

Election Proposal Costing Request Response Form

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| Date returned:  | YYYY-MM-DD |

Sections 1 to 4 to be completed by PBO.

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| 1) Request Information: |
| Short title |  |
| Assigned costing request code |  |
| Expected return date (not guaranteed) |  |

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| 2) PBO’s Interpretation of Proposal Request  |
| Type of measure | New / Existing |
| PBO’s interpretation of request  |  |

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| 3) PBO Costing Work plan Summary  |
| Cost Calculation Technique (for time allocation) |  |
| Data sources (could incur deductions from financial allocation if above and beyond PBO and department’s normal course of duty)  |  |
| Anticipated interactions with other existing policies  |  |
| Anticipated interactions with previously or concurrently submitted policies |  |

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| 4) Is additional information required for the PBO to complete the costing request? |
| □ Yes, the additional information listed below is required. | □ No additional information is required. |
| 1. Additional items to be clarified by authorized representative or member:
 | Section to be completed by PBO as applicable.* Bullet format
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| 1. Additional information provided by authorized representative or member:
 | Section to be completed by authorized representative as applicable. Please refer to 4) above. |

Section 5 to be completed by authorized representative.

| 5) Authorization |
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| Authorized representative or member agrees to the PBO performing the cost estimate, agrees to the resource allocation deductions□ (*check to confirm*) | Name (printed) | Date |
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