

Food Waste Prevention and Rescue Grant Program, Fiscal Year 2019–20 Scoring Criteria

Applicants must score a minimum of 65 points out of a possible 100 points to be considered for funding.

Max Points, Scoring Category, and Description

35 Points: Project Viability, Concept, and Experience

This section is scored based on the information provided in the Narrative Proposal and information provided throughout the application package, including but not limited to, the required grant documents and other supporting documentation that support or verify the information provided in the Narrative Proposal.

- Applicant provides a clear and detailed description of the primary organization and formal project partner(s) that will participate in the proposed grant project. **(2 Points)**
- Applicant provides a clear and detailed description of the locations where the primary organization's and formal project partner's primary address is located, and the counties for which the proposed grant project will benefit. **(2 Points)**
- Applicant provides a clear and detailed proposed grant project that will be implemented as a direct result of receiving grant funds. Applicant identifies all parties that will be involved (e.g. food donors, food waste prevention sites, formal project partners, etc.) and their relationship to the proposed grant project. Applicant provides a detailed project implementation plan. **(5 Points)**
- Applicant provides a clear and detailed description to further clarify and justify key tasks identified in the Work Plan. **(3 Points)**
- Applicant specifies how grant funds will be used, provides details to clarify the priority line items in their Budget, and justifies why the priority line items are necessary for implementing the proposed grant project. **(3 Points)**
- Applicant clearly describes how the proposed grant project is separate and distinct from their previously awarded CalRecycle Food Waste Prevention and Rescue grant. (This is applicable to past and current grantees only. A maximum of 3 points will be deducted if the applicant's response is not adequate.)
- Applicant describes the actions that they or their formal project partners have already taken or will take to ensure that the proposed grant project will be completed within the Grant Term, and that all grant funds requested will be expended within the Grant Term. Applicant provides relevant supporting documentation to support the information provided in the Narrative Proposal. **(5 Points)**
- If one or more parties involved in the proposed grant project is an existing CalRecycle Food Waste Prevention and Rescue grantee, the applicant describes how they will ensure that the double counting of either pounds of food waste prevented or pounds of food rescued will not occur. If this is not applicable to the proposed project, the applicant clearly specifies that none of the parties involved in their proposed project are existing grantees. **(2 Points)**
- Applicant specifies and provides information about the total years of experience they and their formal project partners have with preventing food waste or rescuing food. Information provided

needs to directly relate to the activities described in the applicant's grant project proposal. **(5 Points)**

- Applicant explains how the proposed project will result in new diversion of food waste from California landfills either through food waste prevention and/or food rescue activities above their 2019 baseline diversion. For food waste prevention projects, applicant describes any food waste prevention software or measurement devices that will be used. Applicant indicates if any food waste prevention software or equipment will be purchased for permanent use or leased only for the Grant Term. **(5 Points)**
- All information provided in the Narrative Proposal, Work Plan, Budget, and other relevant project viability documentation submitted by the applicant is consistent. **(3 Points)**

25 Points: Diversion and GHG Projections, Methodology, and Supporting Documentation

This section is scored based on the information provided in the Narrative Proposal and the information provided throughout the application package, including but not limited to: the Net Pounds Diverted Worksheet, GHG Calculator, relevant MOUs, letters of commitment from formal project partners or other parties involved in the proposed project, and other supporting documentation that support or verify the information provided in the Narrative Proposal.

- Applicant provides their food waste prevention and/or food rescue baseline by specifying the total pounds of food waste they, their formal project partners, or relevant parties, prevented and/or rescued from landfill disposal in 2019. **(2 points)**
- Applicant clearly explains how their 2019 baseline was measured, and if applicable, specifies the length of time taken to measure their baseline. If the applicant does not have a food waste prevention baseline for 2019, the applicant provides information explaining why they do not have baseline data. **(3 Points)**
- Applicant specifies the pounds of food that are projected to be prevented and/or rescued during the Grant Term. Applicant provides details to support that they have only identified the pounds of food waste that will be prevented and/or rescued as a direct result of receiving grant funds. **(2 Points)**
- Applicant provides clear calculations and clarifying information about the calculations to show how the pounds of food waste projected are to be prevented and/or rescued as a direct result of the proposed grant project. **(10 Points)**
- Applicant explains how the pounds of food waste prevented or rescued, as a direct result of the grant project, will be measured and tracked during the Grant Term; this information will be used to report progress to CalRecycle. For projects with a food rescue component, applicant indicates how residual food waste will be managed. **(3 Points)**
- Applicant completes the Net Pounds Diverted Worksheet and GHG Calculator with all the required information. All information provided in the Net Pounds Diverted Worksheet, GHG Calculator, Narrative Proposal, and relevant supporting documentation submitted by the applicant is consistent. **(5 Points)**

15 Points: Eligible Grant Dollars Requested Per Ton of GHG Emission Reductions

After being scored on all project viability, diversion, and GHG methodology components, applicants will then be ranked based on their final grant dollars requested per ton of GHG emission reductions

that have been verified by CalRecycle. Ranking will be based on their percentile relative to other applicants.

Applicants that are in the following percentiles will receive the following points.

- **90th–100th percentile: 15 Points**
- **80th–89th percentile: 13 Points**
- **70th–79th percentile: 11 Points**
- **60th–69th percentile: 9 Points**
- **50th–59th percentile: 7 Points**
- **40th–49th percentile: 5 Points**
- **30th–39th percentile: 3 Points**
- **20th–29th percentile: 2 Points**
- **9th–19th percentile: 1 Point**
- **8th percentile or less: 0 Points**

10 Points: Budget

- Applicant completes the designated CalRecycle Budget template and includes grant related costs in the appropriate Budget sections.
- All Budget line items are clear and support the implementation and completion of the proposed project.
- Applicant clearly addresses Personnel and Administrative positions by providing job descriptions, estimated total hours, salaries, and resumes, and shows how they are relevant to the grant.
- Applicant provides quotes for equipment, software, or construction, if applicable; quotes are consistent with the information provided in the application.

10 Points: Work Plan

- Applicant provides a detailed project timeline that clearly demonstrates how the project will be completed within the Grant Term.
- All tasks and critical milestones have specific start and end dates.
- All equipment line items that are included in the Budget are also included in the Work Plan and have clear procurement dates, installation dates, and operational dates specified. This includes equipment related to the grant project that of which will not be funded using grant funds.

5 Points: Job Creation and Job Training

- The project creates one or more new full-time jobs that will continue beyond the Grant Term. New job(s) that will be created are thoroughly described in the Narrative Proposal. Applicant provides the following key details about each new job that is created:
 - Job title
 - An indication that the job is a newly created full-time position
 - Job description and detailed explanation describing how the new employee will help execute the proposed grant project
 - Salary or hourly wage

- Benefits provided
- Explanation describing how the applicant will ensure that the new position will continue beyond the Grant Term
- Each new position is included in the Budget; anticipated hiring dates and start dates are included in the Work Plan.
- Grant funded job training (that results in industry recognized credentials or certifications) that directly relates to the proposed project will be provided to new or existing employees. Applicant provides the name of training and name of industry recognized credentials or certifications that staff will receive upon completion of the training. Applicant explains how the training relates to the proposed grant project. Job training is included in the Budget. Anticipated start and end dates of job training are included in the Work Plan.

100 Total Possible Points