**Section 3200.60 Review Criteria and Selection Procedure**

a) Technical and Program Review

Department staff will review the project application for:

1) Completeness of application.

2) Evidence that the public museum meets all eligibility criteria, as defined in Section 3200.20.

3) Evidence that the capital project meets the eligibility criteria as defined in Section 3200.20.

4) Evidence that the public museum has long term future occupancy rights for the property.

5) Evidence that the project is part of a capital planning process.

6) Project's feasibility with regard to operational capacities of the public museum.

7) Evidence of the public museum's ability to complete the project successfully, including the availability of adequate financial resources.

8) Adequacy of cost estimates and construction schedule estimates.

9) Evidence of community support and meeting community needs.

10) Effectively enhancing the public museum's ability to meet its mission.

11) Expanding audiences, including reaching underserved groups.

12) Compliance with requirements of previous grant awards.

b) Peer Review Panel

1) The Director will appoint a panel of 5 citizens with backgrounds and experience relevant to the activities of public museums and their educational contributions who will review proposals and then make recommendations for funding. Such citizens shall not be current employees of any museums in the State of Illinois that are eligible to apply for this grant program. The Director shall have the authority to call upon the expertise of non-residents of the State for additional advice on the program and its administration.

2) Names of candidates for the peer review panel will be solicited from museums throughout Illinois.

3) In developing recommendations for funding, consideration may be given to the scale of the project in relationship to the public museum's operating budget, annual attendance, and size and capacity of the staff.

c) Staff Recommendation

Department staff will evaluate proposals based on criteria outlined above, consider recommendations from the peer review panel, and recommend to the Director priorities for funding.

(Source: Amended at 28 Ill. Reg. 2201, effective January 26, 2004)