

The Project Evaluation Checklist

Use this spread to test whether a proposal solves the stated problem, defines its assumptions, and accounts for the complete project.



PROJECT / PROGRAM

LOCATION

DATE

REVIEWED BY

TECHNOLOGY / VENDOR

PROPOSAL OR VERSION

MEETING / WORKSHOP

DECISION DATE

01 PURPOSE & LOAD

What problem is the project intended to solve?

RESPONSE / EVIDENCE

02 PURPOSE & LOAD

What loads must be served?

RESPONSE / EVIDENCE

03 OUTPUT & PERFORMANCE

Is the stated capacity thermal or electric?

RESPONSE / EVIDENCE

04 OUTPUT & PERFORMANCE

Is the output gross or net?

RESPONSE / EVIDENCE

05 OUTPUT & PERFORMANCE

What annual production is expected?

RESPONSE / EVIDENCE

06 OUTPUT & PERFORMANCE

What capacity factor and availability are assumed?

RESPONSE / EVIDENCE

07 OUTPUT & PERFORMANCE

Is the output firm, dispatchable, variable, or storage-limited?

RESPONSE / EVIDENCE

08 SCOPE & EQUIPMENT

What equipment is included in the proposal?

RESPONSE / EVIDENCE

09 SCOPE & EQUIPMENT

What necessary equipment is excluded?

RESPONSE / EVIDENCE

10 SITE & RESOURCES

What fuel, feedstock, water, land, or transmission is required?

RESPONSE / EVIDENCE

The Project Evaluation Checklist

Verification, delivery, lifecycle, and the final decision test.



11 RESILIENCE

What happens when the primary resource is unavailable?

RESPONSE / EVIDENCE

16 VALUE

What useful products or services are created besides electricity?

RESPONSE / EVIDENCE

12 RESILIENCE

Can the system operate independently during a grid outage?

RESPONSE / EVIDENCE

17 ACCOUNTABILITY

What performance claims are guaranteed?

RESPONSE / EVIDENCE

13 PERMITTING & DELIVERY

What permitting and environmental reviews are required?

RESPONSE / EVIDENCE

18 ACCOUNTABILITY

Who independently verifies those claims?

RESPONSE / EVIDENCE

14 PERMITTING & DELIVERY

What is the realistic development and commissioning schedule?

RESPONSE / EVIDENCE

19 LIFECYCLE

What happens at the end of the system's service life?

RESPONSE / EVIDENCE

15 LIFECYCLE

What replacements are expected during the project life?

RESPONSE / EVIDENCE

FINAL DECISION TEST

Does the proposed system solve the original problem - or merely install a technology?

Yes

Partly / Unclear

No

KEY REASON

RECOMMENDED NEXT STEP

Proceed to feasibility

Request clarification

Compare alternatives

Revise scope

Do not proceed