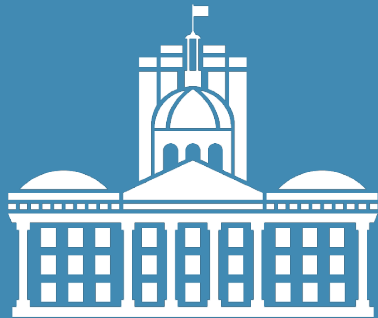


Conservation Districts Statutory Performance Reviews

Presentation to the Association of Florida Conservation Districts

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OPPAGA

Office of Program Policy Analysis and Government Accountability

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Agenda

- Introduce the Office of Program Policy Analysis and Government Accountability (OPPAGA) and how it receives work
- Discuss the scope for the performance reviews
- Present the objectives of the research and related information the research team will seek
- Describe the performance review research process
- Describe what happens when a report is complete

OPPAGA: Organization and Work

- OPPAGA is a non-partisan joint legislative unit, conducting research for both the House and Senate.
- OPPAGA is assigned projects in three ways.



Performance Reviews

Research team: OPPAGA may conduct or contract for performance reviews of conservation districts.



Performance reviews generally focus on:

- *Specific statutory criteria*
- *Efficiency of operations*
- *Effectiveness of activities*
- *Accountability and transparency*
- *Significance of findings*

Research Objectives

What information will the research team review?

Statutory Research Objectives

The performance reviews will include three previous fiscal years and the current fiscal year's information on:

1. **Creation, governance, and responsibilities of the district**
2. **The district's purpose, goals, and objectives**
3. **District performance relative to goals and objectives**
4. **District resource management (money, facilities, equipment, and staff) and planning**
5. **Service delivery and potential for duplication**

Source: Section 189.0695 *F.S.*

Governance

What is known about the creation of the district and its governance?

History of the
district



Current board
characteristics



Board meeting
frequency



Interactions
with other
government
entities



Goals and Objectives

What is the purpose of each program and activity?

Problems or needs that the program or activity was designed to address

Expected benefits

Achievable in adopted budget

Performance

Assess whether the district's goals and objectives have been achieved, are measurable, and address the district's purpose.

Internal

If the district has performance measures, are these:

- Being met
- Useful to evaluating the district
- Sufficient to evaluate costs



External

What data is available on how external stakeholders evaluate the district's performance:

- Surveys of residents
- Post-service evaluation forms
- Grant application feedback

Resource Management

How well does the district manage its resources?

Costs:
administrative,
program,
contracting

**Specific
expenditures:**
staffing, facilities,
equipment

**Trends: revenues
and expenditures**

**Cost reduction
efforts**

Strategic plans

**Previous financial
audit findings**

Services and Duplication

How does the district deliver services and are similar services locally available?

SERVICE DELIVERY

What services are delivered? To what extent?

SIMILAR SERVICES

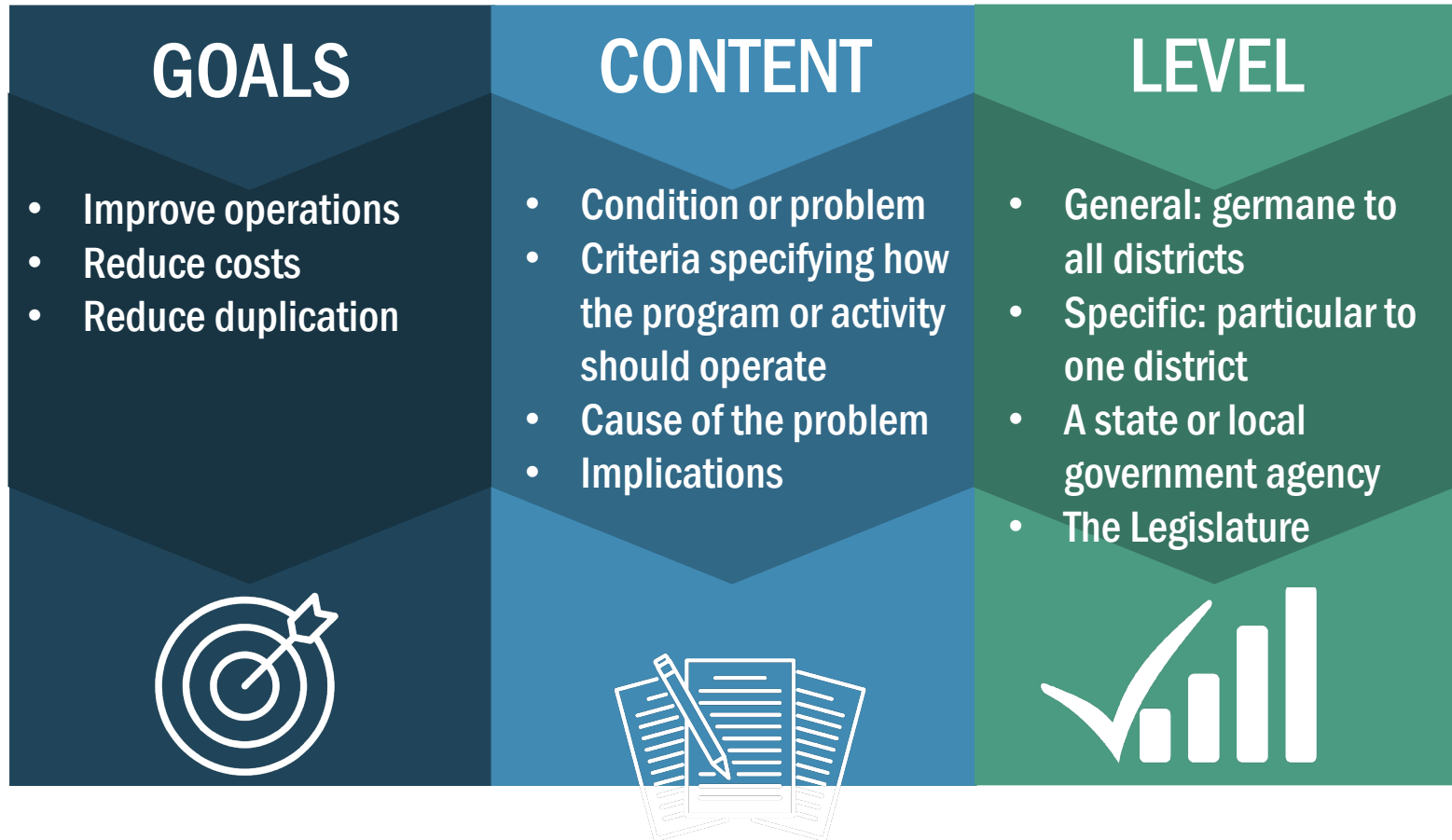
What similar services are other government entities providing?



ALTERNATIVE SERVICE DELIVERY

What alternative service delivery approaches have been evaluated?

Recommendations

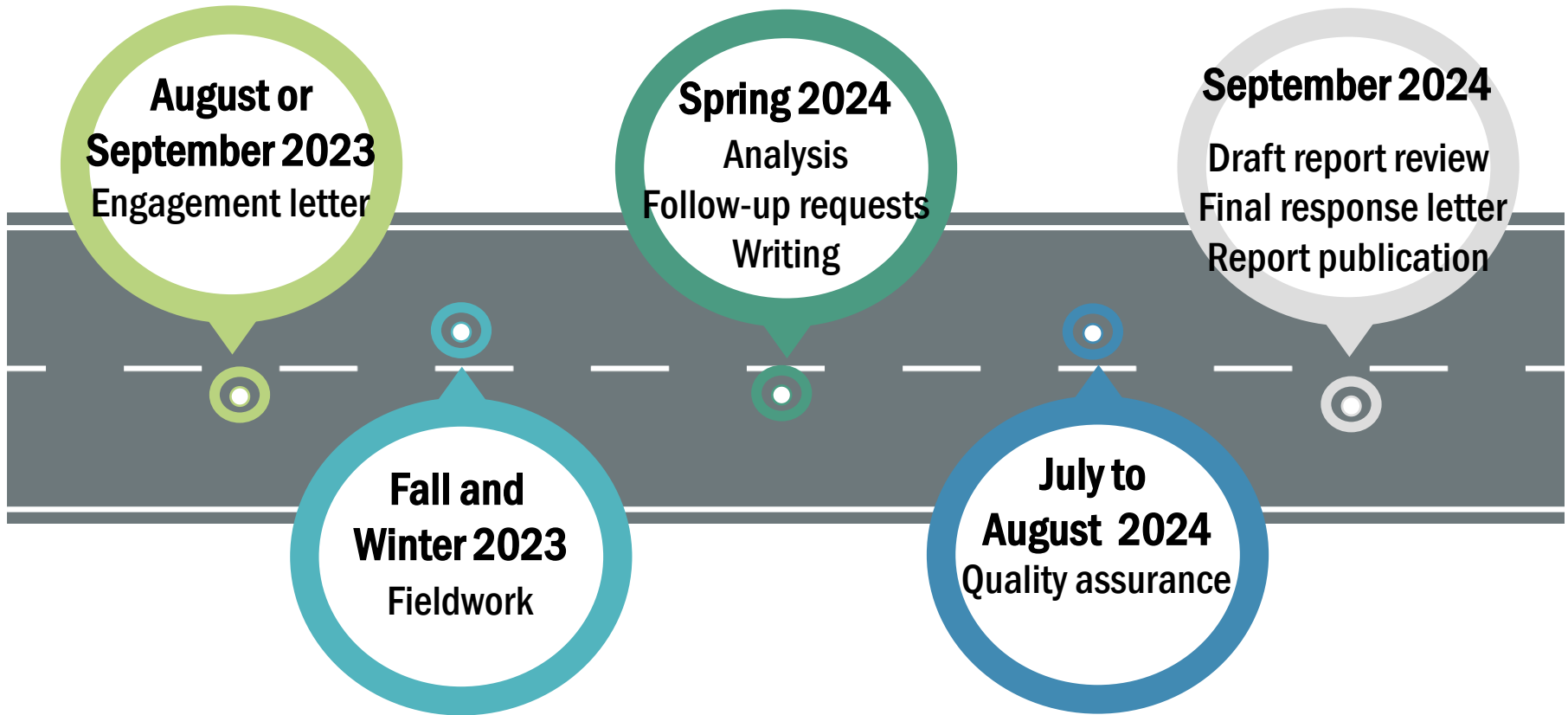


Recommendations will include potential benefits and adverse consequences of a change.

Performance Review Research Process

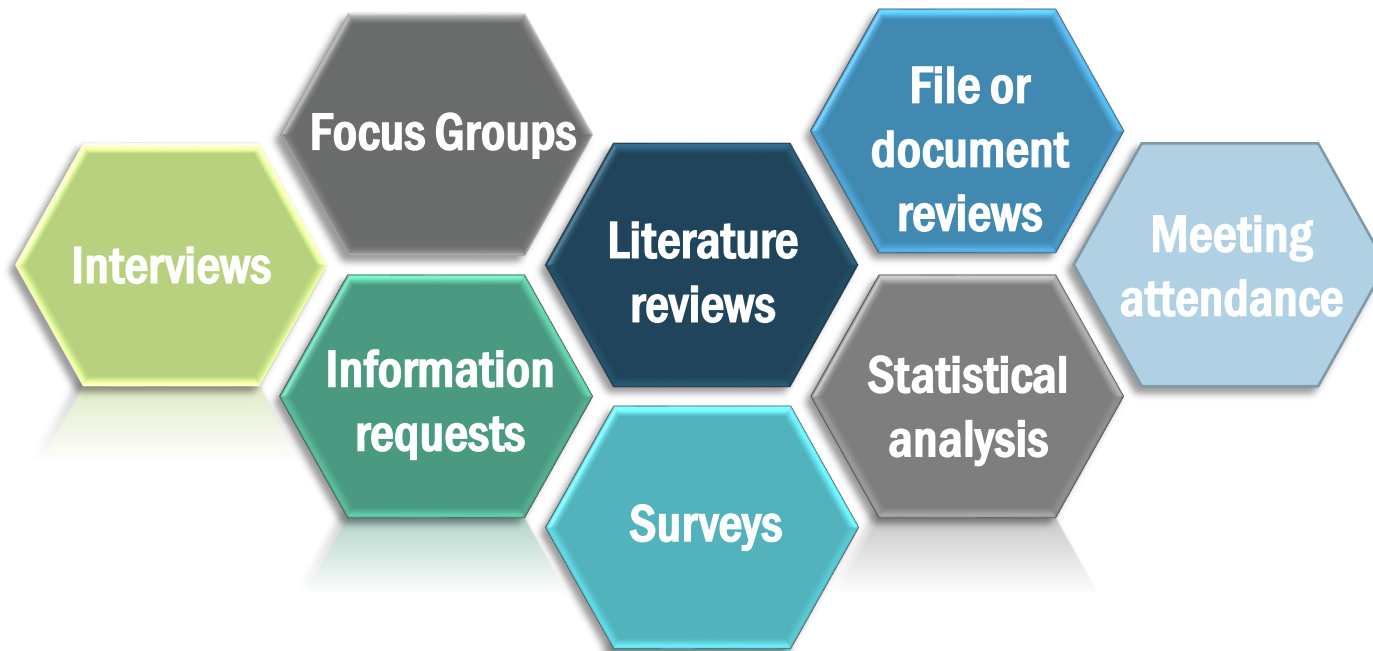
How will the research process work?

Process Overview



Typical Fieldwork Activities

Fieldwork will begin with the district. The research team will need a point of contact for all correspondence.



Managing Information Requests

It is not all about you.

- The team will obtain information from external sources if referred or if they are more appropriate.

Do not reinvent the wheel.

- If information is online or in an existing document, refer the team to that.

Pause before sending sensitive data.

- The research team will set up a way for the district to securely transmit the information.

On time data is the best data.

- Consider staggering document delivery.
- If you do not have an item, let us know.

Preliminary and Tentative Draft Review

Once fieldwork is over, districts and legislative committee staff will receive draft reports.



District

- Checks for factual errors
- Negotiates about tone
- Drafts a response letter



Research Team

- Makes corrections
- Responds to negotiations
- Incorporates response letter into final product
- May brief requesters

Report Publication

Reports appear on OPPAGA's website and are available to the public.



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FLORIDA LEGISLATURE OFFICE OF PROGRAM POLICY ANALYSIS AND
GOVERNMENT ACCOUNTABILITY

OPPAGA supports the Florida Legislature by providing data, evaluative research, and objective analyses that assist legislative budget and policy deliberations.