

Scoring line	Scoring criteria	Max score
Does the applicant have a good understanding of how their project aligns with Brentwood Connected's priorities?	0 = Unclear/ no understanding shown. 1 = Some/ a little understanding shown. 2 = Reasonable understanding shown. 3 = Good understanding shown. 4 = Very good understanding shown. 5 = Excellent understanding of the BID's priorities.	5
How many Brentwood Connected BID locations will benefit from project delivery?	0 = No information provided. 1 = One location. 2 = Two locations. 3 = Three or more locations.	3
Has the applicant clearly shown the need for the project and has it been developed with the Brentwood Connected BID business community?	0 = No evidence of engagement. 1 = A small amount of understanding of need and engagement/ consultation with business community. 2 = Reasonable level of understanding of need and reasonable business engagement. 3 = Good understanding of needs of the business community and has undertaken a good level of engagement. 4 = Very good understanding of needs of the business community and has undertaken a very good level of engagement. 5 = Excellent understanding of needs of businesses and evidence of engagement with wider communities to codesign and grow the project.	5
How much match funding will be provided	0 = No match funding. 1 = Up to 25% match funding. 2 = Between 25%-50% match funding. 3 = More than 50% match funding.	3
Estimate of how many people will attend or will benefit from the project	0 = No evidence provided. 1 = Less than 100. 2 = Between 100-250. 3 = Between 251-500. 4 = Between 501-1,000. 5 = More than 1,000.	5
Number of Brentwood Connected BID businesses that will benefit from the project	0 = No evidence provided. 1 = Up to 5 businesses. 2 = Between 5-10 businesses. 3 = Between 10-20 businesses. 4 = Between 20-50 businesses. 5 = More than 50 businesses.	5
Number of Brentwood Connected BID businesses working in partnership to deliver this project	0 = Fewer than 3 businesses. 1 = Three businesses. 2 = Between 3-10 businesses. 3 = More than 10 businesses.	3
Has this applicant received funding through a previous grant round?	0 = Yes 3 = No	3

Technical check		Notes
Does the budget balance?	Yes/No	
Has the applicant provided a valid Public Liability Insurance certificate?	Yes/No	
Has the applicant provided a risk assessment?	Yes/No	
Has the applicant provided an event management plan?	Yes/No/Not applicable	
Has the applicant provided a TEN?	Yes/No/Not applicable	
Has the applicant provided food hygiene certificates?	Yes/No/Not applicable	
Has the applicant provided letters of support?	Yes/No/Not applicable	