

## Budget Analysis and Cost Estimating Scoring Guide

CRITERIA	NON-PERFORMANCE	BASIC	PROFICIENT	DISTINGUISHED
<b>Analyze cost-estimating techniques.</b>	Does not analyze cost-estimating techniques.	Describes cost-estimating techniques, but does not discuss their impact on the project.	Analyzes cost-estimating techniques	Evaluates cost-estimating techniques, evaluates the impact and effectiveness of each technique, and recommends and justifies alternative techniques where appropriate.
<b>Estimate costs of individual schedule activities or work packages.</b>	Does not estimate costs of individual schedule activities or work packages.	Estimates costs of individual schedule activities or work packages, but applies inappropriate data in some instances.	Estimates realistic costs of individual schedule activities or work packages .	Estimates and explains realistic costs of individual schedule activities or work packages, uses appropriate data as a basis for estimates, and explains how estimates were made.
<b>Estimate the total cost of ownership and explain how it applies to the project.</b>	Does not estimate total cost of ownership.	Estimates total cost of ownership, but uses incorrect data in some instances or does not explain approach.	Estimates the total cost of ownership and explains how it applies to the project.	Estimates the total cost of ownership, and explains how it applies to the project, selects and justifies relevant data to include, and describes impact on project.
<b>Estimate return on investment and explain the calculation.</b>	Does not estimate return on investment nor explain the calculation.	Estimates return on investment, but does not explain the calculation.	Estimates return on investment and explains the calculation.	Estimates return on investment, and explains the calculation and implications for the project.
<b>Develop a new project budget.</b>	Does not develop a project budget.	Develops a project budget, but does not use appropriate methods or provide enough detail to determine if it accurately reflects project activities.	Develops a project budget;	Develops a comprehensive project budget; explains how the method and data were used to accurately reflect all project activities.
<b>Estimate contingency reserves.</b>	Does not estimate contingency reserves.	Estimates contingency reserves, but applies them to inappropriate tasks in some instances.	Estimates contingency reserves.	Estimates contingency reserves, analyzes project risks to select appropriate project tasks, and explains the potential impact on project success.
<b>Explain cost-estimating techniques used.</b>	Does not describe cost-estimating techniques.	Describes cost-estimating techniques used.	Explains cost-estimating techniques used.	Explains and justifies cost-estimating techniques used.