

SHIPP Round 5 Scoring Rubric - Municipality

Initial Screening Criteria (Pass/Fail)

Criteria	Description	Pass/Fail
Complete Application	<p>Did the applicant submit a complete application in accordance with the RFA requirements and milestone dates? Must have all below to pass:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed and signed application, including Project Narrative <input type="checkbox"/> Proof of ownership or permission to apply <input type="checkbox"/> Site map and photos of existing conditions (if applicable) <input type="checkbox"/> Board Minutes indicating resolution <input type="checkbox"/> Letter of Commitment <input type="checkbox"/> Budget with cost estimates <input type="checkbox"/> Harbor Management Plan (if applicable) <input type="checkbox"/> Applicable permits or licenses 	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
Project Eligibility	Does the proposal meet the definition of a "Harbor Improvement Project" per CGS §13b-55a(c) and/or §13b-56(b), or directly support one?*	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

ADA Compliant	Does the proposal follow Americans with Disability Act requirements to ensure facilities are readily accessible and usable.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> N/A
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*Connecticut General Statutes, Section 13b-55a(c), states “Harbor improvement projects include the preparation of plans, studies and construction for the alteration and improvement of various state, municipal and other properties in or adjacent to the waters of the state, for purposes of improving the economy and infrastructure of the state.”

Section 13b-56(b) provides “Any municipality may undertake a harbor improvement project, including the development, improvement, construction and installation of berthing areas, channels to berthing areas, sea walls, piers, docks, navigation aids, bridges and other related facilities and structures, pursuant to a harbor improvement plan.”

Note: Applications that do not pass all Initial Screening Criteria will not proceed to rating.

Criteria	Description	Score	Weight	Weighted Score	Comments
Permitting	3=fully permitted, application is for permitting, or permit not needed, 2=permit application submitted, 1=evidence of ability to submit permit application within 3 months 0=no permitting plan within 3 months		x3		
Harbor Management Plan	2=project supports municipality’s harbor management plan or application is to create HMP 0=all other options		X1		
Public Use	3=anyone can use it or not applicable, 2=municipal residents only can use it, 1=incorporated subdivision residents only can use it 0=applicable but not open to the public		X3		

Criteria	Description	Score	Weight	Weighted Score	Comments
Rules and/or Fee Structure	2=access is uniformly open to all and always free or not applicable 1=access rules and/or fees are reasonable, uniformly applied, and do not favor a specific neighborhood, association, or group 0=access rules and/or fees are unreasonable and/or favor a specific group		X3		
Federal Navigation Channel	2=fully approved and to be completed by USACE in 2026/27 or not applicable 1=under consideration by USACE for 26/27 but needs federal funding or other approvals 0=USACE not completing in 26/27		X1		
Previous SHIPP funding	2=municipality has never received SHIPP funding 1=municipality received SHIPP funding either in 2016-2020 or received under \$250,000 0=received SHIPP funding 2021-2025 at or above \$251,000		X2		
Timeline to Implementation	2=realistic and detailed project schedule that begins within 3 months of funding or at start of next dredging season 1=project schedule lacks sufficient detail and/or begins 4-6 months after funding starts (excluding dredging) 0=project schedule appears unattainable, begins 7+ months after funding starts, or starts in dredging season after next		x2		
Community Impact	2=realistic and detailed description of how the project will impact the community (how it will be used, by whom, for what purposes) 1=description lacks sufficient detail 0=no community impact statement provided		X3		

Criteria	Description	Score	Weight	Weighted Score	Comments
State maritime policies	2=realistic and detailed description of how project advances the State's maritime commerce, industry, or recreation 1=description lacks detail but exists 0=no support for the State's maritime policies shown		X2		
Safety	2=improves safe access to the water or resolves outstanding safety concern		X3		

Selection committee has discretion beyond the scores achieved above to allocate funding in such a way that a segment of all project types is fulfilled.