

TOWN OF LEONARDTOWN

PROJECT RESTORE 2.0 SCORING CRITERIA

Score Sheets from Review Committee will be averaged for a final score.

REVIEWER:

1. ALIGNMENT WITH TOWN VISION / GOALS (Max 30 points)		
<p>Assess how the applicant’s application addresses the Town’s Vision and goals as outline in the 2019 Strategic Plan.</p> <p><i>Vision: “To continue to foster this place as a downtown connected to the neighborhoods around us, a place where entrepreneurs can thrive in a vibrant location, where residents have lifestyle options unlike anywhere else in the county, and where the spirit of progress is represented in the charm and feel of a small town.”</i></p> <p>The four primary goals are: strengthen and activate the core; ensure strong connectivity; strengthen the presence of the waterfront; and effectively market Downtown Leonardtown.</p>	<p>Points Awarded (up to 5 per)</p>	<p>Reviewer comments (Why did you score this section the way you did; describe areas of strengths and weaknesses)</p>
A. Does the project promote street level improvements of a vacant property?		
B. Will completion of the project increase employment opportunities/jobs in Leonardtown (has applicant provided # of new employees expected to hire?)		
C. Does the project support small business growth in Town?		
D. Will the project have significant impact on local economic activity (increase foot traffic, tourism)?		
E. Will the project improve the Downtown/Main Street corridor (placemaking and improve aesthetics; enhance community character, vibrance)?		
F. Does the new business/expanded business address an identified need for this type of business as listed in the Downtown Plan (retail establishments such as home furnishings; specialty, unique cuisine; artist support spaces)?		
Total Alignment with Town Mission/Goals		

2. PROJECT READINESS (Max 30 points)		
Assess how the applicant answers the following questions related to overall project readiness.	Points Awarded (up to 5 per)	Reviewer comments (Why did you score this section the way you did; describe areas of strengths and weaknesses)
A. Has formal planning been completed for the project (concepts, engineering, site plans, etc.)?		
B. Does the applicant have prior experience in executing similar successful projects (on time and on budget if known)?		
C. Are permits in-hand or imminent for the project, with no regulatory hurdles expected. If not, have planners/regulatory agency representatives been contacted in advance of application?		
D. Is the strategy to utilize grant funds and activate vacant property clearly listed in the budget/application?		
E. Has the project timeline been provided and is it realistic for timely completion?		
F. Is staffing identified? And will the project seek to employ a diverse workforce to promote a more equitable community?		
Total Project Readiness		
3. PROJECT BUDGET (Max 20 Points)		
Assess how the applicant answers the following questions related to the project budget.	Points Awarded (up to 10 per)	Reviewer comments (Why did you score this section the way you did; describe areas of strengths and weaknesses)
A. Has a detailed, thorough, and realistic budget been provided for all aspects of the project (planning, demo, construction, materials, labor, trades, inspections, fixtures, furniture, etc.)?		
B. Will the project be able to move forward if grant funds are not awarded?		
Total Project Budget		
4. COST ESTIMATES (Max 20 Points)		
Assess how the applicant answers the following questions related to the project cost estimates.	Points Awarded (up to 10 per)	Reviewer comments (Why did you score this section the way you did; describe areas of strengths and weaknesses)
A. Have recent cost estimates been provided for all aspects of the project?		
B. Will the applicant be able to move forward in a timely manner if grant funds are awarded? THE PROJECT MUST BE COMPLETED AND OPEN FOR BUSINESS BY DECEMBER 31, 2025.		
Total Cost Estimates		
Reviewer Total Points (out of 100)		

