

Instructions for Evaluating and Scoring CEDS 2004 Projects

Purpose:

The purpose of this exercise is to provide feedback on the Committee's sense of the importance and priority of projects to the region's economic development -- to give direction to the development of the Action Plan for the region: what activities to focus on and where to direct resources in developing the region's multi-year strategy and its implementation. Since projects are at various stages of development and funding readiness, and different levels of information are available, make the best judgements you can of each project's potential.

Information on the submitted projects is available on the CEDS 2004 section of the Berkshire Regional Planning Commission website (berkshireplanning.org) at www.berkshireplanning.org/5/1/

- To review an abbreviated description of all the projects, go to summary sheet (pdf) at bottom of page: www.berkshireplanning.org/5/1/1
- To view the 39 submitted "Initial Project Briefs" click on: www.berkshireplanning.org/5/1/1

Project Evaluation and Scoring:

A. Open the Excel file: **Project Eval Scoresheets**

Following the **Instructions** tab are 4 worksheets or tabs named for *Project Type*:

Redevelopment, Development, Infrastructure, Program

B. In each of these worksheets

- *Project Names* (of that type) run across the top of columns as headings.
- *Criteria and Score* are listed in rows and columns at the left.
- Scoring categories are divided into 7 boxed sections.

The *Criteria* description, *Score* column, and column headings of *Project Names* are "frozen" so that Committee members can move across or down the sheet by using the arrow pointing right or down, while maintaining both the *Criteria* and *Score*, and *Project Name* in place for reference.

C. To score the first 6 (of 7) sections, **follow these directions:**

Categories are to be scored 0, 1, 3, or 5 points based on the *Criteria* listed.

- To score each project, repeat (put) the point score in the column under the *Project Name* in the same row as the level of *criteria* and chosen points.

D. To score the final section (**Regional Impact or Effects section (part b)**)

- Mark an X in row of each regional impact that applies to each project in the project column.
- Note that more than 1 X per project is possible.

E. Repeat this for each **Project Type worksheet tab.**

F. **Goals & Obj** worksheet or tab:

Committee members may also match the Projects to the CEDS Goals and Objectives. *Project Names* (all 39 in this worksheet or tab) will be the column headings, and the 3 Goals and 11 Objectives will be listed in rows.

- To indicate that a Project meets Regional Goal(s) and Objective(s), **put an X in the Objective(s) row(s) under the Project Name.**
- Projects may meet more than one objective.

When you have completed scoring as many of the Projects as you feel you can fairly assess

- **Save this file with the same name, add your initials at the end, and e-mail it back no later than Monday, August 23rd**: (Ex.: Project Eval ScoresheetsKMV)

NOTES:

Based on Committee discussion at the meeting on 7/15 and follow-up staff discussions:

- *Projects should be scored for **both** Local Community Impacts or Benefits, and Regional Impact.*
- *Two projects were re-categorized by Type: Lane Property to Development, and Route 102 Corridor to Infrastructure.*

There has been staff discussion about a number of infrastructure projects (Lenox Water and Sewer System Upgrades and Historic Streetlights, So. Egremont Wastewater Treatment Facility) and their status as economic development projects. The suggestion has been made that, in future project solicitations, we make a distinction between regular community planning projects and infrastructure projects with clearly defined and specific economic development goals. Community-sponsored projects which consist of strategic planning for and/or upgrades to systems -- water, sewer, roads, communications, etc. – are community planning, rather than economic development projects per se. Discussion of these and other community planning projects, funding availability, and related issues will become part of the discussion of background information on the region's economy and factors affecting its economic performance and existing conditions supporting opportunity for development activities and progress in the region.