

**ANNEX J**  
**Project Scoring Criteria**

A. Mitigation Initiatives: Criteria for Scoring and Prioritizing

The prioritization of mitigation initiative process begins with the sponsor(s) of each initiative then goes to the Local Mitigation Strategy Working Group.

The first step consists of the sponsoring governments, agencies, and departments developing their initiatives, and then scoring each project using the matrix developed by the LMS Working Groups.

The sponsor's prioritized initiatives are then presented to the LMS Working Group, via the Collier County Emergency Management Department who will put the initiative on the LMS Agenda. The Working Group then reviews, discusses, revises, and votes on each of the initiatives, assigning each a score and a ranking using the scoring matrix. The list was then reviewed and revised by the Collier County Citizen Corps. Following further discussion, the decision was made that like initiatives should be scored alike and grouped. For this purpose, the scores derived from the matrix would be used as a guide to the grouping, and initiatives not grouped would retain their original scores derived from use of the matrix.

In grouping the initiatives, in addition to using the scores derived from the matrix as a guide, considerations such as useful life of the initiative, cost-effectiveness, funding capability, and time required to implement and complete the project were factored.

Upon the Citizen Corps approval of the revised Priority Listing, it will be updated in the Collier County Hazard Mitigation Plan (Annex G).

B. Special Grant Funding Opportunities & other exigent circumstances: Should an eligible entity have an opportunity to apply for a mitigation grant for a project not previously listed on the Project Priority Listing (Annex G) and not be able to apply for the grant because the next announced LMS WG meeting would preclude timely application, this procedure applies. The applicant will complete a project score sheet, Annex J, and submit it to the Emergency Management Department. Emergency Management will transmit the score sheet to the Chair, LMS WG along with an explanation of the exigent circumstances. The project applicant will meet with the Chair, who will assemble three additional LMS WG voting members, to review, score and enter the eligible project into the priority listing. A transcript of this exception will be entered into the minutes at the next scheduled meeting.

C. Mitigation Initiatives Scoring Matrix

The following table represents the scoring matrix used for the submission of initiatives for consideration for inclusion in the Collier County LMS.

[Click here to download scoring sheet in MS Word.](#)

**Mitigation Initiatives Evaluation Score Sheet**

**Instructions:** Applicant completes for EACH Project. Information required in each of the **SHADED AREAS**.  
 Submit to Emergency Management Office electronically: [RichardZyvoloski@CollierGov.net](mailto:RichardZyvoloski@CollierGov.net) . Questions, call: 774-8000

If a submitter does not agree with the final determination he or she shall have the right to meet with the scoring committee to present compelling information to change the score.

**PART I**

Project Title:							
Project Location:							
<i>TYPE PROJECT ("X" appropriate box, or explain)</i>							
Acquisition	Elevation	Relocation	Reconstruction	Essential Facility Retrofit	Non-Residential Retrofit	New Construction	Other, explain:
<b>Goal/Objective Addressed (See Sec. 3.0, HMP)</b>							
Special Consideration(s):							
Project Description:							
Applicant/Responsible Agency:							
<i>Agency Contact Information</i>							
NAME			E-Mail			PHONE	
Potential Funding Source(s) (See Annex J, HMP)					Estimated Cost		

<b>Suitability</b>			Score	For LMS WG only
1	Appropriateness of the Measure	<b>5- High:</b> Reduces vulnerability and is consistent with Local Mitigation goals and plans for future growth. <b>3- Medium:</b> Needed, but doesn't tie to identified vulnerability. <b>1- Low:</b> Inconsistent with LMS goal or plans.		
2	Community Acceptance	<b>5- High:</b> Endorsed by most communities. <b>3- Medium:</b> Endorsed by most; may create burdens. <b>1- Low:</b> Not likely to be endorsed by the communities.		
3	Environmental Impact	<b>5- Positive</b> effect on the environment. <b>3- No effect</b> <b>1- Adverse</b> effect on the environment.		
4	Legislation	<b>5- High:</b> Consistent with the existing laws and regulations. <b>3- Medium:</b> New legislation or policy change. <b>1- Low:</b> Conflicts with existing laws and regulations.		
5	Consistent With Existing Plans and Priorities.	<b>5- High:</b> Consistent with existing plans. <b>3- Medium:</b> Somewhat consistent. <b>1- Low:</b> Conflicts with existing plans and policies.		

<b>Risk</b>			Score	For LMS WG only
1	Scope of Benefits	<p><b>5- High:</b> Benefits all municipalities and unincorporated area directly or indirectly</p> <p><b>3- Medium:</b> Benefits more than half, but <b>not all of</b> not all of the municipalities and/or the unincorporated area.</p> <p><b>1-Low:</b> Benefits less than half of the municipalities and/or the unincorporated area.</p>		
2	Potential to save human lives	<p><b>5- High:</b> More than 1,000 lives</p> <p><b>3- Medium:</b> Up to 1,000 lives</p> <p><b>1- Low:</b> No lifesaving potential.</p>		
3	Importance of Benefits	<p><b>5- High:</b> Need for essential services.</p> <p><b>3- Medium:</b> Need for other services.</p> <p><b>1- Low:</b> No significant implications.</p>		
4	Inconvenience of Problem Correction	<p><b>5- None:</b> Causes no problems.</p> <p><b>3- Moderate:</b> Causes few problems.</p> <p><b>1- Significant:</b> Causes much inconvenience (i.e. traffic jams, loss of power, delays).</p>		
5	Economic Loss (Effect of implementing the project on local economy)	<p><b>5- Minimal:</b> Economic loss has little effect during the project.</p> <p><b>3- Moderate:</b> Economic loss (minimal disruption).</p> <p><b>1- Significant:</b> Economic loss (businesses closed, jobs affected).</p>		
6	Number of People to Benefit	<p><b>5- High:</b> More than 20,000</p> <p><b>3- Medium:</b> 4,000 –20,000</p> <p><b>1- Lower:</b> Fewer than 4,000</p>		

<b>Cost</b>			Score	For LMS WG only
1	Initial Cost	<p><b>5- Low:</b> \$0 to \$250,000</p> <p><b>3- Moderate:</b> \$251,000 to \$1 million</p> <p><b>1- High:</b> More than \$1 million</p>		
2	Maintenance /Operating Costs	<p><b>5- Lower costs:</b> Less than 5% per annum of the initial cost.</p> <p><b>3- Moderate:</b> 5%-10% per annum of the initial cost.</p> <p><b>1- High:</b> More than 10% per annum of the initial cost.</p>		
3	Environmental Cost Impact	<p><b>5- Positive</b> effect on the environment.</p> <p><b>3- No effect</b></p> <p><b>1- Adverse</b> effect on the environment.</p>		
4	Financing Availability	<p><b>5- Good:</b> Readily available with grants and/or matching funds</p> <p><b>3- Moderate:</b> Limited matching funds available</p> <p><b>1- Poor:</b> No funding sources or matching funds identified</p>		
5	Repetitive damages corrected	<p><b>5- High:</b> Resolves repetitive loss</p> <p><b>3- Medium:</b> Repetitive loss mitigation possible, but not documented.</p> <p><b>1- Low:</b> Little effect on repetitive loss.</p>		

## PART II

### Benefit Cost Analysis – QUICK WORKSHEET

This worksheet is designed for Local Mitigation Strategy Working Group use only. This gives the group a flavor for the potential benefits a particular project may yield. Here's your chance to quantitatively make the case for your project as COST EFFECTIVE. This BCA is not the same one as the FEMA BCA. The FEMA BCA requires a lot more detail, but this one will help you to further develop the "official FEMA BCA" should your project go forward as a FEMA grant request.

ESTIMATED COST OF THE PROJECT:

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DESCRIBE THE COSTS ASSOCIATED WITHOUT THIS MITIGATION PROJECT:

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Some possible costs are:

- Real Property Losses: \_\_\_\_\_
- Furnishing/Equipment Losses: \_\_\_\_\_
- Alternate facility costs: \_\_\_\_\_
- Contract/rental costs: \_\_\_\_\_
- Other associated costs (list):
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Total Cost for Future Damages & Associated Expenses:**  

Statement to support above costs/losses:

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**DAMAGE & LOSS COSTS, divided by PROJECT COST = QUICK BCA RATIO**

$$\frac{\text{DAMAGES } (\text{   )}}{\text{PROJECT } \$ (\text{   )}} = \text{BCA } (\text{   )}$$