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 finance  95% for executive branch ethics  90% 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 |
| 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 |
| 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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| 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 |