

§37-70 Program memoranda. (a) Not later than the third Wednesday of January of each odd-numbered year, the governor shall submit to the legislature and to each member thereof, a program memorandum covering each of the major programs in the statewide program structure. Each program memorandum will include:

- (1) An overview of the program as a whole including a discussion of:
 - (A) Objectives.
 - (B) Component programs.
 - (C) Departments involved.
 - (D) Relationships to other agencies and jurisdictions.
 - (E) Major activities.
 - (F) Important external developments affecting the program.
 - (G) Significant discrepancies between previously planned cost and effectiveness levels and those actually achieved.
 - (H) Trends and comparisons in costs, effectiveness, or activity data over the budget and planning period.
- (2) A statement of the major program changes being recommended for the budget and planning period to include for each proposed change:
 - (A) A brief statement of the recommended change.
 - (B) The cost and program performance consequences of the change over the budget and planning period.
 - (C) A summary of the analytic rationale for the change.
- (3) A discussion of emerging conditions, trends and issues including:
 - (A) Actual or potential impact on the State and its programs.
 - (B) Possible alternatives for dealing with the specific problems occasioned by the emerging conditions, trends, and issues.
 - (C) Suggestions for a program of analyses to resolve the most urgent of the problems.
- (4) Appendices as needed to include appropriate issue papers, special analytic studies, other reports, and crucial source data.
 - (b) If it is deemed more desirable, the program memoranda and the six-year program and financial plan may be combined into a single document containing all the information required for each separate document. [L 1972, c 72, §4; am L 1974, c 219, §4]

Revision Note

Subsection (a) designation added.

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