

Environment and Natural Resources Trust Fund

Member Presentation Scoring Instructions

Member scores need to be emailed to Michael Varien at (michael.varien@lccmr.leg.mn) or hand delivered to (65 State Office Building) no **later than 4:30 p.m. Wednesday July 10, 2019**.

Please score all proposed projects selected for presentations using the “Members Scoring Submission Form.” Staff will combine the scores of all members and provide that compiled list to members. This is one tool commission members can use in allocation discussions during the July 17-18 meetings to create a package of projects to recommend to the legislature for funding.

Scoring Criteria

Please use the LCCMR approved evaluation criteria and the following scale when scoring projects. Also please consider both the proposal and presentation when scoring:

Scoring Scale	Score	Description
Priority	10	Indicates that the proposal directly addresses RFP priorities for this funding cycle in order to meet an urgent need. It is an innovative project using the best available science; it leverages other resources and has demonstrated a high potential for substantial outcomes of local or regional or statewide significance
High	9	Indicates that the project should be funded this funding cycle
	8	
	7	
Medium	6	Indicates that the project should be funded if funding is available
	5	
	4	
Low	3	Indicates that the project could be considered in future cycles but it is not a high priority at this time
	2	
	1	
Not a Priority	0	Indicates that a proposal does not clearly communicate one or a combination of the following: does not address RFP priorities for this funding cycle, is not urgent, has less clear outcomes, narrower impacts, and has not demonstrated readiness or capacity to achieve outcomes identified in the proposal

Conflict of Interest, Abstaining, and Scoring “0”

If a member chooses not to vote on a particular proposal because of a conflict of interest not already noted on the spreadsheet, this should be indicated by placing a 'c' in the "Conflict" column.

If you choose to leave a row blank, you will be considered as having abstained from voting and your score will not be averaged with other members’ scores for that project. If you wish for a project to be scored zero, please be sure to enter “0” for your score. Scoring all proposals helps provide better feedback to proposers whose projects do not get recommended.

Member notes and feedback

In the "Member Notes" column, members may include notes about the project or funding recommendations they wish to share with others. Staff will compile member notes alongside member scores in the list to be provided on July 17. If there are any questions about proposal eligibility for funding from the Environment and Natural Resources Trust Fund under the Minnesota Constitution or 116P.08, that can be indicated here. Members may also include feedback for presenters in the notes column.