



The Funding Formula Review Process

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Establishing Best Practices

To provide helpful guidance for practitioners conducting productive reviews and to identify best practices

- Lack of a robust framework
- Unidentified best practices
- Inconsistent processes

Research and Data Gathering

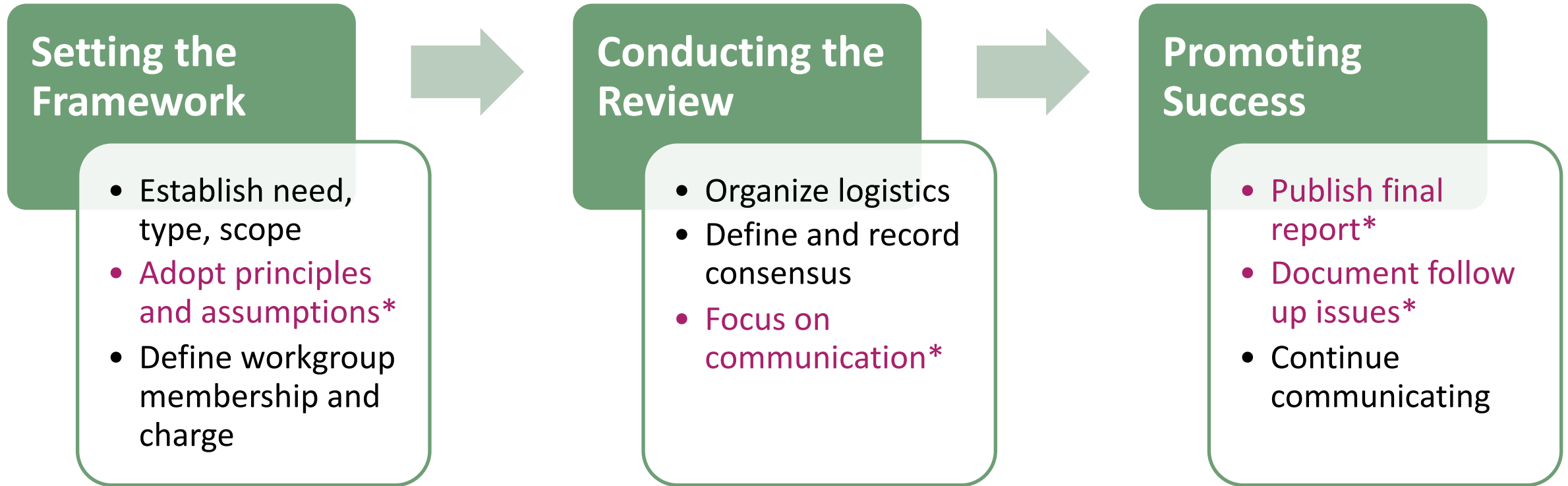
Survey instrument to gather baseline data

Interviews with state-level staff to gather more detailed information on previous review experiences

Fifteen survey responses and seven, in-depth state interviews

Development of best practices based on existing processes

Stages of the Review Process



← Foundation of all stages is effective communication. →

*Data perspective needed...

Type and Scope of Review

Use a clearly defined scope to clarify stakeholder expectations.

TECHNICAL REVIEW



- Narrow scope focused on technical components
 - Occurs with more frequency
 - Focused on updating design
 - Not likely to have a large funding impact
- Not intended to alter the principles upon which the formula design is based
 - May not include rule making process
 - More targeted review workgroup membership

Deal with data errors, changing data sources, shifts in national policy, and data definitions.

POLICY REVIEW



- Larger scope focused on policy choices
 - Much less frequent occurrence
 - Could lead to a total redesign
 - May include a large funding impact
- The underlying principles are in scope
 - Will likely involve rule making process
 - Larger workgroup membership with broader range of stakeholders involved

Involve data folks in any redesign process. They can weigh in on potential data availability and cleanliness.

Setting the Framework

Require a periodic review every 5 years or so.

- Changing circumstances; unintended outcomes
- Balancing act: engagement and stability

Involve data early in the prep for these reviews.

Adopt a clear set of principles and assumptions.

- Clear principles will establish desired end goal
- Assumptions will clarify boundaries

Common language and definitions go here?

Encourage a diverse membership yet manageable size.

- Scope of the review can affect membership
- Balancing act: inclusivity and efficiency

How many data folks, what is efficient, one from each campus, etc.?

Conducting the Review

Setting the Agenda

Establish an endorsed workgroup charge based on stakeholder feedback.

Charge should be endorsed by the sponsoring body

Communicate inclusivity by gathering feedback from all stakeholders

Achieving Consensus

Use the group preferred method that allows for a relative level of agreement.

Recording the level of agreement will help workgroup members manage expectations

Include a feedback loop for sponsors to weigh in

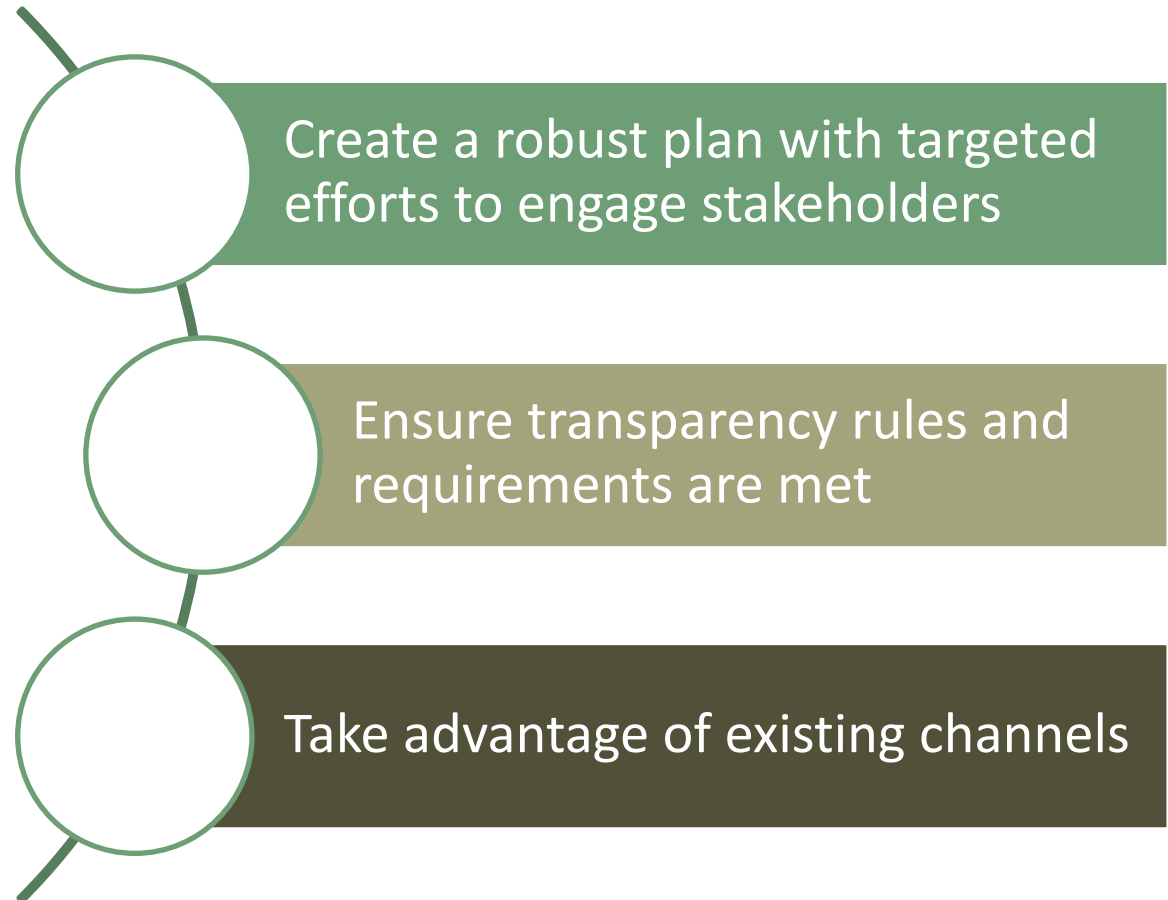
And don't forget your data folks...

Communicating Effectively

Focus on routine and consistent messaging engaging as many stakeholders as possible.

- Not confined to one stage; should be occurring throughout
- Targeted strategies for different stakeholder groups
- Balancing act between transparency and workgroup privacy

How does this work with data offices back at the institutions, when you are throwing around crazy ideas...



Concluding the Process

Publish a final, public report documenting the process, providing context, and summarizing the recommendations with a focus on potential impacts.

- Wrapping up the process depends on the expectations surrounding the review
- Depending on scope, the formula review process may conclude with recommendations that then lead to a separate, rules adoption process or a state budget request

Will there be a rules adoption process?

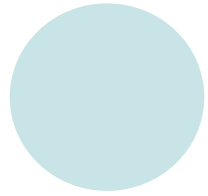
Is other, related policy work needed?

Does this work affect the state budget request process?

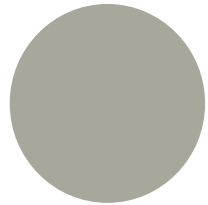
Is there a clear set of action items for the data folks? Do you need a data definitions section in the final report? Is there a clear connection between policy choice and data definition?

Promoting Success

Foster a shared understanding of the recommendations and goal alignment.

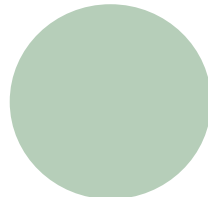


Document any follow-up needed or remaining issues for future resolution



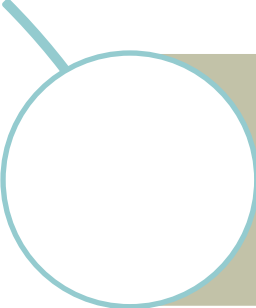
Create a set of communication materials to socialize the recommendations with stakeholders

This probably includes data folks, especially if there are new definitions or new data points.



Organize continued stakeholder engagement efforts to achieve a greater awareness of formula and policy alignment

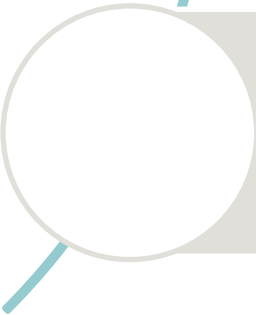
Promoting Success – Best Practices for Data Staff



Involve data early and at all points during the process. Ask questions about each other's processes and uses of the data because context matters.



Communication is key. Work on solid definitions, common language, etc.



Have data folks (both campus and state) participate in review meetings. Consistent follow-up and follow-through on addressing issues.

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