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**DEPARTMENT OF BUDGET AND FINANCE**  
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ADMINISTRATIVE AND RESEARCH OFFICE  
BUDGET, PROGRAM PLANNING AND  
MANAGEMENT DIVISION  
FINANCIAL ADMINISTRATION DIVISION

May 22, 2001

FINANCE MEMORANDUM

MEMO NO. 01-06

**TO:** All Department Heads

**FROM:** Neal Miyahira  
Director of Finance

**SUBJECT:** Performance Budgeting Meetings

Last December, departments were invited to participate in a training workshop conducted by Mr. Mark Friedman of *The Fiscal Policy Studies Institute*. The workshop, which was attended by representatives of most agencies, focused on practical approaches toward identifying, developing, and using meaningful performance measures for funding decisions, as well as for establishing program benchmarks for long-term policy planning.

Through the auspices of the Hawaii Performance Partnerships Board (HPPB), Mr. Friedman will be in town during the week of July 9-13, 2001. On July 9, HPPB is arranging for an introductory session on performance budgeting for State and private sector participants. On July 10-13, Mr. Friedman will be available to meet with individual departments to help agencies implement and/or continue their performance budgeting efforts. It is anticipated that he will be able to meet with each agency for 1½ hours each, or about four agencies per day. We encourage all agencies to take advantage of this opportunity to meet with Mr. Friedman. If your agency is interested in meeting with Mr. Friedman, please call this department's Budget, Program Planning and Management Division at 586-1530 by June 4, 2001. Because his time is limited, not all agencies may be accommodated.

Mr. Friedman is expected to be back later this year. At that time, it is planned that agencies which could not meet with him in July will be afforded the opportunity to meet with him and, time allowing, agencies which meet with him in July can meet with him again to discuss their progress and future directions.

Your attention and interest in this matter are appreciated.

c: Ms. Lynn Fallin  
Mr. Sam Callejo