RRC Self-Evaluation Tool

The Redevelopment Ready Communities® (RRC) Best Practices self-evaluations are a tool for communities seeking RRC certification. Any community looking to formally engage in the program must completely fill out all six of the self-evaluations to demonstrate that they are taking proactive steps to achieve certification. Communities who do not plan to pursue RRC certification can also use the self-evaluation documents as a guide to measure and improve local development processes.

This tool should be used to determine which of the RRC Best Practices are being met, and those that are not. It can act as a guide to identify action items, and as a work plan to assign tasks and deadlines to accomplish evaluation criteria. Though the self-evaluation guide does assist communities to measure themselves to the RRC Best Practices, a community can only receive RRC certification through a formal evaluation by RRC staff.

Ideally, the self-evaluation is completed with input from all parties involved in development. A successful approach often involves an internal team including the manager or supervisor and staff from the planning, building, zoning, and economic development departments. In addition, council members, planning commissioners or zoning board of appeals members should participate as they are crucial players in development.

The following are instructions for completing the self-evaluations:

− Collaborate with all necessary departments to ensure the self-evaluation process goes smoothly
− Review each criteria and check the box if it is being met
− Add a description in the comment box explaining how the criteria is being met, or if it is not, how the community plans to meet it
− For any criteria not being met or in need of improvements, assign tasks to specific individuals or groups and provide a deadline for completion
− Notify owners of tasks of their responsibility to complete the task, and follow up to check progress
− For completed tasks, provide a description and/or documentation of the work in the comment and documentation box.

The self-evaluation guide is broken up for each of the six best practices. Please refer to the RRC Best Practices document and follow along for maximum efficiency. If during the self-evaluation process something is unclear or a question arises, contact your CATeam specialist, or email RRC@michigan.org.

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1 Completing a self-evaluation indicates that the community has filled out all sections in the self-evaluation. It does not mean that the community has to meet all of the criteria prior to formal engagement in the program.