



Consultant Selection Worksheet

Local Government Efficiency Program (LGEP) – Selecting a Lean Coach/Consultant (Submit with your grant application)

Improvement projects can be more successful by using a coach or consultant who is knowledgeable and experienced in Lean and Six Sigma processes and tools. Applying Lean in government has some distinct and important differences, so public sector Lean experience can be a real asset. As you consider engaging a coach/consultant, it is recommended that you interview them to determine the following:

Education

Bachelor’s degree; plus 5 years’ experience in education, social sciences, public administration, business administration, industrial engineering, Lean and/or Six Sigma	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Bachelor’s degree plus 5 years’ experience in a governmental agency (federal, state local government, public schools and universities)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(1 point total for any “YES” above)		

Lean Six Sigma Certification

ASQ Certified Quality Manager, Green Belt , Black Belt or QI Associate	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other Certification (Company, college or university GB, BB or Lean)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Baldrige examiner	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(2 points total for any “YES” above)		

Lean Experience

Experience in coaching/facilitating Lean team improvement projects	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Experience in coaching/facilitating Public Sector Lean team improvement projects	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Experience in providing training in Lean and Six Sigma	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Experience in providing training in Public Sector Lean and Six Sigma	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(1 point for each “YES” above)		

References (Check all that apply)

Experience in specific “Private Sector” Lean processes	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Experience in specific “Public Sector” Lean processes	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(1 point for either “Private Sector” or “Public Sector”)		
Consulting experience in the public sector (2 points for “YES”)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Total score (10 possible)

The consultant selection worksheet needs to be attached to your grant application. This is a scored section of your grant application.