

# New Mexico Tourism Department

## FY24 Clean and Beautiful Grant – Panel Review Process

<b>REVIEW #1 – ADMINISTRATIVE REVIEW</b>	
<b>Who:</b>	Clean and Beautiful Program Coordinator, NMTD
<b>What:</b>	All FY24 applications are reviewed for eligibility.
<b>Guiding Questions</b>	<ul style="list-style-type: none"> <li>○ Is this entity eligible for funding?</li> <li>○ Did the applicant demonstrate the 25% proof of match requirement?</li> </ul>
<b>REVIEW #2 – INITIAL REVIEW</b>	
<b>Who</b>	<ul style="list-style-type: none"> <li>• NMTD Clean and Beautiful Coordinator</li> <li>• NMTD Business Development Coordinator</li> <li>• NMTD Tourism Development Director</li> <li>• NMTD Impressions and Fulfillment Director</li> <li>• NMTD Tribal Tourism Development Coordinator</li> </ul>
<b>What</b>	Applications are divided among panelists for initial review in preparation for Review #3.
<b>Guiding Questions</b>	<ul style="list-style-type: none"> <li>○ Do the proposed projects contribute to the goals and objectives of the Clean and Beautiful program?</li> <li>○ Do the project expenditures contribute to the activities outlined in the <i>project summary</i>?</li> <li>○ If requesting funds to attend the KAB National Conference, is the entity in good-standing?</li> <li>○ Determine project impact based upon the <i>statement of need, anticipated outcomes, and promotional strategy</i>.</li> </ul>
<b>Project Impact</b>	<p><b><u>The following will strengthen project proposals:</u></b></p> <ul style="list-style-type: none"> <li>○ Recruiting Volunteers for Project Implementation</li> <li>○ Leveraging Additional Partnerships and Coalition Building</li> <li>○ Community-Led Development and Long-Term Planning Alignment</li> <li>○ Supporting the Development of the Tourism Economy</li> <li>○ Climate Adaptation and Mitigation Strategies</li> </ul>
<b>REVIEW #3 – PANEL DISCUSSION</b>	
<b>Who</b>	<ul style="list-style-type: none"> <li>• Clean and Beautiful Coordinator</li> <li>• NMTD Business Development Coordinator</li> <li>• NMTD Tourism Development Director</li> <li>• NMTD Impressions and Fulfillment Director</li> <li>• NMTD Tribal Tourism Development Coordinator</li> </ul>
<b>What</b>	All FY24 applications will be reviewed, and proposals discussed by the panel.
<b>Process</b>	<p><b><u>Round #1</u></b></p> <ul style="list-style-type: none"> <li>○ Clean and Beautiful Program Coordinator and Panelist assigned to each application will lead the discussion.</li> <li>○ Guiding questions and projects impact criteria will be assigned to each application will lead the discussion.</li> <li>○ Guiding questions and project impact criteria will be utilized to facilitate discussion.</li> <li>○ Recommendations for initial funding will be determined by Panel.</li> </ul> <p><b><u>Round #2</u></b></p> <ul style="list-style-type: none"> <li>○ The Panel will scale back projects based upon project impact and determine funding priorities.</li> </ul> <p><b><u>Round #3</u></b></p> <ul style="list-style-type: none"> <li>○ All funding requests will be scaled equally based upon the total amount of funding available.</li> </ul>