

## VAAFM Ag-CWIP Ranking Criteria Matrix

Ranking Criteria Categories	Sub-Categories	Weight	Guidance for Applicant	Guidance for Reviewer
Geographic Area (10 Max)	Targeted Priority Areas (e.g. Rock, Pike, McKenzie, Jewett, Hungerford)	10	Review the map and the corresponding text explaining the priority areas. Please indicate the extent to which your program works in the indicated priority areas - based on percentage (e.g. 50% Missisquoi Bay, 25% Rock and Pike Rivers, 25% non-prioritized area). Applications focusing on areas in yellow will receive extra ranking points, and those focusing on areas in red will receive even more ranking points, depending on the extent to which the program focuses on those areas.	What percentage of the proposal will be in priority areas? If 100% is in a targeted priority area (e.g. Rock or Pike Rivers, see map), they should receive 10 points (maximum). If 100% is in a general priority area (e.g. Missisquoi Bay), but not in a targeted area, they should receive 5 points. If half of their project is in the general priority area, and half is in a targeted priority area, they should receive 7.5 points.
	Larger Priority Area (Missisquoi Bay, St. Albans Bay, South Lake A and B, Memphremagog (Fritz map))	5		
	Not Targeted to Priority Area	0		
Cost (35 Max)	Average Annual Cost	20	Proposals with a low total cost relative to other proposals submitted will receive more points, while those with high overall cost will receive less points.	What is the overall cost of the project? This should be relative to other proposals received, and higher cost proposals should receive less points. For example, if there are a total of two proposal (for simplicity), one is requesting \$200,000 and another is requesting \$50,000, the \$50,000 project here would get 20 points (cheapest project), and the \$200,000 would get 5 points (4 times more expensive). You can come up with your own relative ranking system, as long as it is consistent across all proposals reviewed. Base this on the average yearly cost!
	Leverage/Match	10	Projects that leverage other funds, or provide match will receive extra ranking points. Project need to leverage or match at least 5% of the overall project cost to receive any points, and exact amount of points received will depend on how much match or leveraged funds are proposed relative to other proposals submitted. This criteria will be ranked based on percentage of overall project costs, rather than total dollar amount.	Award points for the percentage of the matched/leveraged funds relative to the overall project cost. They need to be offering at least 5% match to receive any points, and exact number of points received should be relative to other projects. Remember, base this on the percentage of overall project costs and not the total amount of funds leveraged/matched.

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	Clarity of Budget	5	Proposals need to submit clear and accurate budgets, with all the components requested. Budgets that are incomplete or unclear will not receive these points.	Are all of the requested budget requirements met? Is the budget clear and easy to understand? Does the math add up?
Impact (35 Max)	Outcomes and Activities	35	This, along with overall project cost, is the heart of your proposal. What are the outcomes and activities being proposed? This will be ranked on overall impact, alignment with the outcomes and activities outlined in the request for applications, program proposed is complete, partnerships are leveraged where possible and proposed program fits in with existing programs, and the length of time in which the program outcomes will be realized.	Rank their impact based on the outcomes that they are proposing to accomplish, and how well their proposed activities align with those outcomes. This should be ranked based on our priorities of the outcomes, how well they related to their selected activities, and relative to other proposals received. How well do they align with our priority outcomes as listed in the RFP. Proposed methodology for demonstrating qualitative change over time. Completeness of program (give more points if including E and O, TA, project planning, implementation, and follow up rather than just one activity area) - include partnership.
Past Performance /Capacity (10 Max)		10	Proposals that demonstrate past success in similar program areas will receive extra points. If your organization has had grants or contracts with VAAFM within the last 5 years, we will use your performance on these to assess the points received in this section. Otherwise, we will assess this based entirely on what is contained in your proposal. The credentials of your program staff will be considered relative to the type of work you are proposing.	Review staff list and credentials, description of past work and success. If previously held VAAFM grants and contracts, consider how well they accomplished the scope of those projects.
Program Evaluation Methods (10)		10	We will give points to proposals that demonstrate a clear understanding of how activities will be tracked and accounted for, and how their program will be evaluated by the Agency.	Has the applicant shown a clear understanding of how their program will be evaluated, and proposed adequate tracking and program evaluation methods that align with how the State will be tracking and accounting for activities? This metric should be awarded points based on the merit of the methods proposed, not relative to other proposals.