

CAPITAL PROJECT INVESTMENT WORKSHEET

PROJECT NAME: _____

DESCRIPTION: _____

SCOPE:

- DEFINITION AND SPECS: _____
- ALTERNATIVES: _____
- COST ESTIMATES: _____
- PERMITS REQUIRED AND ISSUES: _____
- LEGAL ISSUES: _____
- HGRD RULES COMPLIANCE: _____
- OPERATING AND MAINTENANCE COSTS: _____
 - LIST: _____
 - SCHEDULE: _____
 - DELTAS FROM EXISTING O&M COSTS AND CAPITAL OR DEFERRED MAINTENANCE COSTS:

- BENCHMARKS: _____

PRIORITY (SEE APPROVED PROCESS DOCUMENT FOR DEFINITION):

- CRITICAL – WHY: _____
- IMPORTANT – WHY: _____
- DESIRABLE – WHY: _____

RECOMMENDATION TO HGRD BOARD (FROM SUBMITTER):

HGRD BOARD:

- DATE RECEIVED: _____
- SUBCOMMITTEE NEEDED, IF SO DATE ESTABLISHED AND RECOMMENDATION: _____
- FINANCE COMMITTEE REVIEW?: _____
- PRIORITIZATION: CAPITAL: _____ CONTINGENCY: _____
DEFERRED MAINTENANCE: _____
- DATE AGREED TO PLACE ON CAPITAL BUDGET OR DENIED:
 - YEAR TO BEGIN FUNDING _____
 - YEAR TO IMPLEMENT. _____