Municipalities for Climate Innovation Program

SCORECARD: Climate Change Mitigation Plans

About the Project Scorecard

All applications for grant funding are reviewed by independent peer reviewers. The reviewers will use the evaluation criteria below to assess the application; these criteria provide guidance to you in building a strong application.

The following evaluation framework provides reviewers with the tools to identify excellent plans in the **mitigation stream** for consideration by FCM. These plans identify strategies that lead to GHG reduction opportunities for municipal operations or the community.

Evaluation and scoring system

Plans and studies are evaluated against the three criteria outlined in the table below.

Evaluation criteria and points allocation for plans and studies

Evaluation Criteria	Points
Potential to reduce GHG emissions (mitigation)	40
Alignment with municipal priorities and local context	30
Project management	30
TOTAL	**100**

FCM uses an **A to D scoring system**: In this scale, A represents weak performance and D represents excellence. Short explanations for each score help you provide the most relevant information in your responses. The project must fulfill all of the characteristics describing a particular level on the scale in order to merit the score.

Evaluation Criteria

1. Potential to reduce GHG emissions (mitigation) (40 points)

FCM seeks to fund plans that lead to reductions in GHG emissions at the corporate or community level. These plans include GHG reduction plans as well as community energy plans.

What is the potential of your project to reduce GHG emissions? (Section B2 of the application form). Use the following scale to assess your initiative.

Scale	Description	Score
A	• There are significant gaps in the plans methodology, as well as significant missed opportunities. Based on the information provided, a reduction in GHG emissions is unlikely to be achieved if the resulting plan is implemented. OR • There are unacceptable negative environmental impacts associated with this project.	**0**
B	• The proposed plan is based on questionable assumptions, there are gaps in the methodology or the initiative is unlikely to lead to reduced GHG emissions.	**5**
C	• The proposed plan has potential to lead to a reduction in GHG emissions. • The assumptions made in the methodology of the plan are reasonable and robust (in line with industry best practices where they exist). • There is minimal potential for other negative environmental impacts if the resulting plan is implemented	**30**
D	• The proposed plan has good potential to lead to a reduction in GHG emissions and is supported by effective collaboration across relevant municipal units and appropriate public engagement. AND • There are significant other environmental benefits anticipated if the resulting plan is implemented.	**40**

2. Alignment with municipal priorities and local context (30 points)

FCM seeks to fund initiatives that advance the lead municipality's priorities and are also supported by existing plans, policies, programs and broad municipal, regional or provincial environmental policy and governance considerations.

How is your project linked to and supported by other local activities? (Section B3 of the application form.) Use the following scale to assess the initiative.

Scale	Description	Score
A	• The project is not aligned with the broader municipal or regional environmental policy and governance considerations.	**0**
B	• The project is somewhat supported by municipal or regional policies, plans and programs or by other documents. OR • The project seems somewhat appropriate for the municipality's mitigation needs but there are gaps.	**17.5**
C	• The project is supported by existing municipal or regional policies, plans and programs (or by other documents) and by broader municipal environmental policy and governance considerations. AND • The project is appropriate for the size and scale of the municipality's mitigation needs.	**22.5**

D	• The proposed plan has good potential to lead to a reduction in GHG s and is supported by effective collaboration across relevant municipal units and appropriate public engagement.
	AND
	• One of the following benefits is anticipated with the implementation of the study:
	  ○ alignment with current asset management priorities
	  ○ significant additional environmental, social and economic benefits
	  ○ reduction in vulnerability to climate change
		30

3. Project management (30 points)

FCM seeks to fund initiatives that have a sound project management approach, including clearly defined milestones and deliverables, to help ensure effective and efficient projects that produce good results. The purpose of this section is to holistically assess the degree to which the personnel, proposed work plan and budgeted resources may achieve the stated goals of the project.

By whom and how will your project be implemented? (Section B4 of the application form.) Use the following scale to assess your initiative.

Scale	Description	Score
A	• There are major gaps in the capacity or experience of the project management team or management structure, such that the proposed plan/study is unlikely to be completed successfully or deliver the expected benefits. • The work plan contains significant deficiencies — it is missing critical phases or tasks. • The budget is inadequate or otherwise unrealistic relative to the scope of the project.	**0**
B	• There is adequate capacity and experience within the project management team to deliver this project as designed. • The management and reporting structures are adequate for this process. • The work plan includes most of the necessary tasks and most activities/milestones are explained in appropriate detail. • The activities correspond somewhat to the location, size and scope of the plan and the budget appears to be generally in line with industry standards.	**17.5**
C	• There is good capacity and experience within the project management team to deliver this project as designed. • The management and reporting structures are appropriate for this process, including sufficient reporting to staff and municipal decision-makers. • The work plan is logical and includes necessary tasks, and all activities/milestones are explained in appropriate detail. • The budget is in line with industry standards, and additional costs are justified. • Most sources of project funding (outside of FCM) have been confirmed.	**22.5**
D	• The application meets all the C-score requirements. AND The application meets <u>one or more</u> of the following requirements: ○ The milestones and activities correspond well with the location, size and scope of the study and are likely to be completed on time. ○ All sources of project funding (outside of FCM) have been or are likely to be confirmed.	**30**