

**Building Improvement Program Grant Evaluation**

**City of Pawtucket ARPA Grant Program**

**Applications Open: August 8th 2024 until all funds are obligated**

**All completed applications must be sent to the following email address:**

**arpa-bip@pawtucketri.gov**

**Application Evaluation Process**

**Review Committee Appointment:** A legal review of applications will be made for ARPA eligibility. If the application meets eligibility standards, a team of three reviewers, approved by the City will evaluate grant applications, and select potential recipients. Each project application will be reviewed based on information received and will include scoring in key priority areas identified in the table below. The scoring process will be used as a tool to assist in final project award decisions by the City.

**Program Supervision:** Recipients will submit monthly updates through the City of Pawtucket’s subrecipient monitoring portal that will be used to update City leadership.

**Program Reporting and Updates:** City leadership will receive regular updates on the program's progress, including quarterly reports on implementation and outcomes. These updates will help assess the effectiveness of the program and inform decisions about future funding and support. Recipients will need to submit detailed final reports and provide receipts for reimbursement up to the total grant amount.

**Project Oversight:** City will be hiring a professional project management firm to offer applicant’s project related services, including design, engineering, permitting, compliance, contractor selection, budgeting and construction management, at no cost to the applicant. This is a service being provided by the City as an option and its use (or not) does not impact scoring or selection.

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| **Scoring Criteria** | **Project Points Available:** |
| Detailed Project Information, including details about the project and to what extent does the project meet program objectives   * Project Description * Does the project fit the descriptions provided and program goals? * Does the project appear to be effective in meeting those goals? | **20 Pt Max** |
| Impact: Will the improvements made achieve significant or moderate long-term  benefits to the building and thus the businesses and residents of Pawtucket?  Is the cost of the project reasonable given the benefits that will result? | **20 Pts Max** |
| Assessment of the qualifications and experience of the project lead or team to complete the scope of work outlined on time and on budget | **20 Pts Max** |
| Does the project/program leverage other funding to implement the project/program? Does  the project/program include a match contribution of time or other resources? | **5 Pts Max** |
| Project Readiness: how quickly can the project/program be implemented. Will the project be ready to start as soon as funding is received? | **5 Pts Max** |
| Is the project team equipped with professional skills necessary for specific tasks within the scope of work. How strong are the subcontractors and quality of materials proposed? | **10 Pts Max** |
| Letters of Community Support: Does the applicant include any letter(s) of support for this proposed project? Are abutting property owners in support of the improvements? | **5 Pts Max** |
| Are design elements consistent with Design and Historic Guidelines and materials of high quality? | **15 Pts Max** |

**Total Points:**  **100 Pts Max**