APPENDIX D - RECOMMENDATION TABLE

Recommendation Table	
Instructions: Rate each of the recommendations identified in the Active Community Environmental Assessment on the following aspects: importance, cost, time and commitment. Rate each on a scale of 1-5 (low-high) using the chart below. Higher scores should indicate priority items to implement.	
Importance	How important is the recommendation? 1 = Not at all important 3 = Somewhat important 5 = Very important
Cost	How expensive would it be to plan and implement the recommendation? 1 = Very expensive 3 = Moderately expensive 5 = Not expensive *NOTE: You can get an idea of relative cost by looking at the strategies in Step 4, which are arranged by low, medium and high resource needs.*
Time	How much time and effort would be needed to implement the recommendation? 1 = Extensive time & effort 3 = Moderate time & effort 5 = Low time & effort
Commitment	How enthusiastic would employees be about implementing the recommendation? 1 = Not enthusiastic 3 = Moderately enthusiastic 5 = Very enthusiastic
Reach	How many employees will likely be affected by this recommendation? 1 = Very few employees 3 = Some employees 5 = Most or all employees

Item #	Recommendations	Importance	Cost	Time	Commitment	Reach	Points / Ranking	Comments

Item #	**Recommendations**	Importance	Cost	Time	Commitment	Reach	Points / Ranking	Comments