

Governor's Office of Planning and Budget

April 2012

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# GEORGIA'S STRATEGIC PLANNING PROCESS OVERVIEW

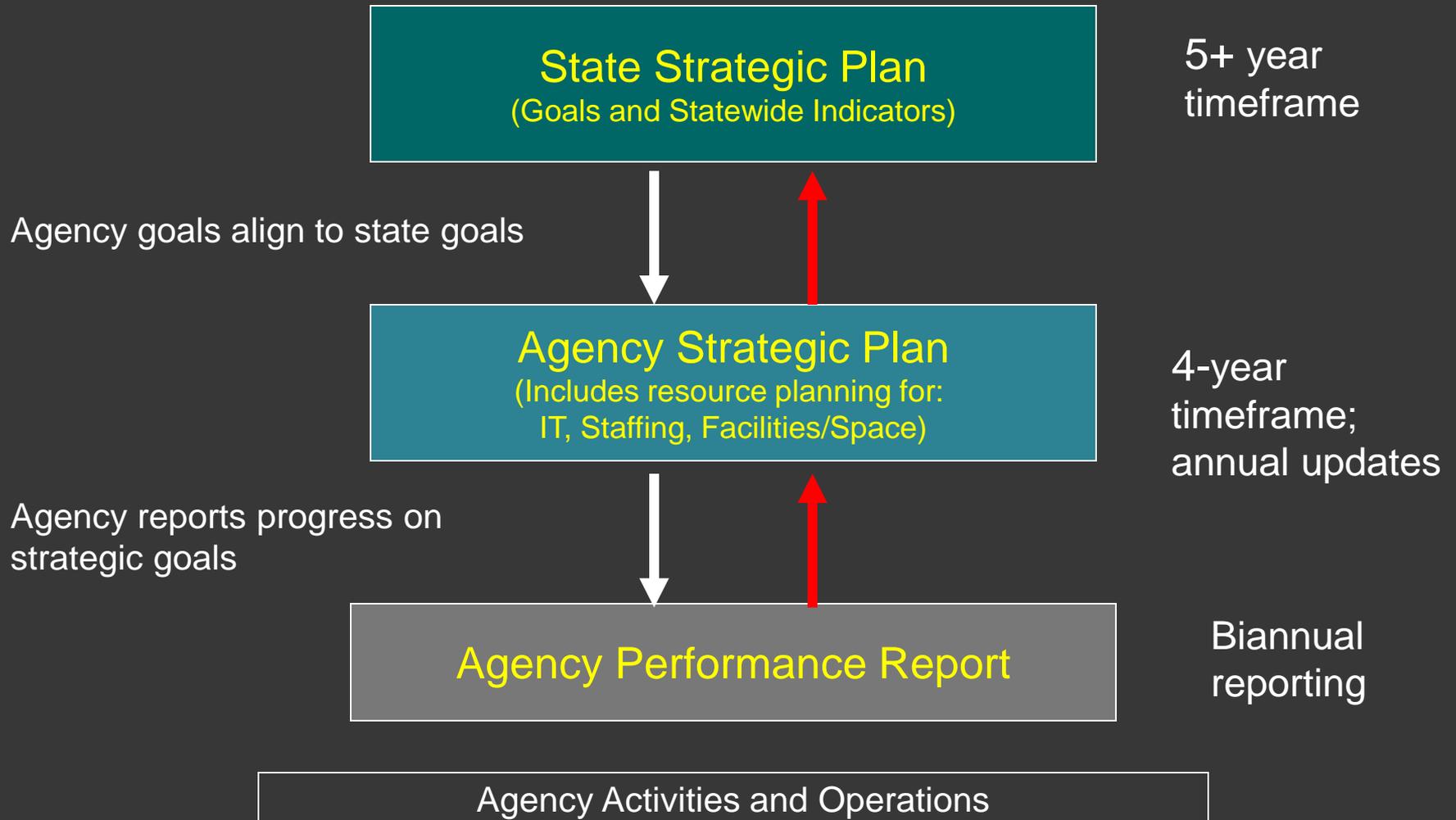
# Topics

- State Strategic Planning Framework
- State Strategic Plan
- Agency Strategic Plan
- Plan Review and Use
- Agency Performance Report
- Timeline
- Summary

# State Strategic Planning Framework



# State Strategic Planning Documents



# State Strategic Plan

- 5+ year plan (OCGA 45-12-175)
- Articulates state vision and strategic agenda
- Used to evaluate agency budget requests and agency legislative proposals
- Focuses the state's strategic efforts
- April 2012 Update
- Defines Governor's goals for six policy areas

# Governor Deal's Policy Areas

- ◉ Educated: Developing life-, college-, and work-ready students
- ◉ Growing: Creating jobs and growing businesses
- ◉ Mobile: Transporting people and products in a 21st century Georgia
- ◉ Healthy: Accessible care and active lifestyles
- ◉ Safe: Protecting the public's safety and security
- ◉ Responsible and efficient government: Fiscally sound, principled, conservative

# Agency Strategic Planning



# Agency Strategic Plan

- 4-year plan; updated annually
- Aligns with state strategic plan (OCGA 45-12-73)
- Goals and strategies to improve services and outcomes
- Not operational; limited to what is new and different
- Communicates agency direction to stakeholders
- Planning model that works best for the agency
- Standard planning elements reported in HORIZON

# Components of a Strategic Plan

- Agency Mission
- Agency Vision
- Agency Core Values
- Challenges
- Workforce Planning
- Enterprise Ideas
- Goals
- Measurable Objectives
- Strategies
  - Strategy Description
  - Anticipated Benefits
  - Budget Implications
  - Staffing implications
  - IT dependencies
  - Facilities/space implications

# FY 2013: What's New?

## Revised Strategic Priorities

- New four-year planning cycle (FY 2013-2016)
- New administration, revised priorities
- Updated state goals
- Changes in agency leadership
- Enhanced focus on accountability

# FY 2013: What's New? (Continued)

## Revised Reporting Requirements

- ◎ Streamlined data requirements in HORIZON
  - Agency names point of contact for each strategy
  - New fields for key challenges and workforce data
  - Eliminated submission of agency workforce plans
  - Simplified requirements for IT and space/facilities
- ◎ Included instructions to the data entry worksheet
- ◎ Bi-annual agency performance reports

# Best Practices

- Update content and dates for new planning cycle
- Address all planning elements
- Select your goals thoughtfully
- Use measureable objectives (X to Y by date)
- Start strategies with action verbs
- Use descriptive strategies names
- Proofread for publication to web

# Examples

## Goals

- ⦿ Ensure citizens are safe from offenders under state supervision
- ⦿ Optimize customers' use of automated self-service options

## Measurable Objectives

- ⦿ Decrease the 3-year felony reconviction rate of offenders from 26.4% to 24% by FY 2016
- ⦿ Reduce call center wait times from 5 minutes to 3 minutes by 2015
- ⦿ Increase the number of tax returns filed electronically from 68% to 80% by 2016

Review, Feedback and Use

# Strategic Plan Reviews

# State Planning Feedback Process

**Agency Strategic Plan**

**Due June 15,  
2012**



Horizon System



**Enterprise Agency Review**  
OPB, COO, GTA, DOAS, SPO

**July 2012**

# Plan Review

- Enterprise support agencies (ESAs) review plans:
  - Office of Planning and Budget (OPB)
  - Office of the Chief Operating Officer (COO)
  - Georgia Technology Authority (GTA)
  - Department of Administrative Services Human Resources Administration (DOAS/HRA)
  - Agencies of the State Properties Officer (SPO)
- Comments entered in Horizon, followed by automated email notification

# Information for Decision Making



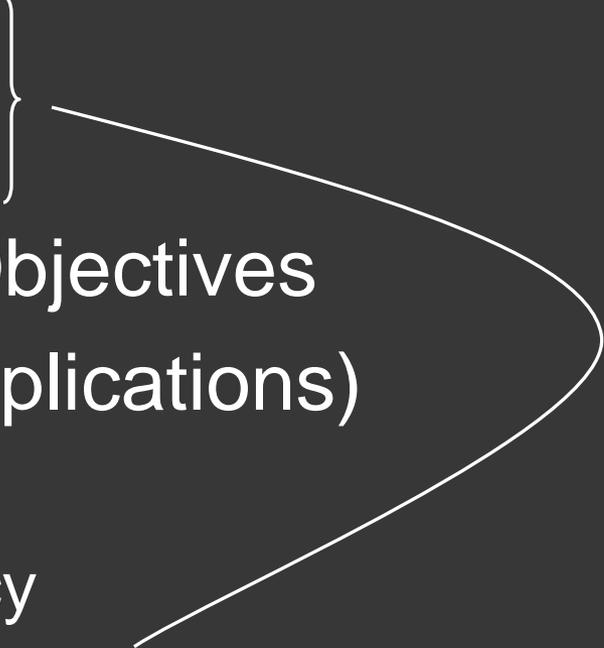
# Plan Use: Budget Development

- First and foremost the agency strategic plan is for the use of the agency.
- OPB evaluates budget requests for alignment with agency and state strategic goals.
- The agency strategic plans informs the discussion between the agency, OPB and the Governor's Policy Staff for the next budget development cycle.

# Plan Use: ESA Planning

- OPB reviews plans, uses them to evaluate funding requests, and reports issues to the Governor.
- GTA reviews plans to identify agency needs and state trends to understand agency IT investments.
- DOAS/HRA reviews plans to identify agency workforce needs and to understand the changing demands on the state workforce.
- SPO uses strategic plans to identify space needs and to coordinate timing and implementation of infrastructure investments.

# Decision Support Tool

- ⦿ State Goal
  - ⦿ Agency Goal
  - ⦿ Measurable Objectives
  - ⦿ Strategies (Implications)
    - Budget
    - IT Dependency
    - Facility
    - Staffing
- 

# Agency Performance Report

- Replaces Annual Implementation Plan
- Agencies report progress at midyear and yearend, but not at beginning of FY
- Includes status of strategic priorities, mission critical projects and performance indicators
- Detailed instructions forthcoming

# Horizon System

- Security Online Login
- Logical grouping of strategy information
- Eliminated duplicate fields
- Open-ended text fields
- State goal alignment
- Reports

# Timeline

- Strategic planning guidelines: April 2012
- Horizon open for data entry: May 2012
- Agency strategic plans due: June 15, 2012
- Enterprise support agencies review plans, July 2012
- Agency performance reports due, Dec. 2012 and July 2013

# SUMMARY

*Let's review the takeaways...*

# What You've Learned

- Governor's strategic goals for Georgia
- New planning cycle = new agency plans
- Plan for next 4 years, update annually
- Streamlined plan content
- Objectives are X to Y by date
- Bi-annual agency performance report
- Agency plans due June 15, 2012

# QUESTIONS?

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