

Return on Investment (ROI) Worksheet

Powerful Networking Opportunities: People that can Save Us Money	UTILITY CONTACTS: Finding other utilities facing the same challenges we face at our company. We'll develop contact persons who can share their knowledge of cost effective solutions so that we can learn from their mistakes and benefit from their success.
	VENDOR CONTACTS: We'll meet vendors who know our processes and how they can be cost-effectively improved; and also new technologies that can save us money in the long term.
	SUPPORT CONTACTS: Government officials and engineers that know which technologies qualify for grant funding and how to obtain it.
	REGULATORY CONTACTS: Agency representatives (such as the MOE) that can help us clarify and understand our regulatory requirements so that we remain current on compliance issues.
Continuing Education Credits	The WEAO Technical Symposium provides the most time-intensive educational experience available anywhere. By attending the WEAO Annual Conference, I will minimize my time away from my work while getting the continuing education credits I need to maintain my certifications.
Find Solutions to our Current Problems (regulatory issues, equipment issues, management issues, customer service issues, process issues, etc.)	Issue 1:
	Issue 2:
	Issue 3:
	Issue 4:
	Issue 5:
	Issue 6:

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Finding Ways To Do More With What We Already Have	We'll meet vendors and operators that know our processes well and can give us insights into how we can deliver better performance using equipment we currently use but at a lower cost.
Find New Technologies We Should be Studying Now	We'll see where the industry is heading and which innovations are making it much more cost-effective to operate our processes.
Cross-Training - Provide Opportunities For Others To Learn My Job And Take On More Responsibility	I plan to have _____ cover my duties while I am away. I will have this person fully ready to assume these duties before my departure, will meet with them to debrief upon my return and will provide counselling/ feedback/coaching for this person with written reports for supervision's use and for their personnel file.
Staff Presentations to "Share The Information" gained from the WEAO Annual Conference	SUPERVISOR'S REPORT: I will prepare and submit a written report to my manager of my findings, short term and long term action items that result from what I learn at the WEAO Annual Conference.
	STAFF BRIEFINGS: I will prepare and deliver a staff briefing of my findings so that others may benefit from what I learn at the WEAO Annual Conference.
	TRAINING ASSISTANCE: I will help others learn how to effectively attend an important conference like WEAO and deliver the maximum benefit to the Utility upon their return.