



Criteria for City Serve Projects

- Projects must meet all eligibility prerequisites:
 - i. Must fit into one of the five project categories: health, hunger, home improvement, beautification and education
 - ii. Must require a minimum number of volunteers of 5 and a minimum amount of volunteer time of 1 hour
 - iii. Must be a project or donation drive.
 - iv. Must have an alternate rain location. If it is an outdoor project, there must be a time by which volunteers are notified of cancellation.
 - v. Must come from a non-profit organization, government entity, faith-based organization or Neighborhood Association.
 - vi. Must provide volunteers with water
 - vii. Must have a deadline by which the agency hosting the project would cancel if a cancellation is needed
 - viii. Must have someone from the agency hosting the project serve as a supervisor and point of contact before and during the project
 - ix. Must provide a complete list of resources necessary for the project
 - x. Must take place within the City of Columbia city limits.
 - xi. Must submit a follow-up report to the Office of the Mayor
 1. How many people came to volunteer for the project?
 2. Was the project accomplished?
 3. On a scale from 1-5, how would you rate your experience with Columbia City Serve?
 4. Must take and send pictures to the Office of the Mayor
- Evaluation Criteria:
 - i. Project Feasibility - i.e. time frame of implementation, long-term economic sustainability, committed financing
 - ii. Sustainability of Benefits - Capability to improve category sector and quality of life toward targeted demographic
 - iii. Equity -
 1. Provides public benefits to city constituents, non-profit organizations, neighborhoods and city government
 2. Provides services and improves opportunities to hard-to-reach individuals and communities
 - iv. Measurable Impact -
 1. Projections of how the project will contribute to economic and social growth (i.e. job creation, investment, community benefits, business revenue generation)
 2. Capability of implementation to be monitored and measured
- For each evaluation criteria, factors will be weighted evenly or differently in discretion of the Office and of the committee