

Overview of the One Washington Budget Guidance Conversation July 2018

During summer 2018, One Washington began preparing Wave 1 and Wave 2 agencies for the budget development process and for consideration in the Governor's budget to be published in December 2018. The One Washington budget process contemplates agency activities related to the state's Finance and Procurement systems which are the first two components to be implemented in the new enterprise solution. More information about One Washington [is here](#).

- Key conversation points:
 - 1) Agencies will not submit individual decision packages for One Washington related work. Rather, agencies will submit a short-form request to One Washington with the commensurate justification. One Washington will review agency requests, engage agencies appropriately with questions and clarifications, and ultimately submit a single decision package on behalf of all agencies.
 - 2) Some agency activities will be considered as in-kind.
 - 3) Wave 2 agencies will need to plan for and assume that their business, information technology and change management resources will be engaged during Wave 1 implementation.
- At the time this overview document was published online, One Washington:
 - Has met with all Wave 1 agencies, received feedback about the message and process, and made appropriate adjustments
 - Wave 2 agency conversations are in process
- Invitations to guidance conversations are emailed to agencies. A sample is here.

Suggested audience for the budget guidance conversations: Deputy Director, CFO, CIO, OCM, Procurement, and a designated One Washington point of contact if the agency has already appointed one. In case we've missed someone, please forward the invite.

- One Washington references five resources during the budget guidance conversation:
 - 1) A budget guidance slide deck which is used to refresh agency staff with the One Washington program and orient them to the budget process timeline.
 - 2) A summary of the high level work categories that agencies should be contemplating in preparation for One Washington. This document also sets expectations by work category for in-kind efforts and efforts that may be considered for funding requests.
 - 3) A detailed view of the work categories with a calendar view built in.
 - 4) The [Program Blueprint](#) and [Organizational Change Management Strategy](#).

Regarding the Change Management Strategy, we promote agency awareness of the timelines that the Program is projecting.

The first three documents are located in the same location as this overview document.

Wave 2 agencies that have not yet had a One Washington budget guidance conversation do not need to contact One Washington. These conversations are being proactively scheduled by One Washington.

Feedback for or questions about One Washington can be emailed to: onewa@ofm.wa.gov.