

XX-IN-##: [Insert Title Here]

points

Goal: [Provide the goal of the criterion. Describe the overall intent of the criterion in a statement that reflects the larger concept.]

Sustainability Linkage

[Describe why this innovative criterion achieves a sustainable result by describing how it affects the triple bottom line principles (Social, Environmental, and Economic). Only benefits considered primary and secondary are described; tertiary and other ancillary benefits may be evident but are not included in this description.]



Affected Triple Bottom Line Principles

- Environmental
- Social
- Economic

Background and Scoring Requirements

Innovative Criteria Rules and Disclaimers

[This section describes a few basic requirements/rules that apply to innovative criteria; delete from the final criterion write-up.]

1. Only one topic is allowed per innovative criterion.
2. No sub-requirement scoring is allowed for innovative criteria.
3. Points assigned to innovative criteria must be a whole number, no fractions of points may be used.
4. Table XX-IN-##.A shows the maximum points per innovative criterion, the maximum innovative criteria allowed per scorecard, and the maximum cumulative points for all innovative criteria for a given scorecard. For example, a PD scorecard may have one three-point innovative criterion or it may have three one-point innovative criteria, or one two-point criterion and one one-point criterion. However, whichever combination of innovative criteria are used, the total of the innovative criteria may not exceed 3 points.

Table XX-IN-##.A Maximum Points and Innovative Criteria per Scorecard

	SPR Module	SPS Module	PD Module	OM Module
Max. Points/Innovation	5	5	3	5
Max. Innovations/Scorecard	3	3	3	3
Max. Points/All Innovations	10	10	6	10

5. With the submittal of an innovative criterion, FHWA reserves the right to:
 - a. Share your criterion on the INVEST website. (The agency name will be shared, but name and contact information of the person who submitted the criterion will NOT be shared on the website)
 - b. Elect to review and provide feedback on your criterion, but is not obligated to do so.
 - c. Adopt any or all of the innovative criterion into future versions of INVEST.
6. While use of the INVEST website is private, and information about projects/programs and scores is not available to FHWA or other users, if a user selects to submit an innovative criterion, the information provided within that submittal is not considered private. The purpose of this is to ensure that points received for

innovations are carefully considered by users and to provide a “forum” for innovative ideas and methods to be shared among transportation practitioners. The scoring for the remainder of the project/program stays private; only the information pertaining to the innovative criterion is shared. Users can choose to share the scoring for their project/program, if desired, through the submittal of a case study or criterion example; go to FHWA’s [Case Studies webpage](#)³ for more information.

Criterion Template Directions

[Narrative instructions to the user are shown in square brackets throughout this document. They should be deleted in the final criterion.]

[This section provides directions for completing this template; delete from the final criterion write-up.]

1. Download this criterion template from FHWA’s [INVEST Innovative Criteria webpage](#)¹ to aid in writing and developing the innovative criterion. Follow the guidelines written within this template and adhere to the format provided. Use the existing INVEST criterion for examples of formatting and numbering.
2. In the header at the top of this criterion, give the criterion a **Criterion Identifier** and **Title**. The identifier should follow the format XX-IN-##. With XX specifying the module in which the criterion is being proposed (PD, OM, SPS, or SPR); IN for “innovative”; and ## serving as the sequential numbering of innovative criteria for your program or project. For example, if a project is being evaluated has two innovative criteria, their criterion identifiers would be PD-IN-01 and PD-IN-02. See number 6 for guidance on the number of innovative criteria and maximum points permitted per module and type of scorecard.
3. Fill in the **Goal** section by answering the question, “what is goal of this criterion as it relates to transportation projects and sustainability?”
4. Fill in the **Sustainability Linkage** section by describing how the innovation is sustainable.
5. Under the Graphic labelled, “**Affected Triple Bottom Line Principles**”, put a check mark in the primary and secondary principles affected by this innovation. This should clearly match the Sustainability Linkage text. Once submitted and accepted, FHWA will update the graphic as appropriate.
6. In the **Background** section:
 - a. List any related INVEST criteria.
 - b. Define any key or technical terms that may be unknown or ambiguous to a transportation professional or that may require a more precise definition with respect to the innovative criterion.
 - c. Describe the applicable regulations, standards and conventions that apply to the criterion and specifically state how this innovation meets the above and beyond requirement.
 - d. Include a description of information relevant to all of the requirements or information that will help transportation professionals understand the scoring requirements.
 - e. Mention any resources and how they are useful in this section.
7. In the **Scoring Requirements** section:
 - a. Only one scoring requirement may be used per innovative criterion proposed.
 - b. Clearly title the requirement using a present tense verb plus short description, e.g. Install Wind Powered Luminaire.

- c. Assign a number of points to the innovation. Use the existing INVEST criteria for reference. The number of points achieved should be representative of the sustainability impact and duration of the best practice (not the effort, cost, or uniqueness of the best practice).
 - d. Describe the requirement completely, clearly, and concisely. Make sure the description helps clarify how the innovation is different from existing INVEST criterion and how the “above and beyond” requirement is to be met.
 - e. Add a table of any data necessary.
8. Summarize referenced and additional resources in the **Resources** section. Within the text refer to the Publisher (or author), hyperlink and italicize the title of the document or hyperlink a website resourced, show a date of publication in parenthesis and include the URL to the document, if available. Insert a superscript number after the title and use that numbering in the Resources section below. The numbering of resources shall be sequential within the criterion. Refer to existing INVEST criterion for format.
 9. In the **Scoring Sources** section, list places where the reviewer can look to determine if the innovative criterion has been met.
 10. When the criterion or all innovative criteria are complete for the project or program being evaluated, go to FHWA’s [INVEST Innovative Criteria Submittal webpage](#)² to submit the innovative criterion/criteria to FHWA. All innovative criteria for a project/program should be submitted together. The submittal page includes information necessary for submittal, this includes key information about the innovative criterion needed for scoring, the project/program name, the name and contact information of the person submitting the criterion/criteria, and the name and contact information of the agency or organization submitting the criterion/criteria. The name and contact information of the person submitting the criterion/criteria will not be published on the website.
 11. Once the innovative criteria for a project have been submitted along with the required submittal information, the points for the innovative criteria will be added to the applicable program/project score and the innovative criteria will be available to view on the program/project scorecard page. Periodically, FHWA will review the innovative criteria submitted and may choose to publish them on the website.

Background

[This section describes the background of the innovative criterion; replace with text specific to the innovation proposed.]

This criterion is related to the following INVEST criteria:

- SPR-01: Integrated Planning: Land Use and Economic Development (Regional)
- SPS-01: Integrated Planning: Land Use and Economic Development (State)
- PD-01: Economic Analysis
- OM-01: Internal Sustainability Plan

For the purpose of this criterion, the key terms are defined as follows:

- **“Above and Beyond”** refers to best practices that are in addition to what is typically required by standard or regulation, or by conventional practice for similar projects.
- **“Best Practices”** are sustainable techniques, methods, practice, processes, or materials.

- **“Emerging Technology”** is a best practice that has not yet been tested and proven effective or feasible for wide-spread adoption or application.
- **“Innovative”** refers to a new and unique method, practice, or solution that is not already addressed in INVEST. If the points earned by employing the best practice can earn points elsewhere within the existing INVEST criteria, this does not satisfy the definition of “innovative.
- **“Sustainable”** means contributing to one or more of the triple bottom line principles.

A Best Practice selected to be submitted as an innovative criterion should be considered to be innovative or an emerging technology AND should also be “above and beyond” regulations, standards and conventional practice. Many criteria within INVEST are results-based, meaning the results are measured rather than the method itself. This is intentional as to allow practitioners ample leeway for obtaining sustainable results. Keep this in mind when determining whether a best practice is indeed innovative.

Scoring Requirements

[This section describes the scoring requirements of the innovative criterion; replace with text specific to the innovation proposed.]

Requirement XX-IN-##.1

points. Description of Scoring Requirement

[Describe the requirement.][Insert relevant tables using the following format. Tables should be labelled Table XX-IN-##.1.A, where A is a single letter designating the table, assigned sequentially from A to Z.]

Table PD-IN-01.1.A Clear and Concise Table Description

	Column Header 1*	Column Header 2	Column Header 3	Column Header 4
Row Descriptor 1	Data	Data	Data	Data
Row Descriptor 2	Data	Data	Data	Data

* Footnote any relevant information below the table. A second table within this requirement should be given the table identifier of “Table PD-IN-01.1.B.”

Resources

[This section provides a brief bibliography of resources referenced or relevant to the innovative criterion; replace with text specific to the innovation proposed.]

Above-Referenced Resources

The following resources are referenced in this criterion and consolidated here:

1. FHWA, INVEST Innovative Criteria webpage, <http://www.sustainablehighways.org/innovative>
2. FHWA, Life-Cycle Cost Analysis Primer (2002), <http://isddc.dot.gov/OLPFiles/FHWA/010621.pdf>

Additional Resources

The following resources provide information on this criterion topic in addition to the sources directly referenced:

3. FHWA, INVEST webpage, <http://www.sustainablehighways.org>

Scoring Sources

[This section indicates where an evaluator can look for information to score this innovative criterion; replace with text specific to the innovation proposed.]

The project is considered to have met this criterion if the requirements above can be reasonably substantiated through the existence of one or more of the following documentation sources (or equal where not available):

1. List possible documentation sources, such as calculations and reports.
2. Documentation of techniques and underlying assumptions.
3. Documentation that will validate the score selected for the criterion.