HECap CR8 SCORING MATRIX

Q#	Question	Response Field Type	Documentation Required	Scoring Guidance	MAX score	Score
	Section 1. Completeness of Application				**10**	**0**
1	a) Are all sections of the application answered in Tab 1? Are all tabs included?	Text	Ensure all questions are answered even if they are not applicable	if yes, 2 pts. If no, 0 pts.	2	
	b) Is there a robust project description? Does it provide clear scope and work for the project? Are the components capital or repair/maintenance?	Text	Tab 2	if yes, award 3 pts. If the description is not clear and there is ambiguity, award 2 pts. If there is no description in Tab 2, award 0 points.	3	
	c) Did the College explain what regulatory approvals are necessary and have they been obtained?	Text	Tab 1	If Yes, award 3 pts. If they explained but not yet obtained award 2 pt. If no, award 0 points	3	
	d) Is the college prequalified?	Text	Check in SFS	If Yes, award 2 pts. If this is no, award 0 points	2	
	Section 2. Eligibility of the Project				**50**	**0**
1	Did the grantee describe how the project fulfills ONE of the core objectives of the HECap program? 1)enhance the programmatic offerings at the College; 2) provide economic development benefits to the surrounding area; or 3) enhance the student life at the College.	Text	Tab 2	If sufficient award 15 points. If they explain but no examples, award 7 points. If the information provided is insufficient award 3 pts. If not mentioned, award 0 pts.	15	
4	Check Estimates and budget to ensure components being funded with the HECap grant bondable.	Text	Tab 3&4	If Non-Bondable Costs(NBC) are negligible, award 20 pts. If NBC are up to 10% of TPC, award 13 pts. If NBC are 11%-49% award 7 pts. If NBC over 50% of TPC award 0 pts.	20	
5	Does the timeline for their project match the Eligible Project Dates outlined in the RGA?	Text	Tab 1, bottom of page 1	If they mention project timeline within appropriate dates, award 10 pts. If the dates fall outside of the approved project dates, or it is not mentioned, award 0 pts.	10	
6	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.	Text	Additional sheets may be included with application	If yes with explanation or N/A, award 5 points. If yes but no explanation, award 0 points	5	
	Section 3. Financial Review Budget and Matching Requirements				**40**	**0**
10	Does the completed budget provide the sources and uses of funds?	Text	Tab 3	If yes, award 5 pts. If no, award 0 pts	5	
11	Did the college provide the qualifications of the individual who created the budget?	Text	Tab 3	If yes, award 5 pts. If no, award 0 pts	5	
12	Did the college provide a professional estimate? Do the costs on the estimate back up the TPC on the budget	Text	Tab 4	If yes, award 5 pts. If no, award 0 pts	5	
13	Did the college do the math correctly for their 3:1 match?	Text	Tabs 3&4	If yes, award 10 pts. If no, award 0 pts.	10	
14	Did they provide evidence of the non-state match component?	Text	Tab 5	If yes, award 5 pts. If no, award 0 pts	5	
15	Are the funding sources secured?	Text	Tab 5	If 100% -75% secure award 10 points, If 74.99% - 25%, award 5 points. If less than 25% funds secured, award 0 points.	10	
				TOTALS	**100**	**0**