

APPENDIX G: MITIGATION PROJECT EVALUATION FORMS

SCORING THE 2008 PDMC APPLICATIONS

As a member of the SHMT, you are being asked to score each of the 8 PDMC project applications based on the criteria used in the National Evaluation (explained in detail below). Each of the applications will be scored with a scoring range from 0-100 based on the percentage breakdown that is in keeping with the breakdown that will be used by FEMA and the National Evaluation Panel. An example scoring sheet, blank scoring sheet and project applications are attached.

This composite team score will be then combined with a score completed by OEMA staff using the National Review criteria – these are objective criteria that either the applicant/application does or does not have. The combined score will then be used to rank the projects for submission to the national competition.

If you find the application doesn't contain the information you need for a particular scoring portion, we will have the full application plus all attachments at the team meeting. During the team meeting, each project will be reviewed and discussed before scores will be added. A composite score will be developed.

The excerpts below are from the larger guidance document from FEMA which can be found at:

http://www.ema.ohio.gov/mitigation/PDM_08_Program_Guidance.pdf

This is provided for your background and to offer insight into FEMA's evaluation and ranking process.

It is hoped by going through this exercise that we will select and forward the "best of the best" projects from Ohio.

Thank you!!!

NATIONAL RANKING (This will be done by OEMA staff)

FEMA will score all eligible mitigation planning and project sub-applications on the basis of predetermined, objective, quantitative factors to calculate a National Ranking Score for each subapplication.

All mitigation planning and project sub-applications will be sorted in descending order based on National Ranking Scores. FEMA will forward from the National Ranking to the

National Evaluation the highest scoring sub-applications representing not less than 150 percent of available funds.

National Ranking factors are:

National Ranking Factor	Plans	Projects
The priority given to the sub-application by the Applicant in their PDM grant application (35% - this criteria will obviously not be included as part of the OEMA scoring as it will be the outcome of scoring the other factor plus the SHMT composite score from the National Evaluation Criteria)	35%	35%
Assessment of frequency and severity of hazards	30%	N/A
Whether the Applicant has a FEMA-approved Enhanced State/tribal hazard mitigation plan by the application deadline	15%	20%
Community mitigation factors such as Community Rating System class, Cooperating Technical Partner, participation as a Firewise Community, and adoption and enforcement of codes including the International Code Series and National Fire Protection Association 5000 Code, as measured by the Building Code Effectiveness Grading Schedule	15%	15%
The percent of the population benefiting, which equals the number of individuals directly benefiting divided by the community population	N/A	15%
Whether the project protects critical facilities	N/A	10%
Status of the local subapplicant as a small and impoverished community	5%	5%
TOTAL POINT VALUES	100%	100%

NATIONAL EVALUATION (This will be done by the Ohio State Hazard Mitigation Team)

National panels, chaired by FEMA and composed of representatives from FEMA Headquarters and Regions, other Federal agencies, states, territories, Federally-recognized Indian tribal governments, and local governments will convene to evaluate the mitigation planning and project sub-applications forwarded from the National Ranking. Evaluators will score sub-applications based on predetermined qualitative factors to calculate a National Evaluation Score for each sub-application.

FEMA will ensure that panel evaluations are conducted consistently and fairly with no conflicts of interest. All mitigation planning and project sub-applications will be granted equal consideration during the National Evaluation regardless of their National Ranking Score. After the National Evaluation is completed, all planning and project sub-applications will be sorted in descending order based on National Evaluation Scores.

National Evaluation criteria (NEC) are:

National Evaluation Factor	Plans	Projects
Strategy for and identification of appropriate and useful performance measures to assure the success of the proposed mitigation activity	30%	30%
Sufficient staff and resources for implementation of the proposed mitigation planning process or proposed mitigation project	30%	20%
Thoroughness of SOW that demonstrates an understanding of the planning process and a methodology for completing the proposed mitigation plan	30%	N/A
Project subapplication demonstrates that the proposed mitigation activity reduces the overall risks to the population and structures	N/A	20%
Durability of the financial and social benefits that will be achieved through the proposed mitigation project	N/A	15%
Leveraging of Federal/State/tribal/territorial/local/private partnerships to enhance the outcome of the proposed activity	5%	5%
Description of unique or innovative outreach activities appropriate to the planning process (e.g., press releases, success stories) that advance mitigation and/or serve as a model for other communities	5%	N/A
Protection of critical facilities	N/A	5%
Inclusion of outreach activities appropriate to the proposed mitigation project	N/A	5%
TOTAL POINT VALUES	100%	100%

* Critical facilities are defined in FEMA's PDM Guidance as Hazardous Materials Facilities, Emergency Operation Centers, Power Facilities, Water Facilities, Sewer and Wastewater Treatment Facilities, Communications Facilities, Emergency Medical Care Facilities, Fire Protection, and Emergency Facilities.

Scoring Example

Community Name: City of Floodville stormwater management project

Criteria	Max Points	Score
<i>Strategy for and identification of appropriate and useful performance measures to assure the success of the proposed mitigation activity (30% of NEC)</i>	30	15
<i>Sufficient staff and resources for implementation of the proposed mitigation project (20% of NEC)</i>	20	20
<i>Project sub-application demonstrates that the proposed mitigation activity reduces the overall risks to the population and structures (20% of NEC)</i>	20	10
<i>Durability of the financial and social benefits that will be achieved through the proposed mitigation project (15% of NEC)</i>	15	7
<i>Leveraging of Federal / State / Tribal / territorial / local / private partnerships to enhance the outcome of the proposed mitigation project (5% of NEC)</i>	5	1
<i>Protection of critical facilities (as defined in Section 5.1, Eligible Mitigation Project Activities) (5% of NEC)</i>	5	0
<i>Inclusion of outreach activities appropriate to the proposed mitigation project (e.g., signs, press releases, success stories, losses avoided analysis) that advance mitigation and/or serves as a model for other communities (5% of NEC)</i>	5	5
TOTAL	100	63

Blank Scoring Sheet

Community Name: _____

Criteria	Max Points	Score
<i>Strategy for and identification of appropriate and useful performance measures to assure the success of the proposed mitigation activity (30% of NEC)</i>	30	
<i>Sufficient staff and resources for implementation of the proposed mitigation project (20% of NEC)</i>	20	
<i>Project sub-application demonstrates that the proposed mitigation activity reduces the overall risks to the population and structures (20% of NEC)</i>	20	
<i>Durability of the financial and social benefits that will be achieved through the proposed mitigation project (15% of NEC)</i>	15	
<i>Leveraging of Federal / State / Tribal / territorial / local / private partnerships to enhance the outcome of the proposed mitigation project (5% of NEC)</i>	5	
<i>Protection of critical facilities (as defined in Section 5.1, Eligible Mitigation Project Activities) (5% of NEC)</i>	5	
<i>Inclusion of outreach activities appropriate to the proposed mitigation project (e.g., signs, press releases, success stories, losses avoided analysis) that advance mitigation and/or serves as a model for other communities (5% of NEC)</i>	5	
TOTAL	100	

DR-1720 HMGP PRE-APPLICATION SCORING SHEET AND INSTRUCTIONS

As a member of the SHMT, you are being asked to score each of the DR-1720 pre-applications based on criteria similar to that used in the National Evaluation for the Pre-Disaster Mitigation Program and criteria found in 44 CFR 206.434. Please score each of the applications using a scoring range from 0-110 based on the breakdown on the blank scoring sheet. The evaluation criteria, an example scoring sheet, blank scoring sheet and project pre-applications are attached.

You may find that the pre-application doesn't contain the information you need for a particular scoring portion. You have access to nearly all of the information that was forwarded to our office in the PDF file. This is also the reason for the team meeting. At the meeting, the OEMA Mitigation Branch staff assigned to that pre-application provide a staff report. They will attempt to ensure that it has been completed fully and will also try to collect additional information/background on the project idea such as give an early indication of cost effectiveness (where data is available) and insight into local match commitment. Also, other team members will provide important input that may factor into your score. For example, the Ohio Department of Development may be able to provide insight into the community's ability to manage a complex grant (this gets at the financial and staff resources which is the third factor in scoring). The Ohio Department of Natural Resources will be able to provide insight as to whether a community is doing day-to-day mitigation through participation in the Community Rating System (CRS), Cooperating Technical Partner (CTP), and doing their National Flood Insurance Program (NFIP) responsibilities.

During the SHMT meeting, each project will be reviewed and discussed before scores will be requested – you can and should adjust your score based additional information from this discussion!

After the meeting, a composite score will be developed. This composite score will be used to rank the pre-applications. A separate NFIP score will be provided by the Ohio Department of Natural Resources after the meeting, as they will be utilizing a Self Assessment Survey. The top ranked, most likely eligible projects will be invited to develop full project applications. The SHMT will again meet to review full project applications to be forwarded to FEMA after they are developed using these same criteria. **PLEASE NOTE THAT ALL PROJECTS, TO BE APPROVED BY FEMA UNDER HMGP MUST MEET MINIMUM ELIGIBILITY CRITERIA!** These criteria include environmental suitability, cost effectiveness, eligibility of the mitigation action proposed, mitigation plan consistency, and being in good standing with the NFIP.

The goal of going through this exercise is to select and forward the “best of the best” projects from Ohio in a fair and objective manner.

EVALUATION CRITERIA

Evaluation factors for mitigation projects under HMGP and the respective weighting of each are:

- 1. Was the community in the declared disaster area? (25 percent – this is an all or nothing score);*
- 2. Viability of the proposed mitigation project. Is it an appropriate strategy? Is it consistent with community plans/goals? Is it potentially cost-effective? Does it solve a problem independently or constitute a functional portion of a solution? (25 percent);*
- 3. Sufficient staff and resources for implementation of the proposed mitigation project (15 percent);*
- 4. Durability of the financial and social benefits that will be achieved through the proposed mitigation project. Will the mitigation option, to the extent practicable, contribute to a long term solution to the problem it is intended to address? (15 percent);*
- 5. Does the proposed mitigation project address a hazard where there has been repetitive impacts or occurrences in the project area? (10 percent);*
- 6. Protection of critical facilities as defined below (5 percent)*;*
- 7. Inclusion of outreach activities appropriate to the proposed mitigation project (e.g., signs, press releases, success stories, losses avoided analysis) that advance mitigation and/or serves as a model for other communities (5 percent); and*
- 8. BONUS: If the project is for flood hazard mitigation, does it include acquisition/demolition which is the priority mitigation activity for the State of Ohio? (10 points – this is an all or nothing score);*
- 9. BONUS: Does community participate in other mitigation programs (CRS, FEMA CTP, Firewise, adopted building codes, have a stormwater management utility)? (5 points);*

**Per FEMA PDM Guidance, critical facilities are defined as Hazardous Materials Facilities, Emergency Operation Centers, Power Facilities, Water Facilities, Sewer and Wastewater Treatment Facilities, Communications Facilities, Emergency Medical Care Facilities, Fire Protection, and Emergency Facilities)*

Scoring Example

Community Name: City of Floodville

Criteria	Max Points	Score
<i>Was the community in the declared disaster area? (25 percent – this is an all or nothing score)</i>	25	25
<i>Viability of the proposed mitigation project. Is it an appropriate strategy? Is it consistent with community plans/goals? Is it potentially cost-effective? Does it solve a problem independently or constitute a functional portion of a solution? (25 percent)</i>	25	15
<i>Sufficient staff and resources for implementation of the proposed mitigation project (15 percent)</i>	15	10
<i>Durability of the financial and social benefits that will be achieved through the proposed mitigation project. Will the mitigation option, to the extent practicable, contribute to a long term solution to the problem it is intended to address? (15 percent)</i>	15	7
<i>Does the proposed mitigation project address a hazard where there has been repetitive impacts or occurrences in the project area? (10 percent)</i>	10	2
<i>Protection of critical facilities (5 percent)</i>	5	0
<i>Inclusion of outreach activities appropriate to the proposed mitigation project (e.g., signs, press releases, success stories, losses avoided analysis) that advance mitigation and/or serves as a model for other communities (5 percent)</i>	5	0
<i>BONUS: If the project is for flood hazard mitigation, does it include acquisition/demolition which is the priority mitigation activity for the State of Ohio? (10 points)</i>	10	10
<i>BONUS: Does community participate in other mitigation programs (CRS, FEMA CTP, Firewise, adopted building codes, have a stormwater management utility)? (5 points)</i>	5	2
TOTAL	115: (100 + 15 Bonus Points)	71 (59+12 bonus points)

Blank Scoring Sheet

Community Name: _____

Criteria	Max Points	Score
<i>Was the community in the declared disaster area? (25 percent – this is an all or nothing score)</i>	25	
<i>Viability of the proposed mitigation project. Is it an appropriate strategy? Is it consistent with community plans/goals? Is it potentially cost-effective? Does it solve a problem independently or constitute a functional portion of a solution? (25 percent)</i>	25	
<i>Sufficient staff and resources for implementation of the proposed mitigation project (15 percent)</i>	15	
<i>Durability of the financial and social benefits that will be achieved through the proposed mitigation project. Will the mitigation option, to the extent practicable, contribute to a long term solution to the problem it is intended to address? (15 percent)</i>	15	
<i>Does the proposed mitigation project address a hazard where there has been repetitive impacts or occurrences in the project area? (10 percent)</i>	10	
<i>Protection of critical facilities (5 percent)</i>	5	
<i>Inclusion of outreach activities appropriate to the proposed mitigation project (e.g., signs, press releases, success stories, losses avoided analysis) that advance mitigation and/or serves as a model for other communities (5 percent)</i>	5	
<i>BONUS: If the project is for flood hazard mitigation, does it include acquisition/demolition which is the priority mitigation activity for the State of Ohio? (10 points)</i>	10	
<i>BONUS: Does community participate in other mitigation programs (CRS, FEMA CTP, Firewise, adopted building codes, have a stormwater management utility)? (5 points)</i>	5	
TOTAL	115: 100 + 15 Bonus Points	