

**2011 PROGRAM REVIEW
COST SAVING OPPORTUNITIES ANALYSIS**

The following are suggested areas to be analyzed to determine if there are cost saving opportunities that can be made in programs, services, or activities. Departments should be guided by their primary missions and functions, and the current fiscal realities.

1. Further opportunities for tightening program eligibility to reduce costs (such as lowering eligibility levels from 175% of the federal poverty level to 150%, or eliminating optional coverage groups)?
2. Further opportunities for reducing program benefits to reduce costs (such as reducing frequency of services, or eliminating low priority services), or for reducing types, levels, and/or frequency of activities (such as mowing lawns once a week instead of twice)?
3. Further opportunities for cost shifting through:
 - a. Establishing co-payments for program to defray expenses or to control service utilization?
 - b. Limiting or reducing program's share of general fund support?
 - c. Converting program to non-general funds?
4. Further opportunities for amending statutes and/or rules to implement program efficiencies (such as statutes requiring an aide in every school)?
5. Further opportunities for consolidating operations/offices for efficiency and economy (such as consolidating office space to reflect smaller number of authorized positions, or combining branches as a result of reduced staffing and/or program funding)?
6. Further opportunities for reducing low priority/discretionary expenditures?