

Streamlining Compliance – Workplan – revised 1-27-2009

Month	Background work, research, proposal development	Work with PJ work group	HDC Work with PAMWG
January	<p>Project Start-up:</p> <ul style="list-style-type: none"> • Develop revised work plan and budget • Get familiar with WA CFR and MOUs • Review work done by PAMWG and 2007 State of the Industry Report • Create flow chart of OR reporting and compliance requirements as baseline 		
February	<ul style="list-style-type: none"> • Compare potential improvements in reporting and other compliance requirements to existing systems. • Prepare materials for joint meeting. • Write up summary and any other documents from joint meeting 	<ul style="list-style-type: none"> • Meet individually with key PJs • Mid to late February - hold introductory session [Project Launch] of PJ Workgroup and PAMWG members to introduce project and timeline, and preferred outcomes. Joint Session #1 	
March And April	<ul style="list-style-type: none"> • Contact a selection of WA agencies and owners to get feedback on how changes have benefited them, lessons learned from their process and experience to date. • Prepare working documents on potential system change options for PAGroup meeting based on comparison of OR-WA and preferred outcomes from First Joint meeting 	<ul style="list-style-type: none"> • March Monthly Meeting of PJ Group - <ul style="list-style-type: none"> ○ identify processes or requirements which cannot be changed [also look at data, frequency, need for qualification in staff. ○ Understand staffing implications of current systems for both funders and owners ○ Confirm agreement on desired outcomes ○ focus on analysis of differences in OR and WA systems, identify areas of agreement and concern in moving toward WA system - [what's going to be easy, where are 	<ul style="list-style-type: none"> • March PAMWG and HDC <ul style="list-style-type: none"> ○ Confirm agreement on desired outcomes ○ focus on analysis of differences in OR and WA systems, identify areas of agreement and concern in moving toward WA system - [what's going to be easy, where are the tension points, are there any] • April Monthly Meeting of PAMWG Group <ul style="list-style-type: none"> ○ Continued discussion to reach consensus and identify options

Streamlining Compliance – Workplan – revised 1-27-2009

Month	Background work, research, proposal development	Work with PJ work group	HDC Work with PAMWG
		<p>the tension points, are there any]</p> <ul style="list-style-type: none"> April Monthly Meeting of PJ Group <ul style="list-style-type: none"> Continued discussion to reach consensus and identify options 	
May	<ul style="list-style-type: none"> Refine options based on feedback from both groups Prepare materials for Joint session 	joint session #2 of PJ Workgroup and PAMWG: evaluate options	
June	<ul style="list-style-type: none"> Refine models based on Joint Meeting feedback Outline potential role changes based on OR-WA comparisons - estimate impact of changes Prepare materials for group meetings 	Monthly Meeting of PJ Group - review: <ul style="list-style-type: none"> Models Roles and responsibility options Impact of changes 	Borrowers' Advisory Committee and HDC - review: <ul style="list-style-type: none"> Models Roles and responsibility options Impact of changes
July	<ul style="list-style-type: none"> Survey participants to identify issues with implementing new processes: costs, timing, technology, legal, etc. Check in with some participants individually for a "temperature check" Develop potential options for implementation, funding, etc. Outline draft MOUs or IGAs Identify legal issues 	Monthly Meeting of PJ Group - review: <ul style="list-style-type: none"> Implementation barriers Potential options for removing barriers Draft MOUs - IGAs 	PAMWG - review: <ul style="list-style-type: none"> Implementation barriers Potential options for removing barriers Draft MOUs - IGAs
August	<ul style="list-style-type: none"> Prepare draft Implementation Plan for review Identify potential cost options 	Joint Session #3 of PJWorkgroup and PAMWG: <ul style="list-style-type: none"> Review proposals for: <ul style="list-style-type: none"> Implementation plan Implementation costs Review proposal for implementation of a web-based reporting tool 	

Streamlining Compliance – Workplan – revised 1-27-2009

Month	Background work, research, proposal development	Work with PJ work group	HDC Work with PAMWG
	<ul style="list-style-type: none"> Develop proposal for converting report to web-based format 	<ul style="list-style-type: none"> Identify technology issues 	
September	<p>Work on revisions to all project documents. Meet with individual participating jurisdictions, as needed, to resolve any remaining concerns. Work with appropriate legal experts to review draft agreements.</p>	Monthly Meeting of PAGroup - review - as needed	Borrowers' Advisory Committee and HDC - as needed
October - November As needed	<ul style="list-style-type: none"> Prepare draft report with proposed system changes, roles and responsibilities, implementation plan, draft MOUs and IGAs for Joint Meeting Check in with each PJ, OHCS and NOAH separately to identify any individual concerns with proposed changes, including any transfer of responsibilities Following final joint meeting, review any final changes to report and check in with any participants unable to attend final sessions. Prepare final Project Report Meet with HDC and specific partners to review final report. 	<p>Final Joint Session of Public Agency Workgroup and Borrower Advisory Committee [Joint Session #4]:</p> <ul style="list-style-type: none"> Review draft report Identify adoption strategies for each participating partner 	