



Department of
**Finance &
Administration**

Evidence-Based Budgeting for FY23

For Agency Staff Completing EBB Forms

Agenda

- Evidence-Based Budgeting in Tennessee
- Evidence of Effectiveness and Where to Find It
- Completing the Cost Increase Request Form
- Completing the Reduction Form

Objectives

- Know the purpose of evidence-based budgeting in Tennessee
- Identify evidence of effectiveness for a given program
- Be able to complete and submit the cost increase request and reduction forms for FY23



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Evidence-Based Budgeting in Tennessee



Overview

Fiscal Policy Objectives

- Ensure a clear link between the **administration's priorities** and **agency strategic plans** and any new spending requests.
- Invest in programs and initiatives **supported by evidence and research** to improve outcomes and return on investment.
- Evaluate and identify opportunities within the base budget to **reallocate dollars** to the areas of greatest need.

What is evidence-based budgeting?

Evidence-based budgeting is a targeted focus to facilitate the **use of research and evidence** to inform programmatic funding decisions in a way that improves outcomes for Tennesseans.

- Identify and prioritize the most effective, evidence-based programs to inform decision making
- Increase transparency during the budgeting process with enterprise-wide language and process

Budget and OEI Teams



FY23 Budget Steps & Timeline

**Aug. 13
2021**

FY23 Budget
Instructions
Released

**Aug. 17 & 19
2021**

FY23 EBB
Training
Sessions

**Aug. 23
2021**

BEARS ready
for FY23
request entry

**Sept. 24
2021**

Operating &
Capital Outlay
Budget
Requests Due

What is your role?

Agency
Budget
Team



Agency
Program
SMEs

Completing
EBB Forms

What is your role?: Budget Team

- Develop budget request descriptions and dollars, as requested by your Commissioner/ELT.
- Maintain a basic understanding of the Tennessee Evidence Framework.
- Respond to the funding and operational questions on the EBB form (primarily Part I).
- If a request is programmatic in nature, supporting an existing program, or requesting a new one, identify the appropriate program staff to respond to Part II and add any further program detail to Part I.
- Ensure full completion and timely submission of all EBB forms.

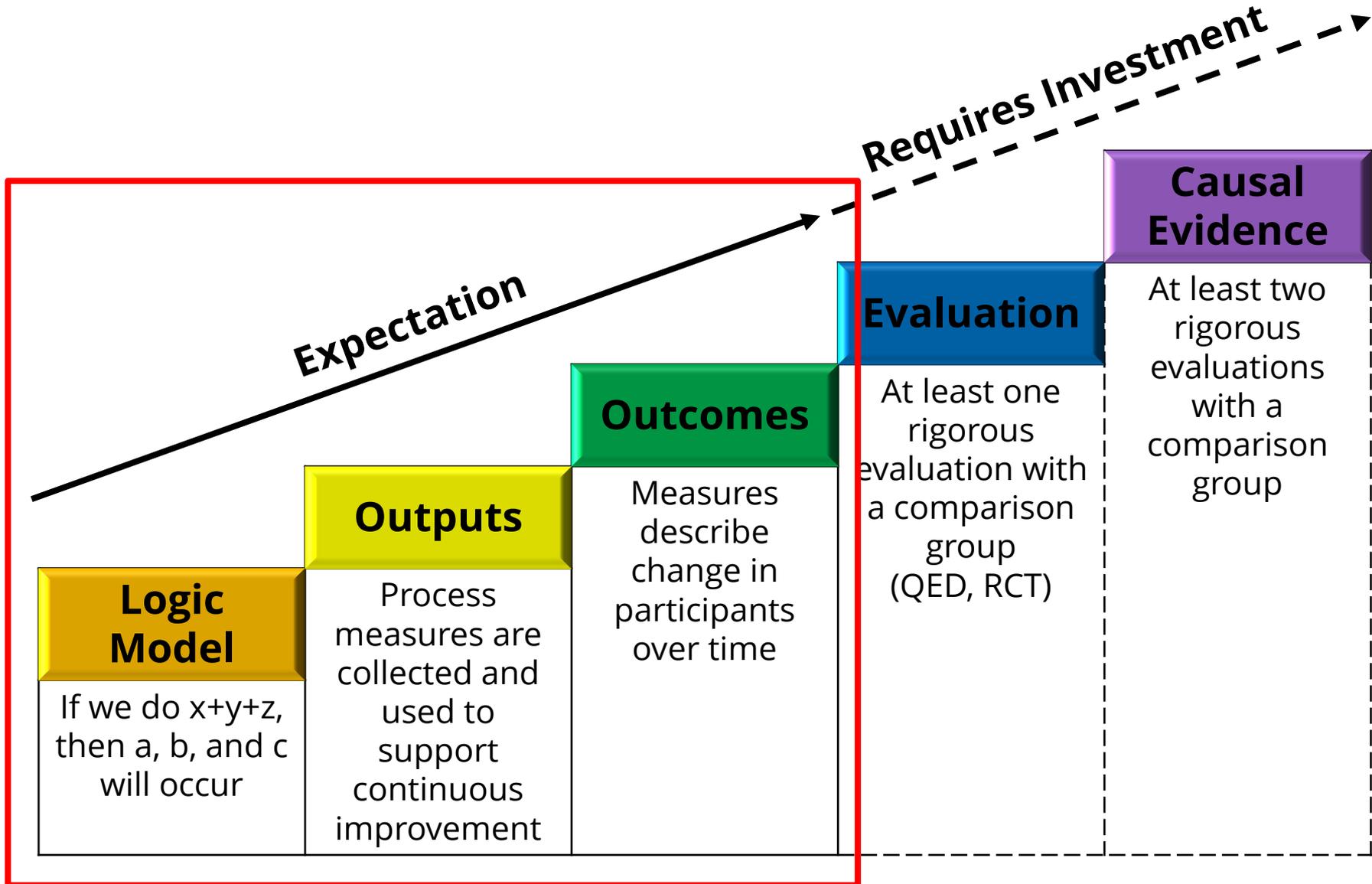
What is your role?: Program SMEs

- Develop a complete understanding of the Tennessee Evidence Framework.
- Be responsive to the budget team if your support is requested for an EBB form.
- Gather the data and information needed to respond to the EBB questions regarding programmatic details, particularly the evidence questions in Part II.
 - The EBB form captures the current data and evidence status for the program; nothing new will be created or collected.
- Complete EBB form responses as directed by the budget team.
- Return EBB forms to the budget team on time.

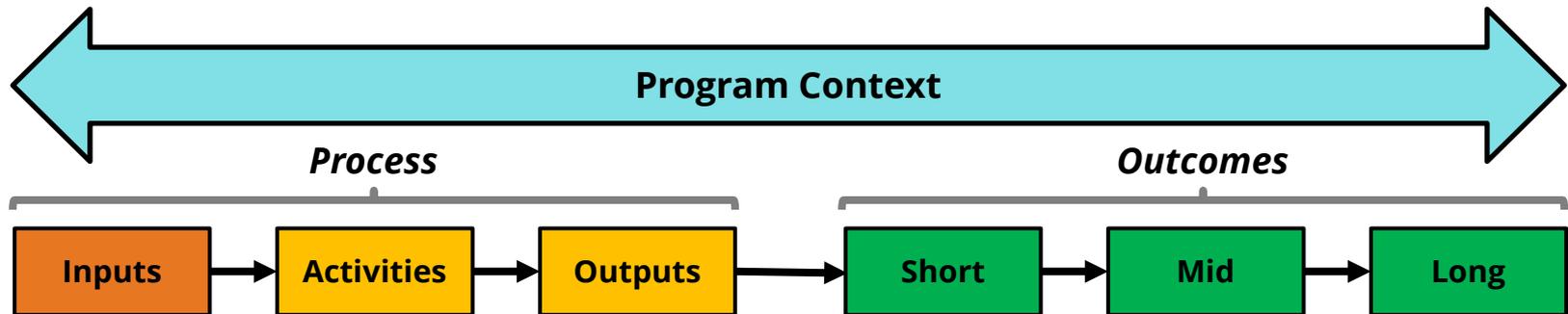


Tennessee Evidence Framework

Building Evidence

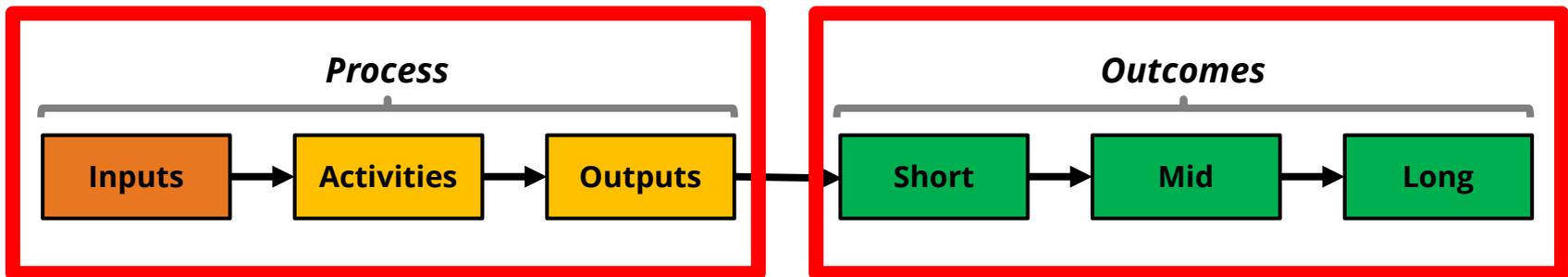


Logic Model



Logic Model → If/Then Statement

- Document program logical progression from its inputs to outcomes
- Use process & outcomes to write an if/then statement



- ***If*** we allocate [inputs/resources] to complete [activities],
 - ***then*** we will see [short-, mid-term outcomes] resulting in [long-term outcomes].
- **If it doesn't already exist, it may be necessary to draft an if/then statement to include in any FY23 cost increase or reduction forms.**

Outputs

Outputs are the concrete, countable results of the activities.

Often, they are products or services that can be measured in tangible terms (e.g., dollars spent, number of people served, number of items delivered, etc.).

- The included outputs should tell a story about how the program impacts Tennesseans and give immediate insight into a program to those unfamiliar with how and where it operates.

Outcomes

Outcomes are:

- Changes in behavior or benefit **over time** in a **specified direction** (e.g., increase in children placed over the last year, decrease in recidivism since program inception)
- The impact of the program inputs, activities, and outputs
- Identified in terms of what short-, mid-, and long-term changes will occur as a result of the outputs
 - Using this framework, typically outcomes move from how an individual benefits from the outputs (short-term) to how the program produces organizational or system-level changes (long-term).
- Often SMART: specific, measurable, action-oriented, realistic, time bound

Outputs/Outcomes in Application

Selection of outputs/outcomes:

- Are informed by reporting requirements and the data needed for programmatic decisions (performance/program management)
- May overlap with or reflect strategic planning work of the department in partnership with CFG (or in some cases, independently)
- Are consistent with program logic models



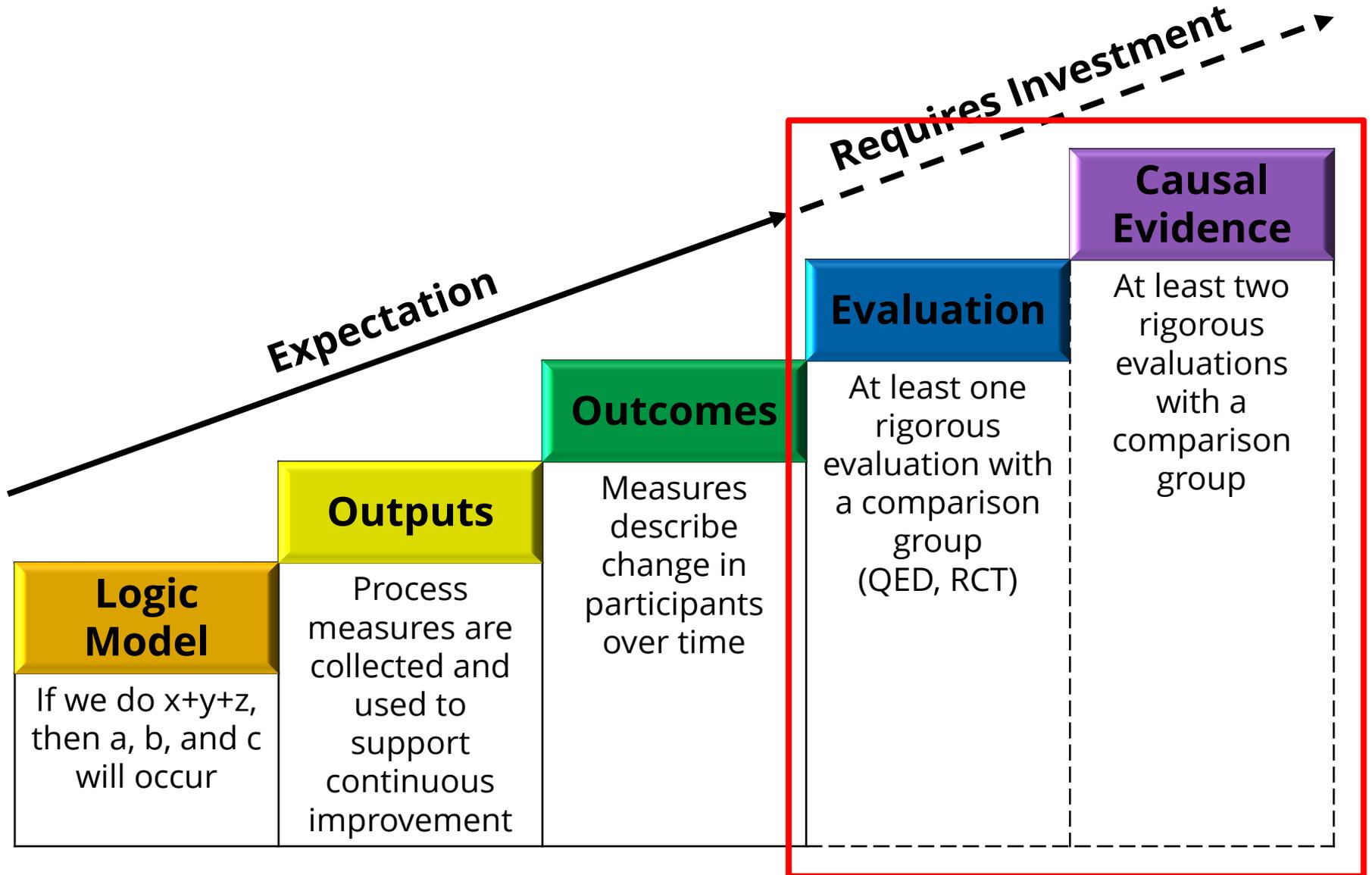
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Evidence of Effectiveness and Where to Find It

Evidence of Effectiveness

- Policymakers want to find programs that produce desired outcomes
- Anecdotes and assumptions about what works are widespread
- Increasingly, scientific evidence is available to indicate whether a given program has produced desired results

Building Evidence





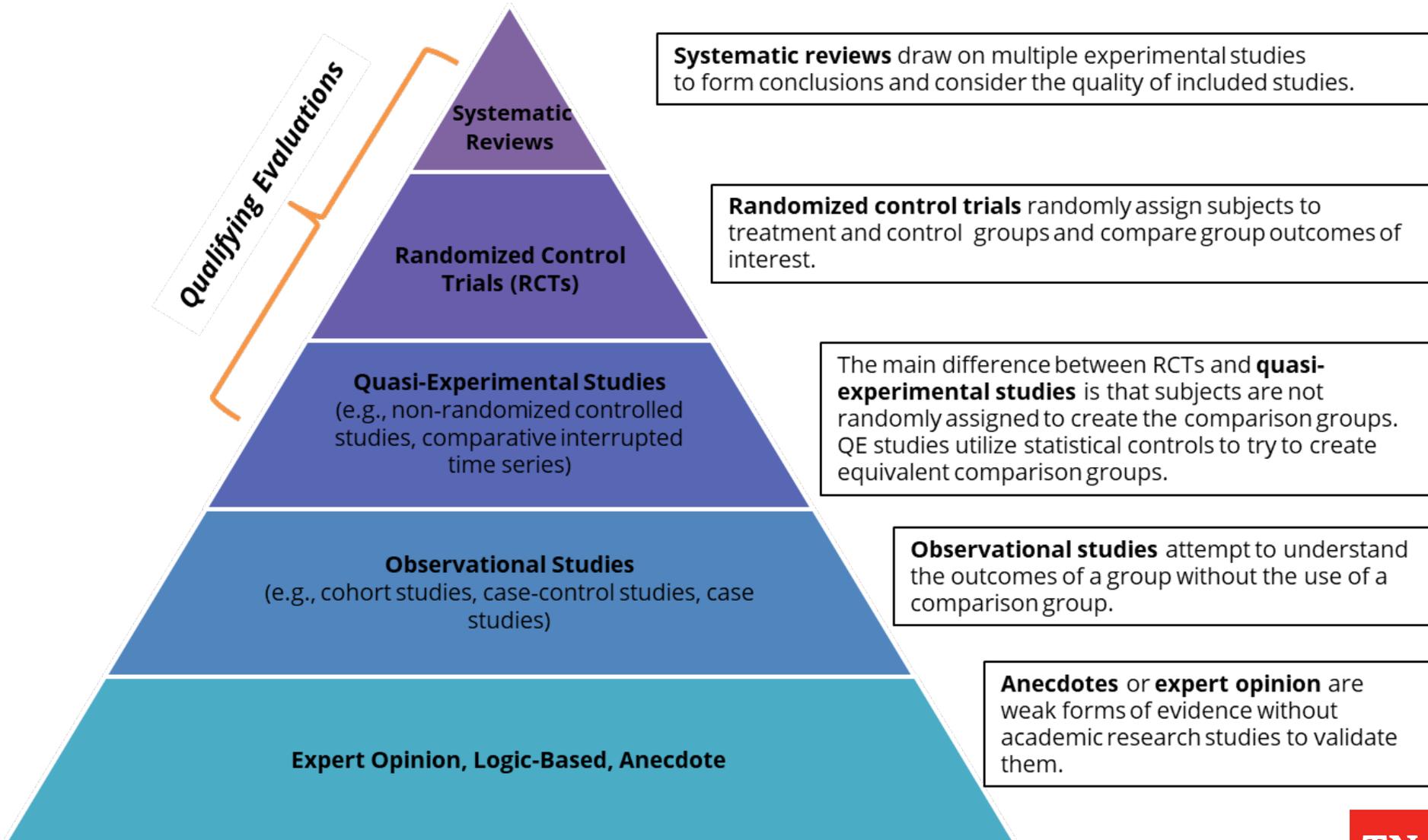
What is Evidence?

Defining Evidence

Evidence is a **rigorous** body of research that speaks to the efficacy of existing programs or proposed pilots.

- Are Tennessee programs based on strong models in other states, promising theories of change, or something else?
- Based on research, are the desired outcomes positive, negative, or neutral?
- How do our existing programs compare to alternatives?

Defining Rigor – Qualifying Evaluations





Finding Evidence Using a Clearinghouse

Getting Started

- Begin with a clearinghouse database, like [Results First](#) – this has aggregated studies already

The screenshot shows the 'Results First Clearinghouse Database' page. At the top, there is a navigation bar with the PEW logo and links for TOPICS, PROJECTS, FEATURES, ABOUT, GET INVOLVED, and SEARCH. Below the navigation bar, the page title 'Results First Clearinghouse Database' is displayed, along with a 'Share' button. The main content area is titled 'An interactive from The Pew Charitable Trusts'. A search bar is located at the top left of the main content area. Below the search bar, there are two tabs: 'Overview' and 'Clearinghouses', with 'Clearinghouses' being the active tab. To the left of the main content area, there is a sidebar with 'Categories' and 'Settings' sections, each containing a list of checkboxes for various topics. The main content area contains a paragraph of text describing the database and a table listing the clearinghouses included in the database.

Results First Clearinghouse Database

Share

An interactive from The Pew Charitable Trusts

Search Clearinghouse Database

Overview | **Clearinghouses** | Rating Colors & Systems | FAQ

Categories

- Crime & delinquency
- Child & family well-being
- Education
- Employment & job training
- Mental health
- Public health
- Sexual behavior & teen pregnancy
- Substance use

Settings

- Community
- Correctional facility
- Court
- Home
- Hospital / treatment center
- Residential facility
- School
- ...

The Results First Clearinghouse Database contains information from nine national clearinghouses that conduct systematic research reviews to identify what works. While each uses slightly different procedures, criteria, and terminology, all use the same overall approach. First, they review and summarize rigorous evaluations of different programs. Such studies must use research designs that involve valid and reliable comparison groups, such as randomized control trials and quasi-experimental designs. Next, the clearinghouses rate the programs based on this information. In general, the ratings reflect the program's level of effectiveness, as well as the quality and quantity of the evidence.

The clearinghouses included in the database are:

Clearinghouse	Abbreviation used	Description
Blueprints for Healthy Youth Development	Blueprints	"Blueprints for Healthy Youth Development provides a registry of evidence-based positive youth development programs designed to promote the health and well-being of children and teens."

Search with Keywords & Narrow the Results

- Enter the program's name, or a related key term or phrase
- Use filters to narrow the scope

PEW

TOPICS PROJECTS FEATURES ABOUT GET INVOLVED SEARCH

Results First Clearinghouse Database Share

An interactive from The Pew Charitable Trusts

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Matching the Research with the Current Program

- How closely aligned with the program are the search results? Look for similarities in:
 - **Who** the program is designed for (age, special characteristics of a population)
 - **What** the program is designed to address (outcome)
 - **Setting** in which the program is delivered
 - **Other program specifics** (program duration, additional interventions, other study details)

Matching the Research with the Current Program

An interactive from The Pew Charitable Trusts

CBT

Overview

Clearinghouses

Rating Colors & Systems

FAQ

Results: 17 programs found

Clear results

Categories (1)

- Crime & delinquency
- Child & family well-being
- Education
- Employment & job training
- Mental health
- Public health
- Sexual behavior & teen pregnancy
- Substance use

Settings

- Community
- Correctional facility
- Court
- Home
- Hospital / treatment center
- Residential facility
- School
- Workplace

Cognitive-behavioral therapy (CBT) for offenders

Clearinghouse: ● ○

Cognitive-behavioral therapy (CBT) helps clients discover and change the thought processes that lead to maladaptive behavior (Wilson 2005). CBT programs for offenders emphasize personal accountability, help offenders understand the thoughts... [Read more >](#)

Power Source

Clearinghouse: ●

Power Source (PS) is a group-based, cognitive-behavioral therapy and mindfulness training (CBT/MT) intervention that targets males, ages 16 to18, who are incarcerated in high-security correctional facilities. PS blends the problem-solving... [Read more >](#)

Trauma-Focused Cognitive-Behavioral Therapy (TF-CBT)

Clearinghouse: ● ○ ○

TF-CBT is a conjoint child and parent psychotherapy model for children who are experiencing significant emotional and behavioral difficulties related to traumatic life events. It is a components-based hybrid treatment model that incorporates... [Read more >](#)

Trauma-Focused Cognitive-Behavioral Therapy (TF-CBT)



Clearinghouse: ● ○ ○

TF-CBT is a conjoint child and parent psychotherapy model for children who are experiencing significant emotional and behavioral difficulties related to traumatic life events. It is a components-based hybrid treatment model that incorporates trauma-sensitive interventions with cognitive behavioral, family, and humanistic principles.

[Read less](#)

Clearinghouse:

CEBC

Settings:

Birth Family Home
Community Daily Living Setting
Outpatient Clinic
Community-based Agency / Organization / Provider
Group or Residential Care

Clearinghouse rating:

1: Well-Supported by Research Evidence

Ages:

For children/adolescents ages: 3 – 18
For parents/caregivers of children ages: 3 – 18

Outcomes:

Child/Family Well-Being

Target populations:

Children with a known trauma history who are experiencing significant Post-Traumatic Stress Disorder (PTSD) symptoms, whether or not they meet full diagnostic criteria. In addition, children with depression, anxiety, and/or shame related to their traumatic exposure. Children experiencing Childhood Traumatic Grief can also benefit from the treatment.

[Learn more](#)

Results First Rating Color:

● Highest rated

Results First Category:

Mental health

Cross-Checking with Other Sources

- It is important to consult multiple sources, where possible, when determining a program rating.
 - [Washington State Institute for Public Policy](#) (WSIPP)
 - Other state inventories like [Minnesota's](#)
 - Use keywords to search, and narrow by rating, area of interest, population, outcome, and setting
 - Other clearinghouses not included in the Pew Results First database

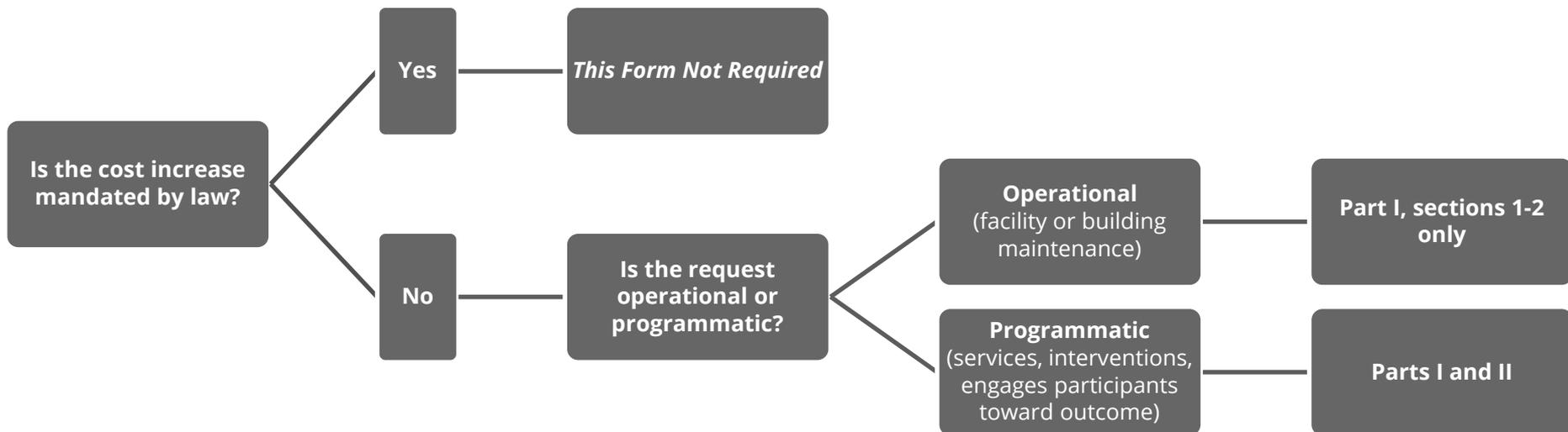


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Completing the Forms: Cost Increase Request

When to Complete the Cost Increase Form

- Complete for each cost increase request that is **not mandated by law**
- Forms should correspond to BEARS adjustments on a 1:1 basis.



Completing the Form

- Enter responses in the fields with gray placeholder text, and/or check boxes where requested.
- Type or copy/paste.
- In all cases but dropdowns (indicated by “choose”), the field and document will expand to fit the response.

7. Does this solution have an impact on which one(s)? Indicate if this project has any and to what extent.

No **Yes (explain)**



Click or tap here to enter or paste text.

Completing the Form

- Name the form with this convention:
Priority#_AdjustmentName
 - E.g., 3_Additional Analyst Positions
- Upload into the Budget Entry Analysis and Reporting System (BEARS)
- Email a final copy to your budget office analyst, who will review each request and return entries that do not provide sufficient detail



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Completing the Forms: Reduction Form

When to Complete the Reduction Form

- Complete for program/service reductions only.
- Include only vacancies/position reductions directly tied to the program or service.



Completing the Form

- Name the form with this convention:
R_Priority#_AdjustmentName
 - E.g., R_3_Analyst Positions
- Upload into the Budget Entry Analysis and Reporting System (BEARS)
- Email a final copy to your budget office analyst, who will review each request and return entries that do not provide sufficient detail



Resources and Contact Information

Resources and Contact Information

- Feedback
 - https://stateoftennessee.formstack.com/forms/oei_ebb_training
- Helpful Links
 - [Evidence-Based Budgeting Forms](#)
 - [BEARS User Support](#)
- Budget Analysts
 - [Budget Analyst Agency Assignments](#)
- OEI Team
 - Kaitlin.L.Reynolds@tn.gov
 - Amanda.K.Armstrong@tn.gov
 - OEI.Questions@tn.gov