

Text Comparison

Documents Compared

consolidated agency questions 2006.pdf

Consolidated questions 2008.pdf

Summary

1131 word(s) added

2042 word(s) deleted

2522 word(s) matched

49 block(s) matched

To see where the changes are, please scroll down.

I. Agency Programs

A. Agency Mission and Organization

1. Please briefly describe your agency's mission, goals, objectives, and programs. Please use components 2-4 from the Long-Range Program Plan (LRPP) when appropriate.

Agency Mission

Goals

Objectives

Programs

2. Please provide the agency organizational structure information required in Schedule X (Organizational Structure) of the Legislative Budget Request (LBR).

I. Agency Programs

A. Agency Mission and Organization

1. Please briefly describe your agency's mission, goals, objectives, and programs. Please use components 2-4 from the Long-Range Program Plan (LRPP) when appropriate.

Agency Mission

Goals

Objectives

Programs

2. Please provide the agency organizational structure information required in Schedule X (Organizational Structure) of the Legislative Budget Request (LBR).
3. When did you last perform a comprehensive internal organizational structural review?

B. A list of all advisory committees, including those established in statute and those established by managerial initiative; their purpose, activities, composition, and related expenses; the extent to which their purposes have been achieved; and the rationale for continuing or eliminating each advisory committee. (s. 11.906(15), Florida Statutes)

1. Complete Exhibit 1 below for each of your agency's advisory committees as defined in s. 20.03(3), (7), (8), (9), (10), and ~~(12)~~ Florida Statutes, as well as those created through executive order. ~~Fiscal information should be provided for the preceding two fiscal years and projections for the current fiscal year (Fiscal Years 2004-05, 2005-06, 2006-07).~~

INSERT AGENCY NAME
Exhibit 1: Advisory Committees

Advisory Committee Name and Composition	Authorization (e.g., cite the specific statute, managerial initiative, executive order)	Purpose and Activities	Revenues (by fund source)	Expenses (by fund source)	Extent to Which Purposes Have Been Achieved	Rationale for Continuing or Discontinuing

B. A list of all advisory committees, including those established in statute and those established by managerial initiative; their purpose, activities, composition, and related expenses; the extent to which their purposes have been achieved; and the rationale for continuing or eliminating each advisory committee. (s. 11.906(15), Florida Statutes)

1. Complete Exhibit 1 below for each of your agency's advisory committees as defined in s. 20.03(3), (7), (8), (9), (10), and (12), *Florida Statutes*, as well as those created through executive order that existed in Fiscal Year-07.

INSERT AGENCY NAME

Exhibit 1: Advisory Committees

Advisory Committee Name and Composition	Year Created	Date of Meetings During Fiscal Year 2006-07	Authorization (e.g., cite the specific statute, managerial initiative, executive order)	Purpose and Activities	Fiscal Year 2006-07 Revenues (by fund source)	Fiscal Year 2006-07 Expenses – Please include travel, staff and other expenses (by fund source)	Achievements Accomplished in Fiscal Year 2006-07	Consequences of Abolishment

~~C. Agency Funding~~

- ~~1. In the following table (Exhibit 2), Budget Entity Title, Budget Entity Number, Name of Fund, Total Amount, and Number of FTEs has been filled out for the agency using LAS/PDS data. Please fill out Fund Source and Number of OPS cells.~~

INSERT AGENCY NAME			
Exhibit 2: Revenue Sources and Amounts by <u>Budget Entity</u>			
	Fiscal Year 2004-2005	Fiscal Year 2005-2006	Fiscal Year 2006-2007
Budget Entity Title			
Budget Entity Number			
Name of Fund (General Revenue or Trust Fund)			
Total Amount			
Fund Source (local, state, federal, professional operating fees, taxes and fines) <i>If a fund has multiple sources, please reflect the amount from each source.</i>			
Number of FTE			
Number of OPS			

C. Agency Funding

1. Complete Exhibit 2 below by supplying Fund Source, Number of OPS, and Number of Vacancies for each Budget Entity.

INSERT AGENCY NAME

Exhibit 2: Revenue Sources and Amounts by Budget Entity

	Fiscal Year 2005-2006	Fiscal Year 2006-2007
Budget Entity Title		
Budget Entity Number		
Name of Fund (General Revenue or Trust Fund)		
Total Amount		
Fund Source (local, state, federal, professional operating fees, taxes and fines) <i>If a fund has multiple sources, please reflect the amount from each source.</i>		
Number of FTE		
Number of OPS		
<u>Number of Vacancies</u>		

D. The effect of federal intervention or loss of federal funds if the agency, program, or activity is abolished. (s.11.906(14), Florida Statutes)

- ~~1. Please describe whether abolishing the agency, its programs/budget entities, or activities would result in federal intervention.~~

~~Any potential for federal intervention if the agency was abolished and why this might occur:~~

~~Any potential for federal intervention if the particular programs were abolished and why this might occur:~~

~~Any potential for federal intervention if the particular activities were abolished and why this might occur:~~

- ~~2. Please describe whether abolishing the agency, its programs/budget entities, or activities would result in loss of federal funds.~~

~~Any potential for loss of federal funds if the agency was abolished and why this might occur:~~

D. The effect of federal intervention or loss of federal funds if the agency, program, or activity is abolished. (s. 11.906(14), Florida Statutes)

1. In the following table (Exhibit 3), please describe the type and amount of interaction your agency and its programs have with the federal government.

INSERT AGENCY NAME
Exhibit 3: Description of Agency and Federal Interaction

	<u>Description of Federal Interaction</u>
<u>Insert Agency Name</u>	
<u>Insert Program Name(s)</u>	
<u>Insert Other Activity Name(s)</u>	

2. In the following table (Exhibit 4), please describe whether abolishing the agency, programs, or activities could result in federal intervention, loss of federal funds, or other consequences.

INSERT AGENCY NAME
Exhibit 4: Consequences of Abolishment

	<u>Federal Interaction</u>	<u>Loss of Federal Funding</u>	<u>Other Consequences, including effects on local governments, the private sector, and/or citizens</u>
<u>Insert Agency Name</u>			
<u>Insert Program Name(s)</u>			
<u>Insert Other Activity Name(s)</u>			

E. A statement of any statutory objectives intended for each program and activity, the problem or need that the program and activity were intended to address, and the extent to which these objectives have been achieved. (s. 11.906(6), Florida Statutes)

1. In the following table (Exhibit ~~3~~), please describe the statutory objectives for each program and activity under the agency’s budget entities (if statutory objectives are not applicable, please write “NA”), the problem or need the program and activity were intended to address, and the extent to which these objectives have or have not been achieved. Please complete a table for each budget entity.

INSERT AGENCY NAME
Exhibit ~~3~~ Statutory Objective by Budget Entity

Budget Entity and Related Programs and Activities	
Statutory Objective	
Problem/Need Intended to Address	
Evidence That Objectives Have Been Achieved <i>(If applicable, please cite corresponding performance measure from Section II)</i>	
Explanation As to Why Objectives Have Not Been Achieved <i>(If applicable, please cite corresponding performance measure from Section II)</i>	

E. A statement of any statutory objectives intended for each program and activity, the problem or need that the program and activity were intended to address, and the extent to which these objectives have been achieved. (s. 11.906(6), Florida Statutes)

1. In the following table (Exhibit 5), please describe the statutory objectives for each program and activity under the agency’s budget entities (if statutory objectives are not applicable, please write “NA”), the problem or need the program and activity were intended to address, and the extent to which these objectives have or have not been achieved. Please complete a table for each budget entity.

INSERT AGENCY NAME
Exhibit 5: Statutory Objective by Budget Entity

Budget Entity and Related Programs and Activities	
<u>Statutory Citations and Objectives</u>	
Problem/Need Intended to Address	
Evidence That Objectives Have Been Achieved <i>(If applicable, please cite corresponding performance measure from Section II)</i>	
Explanation As to Why Objectives Have Not Been Achieved <i>(If applicable, please cite corresponding performance measure from Section II)</i>	

F. An assessment of the extent to which the jurisdiction of the agency and its programs overlap or duplicate those of other agencies and the extent to which the programs can be consolidated with those of other agencies. (s. 11.906(7), Florida Statutes)

1. In the following table (Exhibit ~~4~~), please identify any major ~~programs~~, internal or external to your agency, which provide ~~duplicative services or functions~~. Please do not include programs that provide administrative services (e.g., human resources, information technology).

INSERT AGENCY NAME

~~Exhibit 4: Program Overlap and/or Duplication~~

Program	Nature and Extent of Overlap and/or Duplication	Extent to Which Program Can Be Consolidated With Those of Other Agencies

G. Agency programs or functions that are performed without specific statutory authority. (s. 11.906(16), Florida Statutes)

1. In the following table (Exhibit ~~5~~), please identify any programs or activities administered by your agency that are not specifically authorized by statute. Please describe the purpose and rationale for performing these programs ~~or functions~~. Also, please describe the potential effect of their abolishment or transfer to another agency.

INSERT AGENCY NAME

~~Exhibit 5: Programs or Activities Performed Without Statutory Authority~~

Program or Function	Purpose of Program/Activities	Rationale for Providing Program/Activities in Your Agency	Potential Effect of Abolishing or Transferring Program/Activities to Another Agency

F. An assessment of the extent to which the jurisdiction of the agency and its programs overlap or duplicate those of other agencies and the extent to which the programs can be consolidated with those of other agencies. (s. 11.906(7), Florida Statutes)

1. In the following table (Exhibit 6), please identify any major programs or activities, internal or external to your agency, which provide similar, overlapping, and/or duplicative services or functions or are provided at the same location. Please do not include programs that provide administrative services (e.g., human resources, information technology).

INSERT AGENCY NAME

Exhibit 6: Program and Activities Similarity, Overlap, and/or Duplication

<u>Program or Activities</u>	<u>Nature and Extent of Similarity, Overlap, and/or Duplication</u>	<u>Extent to Which Program Can Be Consolidated With Those of Other Agencies</u>

II. Agency Performance

A. The performance measures for each program and activity as provided in s. 216.011, Florida Statutes, and three (3) years of data for each measure that provides actual results for the immediately preceding two (2) years and projected results for the current fiscal year. (s. 11.906(1), Florida Statutes)

B. An explanation of factors that have contributed to any failure to achieve the approved standards. (s. 11.906(2), Florida Statutes)

1. Please provide performance information required in Exhibit II (Performance Measures and Standards) and Exhibit III (Performance Measure Assessment) of the Long-Range Program Plan (LRPP) for the immediately preceding two (2) fiscal years and projected results for the current fiscal year.

**G. Agency programs or functions that are performed without specific statutory authority.
(s. 11.906(16), Florida Statutes)**

1. In the following table (Exhibit 7), please identify any programs or activities administered by your agency that are not specifically authorized by statute. This could include programs or activities that are enacted by executive order, managerial initiative, or under the general statutory authority. Please describe the purpose and rationale for performing these programs or functions, what authority the program or function is performed, and the potential effect of their abolishment or transfer to another agency.

INSERT AGENCY NAME

Exhibit 7: Programs or Activities Not Specifically Authorized by Statute

<u>Program or Function</u>	<u>Purpose of Program/Activities</u>	<u>Under What Authority is This Program or Function Performed? (Executive Order, Managerial Initiative, General Statutory Authority, etc.)</u>	Rationale for Providing Program/Activities in Your Agency	Potential Effect of Abolishing or Transferring Program/Activities to Another Agency

C. The promptness and effectiveness with which the agency disposes of complaints concerning persons affected by the agency. (s. 11.906(3), Florida Statutes)

1. Please ~~provide information on the processes your agency uses to resolve complaints concerning persons affected by the agency.~~

~~Describe how your agency receives complaints:~~

~~Tracks complaints:~~

~~Responds to complaints:~~

~~Refers complaints to the appropriate unit:~~

II. Agency Performance

A. The performance measures for each program and activity as provided in s. 216.011, Florida Statutes, and three (3) years of data for each measure that provides actual results for the immediately preceding two (2) years and projected results for the current fiscal year. (s. 11.906(1), Florida Statutes)

B. An explanation of factors that have contributed to any failure to achieve the approved standards. (s. 11.906(2), Florida Statutes)

1. Please provide performance information required in Exhibit II (Performance Measures and Standards) and Exhibit III (Performance Measure Assessment) of the Long-Range Program Plan (LRPP) for the immediately preceding two (2) fiscal years and projected results for the current fiscal year.

~~Ensures that complaints are reviewed and, when appropriate, resolved in a timely manner:~~

~~Please describe any program or process changes and improvements made in the past two fiscal years in response to complaints:~~

~~2. Complete Exhibit 6 below to provide data on complaints concerning persons affected by the agency:~~

INSERT AGENCY NAME			
Exhibit 6: Complaint Data			
	Fiscal Year 2004-2005	Fiscal Year 2005-2006	Fiscal Year 2006-2007
Number of Complaints Received			
Number of Complaints Closed			
Numbers of Complaints Referred to Another Agency for Resolution			
Average Time to Resolve Complaints			
Statutory Timeframe for Resolution (if applicable)			
Citizen Satisfaction with Complaint Resolution Services (if tracked)			

C. The process by which an agency actively measures quality and efficiency of services it provides to the public. (s. 11.906(10), Florida Statutes)

1. Please define your customer.
2. Please explain how you define customer satisfaction.
3. Please describe the process by which your agency actively measures quality and efficiency of services to the public.
4. In the following table (Exhibit 8), please provide information on any other measures of agency performance, for example, internal measures, information tracked in strategic plans, or reported to the federal government, for each budget entities' related programs that measure quality and efficiency of services.

INSERT AGENCY NAME

Exhibit 8: Other Measures of Agency Performance

<u>Budget Entity and Program</u>	<u>Measure</u>	<u>Source of Measure</u>	<u>Fiscal Year 2006-07 Performance</u>

D. An assessment of the extent to which the agency has corrected deficiencies and implemented recommendations contained in reports of the Auditor General, the Office of Program Policy Analysis and Government Accountability, legislative interim studies, and federal audit entities. (s. 11.906(9), Florida Statutes)

1. Please include audit information required in Schedule IX (Major Audit Findings and Recommendations) of the Legislative Budget Request (LBR) to provide information on the action taken by your agency to address each recommendation included in reports issued by the Auditor General, the Office of Program Policy Analysis and Government Accountability, legislative committees, and federal audit entities in the past three fiscal years. For each report, if corrective actions were not taken, please explain why not.

D. The promptness and effectiveness with which the agency disposes of complaints concerning persons affected by the agency. (s. 11.906(3), Florida Statutes)

1. Please describe the processes your agency uses to resolve complaints concerning persons affected by the agency, including tracking complaints for promptness, responding to complaints, and referring complaints to the appropriate agency unit or other agency..

III. Compliance

A. The extent to which the agency has encouraged participation by the public in making its rules and decisions as opposed to participation solely by those it regulates and the extent to which public participation has resulted in rules compatible with the objectives of the agency. (s. 11.906(4), Florida Statutes)

1. Please describe below how your agency obtains input from the public regarding potential rules or other issues affecting the agency. Also, please describe how this input is incorporated into rule-making and other agency decisions. ~~If processes for obtaining public input vary across programs, please provide information for each program.~~

B. The extent to which the agency complies with public records and public meetings requirements under Chapters 119 and 286, Florida Statutes, and s. 24, Article 1 of the State Constitution. (s. 11.906(11), Florida Statutes)

1. Please describe your agency's process for complying with public meeting requirements. ~~If processes for complying with public meeting requirements vary across programs, please provide information for each program.~~

~~Describe the agency's process for handling requests for public records, and identify any relevant policies, procedures, rules and/or other written guidance materials relating to compliance with public records requests:~~

E. An assessment of the extent to which the agency has corrected deficiencies and implemented recommendations contained in reports of the Auditor General, the Office of Program Policy Analysis and Government Accountability, legislative interim studies, and federal audit entities. (s. 11.906(9), Florida Statutes)

1. Please include audit information required in Schedule IX (Major Audit Findings and Recommendations) of the Legislative Budget Request (LBR) to provide information on the action taken by your agency to address each recommendation included in reports issued by the Auditor General, the Office of Program Policy Analysis and Government Accountability, legislative committees, and federal audit entities in the past three fiscal years. For each report, if corrective actions were not taken, please explain why not.

~~Describe the agency's process for advertising public meetings, and identify any relevant policies, procedures, rules and/or other written guidance materials relating to compliance with public meeting requirements:~~

~~Identify any other processes (e.g., training programs) in place to ensure compliance with public record and public meeting requirements:~~

C. The extent to which the agency has complied with applicable requirements of state law and applicable rules regarding purchasing goals and programs for ~~historically underutilized~~ businesses. (s. 11.906(5), Florida Statutes)

1. Please ~~answer the following questions about your most recent minority business enterprise utilization plan.~~

~~Has your agency's most recent minority business enterprise utilization plan been submitted to and approved by the Department of Management Services' Office of Supplier Diversity?~~

~~If so, please provide the date the plan was approved. If the plan was not approved, please describe why this was the case.~~

III. Compliance

A. The extent to which the agency has encouraged participation by the public in making its rules and decisions as opposed to participation solely by those it regulates and the extent to which public participation has resulted in rules compatible with the objectives of the agency. (s. 11.906(4), Florida Statutes)

1. Please describe below how your agency obtains input from the public regarding potential rules or other issues affecting the agency. Also, please describe how this input is incorporated into rule-making and other agency decisions.

B. The extent to which the agency complies with public records and public meetings requirements under Chapters 119 and 286, Florida Statutes, and s. 24, Article 1 of the State Constitution. (s. 11.906(11), Florida Statutes)

1. Please describe your agency's process for complying with public records and meeting requirements. For example, please describe your policy for handling public records requests, process for advertising public meetings, and any other mechanisms, such as training programs, in place to ensure compliance with public record and public meeting requirements.

~~Describe the extent to which the goals outlined in the plan have been achieved:~~

~~If goals have not been achieved, please explain why not:~~

~~**D. The extent to which the agency enforces laws relating to potential conflicts of interest of its employees. (s. 11.906(10), Florida Statutes)**~~

- ~~1. Please describe the mechanisms your agency uses to ensure compliance with employee conflict of interest laws.~~

~~Describe the policies and procedures your agency uses to ensure your employees comply with laws relating to conflicts of interest:~~

~~Describe any other mechanisms (e.g., training programs) your agency uses to ensure your employees comply with laws relating to conflicts of interest:~~

C. The extent to which the agency has complied with applicable requirements of state law and applicable rules regarding purchasing goals and programs for small and minority-owned businesses. (s. 11.906(5), Florida Statutes)

1. Please provide the dates that your agency's most recent minority business enterprise utilization plan was submitted to and approved by the Department of Management Services' Office of Supplier Diversity. Also, please describe the extent to which the goals outlined in the plan have been achieved.

~~IV. Opportunities for Improvement~~

A. An assessment of less restrictive or alternative methods of providing services for which the agency is responsible which would reduce costs or improve performance while adequately protecting the public. (s. 11.906(8), Florida Statutes)

B. The extent to which alternative program delivery options, such as ~~privatization~~ or insourcing, have been considered to reduce costs or improve services to state residents. (s. 11.906(12), Florida Statutes)

1. In the following table (Exhibit ~~7~~), please list any ~~less restrictive or~~ alternative methods of providing services, or any alternative program delivery options that are currently planned, are currently under consideration, or have recently had been considered and rejected. When applicable, please include information from Schedule XII: Outsourcing or Privatization of a Function Business Case in the Legislative Budget Request (LBR).

INSERT AGENCY NAME

Exhibit ~~7~~: Alternative Program Delivery Options

Major Program Affected	Description of less restrictive or alternative methods of providing services	Benefits (e.g. cost savings, improved service)	Adverse Effects (e.g., increased costs, fewer service recipients)	Implemented, Currently Planned, Under Consideration, or Rejected?	If Rejected, Explain Why

2. What provisions has the agency made to allow agency customers and the public to electronically access agency data, information, and services?
3. Please describe the policies and procedures that the agency uses to ensure the security of data submitted and/or retrieved by agency customers and the public.
4. When developing, competitively procuring, maintaining, or using electronic information or information technology, how does the agency ensure that state employees with disabilities have comparable access to and are provided with the same information and data as state employees who do not have disabilities?

IV. Alternative Program Delivery Options

A. An assessment of less restrictive or alternative methods of providing services for which the agency is responsible which would reduce costs or improve performance while adequately protecting the public. (s. 11.906(8), Florida Statutes)

B. The extent to which alternative program delivery options, such as privatization, outsourcing, or insourcing, have been considered to reduce costs or improve services to state residents. (s. 11.906(12), Florida Statutes)

1. In the following table (Exhibit 9), please list any alternative methods of providing services, or any alternative program delivery options that are currently planned, are currently under consideration, or have recently had been considered and rejected. When applicable, please include information from Schedule XII: Outsourcing or Privatization of a Function Business Case in the Legislative Budget Request (LBR).

INSERT AGENCY NAME

Exhibit 9: Alternative Program Delivery Options

Major Program Affected	Description of alternative methods of providing services	Benefits (e.g. cost savings, improved service)	Adverse Effects (e.g., increased costs, fewer service recipients)	Implemented, Currently Planned, Under Consideration, or Rejected?	If Rejected, Explain Why

C. Recommendations to the committee for ~~statutory or budgetary changes that would improve program operations~~, reduce costs, or reduce duplication. (s. 11.906(13), Florida Statutes)

1. In the following table (~~Exhibit 8~~), please list any recommendations from your agency for statutory changes that would improve ~~program operations~~, reduce costs, or reduce duplication. For each recommendation, please indicate what statutes would need to be changed, an approximate timeline for implementation of the proposed changes, the estimated benefits to be achieved through the changes, and any possible adverse consequences of the proposed changes, and how improvements would be achieved.

INSERT AGENCY NAME

Exhibit ~~8~~: Statutory Changes

Recommended Change	Statute That Would Need to Be Changed	Timeline for Implementation	Benefits (e.g., cost savings, improved service)	Adverse Effects (e.g., increased costs, fewer service recipients)	How Improvements Would Be Achieved

2. In the following table (~~Exhibit 9~~), please list any recommendations from your agency for budgetary changes that would improve ~~program operations~~, reduce costs, or reduce duplication. For each recommendation, please describe the changes proposed, the timeline for implementation, and the advantages and disadvantages of the changes. Do not list proposed budgetary increases unless they are anticipated to result in measurable long-term cost savings.

INSERT AGENCY NAME

Exhibit ~~9~~: Budgetary Changes

Recommended Budgetary Change	Timeline for Implementation	Benefits (e.g., cost savings, improved service)	Adverse Effects (e.g., increased costs, fewer service recipients)	Funding Source (If increase, what is the source?)	How Improvements Would Be Achieved

2. What provisions has the agency made to allow agency customers and the public to electronically access agency data, information, and services?
3. Please describe the policies and procedures that the agency uses to ensure the security of data submitted and/or retrieved by agency customers and the public.
4. When developing, competitively procuring, maintaining, or using electronic information or information technology, how does the agency ensure that state employees with disabilities have comparable access to and are provided with the same information and data as state employees who do not have disabilities?

3. ~~If your agency's budget was reduced, which program(s) and/or activities would you suggest be eliminated?~~

C. Recommendations to the committee for statutory, budgetary, or regulatory changes that would improve the quality and efficiency of services delivered to the public, reduce costs, or reduce duplication. (s. 11.906(13), Florida Statutes)

- In the following table (Exhibit 10), please list any recommendations from your agency for statutory changes that would improve the quality and efficiency of services, reduce costs, or reduce duplication. For each recommendation, please indicate what statutes would need to be changed, an approximate timeline for implementation of the proposed changes, the estimated benefits to be achieved through the changes, and any possible adverse consequences of the proposed changes, and how improvements would be achieved.

INSERT AGENCY NAME

Exhibit 10: Statutory Changes

Recommended Statutory Change	Statute That Would Need to Be Changed	Timeline for Implementation	Benefits (e.g., cost savings, improved service)	Adverse Effects (e.g., increased costs, fewer service recipients)	How Improvements Would Be Achieved

- In the following table (Exhibit 11), please list any recommendations from your agency for budgetary changes that would improve the quality and efficiency of services, reduce costs, or reduce duplication. For each recommendation, please describe the changes proposed, the timeline for implementation, and the advantages and disadvantages of the changes. Do not list proposed budgetary increases unless they are anticipated to result in measurable long-term cost savings.

INSERT AGENCY NAME

Exhibit 11: Budgetary Changes

Recommended Budgetary Change	Timeline for Implementation	Benefits (e.g., cost savings, improved service)	Adverse Effects (e.g., increased costs, fewer service recipients)	Funding Source (If increase, what is the source?)	How Improvements Would Be Achieved

3. In the following table (Exhibit 12), please list any recommendations from your agency for regulatory changes that would improve the quality and efficiency of services, reduce costs, or reduce duplication. For each recommendation, please describe the changes proposed, the timeline for implementation, and the advantages and disadvantages of the changes.

INSERT AGENCY NAME

Exhibit 12: Regulatory Changes

<u>Recommended Regulatory Change</u>	<u>Timeline for Implementation</u>	<u>Benefits</u> (e.g., cost savings, improved service)	<u>Adverse Effects</u> (e.g., increased costs, fewer service recipients)	<u>Funding Source</u> (If increase, what is the source?)	<u>How Improvements Would Be Achieved</u>