

Policy Proposal

Proposal Name and Priority Ranking

Name the proposal or describe it simply.

2009 Energy Inventory Category (see Task Force Quick Sheet)

Specify which part of the city energy inventory is most applicable.

Goal

Larger, more broad reason for the existence of the activity proposed

Objective

A measurable indicator tied directly to the previously stated goal.

Activity

Publicity of existing program, creation of new program, synergy from organizing groups, information gathering, purchase of service, etc.

Definable Items

List and define any and all buzz words or names that may not be commonly known.

Taxpayer Benefit

How the proposal will benefit the taxpayer.

Short Term Implications

Short term time frame and implications on other columns listed.

Long Term Implications

Longer term time frame and implications on other columns listed.

Cost

Exact if possible, estimate where possible, and describe where in time most of the cost will exist.

Policy Proposal

Short Term Funding

City budget, grant money, fee based, existing operating funds, no funding needed

Long Term Funding

City budget, grant money, fee based, existing operating funds, no funding needed

Procurement Method or Relevant Contract

Will the proposal require a large purchase? List existing contracts or agreements that can be used or will be affected.

Stakeholders

List all the possible stakeholders involved and list any implications for those groups or individuals. List any synergies that could be developed.

Lead Group or Agency

City departments, administration positions, city council, health department, Knox CAC, Beardsley Farm, local non-profits, neighborhood groups, and intergovernmental groups

Lands Used

Parks, rights of way, community development organizations, corporate or business lands, private property, institutional property, non-corporeal.

Labor Needs and Intensity

City departmental, neighborhoods, public service institutions, property owners, citizens, citizen groups, volunteers, high front end, low back end.

Issues

List some issues that may need to be worked through, weaknesses, threats, etc.

Liabilities

List any potential liabilities associated with the actions proposed.

Case Studies

List successes or other examples of the proposal that are applicable.