

CONCHO VALLEY REGIONAL REVIEW
COMMITTEE

REGIONAL PROCEDURES AND
SCORING SYSTEM

FOR THE 2007-2008 COMPETITION

TEXAS COMMUNITY DEVELOPMENT
PROGRAM

2007-2008 REGIONAL PROCEDURES

The Concho Valley Regional Review Committee adopted the following rules and procedures for applications from the Concho Valley Region for funding under the 2007-2008 Competition for the Texas Community Development Program (Community Development Fund). The procedures were developed in compliance with the requirements of the Texas Community Development Program.

The Concho Valley Regional Review Committee will not review applications for other TCDP funds.

1. Staff Support

Rio Grande Council of Governments (RGCOG) will provide staff support to the Concho Valley Regional Review Committee.

2. Recipient and Address

Regional copies of applications for funding under the 2007-2008 competition for the Texas Community Development Program from the Concho Valley Region should be sent to:

**Annette Gutierrez
Regional Services Director
Rio Grande Council of Governments
1100 N. Stanton, Suite 610
El Paso, Texas 79902**

or applications may be delivered to:

**Annette Gutierrez
Regional Services Director
Rio Grande Council of Governments
1100 N. Stanton, Suite 610
El Paso, Texas 79902**

3. Number of Regional Copies of Applications Required

Two (2) copies of each application and all changes and additions are required by the Concho Valley Regional Review Committee.

4. Due Date for Regional Copies of Applications

Regional copies of applications are due at the recipient address no later than 5:00 p.m. M.D.T, October 20th, 2006. Applications must have attached thereto a certification which will allow public review of the pending application. (See attachment A)

RRC has directed the staff support to provide the following application information for the scoring meeting: **Project Summary, Project Map, Community Needs Assessment, Additional data or letters concerning severity of the need, Form 424, Local Effort Questionnaire, Local Effort Summary Printout (Matrix), Table 1, Table 2 and Merits of the Project Questionnaire, and Merits of the Project Summary Printout (Matrix).**

5. Maximum Grant Amounts

The maximum grant amounts for applications from the Concho Valley Region have been set at: \$200,000 for single and multi-jurisdiction applications.

6. Conflict of Interest

Members of the Concho Valley Regional Review Committee may neither discuss, present, deliberate, nor vote on an application from the county in which the member resides or in cases where that member has a personal or pecuniary interest as defined under state law. This is to include all applications, including those of any city of the county as well as the county itself. Committee members, who are not present for all of the presentations will be ineligible to score any of the applications.

7. Presentations

Each applicant will be given the opportunity to make a 5 minute oral presentation by anyone they designate. Presentation order will be determined by a random drawing by the RGCOG staff. Applicants will be notified in advance of the scoring meeting and of the time designated for their presentation. RRC members must ask project specific questions immediately after the presentation and not later in the meeting.

8. Scoring

No consensus scoring of projects will be allowed. Applications will only be scored after all presentations have been heard. Each member of the RRC must score projects individually. The highest and lowest scores from each subjective scoring factor selected by the RRC will be eliminated, and the remaining scores are then averaged to provide a regional score on each factor.

Staff support will pre-score all objective scoring factors prior to the RRC' s scoring of subjective factors.

Rankings of projects must be obtained as a result of the regional scores derived from the above mentioned procedures. The RRC will not rank projects and then assign scores based on those rankings.

Staff support must provide a summary of the scores immediately upon request to interested parties. The summary should include the RRC committee member's name, title, address, telephone number, and score awarded for each project.

Regional scores will be calculated and reported to the TCDP staff on less than full point intervals (i.e. using decimal points) in order to reduce the chance of ties between regional applicants.

Each RRC member must assign scores on individually signed ballots or worksheets, to be maintained as a public record by the RRC.

REGIONAL SCORING SYSTEM

The Concho Valley Regional Review Committee adopted the following regional scoring system for applications submitted to the 2007-2008 competition of the Texas Community Development Program (Community Development Fund). The scoring system was developed in compliance with the requirements of the Texas Community Development Program.

A. REGIONAL PROJECT PRIORITIES (Maximum 100 points)

FIRST PRIORITY (100 POINTS)

Construction and Improvement of public Water Supply, Treatment and Distribution Facilities (including hook-ups) and Equipment.

Construction and Improvement of Sanitary Sewer Collection (including hook-ups) and Treatment Facilities.

SECOND PRIORITY (50 Points)

Fire Protection and Control Facilities, Equipment and Services.

Emergency Medical Services Vehicles, Facilities and Equipment.

Reconstruction, Resurfacing, and Repair of Existing Public Streets and Roads (including curb, gutter, and incidental drainage improvements).

Rehabilitation of Housing Units and Establishment of Revolving Loan Funds for Rehabilitation of Housing Units for Low and Moderate Income Persons.

Construction and Improvement of Solid Waste Disposal Facilities and Equipment.

Construction and Improvement of Flood Control Structures, Storm Sewers, and Related Facilities and Equipment.

THIRD PRIORITY (25 Points)

Construction and Improvement of Facilities to Improve Access for Handicapped Persons.

Construction and Improvements of Senior Citizens Centers.

Construction, Renovation, Repairs, and/or Expansion of Jails and/or Detention Facilities.

Construction and Improvement of Multi-purpose Community Centers, and Health-Related Facilities.

Construction of New Public Streets and Roads.

\Construction, Repair and Improvements of Natural Gas Distribution Systems.

Development and Improvement of General Community Parks and Playgrounds (not including sports and recreational facilities).

Demolition and Removal of Deteriorated Structures (including site clearance and improvement).

FOURTH PRIORITY (0 Points)

All other Eligible Activities.

Note: Applications which include two or more activities with different priorities will be scored by prorating the point totals for each activity based upon the percentage of TCDP funds allocated to each.

B. MERITS OF THE PROJECT (Maximum 150 Points)

1. What is the severity of the need of this project and/or are you under sanction by a state agency? Is the problem addressed a serious Health or Safety issue? (maximum 50 points)

Yes _____
(26-50 points)

No _____
(1-25 points)

2. What is the cost in Texas CDBG dollars per beneficiary?

1-50 points

3. Has this project been submitted in the past? Please explain.

1-50 points

C. LOCAL EFFORT (Maximum 100 Points)

The following questions are required for the Local Effort scoring factor:

(1) 1 to 20 points

What is the local ad valorem (property) tax rate?

- A. What is the delinquency rate for the property tax?
- B. If your community does not have a property tax, explain what income would be generated if a property tax were levied?
- C. What taxes are levied through special districts in the jurisdiction?
- D. What is the total tax rate (from all jurisdictions) paid by the applicant's residents?
- E. When was the last tax rate or property valuation increase for the applicant's jurisdiction?
- F. Does the applicant levy the local sales tax option, 4A sales tax, and/or 46 sales tax? If so, what is the tax rate(s) and the amount of sales tax revenue collected during the previous 12 months?

(2) 1 to 20 points

What is the applicant's per capita bond indebtedness for principal only? For principal and interest?

(3) 1 to 20 points

- A. What are the applicant's water and sewer rates?

- B. What would a household with 5,000 gallons/month usage pay in water and sewer bills?
- C. When was the last increase in water and/or sewer rates?

(4) 1 to 10 points

Historically, has the applicant funded improvements with local funds, bonds, or grants?

(5) 1 to 20 points

- A. Are the utilities owned by the applicant jurisdiction? (i.e. water, sewer, gas, electric)
- B. What percent of revenues generated from the applicant's utilities are collected from residents and businesses located outside the applicant's jurisdiction?

(6) 1 to 10 points

Was there a surplus at the end of the last fiscal year in the applicant's local general fund? If so, how much is in surplus, and is this money dedicated for a particular purpose?

NOTE: All applicants are required to submit written answers (maximum four pages total length) to these six questions prior to the scoring meeting of the Committee. Failure to respond accurately or non-responsive answers may result in points being deducted. Staff support will prepare a summary/matrix that compares applicants' responses to the questions and make it available for public review at least five days prior to the RRC scoring meeting.

ATTACHMENT A

**CERTIFICATION TO ALLOW PUBLIC REVIEW OF PENDING
APPLICATION
TEXAS COMMUNITY DEVELOPMENT PROGRAM**

I, _____, _____ of _____,
Name Title (Mayor/County Judge) City or County

hereby certify that the TCDP application submitted by City or County is available for public review both at the local (Location-city hall/county courthouse) and the respective regional council office. This release of information is effective for any party that may be interested in reviewing this Texas Community Development Program application. I hereby waive any authorization under the Texas Open Records Act to keep this information confidential until the competition has been completed.

Signature

Date

Title