

OFFICE OF THE GOVERNOR
BUDGET AND PROGRAM PLANNING
STATE OF MONTANA



GREG GIANFORTE
GOVERNOR

PO Box 200802
HELENA, MONTANA 59620-0802

Memo 4
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DATE: March 8, 2022

TO: Elected Officials
Department Directors
Centralized Services Administrators

FROM: Ryan Osmundson, Budget Director
Office of Budget and Program Planning

SUBJECT: **Agency Goals and Objectives – 2025 Biennium**

17-7-111(3)(c), MCA, states:

“The agency budget request must set forth . . .
a statement of the agency mission and a statement of goals and objectives for each program of the agency. The goals and objectives must include, in a concise form, sufficient specific information and quantifiable information to enable the legislature to formulate an appropriations policy regarding the agency and its programs and to allow a determination, at some future date, on whether the agency has succeeded in attaining its goals and objectives.”

The statement of goals and objectives for each program of the agency, required by the statute above, must be submitted to the Budget Director, as part of its budget request, by September 1, 2022.

In order to bring some consistency to this effort across and within Executive Branch agencies, I offer some guidance that I hope you will find useful. Agencies should consider the goals and objectives developed as part of the 2023 Biennium Executive Budget as they develop their goals and objectives for the 2025 Biennium. As mentioned above, goals and objectives should be concise but contains enough specific and quantifiable information for the legislature to attain progress towards meeting goals and objectives. Goals and objectives should incorporate the principles of the Gianforte Administration:

1. Continue to create more high-paying jobs
2. Reduce regulations in state government (Red Tape Relief Initiative)
3. Improve customer service, accountability, & efficiency
4. Bring the State of Montana’s technology into the 21st century

Training on developing strategic goals and objectives will be conducted the week of March 21 – more details will be forthcoming. Once goals and objectives have been drafted, discussions on Executive Branch goals and objectives should occur between the Governor’s Office policy staff, OBPP staff, and agency staff prior to the submittal date of **September 1**.