

**PVHA MINI GRANT PROGRAM
REVIEW COMMITTEE SCORING SHEET:**

Project Name: _____

Organization: _____

Mini Grant Funds Requested: \$ _____

Reviewers Initials: _____

Each item should be scored from 0 to the maximum points allowed for that item based on the reviewer's assessment of how closely the project meets the stated criteria.

I. PROJECT DESCRIPTION

- Is it clear what the products/results of the project will be?

(0 – 10 points) _____

II. PROJECT PRIORITY

- Does the project fit within the strategic plan, or long term goals of the applicant organization?

(0 – 10 points) _____

III. CONSISTENCY WITH HERITAGE AREA GOALS/MANAGEMENT PLAN

- Is the project consistent with the goals, objectives, strategies, standards, and actions outlined in the applicable Certified Heritage Area management/Five Year/Annual plan?

(0- 20 points) _____

- Does the project align with one of PHG's FY2020 Priorities?
 - i. Patapsco Days 2020, New Interpretation, Bilingual Trails

(0- 5 points) _____

IV. DELIVERABLES AND IMPACT

- Do the proposed activities substantially increase the protection and enhancement of sites, structures, objects districts or landscapes which are deemed to be of historic, archaeological, cultural, natural or architectural significance?

(0 - 25 points) _____

V. PROJECT DESIGN

- Are project objectives and the methods to accomplish those objectives clearly stated?
- Is the project ready to proceed? Is the proposed timeline realistic?
- Are the necessary steps included in the timeline?
- Can the objectives realistically be accomplished in the proposed timeline?

(0 – 20 points) _____

VI. BUDGET

- Does the budget contain the necessary expenditures

to accomplish the tasks outlined?

- Are the costs outlined in the project budget reasonable and customary given the goals of the project and for the services or products being obtained?
- Does the project show appropriate match?
(required = dollar-for-dollar @ 75% cash, max.25% in-kind)
- Are the costs in the budget broken down in detail
(e.g. rate X hours, # of items x cost per item)?

(0 – 10 points) _____

VII. URGENCY

- Is it critical that the project be accomplished within a limited timeframe or does the project present a time-limited special opportunity?

BONUS 5 points _____

Total Reviewer Score (maximum 105 points)

REVIEWER COMMENTS (optional):