ADORMITORY AUTHORITY OF THE STATE OF NEW YORK

GRANT APPLICATION SCORING SHEET
HECap Competitive Round 6

RGA Tracking # _____

College_____

Reviewer Initials_____   Date Reviewed_____

Scoring Component	Maximum Points Available (100)	Points
1. Completeness of Application	10	
2. Eligible Project	50	
3. Financial Review	40	

TOTAL OVERALL POINTS AWARDED TO THIS APPLICATION:

TOTAL HECAP GRANT FUNDS REQUESTED: _____

TOTAL HECAP GRANT FUNDS AWARDED: _____

INSTRUCTIONS TO REVIEWERS

Review each Application based on the stated criteria. Assign a score based on how well the Application meets the criteria. The following guide relates point scores to corresponding qualitative ratings. Use this guide to ensure that the total score accurately reflects the rating you assign to the Application.

Total points available from the Legal/Financial/Environmental Review is 100.

For scoring component 1 (10 Points) the criteria for review is as follows:

8-10 points	=	Meets or exceeds expectations for the component as described in the RGA.
4-7 points	=	Meets most expectations for the component as described in the RGA.
1-3 points	=	Meets some expectations for the component as described in the RGA.
0 points	=	Does not meet expectations of the component as described in the RGA.

For scoring component 2 (50 Points) the criteria for review is as follows:

39-50 points	=	Meets or exceeds expectations for the component as described in the RGA.
26-38 points	=	Meets most expectations for the component as described in the RGA.
13-25 points	=	Meets some expectations for the component as described in the RGA.
0-12 points	=	Does not meet expectations of the component as described in the RGA.

For scoring component 3 (40 Points) the criteria for review is as follows:

31-40 points	=	Meets or exceeds expectations for the component as described in the RGA.
21-30 points	=	Meets most expectations for the component as described in the RGA.
11-20 points	=	Meets some expectations for the component as described in the RGA.
0-10 points	=	Does not meet expectations of the component as described in the RGA.

1. **COMPLETENESS OF APPLICATION**:

Higher Education Capital Matching Grant (HECap) Application and Project Information Sheet (the "Application"):

- o All sections of the Application have been reviewed and answered, even if response is not applicable, and requested attachments have been provided.
- o Application clearly and fully describes the HECap Project to be undertaken with Grant funds and the goals that are expected to be achieved as a result of undertaking the HECap Project.
- o Provide an explanation of the reviews and approvals that are required in connection with the project to be undertaken with HECap Grant funds including, but not limited to, environmental, historic and land use approvals. Include whether such reviews and approvals have been completed or obtained. If such approvals have not been obtained, the College should demonstrate a reasonable expectation that they will be secured in sufficient time to complete the Project by September 1, 2025.
- o Provide an explanation as to whether or not regulatory approvals are necessary for the Project, and whether they have been secured or when they are anticipated on being secured.
- o Grants Reform Gateway Document Vault is prequalified.

TOTAL POINTS AVAILABLE: 10

REVIEWER SCORE: _____

REVIWER INITIALS: _____

COMMENTS (include additional paper, if needed). Identify any incomplete items.

2. **ELIGIBLE PROJECT:**

The HECap statute defines a HECap Project as the acquisition, design, construction, reconstruction, rehabilitation or equipping of a facility on or near a college campus within the State including critical academic facilities, economic development and/or high technology projects and urban renewal and/or historical preservation projects that would enhance the programmatic offerings or the student life at the College or provide economic development benefits to the area surrounding the college campus.

Ineligible uses of HECap funds include, but are not limited to, working capital, rent, utilities, supplies, lease payments, maintenance agreements, training, the repayment of existing long-term debt, payment of legal fees and other non-capital costs as determined by DASNY and DASNY's bond and tax counsel.

A successful application will provide a robust description of the Project to be funded with the HECap Grant and will include the following, as applicable to the Project:
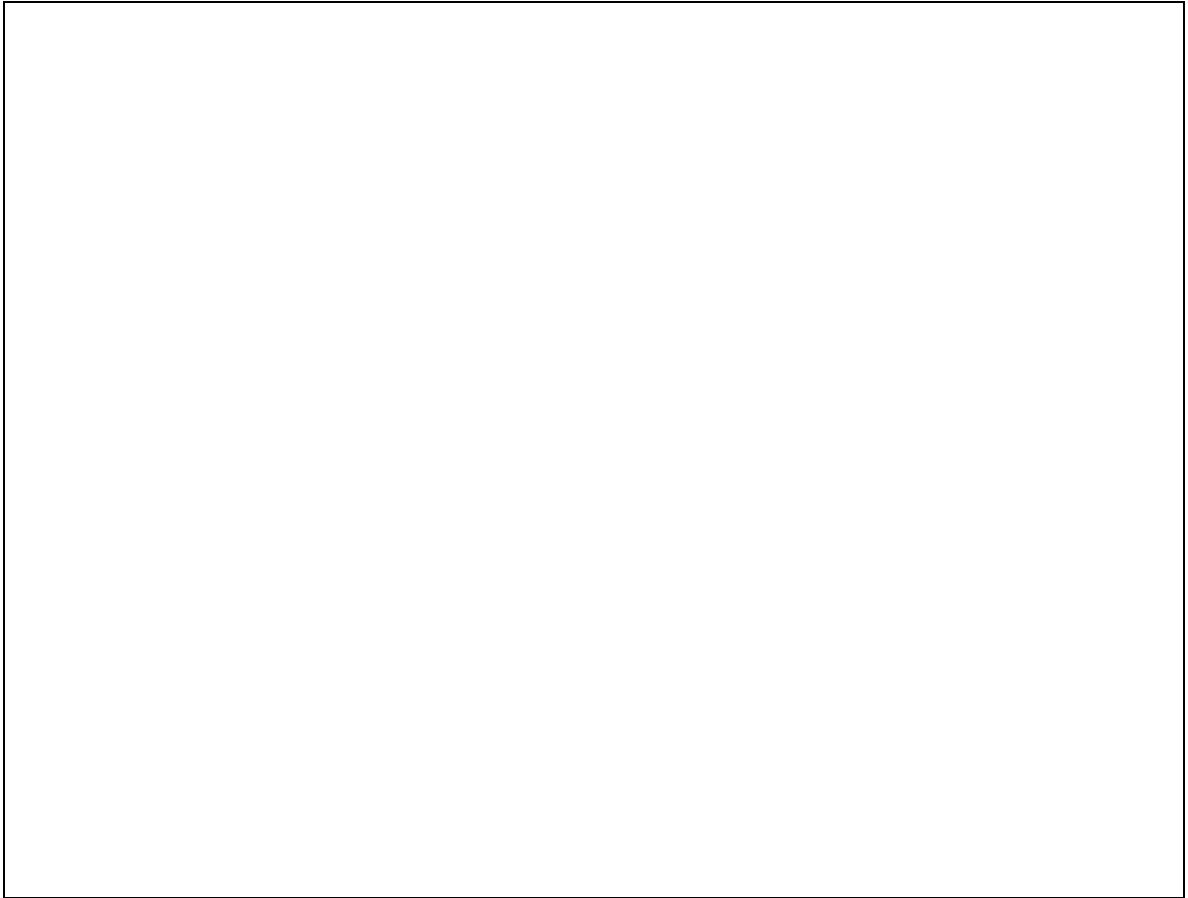
- o   If applicable, the Application describes how undertaking the HECap Project would enhance the programmatic offerings at the College and how many students would benefit. For example, Colleges are encouraged to discuss whether completion of the HECap Project would result in new degree offerings, the hiring of additional faculty or attract more students to the College.
- o   If applicable, the Application describes how undertaking the HECap Project would enhance student life at the College and how many students would benefit. For example, Colleges are encouraged to discuss and document demand for the HECap Project to be funded by the Grant.
- o   If applicable, the Application should describe whether the HECap Project would provide economic development benefits to the surrounding area and document the basis for quantification of the economic development benefits.
- o   A Statement and Project Schedule that identifies the project to be funded with grant funds was not started prior to September 1, 2022 and is expected to be completed no later than September 1, 2025. Applications for HECap Projects that have not yet started, but are expected to be completed by September 1, 2025 are preferred.
- o   Applications should describe whether the HECap Project has the participation and financial support of a consortium of Colleges and/or public or private partnerships and if so, such support should be documented and explained.
- o   Applications should provide any additional details or information regarding the HECap Project that the Applicant feels will assist the selection committee in evaluating the HECap Project.

TOTAL POINTS AVAILABLE: 50

REVIEWER SCORE: _____

REVIWER INITIALS: _____

COMMENTS (include additional paper, if needed). Explain if Project is not eligible to receive HECap funds.

3. **FINANCIAL REVIEW - BUDGET AND MATCHING REQUIREMENTS:**

   o   A completed Budget has been provided setting forth the sources and uses of funds, completion timeline and funds necessary at each stage of the project.
   o   A professional estimate has been provided that documents the cost to complete the Project.
   o   Evidence of committed financial resources has been provided.
      ▪   Non-State Matching Funds to satisfy the 3:1 match requirement set forth in the HECap Statute and that meet the guidelines outlined in Section 4 of the Request for Grant Applications.
      ▪   Additional funds necessary to complete the Project, if the cost of the Project will exceed the HECap Grant and the 3:1 non-State matching funds.
      ▪   A detailed description of the type or types of Matching Funds and Completion Funds to be utilized to complete the HECap Project have been provided, including the source of such funds, and documentation of each committed funding source;
      ▪   Applications for HECap Projects that have secured Matching Funds and Completion Funds, except for the portion to be funded by the Grant are preferred. Pledges, award letters with unsatisfied contingencies, pending loan applications, and other non-final commitments will not considered to be secured Matching or Completion Funds in the evaluation process.
      ▪   Applications demonstrating a higher level of Completion Funds, or the ability to leverage the HECap Funds to obtain additional funding for the HECap Project in excess of the 3:1 match requirement, are preferred.
   o   The Application should state whether a recurring source of revenue shall be available to support facility operations and maintenance for the HECap Project.

TOTAL POINTS AVAILABLE: 40

REVIEWER SCORE: _____

REVIEWER INITIALS: _____

COMMENTS (include additional paper, if needed). Specify if the budget does not satisfy the match requirements.