

**SOUTHWEST MO SOLID WASTE DISTRICT N  
EVALUATION CRITERIA  
and  
Grant Projects Evaluation Form**

Project Title : \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address:: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County: \_\_\_\_\_

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

Grant Match: \_\_\_\_\_ % Project Type:: City/County or District

Project Description: (Circle One) Waste Reduction, Recycling, Composting, Market Development, Education

PROJECT TOTAL SCORE \_\_\_\_\_

**I. APPLICABILITY TO DISTRICT PLAN AND TARGETS**

**30 Points Possible**

- 1. Conformance with the Solid Waste Management Hierarchy:** Projects awarded financial assistance are to work toward implementing Missouri's Policy on Resource Recovery (Policy Enclosed) see Appendix IX.

10 points      The project is for waste and/or source reduction.  
5 points      The project is for collection/processing, market development or composting.  
2 points      The project is for the recovery and use of energy from waste materials.  
\_\_\_\_\_ POINTS

- 2. Conformance with District Targeted Materials List:** Materials list as approved by District Board located in Appendix V of this document.

10 points      The project reduces or recycles materials on the high priority list and is on the project list.  
5 points      The project reduces or recycles materials on the medium priority list and is on the project list.  
2 points      The project reduces or recycles materials on the low priority list and is on the project list.  
\_\_\_\_\_ POINTS

- 3. Waste Reduction/Recycling Process:** This criterion evaluates reduction or market development potential.

10 points      The project results in the reduction or recycling of more than one waste stream component.  
5 points      The project results in the reduction or recycling of a single waate stream component.  
\_\_\_\_\_ POINTS

**II. MANAGERIAL CAPABILITY**

**40 Points Possible**

- 4. 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.

10 points      The project has a strong marketing strategy.  
3 points      The project has an acceptable marketing strategy.  
1 point      The marketing strategy for the project is questionable.  
\_\_\_\_\_ POINTS

5. **Market Viability:** This criterion will be judged on the strength of the commitments submitted for materials or products. these commitments should be in the form of letters, contracts, purchase orders or other documents that are quantifiable and verifiable.

- 10 points Proposal includes documented commitments from end-markets for all of the end-product.
  - 5 points Proposal includes documented commitments from end-markets for 50% or more of the end-product.
  - 3 points Proposal includes documented commitments from end-markets for less then 50% of the end product or includes targeted end-markets for the end-product.
  - 0 points Proposal does not include end-market information.
- \_\_\_\_\_POINTS

6. **Managerial Capability of Applicant:** This criterion measures the applicants ability to successfully oversee the project. as project manager.

- 10 points The applicant has strong managerial qualifications for project. manager.
  - 5 points The applicant has acceptable managerial qualifications for implementing the project.
  - 0 point The applicant has no experience for implementing the project.
- \_\_\_\_\_POINTS

7. **Operational Experience of Applicant:** This criterion measures the operators knowledge and experience to conduct the necessary technical tasks to implement the project. This criterion will be judged on the operators previous work experience, demonstrated technical knowledge and successful operations of similar projects. This information should be documented in the form of resumes from those individuals with operational responsibilities for the project.

- 10 points The applicant or operator demonstrates the experience and training needed to implement the project.
  - 5 points The proposal includes a means to obtain the training needed to implement the project.
  - 0 points The applicant or operator does not demonstrate the experience and/or training needed to implement the project.
- \_\_\_\_\_POINTS

**III. TECHNICAL FEASIBILITY**

**30 Points Possible**

8. **Technological Need:** This criterion measures the need and usefulness of technology or data that will be produced by the proposed 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 recovery efforts.
- \_\_\_\_\_POINTS

9. **Technology:** This criterion measures the technological feasibility used by the project. This criterion will be judged based upon the documentation (copies of research and journal articles, or explanation of where and how this technology has been previously successfully used, etc.) Provided and whether it is quantified and verifiable.

- 5 points The technology to be used in the project is a proven technology (successfully operated on a commercial scale).
  - 3 points The project consists of utilizing multiple technologies proven individually but not in this configuration.
  - 0 points The project utilizes technologies that are unproven or that are generally considered economically infeasible.
- \_\_\_\_\_POINTS

10. **Compliance with Federal, State and Local Requirements:** Not all projects will need federal, state and local permits, approvals, licenses and waivers. However, a discussion of why permits are not needed must be included to receive full points for this criterion. If federal, state and local permits, approvals, licenses 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 obtained (copies attached) and/or demonstrates that permits are not needed.

5 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).

2 points Proposal indicates awareness on 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

11. **Availability of Feedstock:** Measure the strength of the commitments for feedstock materials needed to complete the project. These commitments should be in the form of letters, contracts or other documents that are quantifiable and verifiable.

5 points Applicant provides documentation that sufficient supply of feedstock within the District has been secured for the project or that recovered materials are not needed.

3 points Applicant has identified an adequate supply of feedstock outside the District.

0 points Adequate supply of feedstock for the proposal is questionable.

\_\_\_\_\_POINTS

#### **IV. TIMELINESS OF PROJECT**

**25 Points Possible**

12. **Project Implementation:** This criterion measures whether the project can be achieved in a realistic time frame. The criterion will be judged by the project tasks and timeline submitted.

10 points The project is likely to be implemented in a timely manner, based upon the timeline and budget provided in the application.

5 points There are concerns about whether the project will be implemented in a timely manner, based upon the timeline and budget provided in the application.

0 points The project is unlikely to be implemented in a timely manner.

\_\_\_\_\_POINTS

13. **Project Site Identification:** This criterion identifies where the project will actually occur. Documentation may include contracts, lease agreements, letters of commitment or other verifiable documentation.

10 points The applicant currently owns or leases site for proposed project.

5 points The applicant has identified a site for the project but cannot demonstrate commitment for obtaining it for the specified use.

0 points The applicant does not identify a site.

\_\_\_\_\_POINTS

#### **V. POTENTIAL TO CREATE JOBS/BUSINESS ACTIVITY IN DISTRICT**

**20 Points Possible**

14. **Community-Based Market Development:** This criterion measures whether the project provides for the collection and utilization of expanded quantities and for types of materials that have previously not been collected and utilized within the community.

20 points The project is very likely to result in the development of a needed local market for the community.

10 points The project has the potential to result in the development of a needed local market for the community.

0 points The project will not result in the development of a needed local market for the community.

\_\_\_\_\_POINTS

**VI. COOPERATIVE EFFORTS**

**100 Points Possible**

**15. Cooperative Efforts:** Demonstrated cooperative efforts with local governments in the District as documented by letters, ordinance or resolution from the local governing body in which the project is located.

- 20 points      The project results in the development of a cooperative effort with the Solid Waste Management District Members.
- 0 points      The project results in no cooperative efforts with the Solid Waste Management District Members.

\_\_\_\_\_POINTS

**16. Effect on Private Entities:** Project tasks in direct competition with existing business.

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

\_\_\_\_\_Points

**17. Quality of Budget:** Budget must provide itemized expenses in the form of budget notes and delineate percentage of requested funds for match.

- 25 points      Budget is complete
- 5 points      Expenses are not itemized
- 0 points      Requested funds not directly related to scope of work.

\_\_\_\_\_Points

**18. Financial Ratios:** Selected values on entities financial statement required for grant requests of \$25,000.00 or more.

- 10 points      Financial statement or credit history included.
- 0 points      No financial statement or credit history included.

\_\_\_\_\_Points

**19. Use of Recovered Material:** This criterion measures the utilization or quality improvement of recovered materials for use in end-products.

- 10 points      The project involves use of a recovered material(s) in the production of an end-product(s) of economic value.
- 5 points      The project results in improving the quality of recovered material(s) for use in the manufacturing of an end-product(s).
- 0 points      The project does not involve use of any recovered material(s) in the production of any end-product(s) of economic value.

\_\_\_\_\_POINTS

**20. Completeness of Application**

- 25 points      The application is complete and there is adequate data to complete a financial assistance agreement based upon the data provided.
- 5 points      Substantially complete, but financial assistance agreement cannot be completed without additional data.
- 1 point      Not complete or insufficient data for consideration.

\_\_\_\_\_POINTS

**VIII. FINANCING**  
**Possible**

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**10 Points**

**21. Committed Financing:** This criterion will be judged on the strength of commitments for financial resources committed. These commitments should be in the form of letters, contracts, personal commitments or other documents that are quantified or verifiable.

- |           |  |
|-----------|--|
| 10 points | All financing for the project is committed and documented.             |
| 3 points  | Sufficient financing for the project is likely, but not yet committed. |
| 0 points  | Proposed financing is questionable.                                    |

\_\_\_\_\_POINTS

**IX. TRANSFERABILITY**

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**5 Points Possible**

**22. Technical Transferability:**

- |          |   |
|----------|---|
| 5 points | Information from this project will be actively disseminated to others through a plan. |
| 3 points | Information from this project will be transferable to others as public information.   |
| 0 points | This project does not contain a plan to disseminate information to others.            |

\_\_\_\_\_POINTS

**TOTAL SCORE FROM ALL CATEGORIES:\_\_\_\_\_ 225 Points Possible**

**SIGNATURE OF REVIEWER: \_\_\_\_\_**