

Evaluation Criteria

Perpetuate a Good Idea Grant Program

I. Project Summary/Statement of Need (15 pts.): ___

- The mission of this grant program is to adapt, replicate and/or build on previously funded CEP grant projects. **Is the name of the previously funded CEP project identified?** (This should include the name of the previously funded project by title, name of original grantee and award date.)
- Is the **audience** to be served by this mini-grant identified?
- Is the **success of the replicated project documented** (i.e., what were proven successes from the previous award)?
- Is the **need to replicate or expand the project clearly explained**?

II. Goals, Objectives and Action Steps (10 pts.): ___

- **Is the project achievable? Are the timelines feasible?** Is the plan for completion of activities thought out?
- Does the project have merit? Will it use ideas, concepts and programs to reach additional and/or different audiences in Iowa? Or will it reach existing or new audiences with new information using the procedures and concepts learned from the previously awarded grant?
- Is a **public communications component** included?

III. Evaluation (5 pts.): ___

- Does the proposal state at least **one output and one outcome** that will be measured? Are they appropriate for the project? Does the proposal state how outputs and outcomes will be measured? Does the proposal state how the evaluation results will be useful to the applicant and/or to the project?

IV. Staff Qualifications (5 pts.) : _____

- Are the staff people to be involved in the project identified? Does their **training and experience** qualify them to perform the duties of the project?

V. Funding and Budget Considerations (10 pts.) : _____

- **Is the request for funds \$5,000 or under (it must be to be eligible for this grant program)?**
- Is the budget **clear and concise? Realistic and cost-effective?**
- Does the project demonstrate the **advancement of environmental education** using REAP CEP funds?
- Are only **eligible funds** requested?
- Are strong partnerships indicated by **cash and in-kind contributions**?

VII. Format (5 pts.) : _____

- Was **all requested information included and the application format followed** (i.e., proposal summary form/timeline, budget summary form, project summary (including what past CEP project will be adapted, replicated and/or built on?), statement of need, goals, objectives and action steps, evaluation, budget explanation and project staff?
- Is the application **clear and easy to read**, using 12-pt. type? Is the **narrative section no more than 4 pages**?

____ **TOTAL POINTS AWARDED** (Maximum score is 50.)

Scores will determine the order in which proposals are considered for funding at the REAP CEP Board Review Meeting. Grant awards will be determined by the scoring system above, as well as Board discussion and interaction with applicant at the meeting.