

2011 Program Review
Department of _____

Program ID/Org Code Title	Prog ID/ Org Code	Prog Struc.	MOF	FY 12			FY 13			Criteria for Review of Programs and Services														Cost Savings Opportunities						Comments
				Posn		\$	Posn		\$	A	B	C	D	E	F	G	H	I	J	K	L	M	N	1	2	3	4	5	6	
				Perm.	Temp.		Perm.	Temp.																						

GUIDELINES FOR REVIEW OF GOVERNMENTAL FUNCTIONS

Criteria for Review of Programs and Services:

- A - Program is not necessarily a government function.
- B - Program is not a New Day Plan priority.
- C - Program may be privatized or accomplished by the private sector.
- D - Another level of government (federal or county) has primary authority and/or responsibility for the program.
- E - Requirements and/or objectives behind original establishment of program have been eliminated or significantly reduced but program and/or service continues.
- F - Program serves more as another layer of oversight than direct service delivery or critical service support.
- G - Program has limited impact and/or serves a largely advisory function.
- H - Program does not have enough resources to carry out services and/or perform activities effectively.
- I - Program is not cost effective to carry out.
- J - Program serves a limited target group/population.
- K - Program serves a target group/population that has other support.
- L - Program overlaps or duplicates program and/or service of another department/agency.
- M - Program can be carried out more efficiently and/or effectively by another department/agency.
- N - Program does not fit/mesh with primary mission of the department/agency

Cost Saving Opportunities:

- 1 - Further "reasonable" 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 "reasonable" 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 "reasonable" opportunities for cost shifting through:
 - a. Establishing co-payments for program to de-fray 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 "reasonable" opportunities for amending statutes and/or rules to implement program efficiencies (such as statutes requiring an aide in every school)?
- 5 - Further "reasonable" opportunities for consolidating operations/offices for efficiency and economy (such as consolidating office space to reflect smaller number of authorized positions, or combing branches as a result of reduced staffing and/or program funding)?
- 6 - Further "reasonable" opportunities for reducing low priority/discretionary expenditures?

Comments Attached

If additional space is required, please include comments on the additional tabs in the format provided.