feasible. Applicant will be awarded points if:</p> <ul style="list-style-type: none"> • (6) Policy is in place or has been adopted during the application period by the applicant, or its governing body. • (3) Applicant, or its governing body, can provide evidence of sustainable recycled-content product (RCP) purchasing practices within the past year. • (3) Applicant, or its governing body, proposes to evaluate their RCP purchasing policy annually. Evaluation should address the positive and negative features, the sustainable practices performed during the past year and a plan to increase the percentage of RCP by applicant. • (3) Applicant, or its governing body, can provide evidence of sustainable business practices within the past year. |
| 68 | TOTAL POSSIBLE GENERAL REVIEW CRITERIA POINTS |

| PROGRAM CRITERIA | |
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| | Statutory Requirements: As authorized by Public Resources Code (PRC) Section 47200, the Board has authority to award grants to cities, counties, and other local government agencies to expand or initially implement household hazardous waste programs; and shall give priority to funding programs which meet the criteria items described below in 8 and 9, and also addressed in 11. |
| Points | Description |
| 8 | <p>8. Applicant proposes to establish or expand HHW program(s) to provide for the collection of additional waste types; innovative or more cost-effective collection methods; and/or expanded public education services for:</p> <ul style="list-style-type: none"> • rural areas (a rural area is a county having a population of 200,000 or less.); or • small cities (a small city is a city with a population of less than 35,000.); or • underserved populations (a population that has less access to household hazardous waste collection opportunities compared to other populations with comparable density and socio-economic status.) For populations in underserved areas, grantee should be able to clearly articulate a specific strategy for targeting this population taking into consideration cultural differences, levels of education, economics, and accessibility to HHW collection. |
| 4 | 9. Applicant proposes to establish a multi-jurisdictional HHW program that addresses regional needs. |
| | Discretionary Criteria |
| 10 | 10. Applicant did not receive a household hazardous waste grant award during the last cycle – HD 11 (FY 2002-2003). |
| 10 | 11. Applicant proposes a new or expanded HHW program for the collection of E-waste or U-waste. |
| 32 | TOTAL POSSIBLE PROGRAM CRITERIA POINTS |
| 100 | TOTAL POSSIBLE SCORE (Total of General Review Criteria and Program Criteria Points) |