



INTRODUCTION TO STATE BUDGETING SEMINAR
AUGUST 21-23, 2019
ARLINGTON, VA

WEDNESDAY, AUGUST 21

5:00 – 6:00 p.m. Seminar Check-In

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

THURSDAY, AUGUST 22

7:30 – 8:30 a.m. Breakfast

8:45 – 9:15 a.m. **Fiscal State of the States: Examining Current Budget Trends**
John Hicks, *Executive Director, NASBO*

Goals

- Understand the current state fiscal landscape.
- Examine challenges states are facing related to revenue and spending pressures.

9:15 – 9:30 a.m. Break

9:30 – 10:45 a.m. **Build Your Network: 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.

10:45 – 11:00 a.m. Break

11:00 – 12:00 p.m. **Selecting Performance Measures**
Carissa Ralbovsky, *Supervising Budget Examiner, Maryland Department of Budget & Management*

Goals

- Learn how a state selects performance measures and understand the role played by the budget office in the process.
- Practice how to help agencies choose appropriate metrics that provide actionable feedback.

12:00 p.m. **Class of 2019 Group Photo**

12:15 – 1:15 p.m. **Networking Lunch**

1:15 – 2:15 p.m.

What You Need to Know to Succeed

Carissa Ralbovsky, *Supervising Budget Examiner, Maryland Department of Budget & Management – Office of Budget Analysis*

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, managing stress and other issues as suggested by participants.

2:15 – 2:30 p.m.

Break

2:30 – 3:45 p.m.

Writing an Effective Story for Budget Issues

Goals

- Review budget documents to determine the critical steps in developing effective written budget products.
- Analyze and discuss budget documents to ascertain which examples have the most impact, conveying information and recommendations in a concise and coherent manner.

3:45 – 4:00 p.m.

Break

4:00 – 4:45 p.m.

Analyzing Budget Requests: Introduction

Michael Maul, *Associate Director, Virginia Department of Planning & Budget*

Goals

- 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 p.m.

Reception & Policy Area Networking Dinner

Participants will get acquainted with NASBO's resources for analysts and have dinner in groups to network and discuss issues specific to their program areas and agencies.

FRIDAY, AUGUST 23

8:00 – 9:00 a.m.

Breakfast

9:00 – 11:30 a.m.

Analyzing Budget Requests: Case Studies

Michael Maul, *Associate Director, Virginia Department of Planning & Budget*

Goals

- Use case studies to demonstrate the techniques previously discussed.
- Build relationships with other state budget analysts.

11:30 a.m. – 11:45 a.m.

Seminar Conclusion and Closing Remarks

(Certificates of completion will be awarded. Leaving early is strongly discouraged.)