



Application Evaluation & Ranking Form

Grant Program _____
Applicant _____
Project Title _____

Federal Share _____
Review _____
Organization _____

Scoring Category	Total Points Available	Score
Alignment to FEMA core capabilities / THIRA / state priorities	25 points	
Application identifies gaps / risk assessment	20 points	
Sustainability of project	15 points	
Detailed and comprehensive budget included	15 points	
Project management and timeline milestones identified	10 points	
Project will be implemented within the period of performance	5 points	
Comprehensive documentation included with application	5 points	
Applicant is NIMS compliant	5 points	
Bonus Points		
The application includes a multi-jurisdictional component	2 points	
Applicant has a history of timely reporting and completed projects	1 Point	
Application has been submitted on agency letter head and is signed by agency executive	1 Point	
Total Score	104 Points	

Reviewer notes and comments:

A total of 5 reviewers will independently score each application. Total of all 5 will be recorded with a recommendation to award applicant.

Category	Description
Alignment to priority capabilities	The proposed project provides a solution to an identified gap in a FEMA core capability. Using the THIRA and State Preparedness Report, the state has identified ten of these as priorities for improvement, they are outlined in the Notice of Funding Opportunity.
Sustainability	Upon completion, project will require little to no further federal funding; or grant sub-recipient will assume future costs of maintenance, service fees, or replacement of peripherals (i.e., batteries).
Identifies gaps / risk assessment	The application outlines an investment justification for the project. Application is being submitted because there is a gap that cannot be met without federal funding.
Detailed and comprehensive budget	An estimate of costs, revenues, and resources over a specified period, reflecting a reading of future financial conditions and goals. A budget is one of the most important administrative tools. A budget serves also as a plan of action for achieving quantified objectives, standard for measuring performance, and a device for coping with foreseeable adverse situations.
Project management and milestones	Project management is the application of processes, methods, knowledge, skills and experience to achieve the project objectives. The applicant has identified tasks or milestones that can be used as a measure of grant project progress.
Implemented within period of performance	This is the period of time during which the performance goals must be met in order to determine the degree of payout and/or vesting with respect to, or the amount or entitlement to the specific grant award.
Comprehensive documentation	A broad scope or content; including all necessary documents. This documentation allows for the reviewers to have the ability to understand all information submitted.
Applicant is NIMS compliant	National Incident Management System: application understands and has, or is making progress towards becoming NIMS compliant (NIMS principles are in use for planning, training, exercise etc.)
Multi-jurisdictional	The application includes other agencies or jurisdictions, and serves to benefit more than one stakeholder.
History	The applicant has a history of filing quarterly progress reports and successful completion of projects
Agency certification	Application has been submitted on time, on agency letter head, and has been signed by an executive official

Final Grant Award Decisions will be made by the Director of RIEMA

