Grant Application Go/No Go Checklist

Threshold Criteria
1. Project is eligible
2. Village is eligible
3. Sufficient time and staff resources available to prepare and submit an application.
4. Minimum of 2 Strategic Fit criteria must be met

Strategic Fit (minimum of 2 criteria must be a 'Yes')		
Our project fits with funding agency priorities and target populations.	**Yes** X	**No** ☐
Our project fits with Board priorities or is included in a Village board adopted plan.	**Yes** X	**No** ☐
Our project meets a documented community need.	**Yes** X	**No** ☐
The project is a Departmental priority or core service provided by the Village.	**Yes** X	**No** ☐
Financial and Grant Management		
The project is included in the Capital Improvement Plan or departmental budget.	**Yes** X	**No** ☐
A local match is not required or local funds are budgeted to meet match requirements.	**Yes** X	**No** ☐
No additional staff resources are required or funds are budgeted for additional staff.	**Yes** X	**No** ☐
Current processes are sufficient to meet grant management & reporting requirements.	**Yes** X	**No** ☐
We have plans to sustain the project after the grant is over or project will be completed.	**Yes** X	**No** ☐
Capability and Readiness		
We have a well-developed program/project plan, budget and implementation schedule.	**Yes** X	**No** ☐
Staff have the experience and capacity to implement the project.	**Yes** X	**No** ☐
Funding does not impose additional State and Federal requirements (construction).	**Yes** ☐	**No** ☒
We have successfully completed similar projects in the past.	**Yes** X	**No** ☐
Our current infrastructure and technology is sufficient to implement the project.	**Yes** X	**No** ☐
Collaboration and Support		
We have documented community support for this project or none is needed.	**Yes** X	**No** ☐
We have the necessary partnerships in place or partnerships will not be needed.	**Yes** X	**No** ☐
We will be able to obtain letters of support in time or none are required.	**Yes** X	**No** ☐
We have secured funding commitments from partners or none are needed.	**Yes** X	**No** ☐
Relevant VOP departments have been consulted & are supportive or none will be involved	**Yes** X	**No** ☐

18/19 Total Score

Count total number of criteria that confirmed as a Yes:
1-9 = Do Not Apply   **10-14 = Consider Applying**   **15-19 = Apply**