

Operating Budget Proposal Scoring Guide

CRITERIA	NON-PERFORMANCE	BASIC	PROFICIENT	DISTINGUISHED
Describe the environmental forces that affect health care operating budgets.	Does not describe the environmental forces that affect health care operating budgets.	Lists the environmental forces that affect health care operating budgets.	Describes the environmental forces that affect health care operating budgets.	Describes the environmental forces that affect health care operating budgets and explains how the environmental forces affect operating budgets.
Propose an operating budget that includes organizational improvements.	Does not propose an operating budget that includes organizational improvements.	Proposes an operating budget but the budget does not include organizational improvements.	Proposes an operating budget that includes organizational improvements.	Proposes a detailed operating budget that includes organizational improvements and factors in related costs such as training, maintenance, and additional staff.
Explain how an operating budget aligns with an organizational target profit margin.	Does not explain how an operating budget aligns with an organizational target profit margin.	Provides support for an operating budget but does not explain how the budget aligns with an organizational target profit margin.	Explains how an operating budget aligns with an organizational target profit margin.	Explains how an operating budget aligns with an organizational target profit margin and strategic direction.
Explain how financial performance will be measured.	Does not explain how financial performance will be measured.	Explains how financial performance will be measured but the explanation is missing key elements.	Explains how financial performance will be measured.	Explains how financial performance will be measured, including use of a scorecard of qualitative and quantitative measures to compare organizational effectiveness and quality to customer perception and market position.
Write content clearly and logically with correct use of grammar, punctuation, and mechanics.	Does not write content clearly, logically, or with correct use of grammar, punctuation, and mechanics.	Writes with errors in clarity, logic, grammar, punctuation, and/or mechanics.	Writes content clearly and logically with correct use of grammar, punctuation, and mechanics.	Writes clearly and logically with correct use of spelling, grammar, punctuation, and mechanics; uses relevant evidence to support a central idea.
Format citations and references using APA style.	Does not format citations and references using APA style.	Uses APA to format citations and references but with numerous errors.	Formats citations and references using APA style with few errors.	Formats citations and references with no errors.