



# FY 2022 BUDGET CYCLE KICKOFF MEETING

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Office of Management & Budget | August 14, 2020

**RHODE  
ISLAND**

# FY 2022 Process Updates

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## Major Changes:

- Updated Decision Package and Impact Statement templates
- Revamped Budget Instructions with “cheat sheets” and enhanced guidance
- Migration of Decision Package & Impact Statement forms to fillable PDF that integrates with BFM
- New trainings, both live and self-directed, based on updated templates
- Enhanced support structure including regular opportunities for 1:1 support from OMB and The Policy Lab
- New requirement of early submission of a sample Decision Package and associated feedback meetings with OMB

## FY 2022 Goals:

- Improve workflow and ease of submission development
- Foster improved collaboration and information exchange between OMB and agency staff
- Begin building performance evaluation capacity in government and increasing the amount of data available in the budget process
- Deliver an effective budget that works for all stakeholders

# FY 2022: OMB Support Structure

In FY 2022, we're excited to announce an enhanced support structure that will provide you with new opportunities to engage with and receive assistance from OMB staff.

Support Components Include:

- Live trainings and training website
- Weekly scheduled progress checkpoint calls between agency CFOs and assigned analysts
- Detailed early feedback on a sample Decision Package submitted in advance of the full request
- Weekly office hours with OMB staff to receive assistance with the new templates and with utilizing BFM
- Additional one-on-one assistance upon request

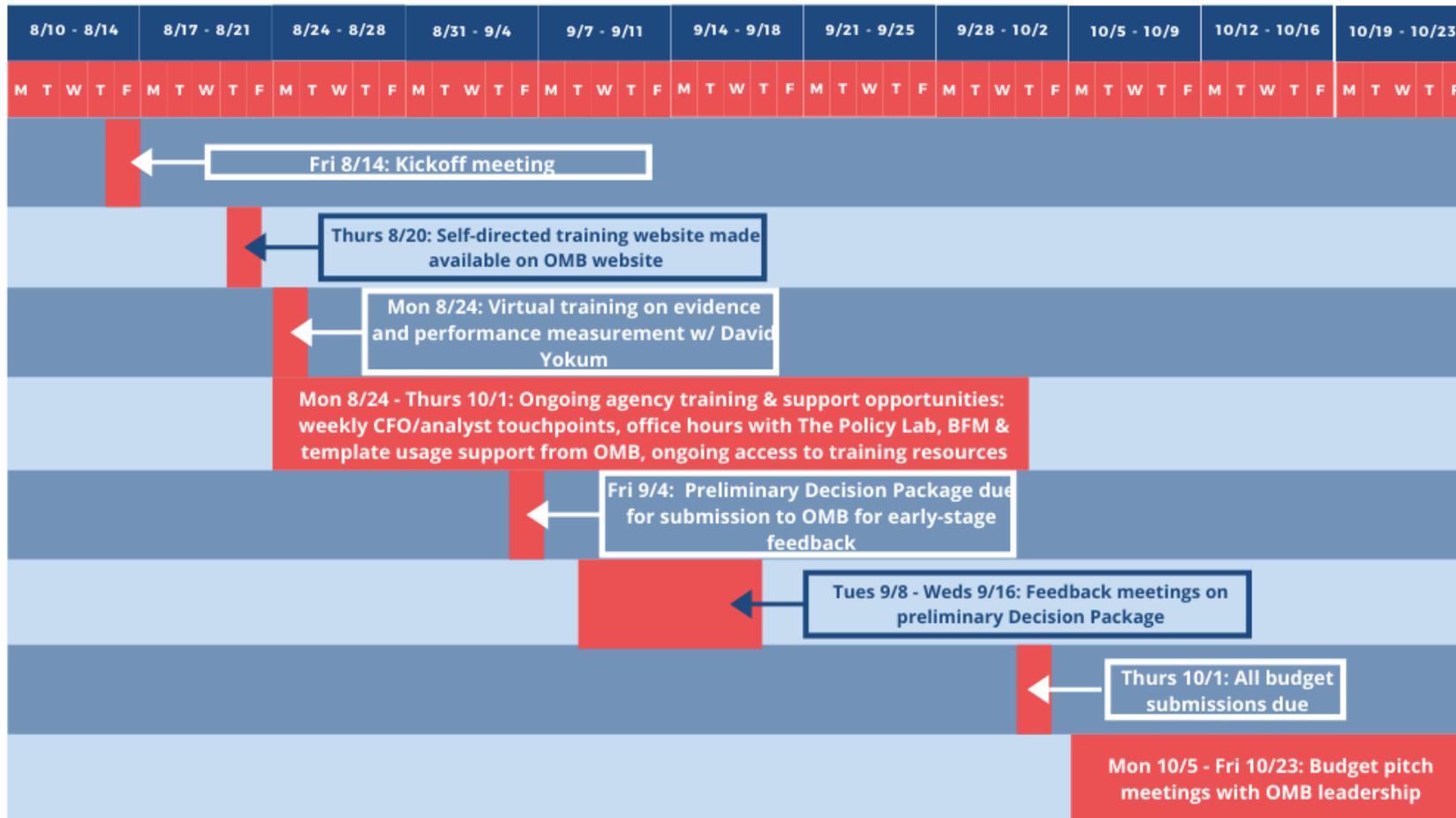
## Reminder: Budget Office Reorg

Execution Team Analyst: Contact person for inquiries/issues related to the FY 2021 revised budget

Development Team Analyst: Contact person for inquiries/issues related to the FY 2022 budget request

# FY 2022 BUDGET TIMELINE

## FY 2022 LAUNCH THROUGH AGENCY BUDGET PITCH MEETINGS



# Budget Office: General Updates

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- FY 2021 Budget may not be enacted until mid/late September
- “Current Services” to be based on FY 2020 Final Enacted
- Traditional CSL adjustments: payroll; local aid; Medicaid; agency specific items, etc.
- Hold Harmless to get to the Target Base
  - Apply 15% Target Reduction to Target Base
- Develop CSL/Targets week of August 17, with distribution to agencies early the week of August 24
- Contact Budget Analysts to discuss specific items

**FY 2022 Constrained  
Submission Expectation:  
15% Reduction from Current  
Services Level**

# Governor's Office Expectations

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**The Governor's Office has partnered with OMB in developing these updates to the budget process. We believe this new process, and associated supports, will enable us to be strategic while making hard choices. We're expecting:**

- Full engagement with the new templates and available trainings and supports
- Innovative proposals that demonstrate consideration of new realities and challenges and exemplify strategic thinking
- Careful and clear consideration of Governor and agency priorities and reflection of both in proposals
- Adherence to all stated deadlines

# Updated Decision Package Template

The Decision Package form is new and improved for FY 2022;

## major changes include:

- New PDF format with rich text formatting and scrollable text boxes
- Split template into four sections:
  - Proposal Background
  - Evidence Base
  - Evaluation & Performance Management
  - Additional Proposal Details
- Clarified the ask for each section and updated questions accordingly to eliminate duplicative or irrelevant inquiries
- Added new, substantive questions related to initiative performance and evidence base
- Integrated checkbox, drop-down, and multiple-choice style questions rather than open-ended narrative to encourage consistency across submissions and improve ease of use
- Integrated conditional logic into the form to eliminate the need to respond to irrelevant questions

AGENCY DECISION PACKAGE

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FISCAL YEAR: 2022 ▾ AGENCY NAME:

Initiative Number:	22- ▾		
Initiative Name:	<input type="text"/>		
Initiative Owner- Finance:	<input type="text"/>		
Initiative Owner- Program:	<input type="text"/>		

	Current Services Level	Agency Request	Change from Current Services Level
General Revenue:	<input type="text"/>	<input type="text"/>	<input type="text"/>
All Funds:	<input type="text"/>	<input type="text"/>	<input type="text"/>

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### Proposal Background

1. Is this a request for expansion or contraction of an existing initiative/service or for funding for a totally new initiative/service?

- Unconstrained Request: Expansion of existing initiative/service
- Unconstrained Request: New initiative/service
- Constrained Request: Adjustment of existing initiative/service
- Constrained Request: Elimination of existing initiative/service

2. Overview

*Provide a brief "elevator pitch" about this initiative.*

1 of 9

# The Policy Lab Partnership and Support

In FY 2022, we're rolling out a new partnership with The Policy Lab to provide support as you begin to utilize the new evidence and data-related sections of the Decision Package template. The TPL partnership will include:

## Virtual Self-Directed Resources

Video trainings and other evidence-related resources available on the training website

1 2 3 4 5 6 7 8 9 10 11 12

**2. Description of Evidence Base**  
Describe the justification for your evidence base building. What evidence exists that makes you think that the proposed initiative will work? Where is there uncertainty of effectiveness? It is helpful to include citations, links, or attachments of relevant evidence sources.

**Evaluation & Performance Measurement**  
Do you have a method for collecting and analyzing data on the impact of the proposed initiative?  
 Yes  
 No

**3. What methodologies do you currently use for program evaluation? Check all that apply.**

- No evaluation at all
- Measurement of the resources (e.g. staff, material expenses) required to deploy the service or initiative
- Measurement of how many people use the service or initiative
- Focus groups, surveys, or other qualitative methods that ask people about their experience with the service/initiative
- Measurement of outcomes at a point in time or over time (e.g. monthly or quarterly reports of student test scores, average trips, or case reports, post-admission, medical status, etc.)
- Measurement of causal impact with econometric methods (e.g. regression discontinuity, multiple regression, matched controls, instrumental variables)
- Measurement of causal impact with a randomized control trial (RCT)
- Other:

## Large Group Training

Live training led by David Yokum to dive deeper into the Evidence Base and Performance Management sections of the new template and provide information and tips to help staff understand and utilize these new sections

## Small Group & One-on-One Support

- Weekly small group drop-in ‘office hours’ available to all agency staff to provide general support with the new Decision Package components
- Individual check-ins outside of ‘office hours,’ by request
- Support with creating and refining evidence-based initiatives to include in submissions

# Questions?

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We will spend the remainder of the allocated time answering any questions or concerns you may have about the FY 2022 process.