

Aboriginal Aquaculture in Canada Initiative (AACI) – AACI Project Funding Proposal Evaluation Form

Proposals submitted under the AACI Project Funding will be evaluated against the following criteria, at both the regional and national levels. Proponents may want to use the form to self-evaluate their proposal prior to its final submission.

Instructions:

- *On the basis of the information provided, select one of the four statements (A to D) that you feel best describes the proposal and record your rating in the shaded box below the statements for each Criterion. Use the letters A, B, C or D.*
- *If a statement is not fully met but exceeds the preceding statement, you may use an intermediate rating, such as A/B, B/C or C/D.*
- *An A score does not mean automatic rejection and a D score does not mean automatic acceptance.*

Before a project will be advanced for final consideration, basic eligibility must be confirmed based on the Preliminary Screen Checklist that has been developed for the AACI Project Funding and which is contained in the Program Information, Application Guide and Template documents.

1. Business Case

A	The market background (business case) does not adequately support the claims of opportunity for the business development being pursued.
B	The market background (business case) does adequately support the claims of opportunity for the business development being pursued.
C	The market background (business case) clearly supports the claims of opportunity for the business development being pursued.
D	...AND also appended to the proposal is further support for the market and/or business development opportunity

2. Scope of Impact

A. Short term outcomes

A	The project will result in no new jobs in short term (within one year)
B	The project will result in 1-2 new jobs in short term (within one year).
C	The project will result in 3-4 new jobs in short term (within one year)
D	The project will result in 5> new jobs in short term (within one year)

B. Long term projected outcomes (after one year up to 3 years)

A	The project will result in < 2 new direct jobs & no potential secondary or tertiary jobs
B	The project will result in 2-4 direct new jobs with no potential secondary or tertiary jobs
C	The project will result in 2-4 direct new jobs AND secondary or tertiary jobs.
D	The project will result in >4 direct new jobs AND secondary or tertiary jobs.

3. Plan and Performance Management

A	The proposal does not adequately state the problem and objectives, or how they are to be addressed. Key milestones, deliverables or performance measures are absent.
B	The proposal states the problem and objectives and how they are to be addressed, but key aspects of the methodology or solution remain unclear. Milestones, deliverables and performance measures exist but they are not clear or are unreasonable.
C	The proposal clearly and concisely states the problem and objectives. An acceptable implementation methodology or solution is presented. Milestones, deliverables and performance measures are clear, concise and reasonable.
D	The proposal clearly and concisely states the problem and objectives. A comprehensive methodology or solution is presented. Quantifiable performance measures are clear indicators of how the project addresses program objectives.



4. Project Team

A	The team may not possess the necessary skills and expertise in one or more critical areas, which could limit the potential for successful project delivery.
B	The team may be missing skills and expertise in some areas. There is a good chance that the team will deliver on time and on budget.
C	The team includes expertise in all the necessary areas to bring the project to a successful conclusion. The team is very likely to complete the project on time and on budget.
D	...AND the team has an established track record of successful project management.



5. Budget

A	Many planned expenses seem unnecessary, questionable or unreasonably high, and do not contribute directly toward the innovation goals of the project.
B	Some planned expenses seem unnecessary, questionable or unreasonably high, and do not appear to contribute directly toward the innovation goals of the project.
C	All planned expenses seem necessary and reasonable for successful project completion, and contribute directly toward the goals of the project.
D	... AND major cost items are supported by multiple quotes, comparable or a sole source justification.



6. Proponent/ Cash Contribution

A	Proponent/ cash contribution is zero.
B	Proponent/ cash contribution is minimal and is < 10% of total project costs, excluding in-kind contributions.
C	Proponent/ cash contribution is reasonable and is 11 – 25% of total project costs, excluding in-kind contributions.
D	Proponent/ cash contribution is substantial and is \geq 26% of total project costs, excluding in-kind contributions.

7. Leverage of alternate sources of funding in cash - excluding proponent & AACI cash

A	Other funds leveraged are zero.
B	Funds leveraged is minimal <10% of total project costs.
C	Funds leveraged are reasonable and is 11 – 25% of total project costs.
D	Funds leveraged are substantial and is \geq 26% of total project costs.