

**Oregon Watershed Enhancement Board (OWEB)
Competitive Grant Program Evaluation Process**

Pre-application Site Visits (Selected Projects)
Consultation with OWEB staff and review team members may occur.

Applications Due
Third Monday in April
Third Monday in October

“Regional Review Team”... designated personnel with regional knowledge and interdisciplinary expertise drawn from agencies represented on the Board and other entities to evaluate regional grant applications.” *Oregon Administrative Rule 695-005-0020 (4)*

Week 1

- *Applications checked by staff for completeness and eligibility.*
- *Staff scan to CD or copy applications based on reviewer preference, enter data into grant management database.*
- *Number of applications averages 162 in April, 234 in October*

Week 2

- *Restoration, acquisition, technical assistance, monitoring, assessment and regional education/outreach sent to appropriate regional review team (North Coast, Southwest Oregon, Willamette Basin, Central Oregon, Mid Columbia and Eastern Oregon).*
- *“Statewide” education/outreach sent to Education/Outreach Review Team.*
- *Monitoring and assessment sent to Oregon Plan Monitoring Team.*
- *OWEB Board Acquisitions Subcommittee meets to review applications, recommend due diligence.*

Weeks 3 - 8

- *Reviewers read applications (between 20 to 45 applications per region).*
- *OWEB staff and reviewers attend site visits for selected applications.*

“Priority for visitations will be placed on acquisitions, complex projects, new types of projects and projects with a significant budget.” *OAR 695-010-0070(1)(b)*

• **Weeks 9-13**

- *OWEB staff and regional review teams hold 1- to 2-day meetings in the regions to evaluate applications.*
- *Education/Outreach Review Team meets for group evaluation of all statewide education/outreach applications (typically less than 10).*
- *Oregon Plan Monitoring Team meets for group evaluation of all monitoring applications.*
- *OWEB Board Acquisition Subcommittee meets to consider reviewer feedback and make recommendations to staff (fund, no fund, defer)*

Restoration Grants Review Rule

“(2) At the regional review team meeting, the team shall:

- (a) Review and evaluate each project individually based on how well the proposed project meets the criteria in 695-010-0060;
- (b) Recommend the project as:
 - (A) Do fund;
 - (B) Do fund with conditions;
 - (C) Do not fund; or
 - (D) Defer to staff or the Board with an explanation, if there is a policy issue or budget issue that needs to be addressed by the Board prior to a funding decision; and
- (c) Rank order all projects recommended for funding based on:
 - (A) How well the project meets the criteria established in 695-010-0030 and 695-010-0060;
 - (B) (B) The certainty of success, based on the organizational capacity of the applicant and the likelihood the project will meet its ecological objectives;
 - (C) The benefit to the *Oregon Plan for Salmon and Watersheds*, as evidenced by its expected benefits to watershed functions, fish habitat or water quality; and
 - (D) The project costs relative to the anticipated watershed health benefits.

(3) The project description, summary evaluation and funding recommendation for all projects, and the rank order of projects recommended for funding shall be forwarded from the regional review team to Board staff for their consideration.”
Oregon Administrative Rule 695-010-0070

Weeks 14-18

OWEB staff write summaries of review team evaluations, review all recommendations, consider available funding, and develop funding or acquisition deferral recommendations for the Board.

“(2) Staff shall review the recommendations from each regional review team and make a statewide funding recommendation to the Board based on available resources for the grant period and type.” *Oregon Administrative Rule 695-010-0080*

Week 19

OWEB staff funding recommendations and review team evaluation summaries distributed to applicants, reviewers and Board.

Weeks 20-22

OWEB accepts comment letters on staff recommendations and reviewer evaluations.

Week 23

OWEB Board makes funding or acquisition deferral decisions.