

## OCRA PreservIng Scoring Rubric

This rubric is designed to be a reference for PreservIng Scoring Committee members as they review and score applications. The range of scores provided are benchmarks so members can choose a score that accurately reflects the details provided in each unique application. During scoring committee meetings, members will come to a consensus on the final score based on this rubric. Supporting documentation should always clearly support statements made, be easy to read/interpret, and easy to find/identify within the application (page cites).

### Project History

#### Main Street District History

Is there a detailed easy to understand project history?	0 The description is not easy to understand, details are limited, and it is hard to follow the historic timeline. No research has been done.	5 The description is easy to understand, some details are included. Timeline can be followed, and some historical research has been done.	10 The description is detailed and easy to understand. Reviewers can easily understand the history of the district and research has been done.
Are there clear historical factors being addressed that connect to project need?	0 There are no historical factors that connect to project need.	5 There are some historical factors that connect to project need and description is somewhat clear.	10 A number of historical factors connect to project need and the description is clear.

#### Historic Preservation Community History

Has the community participated in any historic preservation planning previously?	0 The community has not participated in any previous historic preservation planning.	5 The community has participated in some previous historic preservation planning but has stalled in efforts.	10 The community has done previous historic preservation planning and are working towards next steps.
Does the community have a National Register District that correlates with the Main Street District?	0 No National Register district documents were uploaded.	5 National Register documents were uploaded but they do not fully coordinate with the Main Street district.	10 The National Register documents were uploaded and the NR district and Main Street district overlap.

### Community Development

#### Community benefits

Will this program have any community impact?	0 Community impact has not been explained.	5 Community impact is explained by details are lacking.	10 Community impact is fully explained with details.
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Community Historic Preservation			
Is the community's approach to historic preservation being addressed?	0 The community's approach to historic preservation has not been explained.	5 The community approach to historic preservation has been somewhat explained but details are missing.	10 The community's approach to historic preservation has been explained with details.

Project Need			
Is there need for the program based on vacancy rate?	0 Vacancy rate is not explained.	10 Vacancy rate is somewhat explained with some detail on factors that led to the rate.	20 Vacancy rate and factors that led to this rate have been explained in detail.

Program Goals			
Does the program fit into the Main Street organization's goals, workplan, and mission statement?	0 The correlation between Main Street and the PreservINg program have not been explained and/or proven.	5 The correlation between Main Street and the PreservINg program have been somewhat explained but details may be missing, or the connection is not strong.	10 The correlation between Main Street and the PreservINg program have been explained and proven in detail.

Partnerships			
Project Partners			
Does the project have identified partners with specific roles?	0 There are no identified partners.	10 The only identified partners are those that are required through the program, or the roles of the partners have not been explained.	20 The identified partners are made up of a variety of community members and organizations and their roles have been explained in detail.

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Have the project teams been established for the project?	0 No project teams were identified.	10 Project teams were identified but may be lacking in either members or member information.	20 Project teams were identified with the right number of members and information.
<b>Partner Experience</b>			
Do the project team members have experience in their identified team areas?	0 No experience or qualifications were documented.	10 The project teams have minimum experience or summary lacks detail.	20 The project teams have experience, and a detailed summary was included.
Does the Main Street organization have experience working with building and business owners?	0 The Main Street organization has no experience with working with building or business owners or no explanation provided.	10 The Main Street organization has some experience working the building and business owners.	20 The Main Street organization has extensive experience working with business and building owners.
<b>Partner recruitment</b>			
What is the Main Street organization's strategy for recruiting business owners into the program.	0 No explanation was provided.	10 The Main Street organization has a strategy for recruiting building owners, but some details are lacking.	20 The Main Street organization has a strategy with details for recruiting building owners.
Does the application include 8-10 letters of support from building owners?	0 No support letters were provided.	10 Less than 8 letters were provided an/or details were missing on the property connected to the owners.	20 8-10 letters of support were provided by building owners with their property addresses.

### Financials

#### Local Unit of Government commitment

Was a resolution of support provided by the LUG?	0 No resolution of support was provided.	5 A resolution was supplied however it does not indicate that the LUG will pay for the planning project.	10 A resolution was provided that shows that the LUG will pay for the planning of the project or update the current plan if over 5 years.
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Did the clerk-treasurer provide information on where the planning grant funds are coming from?	0 No information was provided.	5 Information was provided but it is unclear what funding account is being used.	10 A letter was provided and clearly indicates the funding source for the project planning and design.
Was a resolution of support by the board of directors provided?	0 No resolution was provided.	5 A resolution was provided but it was not signed by 100% of board members and/or does not indicate they will raise the required \$200,000 in 2 years.	10 A resolution was provided and signed by 100% of board members and indicated they will raise \$200,000 in 2 years.
Are the current financial incentives for community explained?	0 No information was provided.	5 The community does not have any financial incentives or information was missing explaining the current financial incentives.	10 The community has current financial incentives and a detailed explanation of how successful they have been provided.

**Current Conditions**

Is the current municipal approval process for construction projects in the downtown district explained?	0 No information was provided.	5 The current municipal approval process is explained but details are missing.	10 The current municipal approval process was explained with details.
Are the current conditions of the Main Street district building explained?	0 No information was provided.	5 The current conditions were explained but some details or buildings are missing.	10 The current conditions were explained fully and with details.
Were the map of the main street, and proposed photos with location map uploaded?	0 No information was provided.	5 Some information was provided but missing some uploads or quality photos.	10 All information was provided with quality maps and photos.
Were the current city/town ordinances regarding oversight of design in the downtown provided	0 No information provided.	5 Some information provided but missing details.	10 All information was provided with details.

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along with a current building inventory?			
<b>Challenges</b>			
Were the potential project challenges outlined with a plan to address them?	<p style="text-align: center;">0</p> <p style="text-align: center;">No information was provided.</p>	<p style="text-align: center;">5</p> <p style="text-align: center;">Some information was provided but missing details.</p>	<p style="text-align: center;">10</p> <p style="text-align: center;">Applicant has thoughtfully explored potential project challenges and provided potential solutions on how these will be addressed if the project is awarded.</p>