MTP Application Scoring Rubric

Section	Question	Criteria	Score	What scores mean
Application Part 3	#1 Ownership	MTP should prioritize projects that are on land that is guaranteed for public use for 10 years or more. The longer the duration of use, the better. Permanent use is best.	-10 - 10	10: land is publically owned, easement for use is permanent or lease terms include permanent use; 5:easement or lease terms for 10 years; 0: easement or lease terms for 5 years; --10: easement or lease terms for one year only
	#2 Control	MTP should prioritize projects where applicant has control of the land where proposed project is	-10 - 10	10: applicant has ongoing permission to do what the project proposes; 5: applicant has permission to do what project proposes for 10 years; 0: applicant has permission to do what the project proposes for 5 years; -10: applicant has permission for one year only.
	#3 User Fees	MTP prioritizes projects that are consistently free to any and all users	0-2	2: free to all users; 0 users are charged a fee to use
Application Part 4	#3 suitable for all intended users	MTP prioritizes projects that include features and management plans that make it suitable for all intended users and that address potential conflicts among various types of trail users	-5 --10	10: Project includes features, design and management plans that make the trail suitable for all intended users; 8:Project includes features, design and management plans that make the trail suitable for 75% of intended users; 5: Project includes features, design and management plans that make the trail suitable for 50% of intended users; 3: Project includes features, design and management plans that make the trail suitable for 25% of intended users; -5: Project does not include features, design and management plans that make the trail suitable for any of the intended users
	#4 Project Priority?	MTP prioritizes projects that are part of a written plan and that have involved inclusive community and stakeholder engagement and demand.	0-10	10: Project is part of a documented plan and included a variety of stakeholders and extensive community input; 7: Project is part of a documented plan and included a few stakeholders and some community input; 5: Project is part of a documented plan but planning did not include stakeholders outside of organization/agency; 0: Project is not part of any plan and did not involve community input or demand
Application Part 5	#1 Project design	MTP prioritizes projects designed by qualified professionals.	0-10	10: Project was designed by recognized, qualified professionals with exemplary credentials and extensive relevant experience; 5:Project was designed by professionals with credentials but with limited relevant experience; 0: Project was designed by individuals with no qualifications nor relevant experience.
	#2 Project construction	MTP prioritizes projects that will have qualified professionals managing the construction process.	0-10	10: Project construction will be managed by recognized, qualified professionals with exemplary credentials and extensive relevant experience; 5: Project construction will be managed by professionals with credentials but with limited relevant experience; 0: Project construction will be managed by individuals with no qualifications nor relevant experience.
	#3 Project build	MTP prioritizes projects that will be built by qualified professionals and / or that engages qualifying youth corps.	0-10	10: Project will be built by recognized, qualified professionals with exemplary credentials and extensive relevant experience and include youth corps such as Maine Conservation Corps; 7: Project will be built by professionals with credentials but with limited relevant experience. Youth corps will be included; 4:Project will be built by professionals with credentials but with limited relevant experience. Youth corps will not be included; 0: Project will be built by individuals with no qualifications nor relevant experience and youth corps will not be included.
	#4 ADA/ABA design elements	MTP prioritizes projects that include Accessible Trail Design and increases accessibility.	0-10	10: Project is fully ADA/ABA compliant; 5: Project has multiple design elements that will increase accessibility; 0: Project has no design elements that will increase accessibility
	#5 Project management	MTP prioritizes projects that have a funded plan for future maintenance.	0-10	10: Project includes realistic plan and has budgeted funds and staffing for future maintenance; 5: Project includes simple plan but has not budgeted funds and staffing for future maintenance; 0: Project has no plan or budget for future maintenance.
Application Part 6	#1 Environmental Implications	MTP prioritizes projects that have minimal negative environmental impacts.	0-15	15: Clearance responses indicate no detrimental impacts related to the project. 10: One or more clearance letters identify possible impacts which are appropriately mitigated by project sponsor. 5: One or more possible impacts are identified and project sponsor response is questionable. 0: Impacts are identified but poorly addressed or not addressed at all.
	#2 Positive Implications	MTP priortizes projects that correct existing environmental conditions	0-15	15: An existing negative & unsustainable condition is corrected, expressed design features used to prevent future degradation 10: Existing conditions corrected, implied prevention of future degratation. 5: Existing conditions corrected, no indication of prevention. 0: No existing conditions or not addressed
	#3 Permits needed	Is applicant aware of variety of permits required to complete the project, has it researched the implications of acquiring the permits and included cost of permits in budget?	0-10	10: applicant has checked with Code Enforcement Officer (CEO) and accounted for permit expenses in budget; 5: applicant has checked with CEO but not included permit expenses in budget; 0: applicant has not checked with CEO
App Prt 8	Project Budget (use budget doc)	MTP prioritizes projects that have sound budgets based on professional designs and cost estimates and that have at least 10% match confirmed. MTP prioritizes projects that do not request more funding than is needed.	0-10	10: Budget is based on cost estimates / quotes and is sufficient to execute the proposed project. 7: Budget appears adequate for proposed work, some estimates included. 4: Budget appears adequate for work, no estimates. 0: Budget does not support the proposed work (cost estimates either too low, or too high)
Match	Project Maximizes Matching Funds	MTP requires at least 20% local share. A project with sufficient match will score higher than a project showing minimum or insufficient match. A project showing excess match will be viewed more favorably.	0-15	15: Cash / in-kind committed at least 10% of total project. 8: Cash / in-kind promised at least 10% of total project 0: Cash / in-kind is less than 10% of total project
History	How recent was the applicant's last award?	MTP wants to fund projects across the landscape of Maine, not necessarily serve as a repeat funder of the same agencies / organizations.	-5-10	-5pts if applicant has a past failed project. 0pts if a current awardee. 2pts if received MTP within 1-2 years. 4pts if received 3-5 years ago. 7pts if 6 or more years ago. 10pts if a new applicant.
Demerits	Was their application complete?	Due to the relatively complex application proccess, it is not uncommon for applicants to submit their application with missing documentation. Missing documentation may not necessarily disqualify the application if the project is otherwise of merit.	-5 ea	Deduct 5 pts for each missin,g yet required, application component

	Project priority	In addition to giving each project a scor for the criteria listed, we must also consider the relative priority of each proposal		In a
		Priorities include:	Yes	No
		Meets a documented PUBLIC need that will benefit trail users:		
		Is well-planned and seems feasible:		
		Has sufficient local financial support to complete project:		
		Corrects or greatly alleviates adverse environmental or social impact:		
		Provides for long-term, stable management once project is completed:		
		Is of state-wide or national significance:		
	Additional Comments			