

# **House and Senate Appropriations Chairs' Guidance for Subcommittee Chairs**

**February 4, 2015**

## **Subcommittee Work**

- Conduct joint educational meetings beginning Tuesday, February 10 (see below)
- Rotate presiding over meetings
- Maintain transparency by having open meetings and posting documents to committee websites
- Consult other subcommittees for items that cross multiple agencies
- Refer certain items to the Full Chairs
  - Salary-related items, debt service, capital or other Statewide issues
- Plan to check in with the Full Chairs on your progress reviewing agencies and programs

## **Joint Educational Meetings**

- Evaluate agencies by looking at the programs and services they provide. For each program/service, look at:
  - Does this program fulfill a Constitutional requirement?
  - Is this program required by federal mandate? State mandate?
  - Is this program appropriately funded to complete its mission?
    - Do program outcomes justify expenditures?
    - If funding is too high, reduce funding.
    - If funding is too low,
      - eliminate the program
      - OR
      - increase funding so that core services can be provided
  - For mandatory programs, are there ways to manage growth and reduce expenditures?
  - For non-mandatory programs, can priority or rank order be given to them?
- Where appropriate, look at long-term issues that may be addressed by more than one program.
  - Is the set of services or programs the State offers an effective way to address the issue?
  - Can some programs be eliminated?
  - Can the savings from those programs be used more effectively to run other programs?
- Use evaluations that are already available: NC GEAR report, Program Evaluation Division reports, study committee reports, audits, and agency reports submitted to Gov Ops, oversight committees, or Fiscal Research.