Palm Beach County
Board of County Commissioners
Office of Financial Management and Budget

STRATEGIC PLANNING & PERFORMANCE MANAGEMENT ROADMAP

OCTOBER
"Performance October" takes place. All Dept/Division Directors and respective Administration staff make global review of KPIs from previous FY

NOVEMBER
Budget/Strategic Planning Workshop and presentations from Cross-Departmental Teams (CDTs) take place in front of BCC to seek ongoing direction

DECEMBER
Departments update, revise and/or create new metrics in eKPI based on recommendations from Performance October. Metrics align with BCC's Strategic Priorities confirmed in November. Strategic Planning Div. provides assistance and workshops as needed

JANUARY
Departments continue to fine-tune metrics and enter data in eKPI ensuring alignment with Strategic Priorities. All new KPIs for current FY due from Departments to Strategic Planning Div. by end of January; eKPI is locked for new KPI's

FEBRUARY
Budget process begins for next FY. BIM is distributed. Current and previous FY KPIs are reviewed in support of supplemental requests and projected budget needs for next FY

MARCH
Supplemental requests due to Budget Div. Current and previous FY KPIs are reviewed and finalized in support of supplemental requests. eKPI is locked in mid-March in preparation for Management Team Meeting
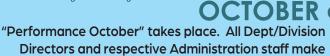
APRIL
Budget and Strategic Planning Divisions finalize review of metrics and supplemental requests together to ensure interrelatedness. Performance Measures Book sent to print

MAY
Management Team Meeting takes place to review Departments' performance measure scorecards, budgetary and supplemental requests

JUNE- AUGUST
Departments continue to track and analyze data in eKPI. Strategic Planning Div. continues to provide assistance in performance management and analysis as needed

SEPTEMBER
Finalize all data entry for FY in eKPI, review performance management reports and scorecards. Departments identify Highlights/Accomplishments and Emerging Issues and prepare for Performance October- eKPI is locked for data entry mid-October for FY actuals

BCC	=	Board of County Commissioners
BIM	=	Budget Instructions Manual
eKPI	=	Enterprise Key Performance Indicators
FY	=	Fiscal Year
KPI	=	Key Performance Indicator