

**Cooperative Forecasting: Round 7.0 Technical Report  
Jurisdiction Forecasting Methodologies  
Template**

- I. Introduction
  - A. Who prepares the forecasts?
    - 1. What Department(s)?
  - B. What other agencies participate in the process?
  - C. What is the relationship and coordination between cities and counties? (ex. City of Rockville and Montgomery County Department of Park & Planning, City of Fairfax and Fairfax County)
  - D. What is the relationship between jurisdictional forecasts (Jurisdictional Control Totals) and the COG Round 7.0 Econometric Model?
  - E. How are the forecasts prepared?
    - 1. Do you use the Top – Down method
    - 2. Do you use Bottom – Up method
    - 3. Do you use both approaches
  - F. Comparisons to previous Rounds
  
- II. Household and Population Forecasts
  - A. What are your short-term assumptions?
    - 1. What is your methodology?
    - 2. What is the base year data source? U.S Census
    - 3. What is the time frame? End of First Quarter – April 1st
    - 4. What is in the “development pipeline”?
    - 5. What sources of data are you using? Building Permit – Dwelling Units Data
    - 6. Are you mapping or geocoding the data?
    - 7. What are you assuming about Group Quarter Population? jail expansion, college dormitory expansion
  - B. What are your long-term assumptions?
    - 1. What are you assuming about Average Household Size?
    - 2. What are you assuming about vacancy rate?
    - 3. What are you assuming about the growth of the Group Quarters Population?
    - 4. How do you use data from state and federal sources? Virginia Employment Commission, Maryland Office of Planning, or U.S. Census Bureau
  - C. Findings
  
- III. Employment Forecasts
  - A. What are your short-term assumptions?
    - 1. What is your methodology?
    - 2. What is the base year data source? BLS, Dun & Bradstreet
    - 3. What is the time frame? End of First Quarter – April 1st
    - 4. What is in the “development pipeline”?

5. What are your sources for employment data? BLS, BEA, Dun & Bradstreet, VEC, Maryland Department of Labor, Licensing and Regulation, Local Jurisdiction data – economic development data, tax assessment records, tax revenue records
6. What are your space conversion factors for estimating the number of employees in a building?
7. How are you converting SIC/NAICS employment classifications into the four land use categories or is COG doing it? Industrial, Retail, Office, and Other

B. What are your long-term assumptions?

C. Findings

IV. Miscellaneous – Impact of Major Transportation Improvement Projects on the Round 7.0 Cooperative Forecasting Process. In all, the 2003 CLRP contains 122 major projects slated for construction before 2030.(A short list below)

- A. Woodrow Wilson Bridge
- B. New York Avenue Metro Station
- C. Intercountry Connector
- D. Rail to Dulles
- E. Springfield Interchange
- F. Anacostia Light Rail
- G. Largo Metrorail Extension
- H. Corridor Cities Transitway
- I. Tri-County Parkway
- J. Capital Beltway Improvements

V. Tables and Charts to include in chapter:

- A. Round 7.0 individual jurisdictional totals (Employment, Population, and Households)
- B. Historical (Employment, Population, and Households) and trend analysis
- C. Average Household Size change during the forecast period
- D. Group Quarter Population change during the forecast period
- E. Space conversion factors for estimating the number of employees
- F. Listing of major projects (Residential and Commercial) – pipeline development