



**2022 Knox County Facade Improvement Grant Program  
Application Scoring Sheet**

This sheet is used by the Facade Improvement Grant (FIG) to score each application submitted under the program. A total score of 100 points is possible; to be considered for funding, an application must receive a minimum score of 70 points.

- Current Physical Condition / Exterior Appearance (**up to 20 points**)
- Scope of Work (**up to 20 points**)
- Applicant’s Project Viability & Demonstrated Ability to Repay ( **up to 20 points**)
- Overall Quality of Application (**up to 40 points**)

One (1) scoring sheet is completed by each member of the Committee for each application received. The committee will then review its score sheets to come to a consensus. Items in this sheet have been weighted to best gauge the completeness and quality of each Applicant’s responses.

Review the application components and assess their presence below. Failure to have all “yes” boxes checked could result in the application being disqualified or returned to the applicant to provide more information.

Applicant Information	
Applicant Name	
Property Status	<input type="checkbox"/> Owner-occupied <input type="checkbox"/> Leased to tenants
Project Site Address	_____ Mount Vernon, Ohio 43050
Property Use	<input type="checkbox"/> Residence <input type="checkbox"/> Business <input type="checkbox"/> Mixed-use

Application Component Evaluation	
Is the building in Knox County?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the building zoned for business, office/institutional, or industrial?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the building primarily used for commercial purposes?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the proposed improvements be completed within 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the applicant demonstrate site control?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the applicant meet all the eligibility requirements?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Were all required parts of the application included?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, which parts are missing?	

For each item addressed by the Applicant, to the degree indicated, provide a checkmark in the appropriate box. The total evaluation score assigned to each application then is determined by adding the values from all checked items.

Current Conditions				
<i>Using the items below, gauge the Project Site's current conditions, including building and site improvement needs, and the applicability of FIG assistance.</i>				
	<i>N/A</i>	<i>Nominal</i>	<i>Preferred</i>	<i>Extra-ordinary</i>
Prominence and visibility of deteriorated building condition from main streets and roads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extent to which Project Site's current conditions are impacting surrounding properties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assess the impact of the current conditions below:

Criterion	Point Value	Applicant Score
Need for exterior improvements to the Project Site – <b>select ONLY ONE (1) of the following choices:</b>		
<ul style="list-style-type: none"> <li>Project Site does <i>not</i> have a demonstrated need for improvement</li> </ul>	0	

● Project Site's need for improvements is <i>nominal</i>	+ 1-5	____ / 20
● Project Site's need for improvements is <i>preferable</i>	+ 6-15	
● Project Site's need for improvements is <i>extraordinary</i>	+ 16-20	

Bonus Points	
● Property is located in a downtown area or a high traffic concentration area	____ / 10
● Project is a blighted or vacant property, where the project is likely to result in occupancy.	____ / 15

Project Scope of Work				
<i>Using the items below, gauge the Applicant's Project Scope of Work, the reasons for making such improvements, and the timing in which they will occur.</i>				
	N/A	Nominal	Preferred	Extra-ordinary
Project Scope of Work describes exterior improvements fully and in sufficient detail to gauge need and impact.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scope of Work's described improvements will positively impact Project Site's appearance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scope of Work's improvements are in-line with design expectations and build quality typical for similar properties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extent to which the Applicant demonstrates pre-planning via its Scope of Work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The project's estimated completion time is reasonable and fits the timeframe.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assess the impact of the Scope of Work below:

Criterion	Point Value	Applicant Score
Quality and comprehensiveness of Applicant's Scope of Work– <b>select ONLY ONE (1) of the following choices:</b>		
● Scope of Work does <i>not</i> adequately describe the exterior enhancement project	0	____ / 20
● Described Scope is <i>nominal</i>	1-5	

• Described Scope is <i>preferable</i>	6-15	
• Described Scope is <i>extraordinary</i>	16-20	

Bonus Points	
• Project complies with standards described in Mount Vernon Downtown Plan, Village Strategic Plans or Secretary of the Interior's Standards for Rehabilitation	_____ / 15

Financial Viability				
<i>Using the items below, gauge how well the Applicant demonstrates that its project is financially viable.</i>				
	<i>N/A</i>	<i>Nominal</i>	<i>Preferred</i>	<i>Extra-ordinary</i>
Estimated total exterior project costs are reasonable and appropriate to the Project scope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provided contractor bids are in-line with trade customs and comparable projects in the area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applicant demonstrates its awareness of what it will take to manage and complete the Project.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project site not marked by obvious significant obstacles to improvement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Source(s) of matching funds are sufficient for project completion.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assess the impact of the financial viability below:

Criterion	Point Value	Applicant Score
Project viability and loan repayment – <b>choose ONLY ONE (1) of the following choices:</b>		
• Applicant does <i>not</i> adequately demonstrate a viable project and/or its ability to repay the loan.	0	_____ / 20
• Applicant demonstrates <i>nominal</i> project viability and loan repayment.	1-5	
• Applicant demonstrates <i>preferred</i> project viability and loan repayment.	6-15	

<ul style="list-style-type: none"> <li>Applicant demonstrates <i>extraordinary</i> project viability and loan repayment.</li> </ul>	16-20	
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Overall Quality of Application				
<i>Using the items below, gauge the overall quality of the Applicant's submitted application, including the nature of the proposed project and the project's likely outcomes.</i>				
	N/A	Nominal	Preferred	Extra-ordinary
Applicant has supplied a proposal that is logical and easy to follow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project is reasonable in cost, timeframe and amount of work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applicant has completed the entire application, and included any additional materials to allow for full understanding.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The project, once completed, appears as if it will assist in improving the surrounding neighborhood.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The nature of the exterior improvement project meets program goals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applicant's described use of FIG funds provides optimal return-on-investment in improving exterior façade.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Assess the impact of the overall quality below:

Criterion	Point Value	Applicant Score
Overall quality of Application – <b>choose ONLY ONE (1) of the following choices:</b>		
<ul style="list-style-type: none"> <li>Generally, the application describes a <i>nominal</i> exterior improvement project</li> </ul>	0-20	____ / 40
<ul style="list-style-type: none"> <li>Generally, the application describes a <i>preferred</i> exterior improvement project</li> </ul>	21-30	
<ul style="list-style-type: none"> <li>Generally, the application describes an <i>extraordinary</i> exterior improvement project</li> </ul>	31-40	

Final Score	
Add up the totals from each sub-score identified above.	____ / 100