Fiscal Year: (Enter Fiscal Year)

**Planning Stage:**

Please complete an annual objective for each category in the spaces provided.

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| **Agency:** (Enter Agency Name) |
| **Agency Head:** (Enter Agency Head Name) |

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| **Mission Statement:** (Briefly summarize the mission of the agency) |
| (Enter Agency Mission Statement) |
| **Objective 1: Leadership**  The Leadership objective examines how the agency head guides and sustains the organization, setting organizational vision, values, and performance expectations. |
| (Enter Objective 1 Text) |
| **Objective 2: Strategic Planning**  The Strategic Planning objective examines how the agency head develops strategic objectives and action  plans, the implementation of the plans, how plans are changed if circumstances require a change, and how accomplishments are measured and sustained. |
| (Enter Objective 2 Text) |
| **Objective 3: Customer Focus**  The Customer Focus objective examines how the agency head determines who the agency customers are, the requirements, needs and expectations of those customers, and the satisfaction of those customers. |
| (Enter Objective 3 Text) |
| **Objective 4: Workforce Focus / Human Resources**  The Workforce Focus/Human Resources objective examines how the agency head ensures the  performance, management, and development of the workforce to utilize its full potential in accomplishing the  organization's overall mission, strategy, and agency goals. |
| (Enter Objective 4 Text) |
| **Objective 5: Process Management / Continuous Improvement**  The Process Management/Continuous Improvement examines how the agency head continuously works to  improve the agency work process and improves its work process to deliver organizational success. |
| (Enter Objective 5 Text) |
| **Objective 6: Financial Management**  The Financial Management objective examines how the agency head manages the budget, manages audit results, and determines priorities for the expenditure of funds to achieve agency short- and long-term organizational goals. |
| (Enter Objective 6 Text) |

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| **Planning Stage Verification** |
| **Agency Head:**  Signature:  Date:  **Governor or Board/Commission Chair:**  Signature:  Date: |