

INSTRUCTIONS FOR COMPLETING WEIGHTING SHEETS

The study team would like your input on the weighting (level of importance) of evaluation factors, sub-factors and criteria for route selection. Please follow the step by step instructions below to complete the attached Weighting Sheets. For more information about each criterion, please refer to the attached Evaluation Criteria and Indicators Reference Sheet.

1. Section 1: Enter your name and address.
2. Section 2: Check the appropriate box for the weighting scenario you are providing. Different weights will be used for the built-up areas (e.g. Stratford, Shakespeare and New Hamburg) and the rural areas. You must submit two copies of the weighting sheets if you want to provide weights for both the built-up areas and the rural areas.
3. Section 3: In the “Factor Weights” column, enter a weight (number between 0 and 100) for each factor (i.e. in each non-shaded box in this column). The assigned weights for the four applicable factors must equal 100. For example:

Factor	Factor Weight
1. Natural Environmental Factors	25
2. Land Use / Socio-Economic Factors	25
3. Cultural Environmental Factors	25
5. Transportation Factors	25
Total	100

Please ensure you have entered a weight for all factors.

4. Optional: If you have provided input on the factor weights, you may also provide input on the sub-factor weights. In the “Sub-Factor Weights” column, enter a weight (number between 0 and 100) for each sub-factor (i.e. in each non-shaded box in this column). The sub-factor weights for each factor area must equal 100. For example:

1. Natural Environmental Sub-Factors	Sub-Factor Weight
1.1 Fisheries and Aquatic Ecosystems	25
1.2 Terrestrial Ecosystems	25
1.3 Groundwater	25
1.4 Surface Water	25
Total	100

3. Cultural Environmental Sub-Factors	Sub-Factor Weight
3.1 Cultural Heritage – Built Heritage and Cultural Landscapes	50
3.2 Cultural Heritage - Archaeology	50
Total	100

If you wish to breakdown weights to this level of detail, please ensure you have entered a weight for all sub-factors.

5. Optional: If you provided input on the sub-factor weights, you may also provide input on the criteria weights. In the “Criteria Weights” column, enter a weight (number between 0 and 100) for each criterion (i.e. in each non-shaded box in this column). The criteria weights for each sub-factor area must equal 100. For example:

1.1 Fisheries and Aquatic Ecosystems Criteria	Criteria Weight
1.1.1 Fish Habitat	50
1.1.2 Fish Community	50
Total	100

1.2 Terrestrial Ecosystems Criteria	Criteria Weight
1.2.1 Wildlife	20
1.2.2 Wetlands	20
1.2.3 Forests	20
1.2.4 Vegetation	20
1.2.5 Designated / Special Areas	20
Total	100

If you wish to breakdown weights to this level of detail, please ensure you have entered a weight for all criteria.

6. Submit your completed weighting sheets to the study team by **September 3, 2010**, using one of the following methods:
- Mail to: Highway 7&8 Corridor Study c/o AECOM, 300 Water Street, Whitby, ON L1N 9J2
 - Fax to: 905-668-0221
 - Put in comment box at PIC #3B on July 21.

The weighting sheets are also available on the study website at www.7and8corridorstudy.ca.

If you have questions about how to complete the weighting sheets, please contact the study team at 1-866-921-9268.

Thank you. Your input is appreciated.