



INTRODUCTION TO STATE BUDGETING SEMINAR AUGUST 24-25, 2017

WEDNESDAY, AUGUST 23

5:00 – 6:00 p.m. Seminar Check-In

7:00 – 9:00 p.m. Networking Excursion – DC Monuments at Night
Meet in hotel lobby at 6:15 p.m.
Forge relationships with state budget analysts from around the country on this fun networking excursion. *Dinner is on your own prior to the tour.*

THURSDAY, AUGUST 24

8:00 – 9:00 a.m. Seminar Check-In & Breakfast

9:00 – 9:15 a.m. Welcome & Introductions

9:15 – 10:00 a.m. Fiscal State of the States: Examining Current Budget Trends
John Hicks, Executive Director, NASBO

Goals

- Learn about NASBO's resources for analysts.
- Understand the current state fiscal landscape.
- Examine challenges states are facing related to revenue and spending pressures.

10:00 – 10:15 a.m. Break

10:15 – 11:45 a.m. Speed Networking: Connect & Explore Ideas with Other Analysts

Goals

- Build a national network of colleagues you can turn to for information and advice.
- Ask questions and explore ideas in discussion groups.
- Learn about other state's budget processes.

11:45 a.m. Class of 2016 Group Photo

12:00 – 1:45 p.m. Lunch and Learn: What You Need to Know to Succeed

Goals

- Ask questions of senior level budget analysts about issues and concerns specific to the role of a budget analyst.
- Discuss ways to adapt to the job, avoiding common pitfalls, building credibility as an analyst, and other issues as suggested by participants.

1:45 – 2:00 p.m.	Break
2:00 – 4:00 p.m.	<p>Making the Connection: Ensuring Useful Content and Clear Communication <i>Harvey Lillywhite, Co-Director, Quality Communications Group, Inc.</i></p> <p><u>Goals</u></p> <ul style="list-style-type: none"> • Learn how to generate content that connects with readers by targeting and then addressing their important questions. • Gain helpful tips for managing sentences for conciseness and clarity.
4:00 – 4:15 p.m.	Break
4:15 – 5:00 p.m.	<p>Analyzing Budget Requests: Introduction <i>Michael Maul, Associate Director, Virginia Department of Planning & Budget</i></p> <p><u>Goals</u></p> <ul style="list-style-type: none"> • Examine techniques used in analyzing budget requests such as determining need, looking at spending trends, seeking alternatives, challenging the base, using performance measures, and comparing to national standards and trends.
5:30 – 7:30 p.m.	<p>Reception & Policy Area Networking Dinner Participants will have dinner in groups to network and discuss issues specific to their program areas and agencies.</p>
FRIDAY, AUGUST 25	
8:00 – 9:00 a.m.	Breakfast
9:00 – 11:30 a.m.	<p>Analyzing Budget Requests: Case Studies <i>Michael Maul, Associate Director, Virginia Department of Planning & Budget</i></p> <p><u>Goals</u></p> <ul style="list-style-type: none"> • Use case studies to demonstrate the techniques previously discussed. • Build relationships with other state budget analysts.
11:30 a.m. – 11:45 a.m.	<p>Seminar Conclusion and Closing Remarks <i>(Certificates of completion will be awarded. Leaving early is strongly discouraged.)</i></p>