

Evaluation Criteria

I. Statement of Need (20 pts.): ___

- Is the need **documented by research** (i.e., observations, data, and/or expert testimony)? If the project has been funded by CEP in the past, are outputs and outcomes from that initiative used to make a case for funding the project again?
- Does the proposal show **interdisciplinary** components?
- Will the project, if funded, **help to conserve and protect Iowa's natural resources**?

II. Goals, Objectives, Activities, Timeline (20 pts.): ___

- Will this project serve its **target audiences** well, and how will those audiences be **recruited**?
- Is a **public communications component** included? Is it one that will help transfer good ideas to other EE professionals and/or inform the public of the project and of REAP CEP?
- **Is the project achievable? Are the timelines feasible?** Is the plan for completion of activities well thought out?
- Does the project have merit, incorporate creative ideas and strategies, and have the ability to attract new audiences to EE?

III. Collaboration and Transferability/Dissemination (10 pts.): ___

- Are **strong partnerships** indicated, and **letters of commitment** (outlining firm financial and/or non-financial commitments) from the partners included? Is networking a component of the project?
- Does the proposal indicate plans to secure local, state and/or national partners? Better yet, are those partnerships already secured? (See proposal's Budget Explanation for details.)
- Does the proposal explain how others (such as EE colleagues throughout Iowa) can benefit from the project?
- Does the project have the **potential to be implemented elsewhere**? Is this **project likely to continue** after the grant period, either by being self-sustaining or by drawing on a wide array of other sources...not relying exclusively on REAP CEP?
- Does it provide a **realistic goal for number of people reached** through the project?

IV. Evaluation (15 pts.) : _____

- Does the proposal state what **outputs** will be measured? Are they appropriate outputs for the project?
- Does the proposal state what **outcomes** will be measured, and how they will be measured? Does it indicate who will do the evaluation and when it will be conducted? Does the proposal state how the evaluation results will be useful to the applicant and/or to the project?

V. 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?

VI. Funding and Budget Considerations (15 pts.) : ___

- 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/cover page, budget summary form, timeline, summary, statement of need, goals, objectives and activities, transferability, project staff, budget explanation, project update on past grants)?
- Is the application **clear and easy to read**, using 12-pt. type? Is the **narrative section no more than 6 pages**?

VIII. Bonus Points for Outstanding Proposals (10 pts.): ___

Reviewers may provide up to 10 bonus points for exceptional projects (i.e., ones that demonstrate particular strengths in marketing, interdisciplinary outreach, creativity, execution plan, previous successes of REAP CEP grants).

____ **TOTAL POINTS AWARDED** (Maximum score is 100)

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.