

NEW AS 37.07.050: Agency Strategic Plans; Mission statements

- 4-year strategic plans submitted to OMB at the beginning of each gubernatorial term and updated at least once every two years
- Strategic plan must include:
 - Description of strategic plan and mission statement
 - Mission Statement must:
 - state the public purpose of agency and programs
 - describe services provided and activities conducted
 - include explanation of why and for whom services and activities are provided or conducted
 - Identify three – six **goals** for the agency
 - **Sec 20:** “goal” means a broad statement generally describing a desired outcome for an agency or a program of the agency
 - Identify specific, measurable, realistic, and timely **objectives** related to each goal
 - Must contribute to progress towards goals
 - Must be based on recommendations of division directors of the agency
 - Describe methods of gathering user group opinions
 - Describe population served by the agency and trends affecting that population
 - Identify key external factors that could affect progress
 - Identify legislation and regulatory changes required

NEW AS 37.07.085: Performance Plan and Financial Plan

- Each agency shall develop annual performance and financial consistent with the strategic plan
- Plans must be submitted to Legislative Finance, the Senate, and the House by December 15th of each year
- The Performance plan must include:
 - Description of the agency’s program structure and any proposed changes
 - Identification of each program
 - Constitutional and/or statutory authority
 - A program purpose statement which describes the services provided, the customers served by the program, and the benefit or intended outcome of the program
 - Identify performance measures which contribute to progress towards the agency’s strategic plan
 - Identify goals and objectives that each performance measure corresponds to
 - Identify results for each performance measure over the past four fiscal years
 - Identify performance targets for each performance measure for the succeeding fiscal year
- The financial plan must include:
 - Revenue and expenditures for each program for the prior four fiscal years
 - Breakdowns of revenue and expenditures for each program: Amounts received by each revenue source and amounts expended on each type of expenditure

- Estimates of revenue and expenditures for current and next fiscal year
- Budget requested to carry out proposed plans of the agency in succeeding fiscal year
- Expenditures authorized for current fiscal year
- Expenditures proposed for succeeding fiscal year
- Number of positions employed or under contract
- Cost of services provided by each program
- Report of receipts of agency for expenditures made during prior year, estimate for current year, and estimate for next year
- Identification of legislation required to implement the proposed financial plan
- Other information as necessary
- Once each calendar quarter, each agency must prepare and present a performance report
 - Identification of performance measures and related goals and objectives
 - Results for each performance measure and progress towards target

NEW AS 37.07.055: Boards and commissions: programs; operations and financial plans

- Financial Plans
 - Boards and commissions shall submit a financial plan by December 15th to OMB, Legislative Finance, and the legislature.
 - Plan must include:
 - Budget information
 - Budget requested for next fiscal year
 - Expenditures made during previous fiscal year
 - Expenditures authorized for current fiscal year
 - Expenditures proposed for next fiscal year
 - Explanation of services, need for services, and cost of services
 - Number of total positions employed or under contract, including for capital improvements
 - Other information required by OMB
 - Receipts information
 - Receipts for previous fiscal year
 - Estimate of receipts for current fiscal year
 - Estimate of receipts for next fiscal year
 - Identification of legislation required to implement financial plan
- Operations plans
 - Boards and commissions shall submit an annual operations plan by a date prescribed by OMB