



# GOVERNOR'S OFFICE OF Planning & Budget

## Agency Strategic Planning Q&A

October 6, 2023



# Agenda

- Updates
- Strategic plan implementation strategies
- Strategic planning process review
- Next steps



# Strategic Planning webpage



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## Strategic Planning

The Cox-Henderson administration prioritizes strategic planning and improving agency strategic plans to drive effective investments and best use of Utah's resources. These plans should include efforts to improve efficiency, productivity, and customer service. Strategic planning benefits each agency as it promotes effective work, facilitates performance management, and improves strategic budgeting.



**STRATEGIC  
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GUIDANCE**

[Strategic Planning Guidance](#)



**AGENCY  
STRATEGIC  
PLANS**

[Agency Strategic Plans](#)



# Agency Strategic Plans Inventory



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## Agency Strategic Plans

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### AGENCY STRATEGIC PLAN LIBRARY

- [Department of Agriculture and Food](#)
- [Department of Alcoholic Beverage Services](#)
- [Board of Pardons and Parole](#)
- [Capitol Preservation Board](#)
- [Career Service Review Office](#)
- [Department of Cultural and Community Engagement](#)
- [Commission on Criminal and Juvenile Justice](#)
- [Department of Commerce](#)
- [Department of Corrections](#)
- [Department of Environmental Quality](#)
- [Department of Financial Institutions](#)
- [Governor's Office of Economic Opportunity](#)
- [Governor's Office of Planning and Budget](#)
- [Department of Health and Human Services](#)
- [Department of Insurance](#)
- [Labor Commission](#)
- [Department of Military and Veterans Affairs](#)
- [Department of Natural Resources](#)
- [Department of Public Safety](#)
- [State Institutional Trust Lands Administration](#)
- [Utah Board of Higher Education](#)
- [Utah State Board of Education](#)
- [Tax Commission](#)
- [Utah Department of Transportation](#)
- [Department of Workforce Services](#)



# NEW! Work Plan

GOPB WORK PLAN								
Pillar(s)	Champion	FY 24 Task/Project	Goal	Strategy	Timeline	Resources Needed	Status	Benchmark
<b>Goal 1: GOPB has trusting relationships with internal and external partners built upon a foundational culture of continuous improvement, equity, and access.</b>								
<b>Objective 1.1: Encourage and provide professional development through training and experience.</b>								
All	Managing directors	Agency Relationships	1.1.1	Regularly meet with agencies to learn and know their programs and services.	Ongoing	Existing staff time	Underway	Year-over-year improvement in the accessibility of key GOPB work products.
All	Managing directors	Professional Development	1.1.2	Encourage and provide professional development through training and experience.	Ongoing	Existing staff time	Underway	
<b>Objective 1.2: Foster an internal office culture that is mission-driven, embodies a growth mindset, and values diverse perspectives.</b>								
All	Managing directors	Office Culture	1.2.1	Reinforce positive office culture, core values, mission, and vision through development and implementation of GOPB office culture curriculum.	Ongoing	Existing staff time	Underway	Percentage of GOPB staff who feel, understand, and can articulate how their work relates to the office's mission and vision.
All	Managing directors	Diversity	1.2.2	Proactively invite applicants to expand the pool for GOPB positions that represent a diversity of backgrounds.	Ongoing	Existing staff time	Underway	
<b>Goal 2: The state of Utah continues to grow and be a great place to live because of deliberate planning and coordination.</b>								
<b>Objective 2.1: Contribute to, promote, and communicate a statewide growth vision for Utah that maintains our quality of life through 2050.</b>								
Planning and Coordination, Economic and Policy Analysis	Planning and Coordination Pillar Managing Director	Guiding Our Growth	2.1.1	Collaboratively develop and encourage implementation of a statewide growth vision that enhances Utah's quality of life.	Dec. 2023	2022 Leg Appropriation Potential Phase IV Appropriation	Underway	Number of participants in conversation
Planning and Coordination	Planning and Coordination Pillar Managing Director	Funding Opportunities Portal, Local Administrative Advisor, Regional Opportunity Teams, AOG Assistance Grants	2.1.2	In collaboration with state and community partners, assist local governments in navigating planning issues by providing new resources and tools to guide development patterns.	Ongoing	Program-specific appropriations Existing Staff Time	Underway	LAA - Number of projects initiated/completed with LAA assistance AOG Assistance Grants - Number of cities and counties with all required elements of LUDMA
<b>Objective 2.2: Assist agencies with the development of long-range, strategic plans that advance Cox-Henderson administration priorities and are linked to the budgeting process.</b>								
Planning and Coordination, Results Management	Planning and Coordination Pillar Managing Director	Agency Strategic Planning Guidance Implementation, Strategic Plan Inventory, Budget Request Forms and Evaluations	2.2.1	Assist state agencies in long-term planning and ensure that budget requests work to advance that strategic direction.	Ongoing	Existing staff time	Underway	Number of agencies with strategic plans; Percentage of total agency budget requests that demonstrate clear linkage to the agency's strategic plan. Host regular state planners networking event.



# Guidebook refresh

FIGURE 2: Strategic plan poster



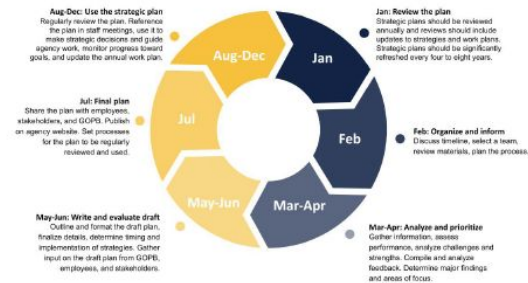
SOURCE: [Department of Cultural and Community Engagement](#)

**Ideas for Implementation**

- Spotlight core values in staff meetings
- Tie employee evaluations to department goals and strategies
- Review relevant goals in team meetings and when evaluating new projects
- Display visual reminders of mission in email signatures, common areas, presentations, and document branding
- Utilize the plan to tell the agency story to stakeholders and build relationships
- Highlight strategic plan accomplishments in quarterly reports
- Use the plan to build agency culture and unite employees around the agency vision
- Base budget discussions and requests on strategic plan elements

FIGURE 3: Cyclical nature of strategic planning

## AGENCY STRATEGIC PLANNING CYCLE



SOURCE: [Governor's Office of Planning and Budget](#)



# Guidebook refresh



## ***Ideas for Implementation***

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## QUARTERLY INDIVIDUAL PERFORMANCE PLAN

EMPLOYEE			
<b>Name</b>		<b>Review period</b>	FY23_Q1
<b>Pillar</b>		<b>Supervisor</b>	
<b>Mission</b>	Drive the best investment and use of Utah's resources by providing fiscal, economic, policy, and planning expertise.	<b>Vision</b>	Excellence in planning, budgeting, policy, and management.

OFFICE AND PILLAR GOALS	
<b>GOAL 1</b>	GOPB has trusting relationships with internal and external partners built upon a foundational culture of continuous improvement, equity, and access.
<b>GOAL 2</b>	The state of Utah continues to grow and be a great place to live because of deliberate planning and coordination.

OBJECTIVES		
<p><i>Team member: Please provide a description in the Notes/Actions section below outlining steps taken to accomplish goals and objectives since the last evaluation. If continued work is required, please indicate what is still required.</i></p>		
Objective/Strategy #2.1	Objective/Strategy #2.2	Objective/Strategy #2.3
<p><b>Strategy 2.1.1:</b> Facilitate a Statewide Growth Conversation that engages a representative sample of Utah's population in partnership with key stakeholders around the state to develop a consensus-driven vision.</p>	<p><b>Strategy 2.2.1:</b> Create and publish a guidance document and template to assist state agencies in developing strategic plans and budget requests.</p>	<p>N/A</p>





# TALK DOES NOT COOK RICE



GOVERNOR'S OFFICE OF  
**Planning & Budget**

*Driving the best investment and use of Utah's resources*

GOPB has trusting relationships with internal and external partners built upon a foundational culture of continuous improvement, equity, and access.

The state of Utah continues to grow and be a great place to live because of deliberate planning and coordination.

GOPB and state agencies operate effectively and actively monitor and improve their performance.

The governor's annual budget advances the administration's top priorities and enjoys broad support from agencies and legislative partners.

Improve state policies and increase informed decision-making that result from credible, accessible, and relevant economic and policy analysis.

*Teamwork*

*Excellence*

*Action-oriented*

*Professionalism*

*Awareness*

*Passion*



# Agency spotlights

## Strategic plan - Implementation strategies

- Trust Lands Administration - Scott Ruppe: Implementation process and strategies
- Department of Financial Institutions - Shaun Berrett, Laura Olsen: Strategic planning tools and processes to encourage staff involvement, track progress, and accomplish goals

## Process review - Lessons learned

- Board of Pardons and Parole - Jennifer Yim: Strategic planning process

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**How did the process go?  
What did you learn?**

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# How did your strategic plan inform the budget process?

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**Is there anything you would change about your strategic plan in response to using it for the budget request process?**

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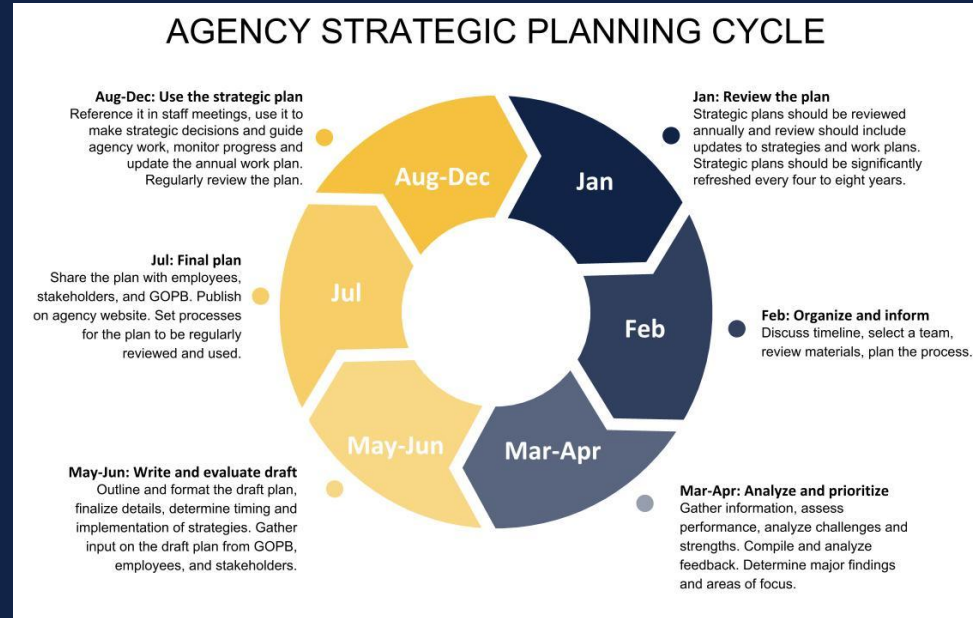
# Next steps

## Cyclical nature of planning

- Draft plan due June 1, 2024; final product due July 1, 2024
- Refresh every year, significantly update every 4-5 years

Any updates in documents, links, or contacts - let us know

Continue with quarterly meetings in January





# QUESTIONS



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