

## Methodology for Assessing Department Capital Budget Requests

### Basic Questions:

- Who rates the projects?
- When are the projects rated?

### Option A

- Committee members fill out rating sheet before committee meeting
- Hear Presentations
- Revise individual ratings
- Combine into group rating at the meeting

### Option B

- Review requests prior to meeting
- Hear Presentations
- Rate projects as a group at the meeting

### Option C

- Review requests prior to meeting
- Hear Presentations
- Rate project individually after meeting is adjourned
- Collate responses and present at next meeting (staff)

### Option D

- Elect a subcommittee to rate all projects
- Full committee hears presentations
- Sub-committee rates projects
- Present results to committee at next meeting

### Option E

- Staff member gives preliminary rating to projects
- Distribute ratings to committee for review
- Hear Presentations
- Revise ratings at meeting