THE MUNICIPALITY OF
LAMBTON SHORES

Community Vibrancy Fund Application Evaluation Grid

Applicant: _____

Project Description: _____

_____

Criteria	High 2	Medium 1	Low 0	Score /2
Demonstrated need for the project	The applicant has provided evidence for the project need, which may include data from a pilot project, research, and gap analysis. The project aligns with existing studies and/or reports.	The application does not include substantial evidence for the project need but has demonstrated that the project addresses a service not already provided. .	There is no evidence of project need and/or the project duplicates a service already provided	
Demonstrated community support for the project	The applicant has significant documentation for community support for the project (e.g., project partner, multiple letters of support)	The applicant has provided one letter of support for the project	No evidence of support for the project	
The project is open and accessible to everyone	The applicant has provided a plan that demonstrates the project will be inclusive and open to everyone in the community.	The applicant has confirmed that the project is open and accessible to everyone, but no clear plan or strategy has been developed.	There is no evidence that the project is open and accessible to everyone	

Criteria	High 2	Medium 1	Low 0	Score /2
The applicant can match the requested funds NOTE: Funds requested or received through other municipal grant programs cannot be used as matching funds	The applicant has provided evidence of a secured funding partner and/or has the remaining 50% of the project's funds available as evidenced through financial statements	The applicant has provided a clear and reasonable strategy for raising the matching funds required.	The applicant does not have matching funds and no clear plan for obtaining matching funds.	
The applicant has demonstrated financial need for the project	Through financial statements, the applicant does not carry evidence of surplus with sufficient funds to complete the project. The project cannot occur without funding.	Through financial statements, the applicant has sufficient funds to complete the project without additional funding but the applicant has provided a plan for how the surplus funds intend to be used.	Through financial statements, the applicant provides evidence of a surplus with sufficient funds to complete the project without funding and the applicant has not identified a use for the surplus.	
The applicant has a demonstrated ability to successfully complete projects	The applicant has provided proof and examples of successful projects. There is evidence to show that previous projects have been completed on budget. The applicant has identified a project management plan.	The applicant has project management experience.	No history or evidence provided.	

Total Score for events:

/12

NOTE: Events taking place on municipal property will not be assessed on the following criteria provided the event does not require staff support outside of normal operations (e.g., equipment supply).

Criteria	High 2	Medium 1	Low 0	Score /2
The project does not result in additional support or finances from the Municipality beyond the initial grant	The project takes place on private property that is accessible to the public (not on municipal property) and will be managed and maintained by the property owner and/or applicant.	The project takes place on municipal property but the applicant has provided a clear operations plan for maintenance and repair that does not include municipal resources.	The applicant has not provided a plan for ongoing maintenance or operations.	

Total Score for all other projects:

/14