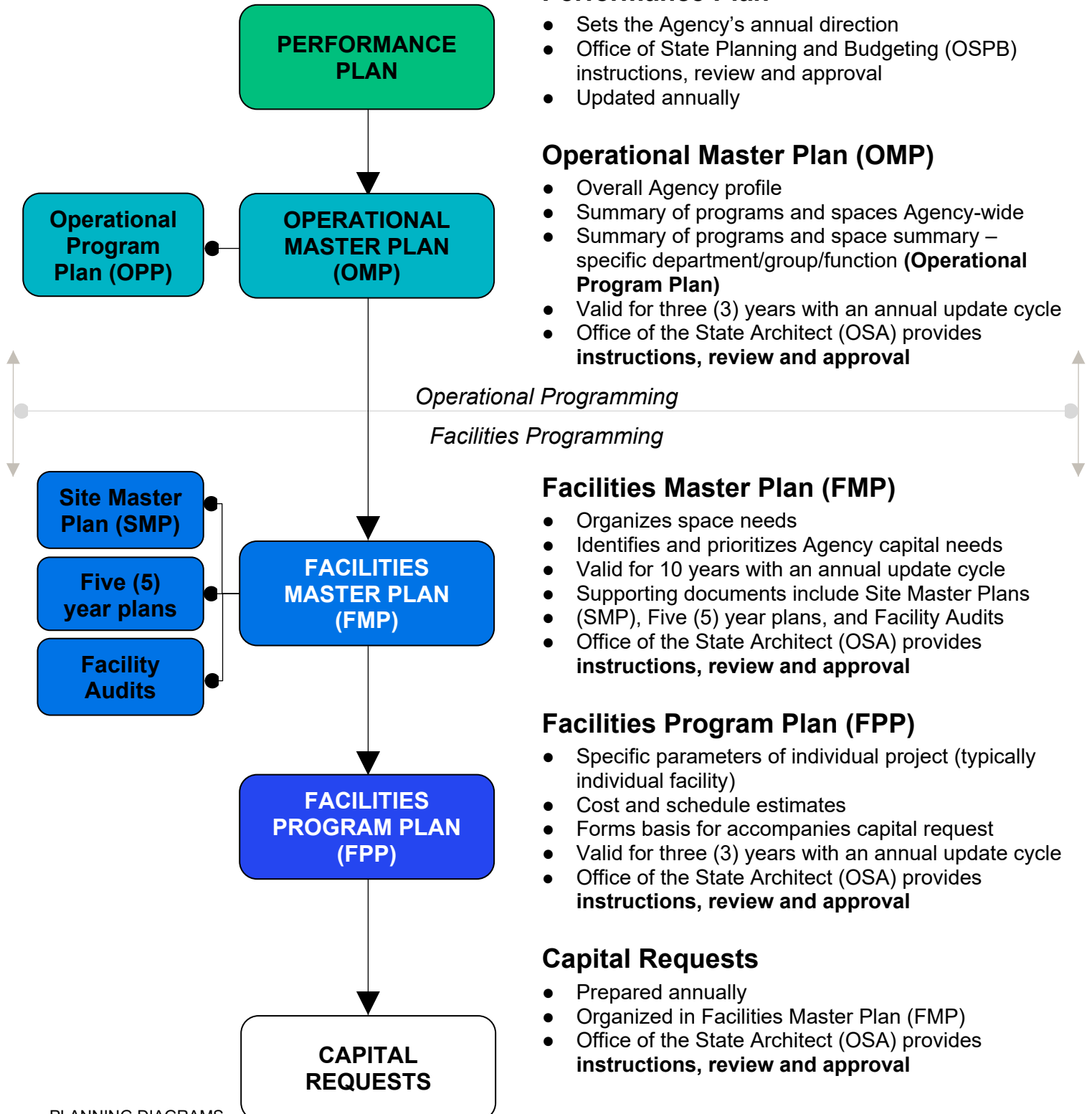




PLANNING DOCUMENTATION FRAMEWORK FOR STATE AGENCIES









(Duplicative information found in the *Statewide Planning Process Overview for State Agencies*)





PLANNING TIMING MATRIX

 OSA-SPP Review only
  Must be approved by OSA-SPP

Planning Document	Updated Annually	Valid for Three (3) Years	Valid for (5) Years	Valid for Ten (10) Years	Notes
Performance Plan					Must be updated annually
Operational Master Plan					Valid for three (3) years with annual update cycle
Operational Program Plan					Valid for three (3) years with annual update cycle
Facilities Master Plan					Valid for ten (10) years with annual update cycle
Site Master Plan					Valid for ten (10) years with annual update cycle
Five (5) Year Plan					Valid for five (5) years
Facility Audits					Valid for three (3) to five (5) years
Facilities Program Plan					Valid for three (3) years with annual update cycle
Capital Request					Valid for one (1) year but can be resubmitted with updates