



Community Improvement Plan – Evaluation Matrix

Application Details

CIP Program Year		
Applicant Name		
Registered Property Address		
Incentive(s) applied for (this application)		
Application File #		
Previous funds granted to applicant within the CIP Program Year		\$

Evaluation

The Director of Economic Development (Director), or designated staff, may use the following matrix to review and score eligible applications. Where applicants exceed the amount of funds available for a calendar year, applications will be approved in order from highest to lowest score until funds are exhausted. [Nothing within this evaluation is intended to override the specific CIP policy or other compliance requirements of the proposed works.](#)

Criteria A: CIP Objectives

Scoring Description	Director/Staff Notes	Points
CIP Objectives Applications will receive ten (10) points for meeting one (1) objective of the CIP (page 4). Two (2) bonus points can be achieved for each additional CIP objective which the application proposes to meets. The objectives are: 1. to strengthen the vitality and economic viability of businesses within the County, including the expansion of operations; 2. to support individual businesses to improve the physical and visual attractiveness of their existing buildings and facilities, including building improvements that meet or exceed current Ontario Building Code, Fire Code, and Accessibility for Ontarians with Disabilities Act; 3. to encourage redevelopment and remediation of underutilized or vacant properties or buildings; 4. to improve the County's importance as an attractive destination for residents and visitors; 5. to encourage the creation or rehabilitation of housing, of various sizes and affordability; 6. to support new economic opportunity for agricultural businesses, including agricultural value-added activities and rural commercial opportunities;		

7. to enhance streetscaping, landscaping, signage, and visual characteristics of the business community while recognizing the importance of diversity and character of the existing building and areas; and		
8. to improve environmental sustainability and mitigate the effects of climate change.		
Council Priorities Applications which meet the objectives of a plan of Council approved within five (5) calendar years of the application will receive an additional ten (10) points.		
Compliance Applications will receive ten (10) points where they: • Conform to the Norfolk County Official Plan; • Comply with the Norfolk County Zoning By-law; and • Comply with the Ontario Building Code and all other applicable law.		
Score A		/30

B. Return on Investment towards Community Improvement

Scoring Description	Director/Staff Notes	Points
Improvement Outcomes Applications which propose to result in any of the following <u>outcomes</u> improvements metrics will receive ten (10) points as follows: • One or more new residential units; • One or more new jobs; • One or more new revenue sources on farm; or, • An increase of 10m² or more space for commercial, industrial, or agriculture-related uses. Where an application meets more than one outcome listed above, the maximum points received will be ten (10).		
Visibility Applications which propose to locate improvements in <u>locations</u> highly visible <u>from the public realm</u> locations (front yard, exteriors of buildings) or with high visibility <u>which increase</u> for the public profile of the County will receive an additional five (5) points.		
Innovation Applications which propose creative, innovative, or novel improvements which implement new or unique techniques, designs, materials, or outcomes <u>which could be easily implemented in other locations</u> will receive an additional five (5) points.		
Score B		/20

C. Investment Risk

Scoring Description	Director/Staff Notes	Points
Project Completion Where proposed work is highly likely to be completed, an application will receive ten (10 points). Where proposed works are less than highly likely to be completed, at the discretion of the Director or designated staff, the application will receive five (5) points <u>and may be required to identify potential risks and mitigation measures</u> . An application where the project is not likely to be completed shall not continue through the application process until the potential delays or challenges can be resolved to the satisfaction of the County.		
Associated Risk Where the following risks may be felt by the County <u>are identified</u> , should the proposed work not be completed as agreed, no points are assigned <u>the application may be disqualified</u> : • Public safety; • Damage or loss of private or public property; • Negative impact to the reputation of Norfolk County; • Loss of or negative impact to business for the applicant, the County, or any providers of services or goods to perform the proposed work; • Breach of agreement between the applicant and the County; Where none of the above risks are likely to be felt by the County, the application will receive an additional ten (10) points.		<u>N/A</u>
Score C		<u>/1</u> 20

Total of A, B, & C Scores: ___/7060

Total Score as a percentage: ___%

Additional Notes: