



State of Idaho

DIVISION OF FINANCIAL MANAGEMENT

Executive Office of the Governor

C.L. "BUTCH" OTTER
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May 17, 2011

MEMORANDUM

TO: Agency Directors
Fiscal Officers
Strategic Planning Coordinators

FROM: Wayne Hammon, Administrator
Division of Financial Management

SUBJECT: **Strategic Planning Updates**

A handwritten signature in black ink, appearing to read "Wayne Hammon", written over the "FROM" field of the memorandum.

Updated strategic plans will be due to the Division of Financial Management on July 1, 2011 (Reference *Idaho Code* 67-1901 – 67-1904).

Updates should be in electronic format and submitted to Anita Hamann at anita.hamann@dfm.idaho.gov by July 1. All strategic plans will be posted to our web site <http://dfm.idaho.gov>.

Performance Measurement Reports (Agency profiles) will be due September 1. Performance Measurement Report forms and instructions will be sent to your Strategic Planning Coordinator and Fiscal Officer later this summer (mid-June). Please review the enclosed list of agency Strategic Planning Coordinators for accuracy. Report any needed changes to Anita Hamann at anita.hamann@dfm.idaho.gov.

Attached is a *Strategic Plan and Performance Measurement Report Guide* for reference when preparing these two documents. If you should have any questions, please contact Anita Hamann 854-3052 or anita.hamann@dfm.idaho.gov.

Enclosures