AGENCY PERFORMANCE PLAN

FY04

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| Name of Agency: Iowa Ethics and Campaign Disclosure Board |
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| **Agency Mission: To promote the public’s trust and confidence in government in a non-partisan manner by ensuring the integrity of political campaigns, the ethical standards for employees in the executive branch of state government, and the lawful conduct of executive branch lobbyists.** |
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| **Core Function** | **Outcome Measure(s)** | **Outcome Target** | **Link to Strategic Plan Goal(s)** |
| CF: Regulation & Compliance |  |  | Goal #1: Identify, measure, monitor and control violations of the campaign finance and ethics laws. |
| Desired Outcome(s): Reports filed timely and accurately | % of entities in compliance with the statutory requirements | 75% for campaign finance95% for executive branch ethics90% for executive branch lobbyists | Goal #2: Increase regulated communities’ knowledge of the requirements of the appropriate statutes and rules. |
| Easy access to filed information  | % of filed documents made accessible electronically to the public within 2 days | 90% of filed reports made accessible electronically within two days of being filed. | Goal #3: Increase the public’s knowledge and access of the information filed with the Board. |
| **Services, Products, Activities** | **Performance Measures** | **Performance Target(s)** | **Strategies/Recommended Actions** |
| 1. Audits (Org #0002) | * % of reports and statements audited within 1 year
* % of reports and statements with no errors
 | * 75% of reports and statements audited within 1 year
* 75% of reports and statements with no errors
 | * Document current and past errors found
* Increase subsequent education
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| 2. Investigations/Hearings (Org #0002) | * % of investigations completed within 1 year
* % of hearings completed within 1 year
 | * 90% completion of investigations within 1 year
* 90% completion of hearings within 1 year
 | * Increased education for the regulated community to reduce the number of complaints filed
* Use of legal intern to handle simple investigations
* Use of more than one presiding officer to hear cases in a timely fashion
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| 3. Education (Org #0002) | * % of up to date educational brochures and materials produced and available for distribution
* Number of training presentations
 | * 100% of all up to date educational brochures, materials, and disclosure statements and reports available, including via the Internet
* At least 5 annual training presentations
 | * Develop all necessary educational brochures and materials
* Conduct examination of current disclosure forms and reports
* Contact potential organizations for training presentations
* Accept all opportunities to provide written or oral training presentations
* Develop strategies to fully utilize the Internet as a training resource repository
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| **Services, Products, Activities** | **Performance Measures** | **Performance Target(s)** | **Strategies/Recommended Actions** |
| 4. Administrative Services (Org #0001) | * Percent of electronic filers
* Percent of filed reports made available electronically
 | * 25% of all reports filed online
* 100% of filed reports made available electronically
 | * Increased staff education
* Completion of electronic filing projects by ITD (DAS)
* Education for regulated community on how to file online
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