



PROPOSAL SCORING WEIGHTS

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Each submitted proposal is to be evaluated by the Project Monitoring Subcommittee (PMS) members using the AHRI-supplied *general instructions* and the AHRI-supplied *technical evaluation score sheets*. There are five categories that reviewers are instructed to score the individual proposals against. Nominally, if the categories were of equal value, each category would have equal weighting of 20%. However, the individual categories should be weighting differently depending on the type of investigation to be undertaken and the complexity of same. Below is the weighting to be used:

Category	Literature Survey (main task)	Modeling (main task)	Prescriptive lab measurements	Methods development /non-prescriptive lab work	Field investigations
<i>Understanding the problem</i>	25%	25%	15%	25%	20%
<i>Approach to solving the problem</i>	25%	25%	20%	25%	25%
<i>Probability of (timely) success</i>	20%	15%	15%	10%	10%
<i>Qualifications and experience of key personnel</i>	25%	25%	25%	25%	25%
<i>Quality of facilities to perform the work</i>	5%	10%	25%	15%	20%

Literature Survey Projects:

A literature survey is not a complex undertaking. Its primary objective is to survey a wide body of published and limited-published (e.g., conference proceedings, etc.) work on a broad basis (national and international) and to cite same in a meaningful manner. In this type of project (where the literature survey is the full part of the work to be undertaken), a critical analysis and comparison of the merits, disadvantages, and “holes” are to be documented. This calls for an expertise in the subject matter.

Key elements are: *understanding of the problem, approach to solving the problem, and the qualifications/experience of the key personnel*. It is these items that provide the framework upon which the effort will be undertaken. *Facilities* are not critical for these types of projects since computer searching capability is widely and cheaply available through on-line searches, database access via libraries and other archives. It is anticipated that there is relatively little risk of the project not being successfully completed.

Modeling:

Some projects will have modeling as the main task and will not require modifying the lab facility or the development of new facilities.

Key elements are: *understanding of the problem, approach to solving the problem, and the Qualifications/experience of the key personnel*. *Facilities* are a not critical for these types of projects since computer modeling capability is widely available.



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Prescriptive Lab Measurements:

In this type of effort a work statement is very specific as to the type of laboratory work to be undertaken (e.g., procedures/methods are defined, materials are detailed, etc.) and the types of outcomes are predictable. For the most part, baseline procedures already exist for these measurements. Additionally, it is expected that the facilities are already in place and are adequate for the effort. Although *understanding the problem* is important, it is a precursor to developing a good *approach to solving the problem*.

Key elements are: *qualifications/experience of the key personnel* and the *quality of the facilities to perform the work*. In doing this work it is expected a skilled team should be able to successfully complete the effort; however, there is some risk of failure.

Methods Development / Non-Prescriptive Laboratory Work:

These projects will use innovative alternative ways to undertake investigations of interest to industry. Since new procedures and techniques will probably require some modification of current lab facilities (or the development of new facilities) availability and adequacy of current facilities play a lesser role than with the prescriptive-type efforts. Additionally, almost by definition, innovative efforts imply a higher risk that the effort will not provide beneficial results or that unforeseen difficulties could add time delays and/or additional cost.

Key elements are: *understanding the problem* and *approach to solving the problem* with a strong assist by *qualifications/experience of the key personnel*.

Field Investigations:

There is a mix of prescriptive and innovative work that needs to be undertaken when researchers are asked to perform building surveys (e.g., for IEQ or energy performance issues) or to execute assessments or demonstrations on alternative applications. In many cases a contractor will be performing the evaluations in someone else's facilities (e.g., office building, occupied homes, etc.). Those proposals that show the most insight and have the better planning will be those that can identify which buildings (name, location, etc.) or can very clearly indicate the type of building. The type of instrumentation, measurements to be undertaken, and discussion on how the data will be reduced and made relevant are essential for successful execution.

Key elements are: *approach to solving the problem*, and *qualifications/experience of the key personnel* with a strong assist from *quality of facilities to perform the work*.