



**Montana Legislative Services Division**  
**Legislative Environmental Policy Office**

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May 20, 2015

TO: The EQC

FROM: Joe Kolman

REGARDING: Program Evaluation

The evaluation of programs administered by the agencies for which the EQC has oversight is required by law. Over the decades, the fulfillment of this statute has ranged from an item on the agenda driven by a constituent concern, to updates on a topic at each meeting, to more complete evaluations that involve staff time and analysis.

The attached documents are intended to provide the EQC with the full menu of options for program evaluations. There is a flow chart for each agency that includes the breakdown of divisions within the agency, the bureaus within the divisions, and the programs within the bureaus. The accompanying spreadsheet for each agency provides a brief description of each program.

What, if anything, the EQC evaluates depends entirely on the staff resources and meeting time the EQC devotes to each review. The attached time estimate shows tasks that could be included in a minimum, medium, and full program review and a range of estimated staff time necessary to complete the tasks.

The intent of this more formalized planning process is to give the EQC a picture of the variety of programs available for review and to allow for an in-depth and contextual review of a program, including applicable laws, rules, funding, and implementation. The selection of a program may be driven by a constituent anecdote, a piece of legislation, or a timely issue, but the program review would provide the EQC with a broader picture.

The total amount of staff time devoted to program evaluations would be included with the other options in the EQC work plan, which is also included in this packet.

Again, the attached documents are intended to provide the EQC with a planning tool. The final decision on how reviews are conducted lies with the Council.

If each member selects a few programs and provides them to me on June 3, we will tally them up to help the EQC to narrow its selections and debate staff time allotments on June 4.

Please call or write if you have questions or suggestions.