1. Project Readiness (score 0-15 points)

Applicant does not have legal control/access to property for the trail proposal and is not engaged in active negotiations with the property owner(s) to obtain it. (Score: 0 points).

Applicant has legal control/access to property for the trail proposal, permits have been identified and obtained, environmental review has been conducted and construction plans are completed. (score: 10-15 points)

Applicant has legal control/access to property for the trail proposal. Environmental review has been conducted, construction plans are complete and permits have been identified and are in the process of being obtained. (Score: 7-9 points)

Applicant is in active negotiation for legal control/access to property for the trail proposal or has already obtained it, construction plans have not been developed, some environmental review has occurred, permits have been identified but permitting process has not begun. (Score: 2-6 points)

No environmental review or resource analysis has been conducted, permits appear to be needed and applicant appears unaware of requirements, control of property is tenuous or unclear. (Score: 0-1 point)

Score: ____________

Comments:

2. Purpose and Need (score 0-10 points)

Project creates a significant and/or unique recreational trail experience or rehabilitates a significant and/or unique recreational trail. Need for proposal is documented in application and need and demand is documented by statistical data and letters of support from user groups and/or contributions from organizations. (Score: 5-10 points)

Project creates and/or rehabilitates a moderate recreational trail contribution. (Score: 1-4 points)

Project creates and/or rehabilitates a recreational trail with little relevance to the majority of recreational trail enthusiasts within Virginia. Need for proposal is not well documented in application and support from user groups and/or contributions from organizations is limited or lacking. (Score: 0 points)

Score: ____________

Comments:
3. Budget/Cost Estimate (score 0-10 points)

Application includes detailed cost estimate where all costs are eligible for reimbursement and the costs appear accurate. (Score: 7-10 points)

Application includes detailed cost estimate where certain costs are not eligible for reimbursement and costs do not appear accurate or cost effective. (Score: 2-6 points)

Application includes cost estimate that is not complete and/or or uses lump sum for every item or appears unrealistic: either over or under budgeted (Score: 0-1 points).

Application does not include a cost estimate (Score: 0 points)

4. Match Composition (score 0-10 points)

Match is 100% cash supported by documentation (Score 10 points)

Match is evenly split between cash and forced account labor (Score: 5-9 Points)

Match is combination of cash, forced account, volunteer labor and donations of materials, services and goods (Score: 1-4 points)

Match is unclear or not available and/or application lacks documentation showing match is secure. (Score: 0 Points)

Score: __________

Comments:

5. Project Schedule, Means and Methods (score 0-15 points)

Project schedule is clear, well planned and logical. Applicant has clearly indicated the approach to the project will be in a timely, efficient and effective manner. The proposal includes actions to create a sustainable trail, with care given to protecting the environment; resources are in place to operate and maintain the facility over the long term for public use. (Score: 6-15 points)

Project schedule is clear but appears unrealistic. Steps being taken to create a sustainable facility and/or to be environmentally sensitive are unclear and/or appear uniformed. Long term operation and maintenance is unclear or appears inadequate. (Score: 2-5 points)

Project schedule is unrealistic, either overly ambitious or under achieving. Steps being taken to create a sustainable trail and/or to be environmentally sensitive are inadequately addressed or not addressed or raises more questions. No indication long term operation and maintenance has been considered. (Score: 0-1 points)

Score: __________

Comments:
6. Planning Process (score 0-10 points)

Project is an identified need in an approved local plan or was identified as a need through user/citizen surveys. Development of the proposal included public participation opportunities. (Score 5-10 points)

Project is an identified need in an approved local plan or was identified as a need through user/citizen surveys but actual proposal development does not appear to have included public participation opportunities. (Score: 3-4 points)

Project is not an identified need in a local plan but is a general need in the Virginia Outdoors Plan, no user or citizen surveys were involved nor were any public participation opportunities. (Score: 1-3 points)

For proposals involving rehabilitation and relocation of existing trail corridors and amenities, is the rehabilitation part of a resource management plan for the facility or system? Is the rehabilitation needed due to high volume use? Is the rehabilitation needed due to natural occurrences? Is the rehabilitation needed to improve safety? Was the decision making process that led to the submission of the application clear and logical? (Score 0-10 points)

Planning Process and/or decision making process is unclear or inadequate. (Score: 0 points)

Score: _______

Comments:

7. Accessibility (score 0-10 points)

Project is 100% accessible (Score: 10 points)

The proposal involves accessibility to the maximum extent practical. The applicant has clearly explained how much of the proposal is accessible and why 100% is not feasible and has cited any exemptions from accessibility requirements for recreational facilities (Score: 1-9 points).

The application does not address accessibility (Score: 0 points)

Score: _______

Comments:

8. Application Preparation (score 0-10 points)

Application answers all questions in a clear and concise manner, all required attachments are included. (Score: 5-10 points)

Application answers all questions but raises some questions and some of the required documentation is missing (Score 2-4 Points)

Applications is missing required documentation, answers to questions are unclear, rambling, confusing or contradictory (Score: 0-1 Point)

Score:_______ Comments:
9. Five Minute Sales Pitch (score 0-10 points)

Applicant indicates in a clear, convincing and/or creative manner the uniqueness and significance of the proposal and why it should be funded. (Score: 0-10 points)

Score: ________

Comments:

10. Previous recreational grant performance (Score 0 to +5 points or -5 to -10 points)

(This criterion can result in negative points being awarded and/or positive points being awarded depending on prior performance)

Applicant has completed previous recreational grants within the original timeframe or extensions needed due to unexpected environmental occurrences or acts of nature and without reductions in the scope of work. (Score: 5 points)

Applicant has completed previous recreational grants but time extensions not required by acts of nature or unexpected environmental occurrences were needed to complete the original scope of work. (Score: 1 – 2 points)

Applicant has completed previous recreational grants but failed to follow grant requirements, and/or needed multiple time extensions or changes in scope of work to allow for a viable project that could be satisfactorily brought to completion, etc. (Deduct 5-10 points)

Score: ________

Comments:

11. Recreational Trails Advisory Committee Bonus Points (Score 0-15)

The Recreational Trails Advisory Committee may choose to add up to 15 discretionary points for projects that are felt to be especially well thought out, innovative, and unique or will contribute significantly to needed trail opportunities in Virginia or aid in an geographic distribution of funds.

Score: ____________

Comments:

Maximum total points possible for items 1-10 = 100 points
Maximum total RTP Advisory Committee points = 15 points.