

Attachment C

Example Methodology Sheet

Department:	Core Service:	Budget Program:
Type of Measure <i>(check box)</i>	☐ Community Indicator ☐ CSA Performance Measure	☐ Core Service Performance Measure ☐ Core Service Activity and Workload Highlight
Meaning		
Measure <i>(exact text):</i>		
Key Measurement Area <i>(Access, Customer Satisfaction, Reliability and Responsiveness, Cost Effectiveness) or Activity & Workload Highlight.</i>		
Use		
Purpose. Why is this important to measure? For whom is it intended? Who benefits most from this data? Major users?		
Sustainability		
Data. Formula/Calculation and/or Data Components; Frequency, Sample Size <i>(be specific).</i>		
Source. Data Source(s) and/or availability/schedule <i>(be specific).</i>		
Budgeting for Equity		
Departments are asked to submit a Budgeting for Equity worksheet a long with their annual budget requests. The Budgeting for Equity worksheet is a general set of questions that is aimed at guiding departments to assess impact of budget requests and how it explicitly considers equity. See more at: Budgeting for Equity Worksheet -FY24-25 (PDF) Below are the main areas of consideration when submitting budget proposals:		
Disaggregated data. Clear outline of identified data and how disaggregated data informed the proposal package.		
People Impact Assessment. Clear outline of the anticipated impact of the proposal on marginalized communities.		
Fiscal Impact Assessment. Clear outline of the funding plan to address a disparity and advance racial equity.		
Equity Advancement. Clear analysis, plan, and actions to further advance RE within the department.		