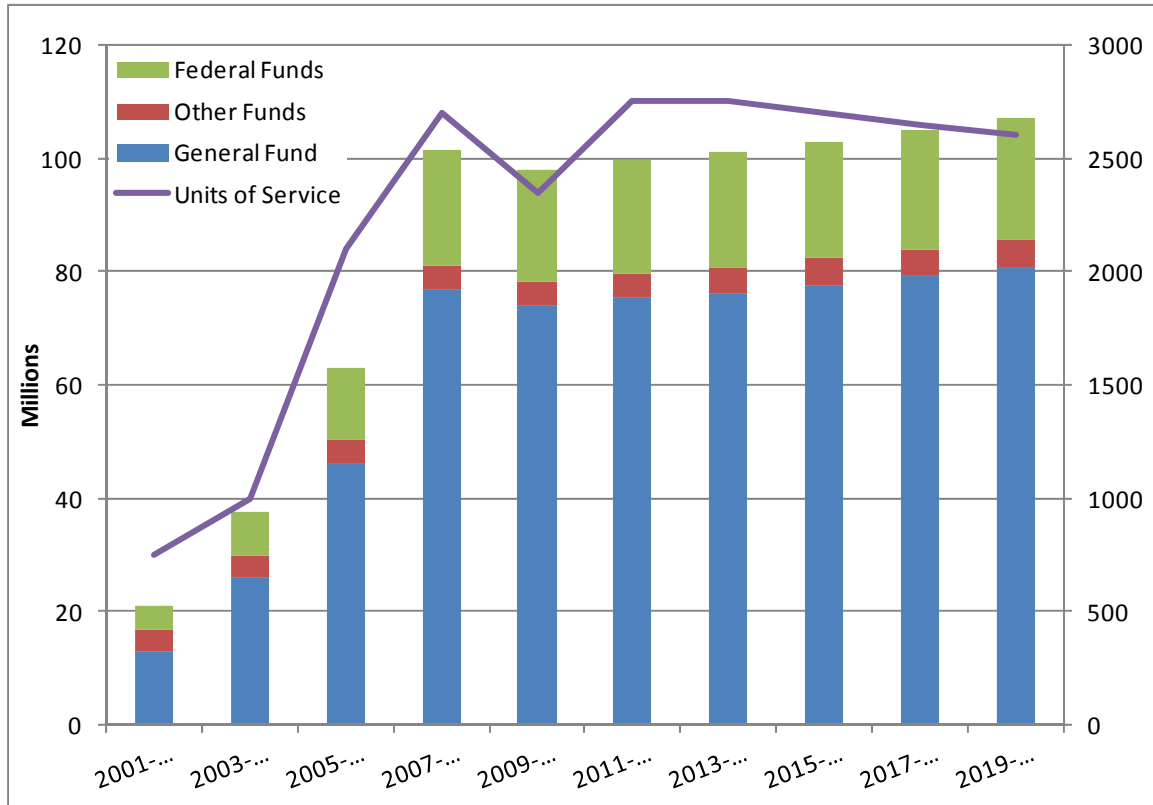


Bid Form Template

Agency Name: Program Unit Name

Primary Outcome Area: Outcome name
 Secondary Outcome Area: Outcome name
 Program Contact: Name, Phone number



Executive Summary

In one or two sentences, describe what the program does and why it is important.

Program Funding Request

Summarize the proposal you are submitting to the Program Funding Team. Include the amount of resources you are requesting for this program and the performance you will achieve if this proposal is funded. Include the proposal costs and performance for the 2013-15 biennium and estimated costs and performance through the 2019-21 biennium. *(This section will remain blank during Round 1).*

Program Description

Provide a description of the program, the clients that it serves and the frequency at which those clients receive service. Describe the purpose of the program and how it achieves that purpose. Describe how the program is delivered and what partners are necessary to guarantee success of the program. Describe the major cost drivers that affect this program, and whether there are opportunities to improve performance through alternative delivery methods.

Program Justification and Link to 10-Year Outcome

Describe linkage between program performance and the 10-year outcome. At a minimum there must be a logical connection between the performance of this program and the 10-year goals. At best, the program can provide research or nationally recognized best practices to justify the argument that investment in this program will help Oregon achieve its 10-year outcome goals. If there are 10-year performance indicators that are directly impacted by the performance of this program, identify those indicators and how they move with changes in program performance.

Provide similar information for any secondary or tertiary outcomes connected to this program.

Program Performance

In this section provide tables or charts that show the performance of the program over time. Preferably, the performance should have 5 years of history and at least the projected performance during 2013-15 if the program offering is accepted by the program funding team. Optimally, the program would be able to provide information for all 4 of the following performance indicators over time:

- Number of people served/items produced
- Quality of the services provided
- Timeliness of services provided
- Cost per service unit

For whichever performance metrics are used, describe the metric, what it measures, and why the metric is important for understanding the program performance. Where trends or data anomalies exist, describe those for the review team.

Enabling Legislation/Program Authorization

Describe if the program is mandated by the US Constitution, Oregon Constitution or Federal Law. Cite the enabling legislation that mandates the program. If the program is authorized, but not mandated by federal or if the program is mandated by Oregon law, cite the enabling legislation.

Funding Streams

Describe the various funding streams that support the program. Include a description of leveraged funds and the nature of how Oregon qualifies to receive the additional resources (competitive grant, federal matching program, private donation, performance bonuses, etc).

If the program has a dedicated funding stream, describe the dedicated source and the nature of the dedication (constitutional or statutory) providing legal citations to the dedication.

Significant Proposed Program Changes from 2011-13

Describe how the 2013-15 funding proposal advanced by the agency compares to the program authorized for the agency in 2011-13. Describe if the funding proposal maintains the program at Current Service Level, or increase/decreases it. If the proposal alters the program from the Current Service Level, describe the nature of the change and why the agency is proposing to make changes. *(This section will remain blank during Round 1).*