UNC | SCHOOL OF GOVERNMENT

UTILITY BENCHMARKING

Data Entry Instructions

The UNC School of Government (SOG) is collecting benchmarking data for **2023**. Please follow the steps outlined below to successfully submit benchmarking data for your utility.

To Begin . . .

Click on the link below to enter data for the identified services in the Utilities Benchmarking Data Collection Tool. Each service for each county and year requires its own submission. The SOG should receive all data by 6 p.m. on December 1st, 2023.

https://unc.az1.qualtrics.com/jfe/form/SV_e9byjmNpTovkMJw

Step 1: Enter your first and last name in the "Name" box.

Name
First and last name of the person entering data.

> Ramona Quimby

Email
Email of the person entering data.

> Ramona.Quimby@gmail.com

Step 2: Enter a valid work email address in the "Email" box.

Name

First and last name of the person entering data.

Ramona Quimby

Email

Email of the person entering data.

Ramona.Quimby@gmail.com

Step 3: Select the service year for which you will be entering data.

Service Year

◉ 2023

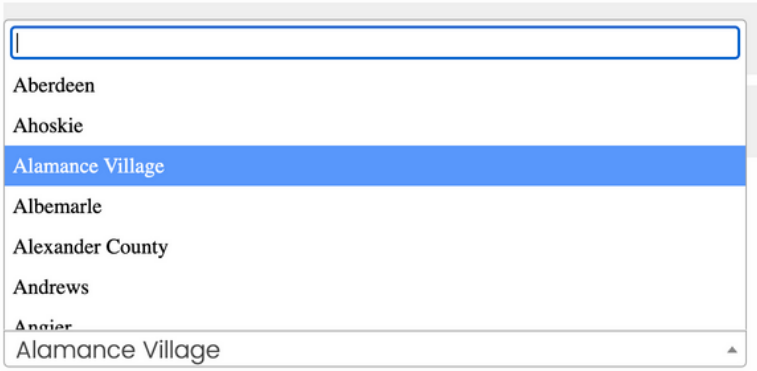**Step 4:** Select the service for which you will be entering data.

Service Name

◉ Water

◯ Waste Water

Step 5: Select or search for your utility by typing your utility's name in the drop down menu.

Select your Utility

Start typing your utility name in the field below.

| |

| |
Aberdeen
Ahoskie
Alamance Village
Albemarle
Alexander County
Andrews
Angier

Alamance Village

Step 6: Click on the "arrow" button at the bottom right hand corner of the page. Once you click the "arrow" button, you will NOT be able to return to the previous page.

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Step 7: Please carefully review that you are entering data for the correct utility, year, and service. If you made incorrect selection in the previous page, please select "No" in step 9 and submit a blank survey. The system will not allow you to go to the previous page. You can start a new survey once the erroneous blank survey is submitted.

Alamance Village – 2023
Water Services

Step 8: Please carefully read each metric's name and description. The metric name is in bold and the metric description is below the metric name. Only enter numeric values into the text boxes. You can enter up to two decimal places. Do NOT enter symbols or words in the text boxes (e.g., $, people, tons). Leave blank if data is not available. To ensure no formatting is attached to the pasted numbers, Window users can use Ctrl+Shift+V and Mac users can use Command+Shift+V, after removing all commas and extra spaces.

Surface water sourced

Total amount of water, in millions of gallons per day (MGD), sourced or withdrawn from a surface source (e.g., river, reservoir, intake) in the fiscal year. The numeral "0" is entered if no water is sourced from surface sources.

(Metric name)

(Metric definition)

(Data entry field)

Step 9: Once you have finished filling out the metrics please select "Yes" to acknowledge that the data you have entered will be made publicly available.

By selecting "Yes" below, I acknowledge that the data I have entered will be publicly available.

◉ Yes

○ No

Submit Data

For information and questions, please contact Dr. Ahmed Rachid El-Khattabi (arelkhattabi@sog.unc.edu) or Dr. Obed Pasha (pasha@unc.edu) at the School of Government.