1. Diversify and increase non-appropriated revenue.
   a. Launch an internal committee responsible for analyzing existing program markets, identifying new
      markets and creating a new market entry strategy.
      » Q1 Actions: Converted “Ideas for Implementation” into Quarterly Action Plan. Identify potential
         existing markets to create a baseline for the committee to work with in future meetings.
      » Champions: Danny Norman (lead), Chris Shults, Mahasweta Panigrahy, Rumira Xhaferaj, Misty
         Bean, Wes Fernandez, Sherri Cooper-Duru, Amanda Shappard, Kerry Watkins
   b. Pursue grant and sponsored project opportunities that fit well within our mission through
      collaborative efforts by the IPS director of external funding and IPS program managers.
      » Q1 Actions: We have a list of agency leads that will comprise a committee to discuss the needs of
         the agencies in terms of grants and sponsored projects.
      » Champions: Karin Langan (lead), Rumira Xhaferaj, Misty Bean, Wes Fernandez, Sherri Cooper-
         Duru, Amanda Shappard
   c. Identify and cultivate relationships with prospective and existing donors and define funding
      priorities in collaboration with the IPS development director and IPS leadership.
      » Q1 Actions: Revised implementation items. Refined and reduced scope of work from eight
         implementation ideas to three priority ideas.
      » Champions: Kristen Davis (lead), Rumira Xhaferaj, IPS agency executive directors

2. Emphasize the value and importance of the IPS internal budget process.
   a. Involve program managers in budget planning. Integrate early and continuous communication
      between program managers, business managers and the IPS Business Office.
      » Q1 Actions: Updated list of champions (added three more). Reduced ideas for implementation to
         three for this action item and identified seven future steps. The Proposed Budget IPS forms were
         revised this quarter. The first Annual Business Managers’ Retreat took place this quarter.
      » Champions: Rumira Xhaferaj (lead), Misty Bean, Wes Fernandez, Sherri Cooper-Duru, Amanda
         Shappard, Kerry Watkins, Lori Barton, Kristen Davis, Kenny Smith
   b. Develop a budget process that is rooted in the cost analysis of our existing and new programs.
      » Q1 Actions: Lead has spoken with business managers of each agency to assess current processes.
         Agencies are storing templates of budget and monthly cost analysis processes in FS Team.
      » Champions: Rumira Xhaferaj (lead), Misty Bean, Wes Fernandez, Sherri Cooper-Duru, Amanda
         Shappard, Kerry Watkins, Lori Barton, Kristen Davis, Kenny Smith

3. Grow financial opportunities through collaboration.
   a. Identify opportunities to fund federal program match requirements through cross-agency
      collaboration.
      » Q1 Actions: Established final list of action items. Discovering overlap in service areas between
         agencies.
      » Champions: Dwaine Raper, Rumira Xhaferaj, Misty Bean, Wes Fernandez, Sherri Cooper-Duru,
         Amanda Shappard, Kerry Watkins

4. Increase appropriated revenue.
   a. Better quantify the value of our services to share our positive impact throughout the institute.
      » Q1 Actions: Leadership team has identified the key metrics as 1) economic impact 2) contact and
         3) percent increase of non-state appropriations.
      » Champions: Amanda Shappard (lead), Chris Shults, Kenny Smith, Rumira Xhaferaj, Misty Bean,
         Wes Fernandez, Sherri Cooper-Duru, Kenny Watkins
   b. Work with the IPS communications team to share these results with current and potential
      stakeholders.
      » Q1 Actions: External communication tool list compiled for CIS and TLC. Communicated with Susan
         Robertson on existing processes for communicating results to stakeholders.
      » Champions: Amanda Shappard (lead) Chris Shults, Kenny Smith, Rumira Xhaferaj, Misty Bean, Wes
         Fernandez, Sherri Cooper-Duru, Kerry Watkins