



Renfrewshire LEADER

# Application Assessment Score Chart

To determine, whether an application for LEADER funding is suitable, it is essential that a clear and transparent assessment is undertaken. This should be as objective as possible. Where key issues cannot be addressed as a result of omissions in the application, the applicant should be asked to supply the required information. Scorers are asked to rate the project in terms of the statements outlined below on a scale of 0 to 5. In some instances not all the issues covered below will be relevant. Assessment should take this into account where this is the case.

|                          |  |
|--------------------------|--|
| Scorers Name             |  |
| Scorers Organisation     |  |
| Project Title            |  |
| Application Reference No |  |

| CRITERIA   | SCORE    |          |          |          |          |          | NOTES |
|--|----------|----------|----------|----------|----------|----------|-------|
| <b>A. Aims and objectives of the project:</b><br>Refer to responses in application form (particularly but not exclusively the responses to question 4.4 and section 7 of the form) and to relevant supplementary information submitted with application form. Refer also to the themes, priorities and target groups outlined in the Local Development Strategy. | <b>0</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |       |
| Overall aim of the project is clearly identified   |          |          |          |          |          |          |       |
| The aim fits clearly within the “Revitalising Communities” and/or “Conservation of the Rural Environment” themes   |          |          |          |          |          |          |       |
| Rate how well the project supports the priorities under the above two themes   |          |          |          |          |          |          |       |
| Rate how well the project supports one or more of the chosen target groups   |          |          |          |          |          |          |       |
| Outputs and outcomes have been considered and are quantifiable, realistic and achievable   |          |          |          |          |          |          |       |
| <b>SUB TOTAL (max 25)</b>  |          |          |          |          |          |          |       |

| CRITERIA   | SCORE    |          |          |          |          |          | NOTES |
|--|----------|----------|----------|----------|----------|----------|-------|
| <b>B. Management of the Project:</b><br>Assess the relevance and appropriateness of any partnership arrangements for the development and/or delivery of the project. Is there a clear picture of the project, how it will be delivered, by whom, timescales and levels of responsibility. Refer to responses in application form (particularly but not exclusively the responses in sections 5 and 8 of the form) and to relevant supplementary information submitted with application form. | <b>0</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |       |
| The operation of the project is well planned and explained   |          |          |          |          |          |          |       |
| The roles, responsibilities and skills of the partners in the project are appropriate and clearly defined  |          |          |          |          |          |          |       |
| The management structure of the project is appropriate   |          |          |          |          |          |          |       |
| The financial management arrangements, accounting and control procedures are appropriate and robust  |          |          |          |          |          |          |       |
| A robust monitoring system is in place   |          |          |          |          |          |          |       |
| <b>SUB TOTAL (max 25)</b>  |          |          |          |          |          |          |       |

| CRITERIA   | SCORE    |          |          |          |          |          | NOTES |
|--|----------|----------|----------|----------|----------|----------|-------|
| <b>C. Need and Additionality</b><br>This section seeks to gauge how important the project is to the area and how positive an impact it can have. Refer to the whole application form but in particular to the responses given to the questions in sections 4 (especially 4.4, 4.9, 4.10 & 4.11), 7 and 9. In scoring the statements in this section, consider the extent to which the project supports other priorities, policies or strategies in the area. Evidence of community consultation or any other feasibility work which has been undertaken by the applicant may also assist in determining levels of need and demand for the project. | <b>0</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |       |
| Need for the project can be identified   |          |          |          |          |          |          |       |
| There is evidence of demand for the project  |          |          |          |          |          |          |       |
| Level of grant sought is the minimum required for the project to go ahead as planned   |          |          |          |          |          |          |       |
| Without LEADER support, the project will not go ahead (5 pts) or will proceed at a smaller scale or over a longer time period (2-3 pts)  |          |          |          |          |          |          |       |
| The project will have other potential spin-offs in terms of securing additional resources and/or funding   |          |          |          |          |          |          |       |
| <b>SUB TOTAL (max 25)</b>  |          |          |          |          |          |          |       |

| CRITERIA  | SCORE    |          |          |          |          |          | NOTES |
|---|----------|----------|----------|----------|----------|----------|-------|
| <b>D. Financial Information</b><br>Refer in particular to the responses to question 8.6 and to the questions in section 12. Assess whether the project demonstrates efficient and effective use of money and whether the projected costs are reasonable in light of activities and potential outputs. Are the sources of match funding realistic and do the figures 'add up'? With regard to the final question, refer to the response to question 6.1 on the form. | <b>0</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |       |
| The project is good value for money   |          |          |          |          |          |          |       |
| The applicant has adequately researched and identified appropriate sources of match funding   |          |          |          |          |          |          |       |
| Match funding is committed  |          |          |          |          |          |          |       |
| Contracts of work (including recruitment) will follow standard compliant processes  |          |          |          |          |          |          |       |
| <b>SUB TOTAL (max 20)</b>   |          |          |          |          |          |          |       |

| CRITERIA  | SCORE    |          |          |          |          |          | NOTES |
|---|----------|----------|----------|----------|----------|----------|-------|
| <b>E. Community Involvement</b><br>Refer to responses in application form, particularly but not exclusively the responses to questions contained in sections 4 and 7. Section 11 may also assist assessment of this section. Refer also to any supplementary information submitted with application form. | <b>0</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |       |
| The local community is directly involved in the planning, management and implementation of the project  |          |          |          |          |          |          |       |
| The project will enable local community to develop new skills and knowledge   |          |          |          |          |          |          |       |
| The project will encourage local community to be proactive in undertaking further projects and activities   |          |          |          |          |          |          |       |
| The project will encourage cooperation between communities  |          |          |          |          |          |          |       |
| The project will encourage local people to support their community through volunteering   |          |          |          |          |          |          |       |
| <b>SUB TOTAL (max 25)</b>   |          |          |          |          |          |          |       |

| CRITERIA   | SCORE    |          |          |          |          |          | NOTES |
|--|----------|----------|----------|----------|----------|----------|-------|
| <b>F. Innovation</b><br>Refer to responses in the application form, particularly but not exclusively the response in section 10 of the form. Refer also to any supplementary information submitted with the application. Innovation is a key feature of LEADER. Particularly encouragement is given to projects which encourage new ideas and ways of thinking in the area. As such, projects which might seem a bit different or 'out there', so long as they are also realistic, are to be encouraged. | <b>0</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |       |
| The project introduces imaginative new ways of thinking  |          |          |          |          |          |          |       |
| The project introduces fresh approaches and new ways of practice   |          |          |          |          |          |          |       |
| The project will lead to new products and services   |          |          |          |          |          |          |       |
| The project will make new use of local resources   |          |          |          |          |          |          |       |
| The project will use new forms of organisation and involvement of the local community  |          |          |          |          |          |          |       |
| <b>SUB TOTAL (max 25)</b>  |          |          |          |          |          |          |       |

| CRITERIA   | SCORE    |          |          |          |          |          | NOTES |
|--|----------|----------|----------|----------|----------|----------|-------|
| <b>G. Sustainability</b><br>Refer to the responses in the application form, particularly but not exclusively to the responses provided for the questions in section 11 and to question 4.8. Refer also to any relevant supplementary information submitted with the application form | <b>0</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |       |
| The project will produce economic benefit to the area  |          |          |          |          |          |          |       |
| The project will improve social cohesion   |          |          |          |          |          |          |       |
| The project will benefit the environment   |          |          |          |          |          |          |       |
| The project will have no lasting detriment to the environment in the long term   |          |          |          |          |          |          |       |
| Benefits of the project will endure beyond the lifespan of LEADER  |          |          |          |          |          |          |       |
| <b>SUB TOTAL (max 25)</b>  |          |          |          |          |          |          |       |

| CRITERIA   | SCORE    |          |          |          |          |          | NOTES |
|--|----------|----------|----------|----------|----------|----------|-------|
| <b>H. Risk</b><br>Refer in particular to the responses to questions 8.4 and 8.5. | <b>0</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> |       |
| Risks (if applicable) have been identified                                       |          |          |          |          |          |          |       |
| The impact of any risks has been adequately considered                           |          |          |          |          |          |          |       |
| Sufficient measures have been taken to minimise the impact of these risks        |          |          |          |          |          |          |       |
| <b>SUB TOTAL (max 15)</b>  |          |          |          |          |          |          |       |

| CRITERIA  | SCORE |   |   |   |   |   | NOTES |
|---|-------|---|---|---|---|---|-------|
| <b>I. Other</b><br>Has an equal opportunities policy or statement been submitted as per question 3.7 of the form? How will the project be publicised? Refer in particular to the responses in section 14 of the form. How does the project complement existing programmes, strategies and activities? Refer in particular to the response to question 4.10. | 0     | 1 | 2 | 3 | 4 | 5 |       |
| The applicant has an adequate equal opportunities policy in place in relation to the project  |       |   |   |   |   |   |       |
| The project has appropriate plans for publicity   |       |   |   |   |   |   |       |
| Effective links between the project and other activities in the area have been identified   |       |   |   |   |   |   |       |
| <b>SUB TOTAL (max 15)</b>   |       |   |   |   |   |   |       |
| <b>TOTAL (max 200)</b>  |       |   |   |   |   |   |       |