Spills Coastal Protection Fund (CPF) Grant

EAGL Application Evaluation Process

This funding opportunity is administered through EAGL, Ecology's Administration of Grants and Loans system. EAGL is a web-based system, and all work is conducted from your browser (Chrome, Firefox or Edge). EAGL assigns roles to all users, and this role determines what users can see and do in EAGL.

All evaluations must be completed in EAGL. Prior to evaluation, assigned evaluators must:

1. Have a Secure Access Washington (SAW) account
2. Register as an EAGL user

For instructions on creating a SAW account and requesting EAGL access, see Chapter 3 of the Spills Coastal Protection Fund (CPF) 2021 Funding Guidelines.

Evaluators will work with the Fund Coordinator (FC) to obtain EAGL access and be assigned the evaluator role.

Process Overview

The Fund Coordinator (FC) screens all application and assigns two (2) **evaluators** to each eligible application. Using the scoring guidance on the Evaluation Scorecard (in EAGL) or the offline Evaluation Scorecard spreadsheet, evaluators will assign points and comments to each evaluation criteria. Once the all scores and comments are entered, the evaluator will check the "Evaluation Finished" box, SAVE, and e-mail the FC notifying them of completion.

Application Screening

All assigned applications have been screened and are eligible for funding. For additional background, the screening criteria are listed below.

Spills CPF grants support locally sponsored *on-the-ground* projects that restore or enhance the natural environment. Typical projects address water quality issues and fish and wildlife habitat protection or enhancement in or adjacent to waters of the state, such as streams, lakes, wetlands, or the ocean.

Projects that develop and implement aquatic land geographic information systems (GIS) that support restoration or enhancement of the natural environment are also eligible and may be proposed.

The goal of this grant is to restore or enhance resources that have been impacted by oil spills.

To be considered, projects must provide primary benefits to public resources (land or water stewardship) and affiliated infrastructure.

Grant Award Amounts

Grant awards are up to a maximum of $50,000. The typical grant award ranges from $10,000 to $25,000.

Grant Timeline

Funded projects typically run 12 months to 18 months.

Match or cost-share

There are *no* recipient match or cost-share requirements. Spills CPF grants provide 100 percent of the Total Eligible Cost. However, contributing funds may be used to demonstrate stakeholder support and may increase competitiveness of an application.

Indirect Rate

Recipients can charge an indirect rate of up to 30 percent of staff salaries and benefits. The indirect rate must be negotiated and is stated in the agreement. Indirect costs are defined as costs not directly associated to a particular objective of the project, such as utility costs, insurance, general office supplies, or rental space. For more information on the indirect rate, see p.34 of the *Administrative Requirements for Recipient of Ecology Grants and Loans.*

All applications assigned to evaluators have been screened, and are eligible for funding.

STEP-BY-STEP INSTRUCTIONS

Access the Application

Receive Evaluation Assignments

The Evaluator will receive an EAGL system generated task assignment and an automated e-mail notification: "You have been assigned as an evaluator for application number SPPRCPF-202X-XXXXXX-XXXXX. Please access the system, opne this application and complete the evaluation scorecard."

Access EAGL via Secure Access Washington (SAW)

Log into Secure Access Washington and click the Access Now button to enter EAGL.

In EAGL, under My Tasks, click the Open My Tasks button.

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SHOW HELP

Welcome
Geoff
Fund
Coordinator

Instructions:
Select the **SHOW HELP** button above for detailed instructions on the following.
> Applying for an Opportunity
> Using System Messages
> Understanding your Tasks
> Managing your awarded grant

The system will undergo maintenance on Mondays from 2:00-3:00 PM.
Please save your work and exit the system prior to this time in order to avoid losing data.
Thanks for your patience.

Public Disclosure Notice
Information you provide through use of this site is public information and subject to inspection and copying by members of the public.

In the State of Washington, laws exist to ensure that government is open and that the public has a right to access appropriate records and information possessed by state government. As a public agency, all our information is governed by laws such as Washington's Public Records Act, RCW 42.56 (link is external). The Public Records Act states that each agency, in accordance with published rules, shall make available for public inspection and copying all public records unless the record falls within specific exemptions under state or federal law.

If you have questions, contact Dawn Drake at Dawn.Drake@ecy.wa.gov.

Hello Geoff, please choose an option below.

My Inbox

You have **29** new messages.
Select the **Open My Inbox** button below to open your system message inbox.

OPEN MY INBOX

My Tasks

You have **5** new tasks.
You have **0** tasks that are critical.
Select the **Open My Tasks** button below to view your active tasks.

OPEN MY TASKS

Select the Document ID Number for the assigned application

This will take you to the "Application Menu". On the Application Menu, under View, Edit and Complete Forms, click the "View Forms" button.

Evaluate the Application

All evaluations must be logged in EAGL, however most of the work can be completed offline with a number of tools.

Offline Evaluation Scorecard

As an alternative to entering all scores and comments online, an offline scorecard is available for use. Once the evaluation is complete, all of the entries must be transcribed into EAGL and saved. See below for further instructions.

Coastal Protection Fund: Spills Subaccounts

					Evaluator[1]:
Applicant:					
Project Number:					
Project Name:					*Fill in only boxes this color.*

Scoring Element	Criteria No. EAGL Scorecard	Point Value	Points Given	Comments[2]	Scoring Criteria	Application Reference
Project Outcomes	1	10	0		**8-10:** Provides substantial environmental benefit **4-7:** Provides moderate environmental benefit **0-3:** Provides unclear/minimal environmental benefit	See: General Information, Task Outcomes
Oil Spill Impacts	2	5	0		**3-5:** Project is related to recent oil spill injuries. **0-2:** Little to no connection to recent oil spills.	See: Statutory Regulatory Authority, Explanation #2
Leveraged Funds and Resources	3	5	0		**3-5:** Leveraged funds and resources secured **0-2:** Little to no leveraged funds or resources	See: Project Type Explanation #2
Broad, Local Support	4	10	0		**8-10:** Many stakeholders with overwhelming support, direct benefits to under served communities **4-7:** Moderate level of support, some benefits to under served communities **0-3:** Not all appropriate stakeholders have been contacted; project not well supported, little to no benefits for under served communities	See: Project Type Explanation #3
Implementation of Planning Efforts	5	5	0		**3-5:** Project has been identified in local plans as a high priority **0-2:** Project has not been identified in local plans, or was identified as low priority	See: Project Type Explanation #4, #6
Readiness to Proceed	6	5	0		**4-5:** Project is underway, stakeholders are involved, and any necessary designs/permits/interlocal agreements are in progress or complete **1-3:** Project has been planned, but work still needs to be done before it can proceed **0:** Project idea was just hatched	See: Project Type Explanation #8
Deliverables	7	5	0		**4-5:** Clear deliverables **1-3:** Generic / vague deliverables **0:** No deliverables	See: Task Deliverables
Project Schedule	8	5	0		**3-5:** Reasonable schedule; can be completed within 18 months **0-2:** Unclear schedule or subject to delays	See: Task Due Dates, Project Type Explantation #7
Budget	9	5	0		**3-5:** Reasonable budget for the proposed project **0-2:** Request appears too high or too low, or does not justify the environmental benefit	See: Task Cost, Scope of Work Summary
POINTS POSSIBLE / GIVEN		**55**	**0**			

Evaluator - Other Overall Comments:

CPF Steering Committee Comments:

[1] In EAGL, each Evaluator will get their own score card. The comment field is required; 0 to maximum points only.

[2] Comments and scores will be viewable by the applicant. Be sure to explain why you gave the score you gave. Applicants cannot see who the evaluators were, but Ecology employees can. To reduce bias, Evaluators may only view their own Evaluation Scorecard. RFCs can view all.

Application 1 | Application 2 | Application 3 | Application 4

Entering the Evaluation Scores and Comments

Scroll down to the Screening and Evaluation section, and click "Evaluation Scorecard"

Fill out the Evaluation Scorecard form

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EVALUATION SCORECARD

Instructions:
Please fill in the appropriate fields.
Required fields are marked with an *
When done, click the **SAVE** button.

Check the "Evaluation Finished" box once all scores and comments are entered

Reviewer:

☐ Evaluation Finished

Comments are required for every category

Category	Criteria Number	Evaluation Criteria	Score	Comment
Project Outcomes	1	8-10: Provides substantial environmental benefit 4-7: Provides moderate environmental benefit 0-3: Provides unclear/minimal environmental benefit	/10*	0 of 1500 *
Oil Spill Impacts	2	3-5: Project is related to a recent oil spill, or directly impacts resources that have been harmed by oil spills 0-2: Little to no connection to oil related resource impacts	/5*	0 of 1500 *
Leveraged Funds and Resources	3	3-5: Leveraged funds and resources secured 0-2: Little to no leveraged funds or resources	/5*	0 of 1500 *
Broad, Local Support	4	8-10: Many stakeholders with overwhelming support, direct benefits to under served communities 4-7: Moderate level of support, some benefits to under served communities 0-3: Not all appropriate stakeholders have been contacted; project not well defined, little to no benefits for under served communities	/10*	0 of 1500 *

				0 of 1500	
		3-5: Reasonable budget for the proposed project			
Budget	9	0-2: Request appears too high or too low, or does not justify the environmental benefit	/5*		
				0 of 1500	

> Overall Evaluation Comments are also required

TOTAL /55

Evaluation Comments

[   ]

0 of 1500

When complete, check "Evaluation Finished" and click the "SAVE" button

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EVALUATION SCORECARD

Instructions:
Please fill in the appropriate fields.
Required fields are marked with an *
When done, click the **SAVE** button.

Reviewer:

☐ Evaluation Finished

Next Steps

E-mail the FC to notify them that the Evaluation is complete.

Once all evaluations are complete for the application, the FC will change that status of the application to "Evaluation Complete".

Next, the Coastal Protection Fund Steering Committee will convene to review applications and assign final ranking.