

CIP Project Evaluation and Rating Criteria 2023-2028

Committee members evaluated and scored each project based on twelve criteria, labeled "a" through "l." Each measure was assessed based on the degree to which the project will effectuate change, provide a benefit, or result in an improvement.

Members evaluated the criteria based on the degree to which the project will effectuate change, provide a benefit, or result in an improvement. With the exceptions for unique scales for "g" through "l," criteria scoring definitions range from a low of one to a high of five:

1. The project does not support the criteria; no value
2. The project meets the criteria to a slight extent; low value
3. The project meets the criteria; medium value
4. The project exceeds the criteria; high value
5. The project significantly exceeds the criteria; essential

The criteria with the same rating definitions and range are:

- a. *Corrects a deficiency in operations, facility, or equipment:* The project must be implemented within the CIP timeframe, but alternatives exist to work through the deficiency temporarily. The rating ranges from 1 to 5.
- b. *Improves the quality of life for residents:* A qualitative assessment of the degree to which the project will meet residents' goals, expectations, standards, and concerns. The rating ranges from 1 to 5.
- c. *Results in departmental operating budget cost savings or improved performance:* A quantitative assessment of the funds not spent if the project is implemented or the department's enhanced delivery of its activities. The rating ranges from 1 to 5.
- d. *Matching funds are available for a limited time:* An assessment of the amount of the private and public matching funds compared to project cost, the certainty the funds will be received, and the timeframe over which the town will receive the money. The rating ranges from 1 to 5.
- e. *Non-property tax revenue and fees offset a portion of costs (excludes capital reserve funds):* An assessment of the project's income and when the town will receive the payments. The rating ranges from 1 to 5.
- f. *Identified in a long-range plan or program, including the town master plan:* An assessment of the degree to which the project supports the town's master plan. The rating ranges from 1 to 5.

The criteria with unique rating definitions are:

- g. *Addresses an emergency or immediate public safety need:* Focused on critical town infrastructure, the current or imminent failure requires immediate action, including a special town meeting if the loss must be repaired or replaced before the next annual meeting. The rating is either a 1 or a 5.
- h. *Benefits residents, businesses, or a segment thereof:* A qualitative assessment of the degree to which the community benefits from the project. The ratings approximate multiples of 20% of the community, with a 1 ranging from 1% to 20% and a 5 ranging from 81% to 100%.
- i. *Increases the delivery of social services:* The degree to which the project provides tangible public services that offer support and assistance to community segments. The rating ranges from a 1 for no increase to a 5 for the project's focus on disadvantaged residents.
- j. *Supports job creation and development by retail, commercial, or industrial businesses operating in Milford:* The project enables business expansion within the town that results in job creation or higher-paying jobs. The rating ranges from a 1 for slight growth to a 5 for firm, committed additions by existing or new-to-town businesses.
- k. *Increases the commercial or industrial tax base:* The project enables business expansion within the town that increases the tax base. The rating ranges from a 1 for slight growth or completion after the CIP period to a 5 for a firm, committed expansion in the first or second year of the CIP period.
- l. *Provides capacity for anticipated or planned residential, commercial, or industrial growth:* An assessment of the degree to which the project supports known residential or business growth. The rating ranges from a 1 for projects that have been brought to the Planning Board or will be within six months to a 5 for firm, committed proposals that have received all appropriate regulatory approvals.