

# **Results through Performance Management (RPM)**

# **User Guide for the Puget Sound Partnership (PSP)**

Version 1.0 September 2012

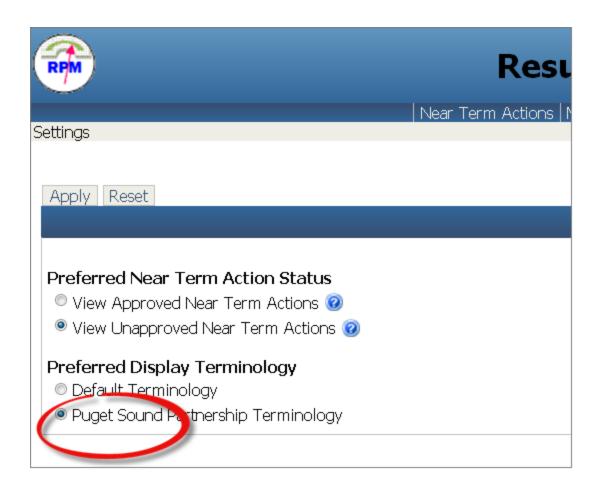
### Partnership Terminology Settings

To change to partnership specific settings:

Click on Settings Click on "Puget Sound Partnership Terminology" Click "Puget Sound" as the useage type Click the "Load Data" tab

Don't forget to change the settings back to go back to regular RPMS terminology!





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\* Useage Type "Puget Sound" will always stay draft and is not submitted to OFM for approval.

## Sort/Find

To find a specific NTA:

Click on the "Title" Label until there is a triangle next to a 1 - this means it is the first sort and ascending.

Neal Term Actions	Near	Term	Actions
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<b>—</b> 19	92 Records					
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	478			002028	A1.1.2	Draft
	478			002044	A1.1.WS1	Draft
	478		461	002050	A1.2.1	Draft
	478		103	002029	A1.2.2	Draft
	478			002030	A1.4.HC2	Draft
	478		490	002040	A2.1.1	Draft
	478		461	002046	A2.1.2	Draft
	478			002042	A2.1.3	Draft
	478			002043	A2.1.4	Draft
	478		477	002047	A2.2.1	Draft
	478			002051	A2.2.WS12	Draft
	478		471	002052	A3.1.1	Draft
	478		461	002053	A3.1.2	Draft
	478		490	002054	A3.1.3	Draft
	478		490	002055	A3.2.1	Draft

## **Quarterly Update**

Check the box next to the desired NTA and then click Update.

Near	Term Ac	tions			
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Click on the additional details tab.

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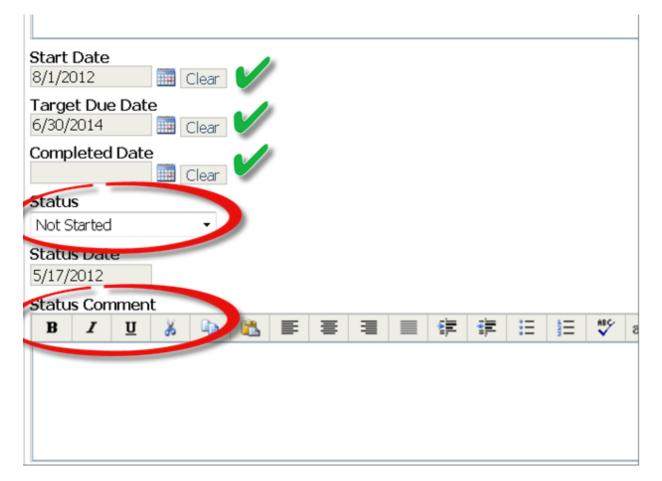
Scroll to the bottom of the page Check the box next to the "Overall NTA Status" Click Update

	Load Administ	extranships	Number #3	Title	Status #1 Bodget Economic Recovery	GMAP Puget Sound Internal
日:	478	461	000571	Milestone 2. Standard development and decision making framework	Not Started	
	478	461	000569	Milestone 1: PSBC data	Not Started	-
88	478	461	000272	Overall NTA Status	Not Started	

\*\*\* The "Overall NTA Status" milestone is the overall status that is shown in the PAA report card.

Check the Start, Target and Completed Dates for accuracy. Select a status from the drop down list

Type any comments in the Status Comment Box



\*\*\*If there is no status change: select a different status, save it, select the correct status again, and save again. This will update the status date stamp to the current date. Not doing so will show as "not reported" in the PAA report card.\*\*\*

Repeat as appropriate for the remaining milestones

Save changes to the status to return to the additional details screen.

Or cancel to discard changes)
App/ Save Reset Open History Log Delete Cancel
Milestone: 000272 - Overall NTA Status
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#### Click on the Definition tab

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Near Term Actions > Manage Near Term Action							
Apply Save Reset Open History Log Ope	n Issues Log	Delete Cance	el				
Near Term Action: 002049 - A1.1.1   Statu	s: Draft   Ir	n Use By: Miche	elle Struble				
Go to Section: Definition Dises Additiona	Details Per	formance Measu	ire Data 🛛 Associ	ations Attachments	]		
Additional Details							
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2 Records     Add Update Remove Clear Sort     Role	<u>Agency</u> ▲1 478	<u>First Name</u> ▲3		(360) 339-4627 ext.			
2 Records       Add Update Remove Clear Sort       Role       PSP Lead	<u>Agency</u> ▲1 478	<u>First Name</u> .▲3 Katherine	Boyd	(360) 339-4627 ext.	katherine.boyd@psp.wa.gov		~

Scroll to the bottom of the page and type in Exception [Relevance]and Corrective action [Focusing Question] values.

\* We've repurposed these fields and were unable to change the labels.

Results through Performance Managem	ent Enterprise Rep
Near Term Actions - Manage Near Term Action Near Term Action Milestones   Senarios   Agency Contacts   Agency Organizations   Runding Sources	Themes   Settings   Midwele Stuble : 478 - Pupet Sound Perty
Operational Definition 😧 B Z U A 💫 🖏 🖬 🖩 🖷 🐨 🕼 🗄 🖉 E S 🖉 At A A Fort 💌 Star 💌 Formating 🖤 🛆	
By December 2013, the State Conservation Commission, in consultation with Ecology and the Washington State Departments of Agriculture and Health, Conservation Districts, Federal of Incentive programs to achieve resource objectives. The report will include a section from Ecology on compliance with water quality standards.	agencies and Tribes, soll report to the Governor and the Legislature on the effectiveness
Relevance D	
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Exception Report	
Corrective Action	

### **Expected Values**

### **Exception:**

- Lack of Funding/Staff Resources
- Progress Slower Than Anticipated
- Proposed for Revision
- Competing Fed/State Priorities

### **Corrective Action:**

- Identify Additional Resources
- Revise Approach
- Outreach and Improved Coordination
- Need Leadership Council Direction

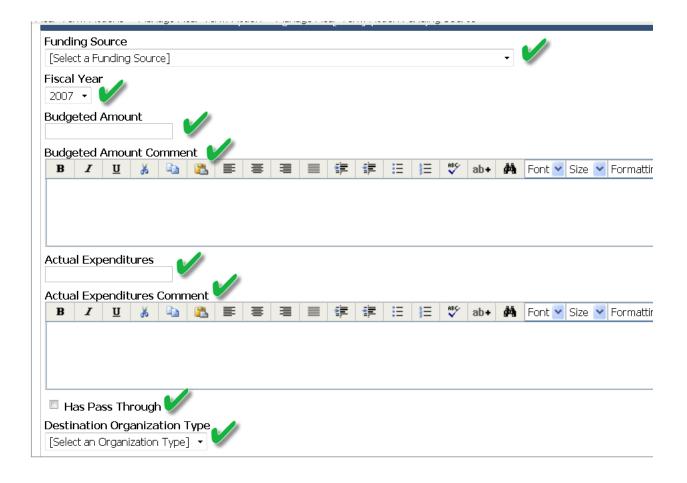
### Additional Updates

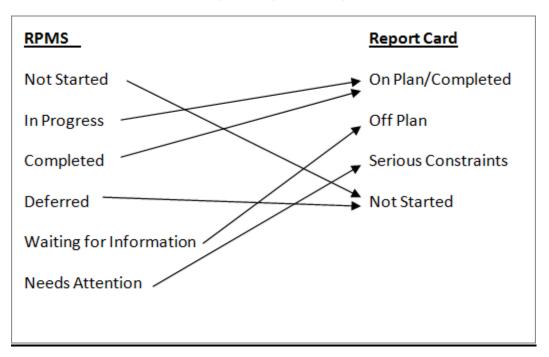
#### Click on Associations

Near Term Actions   Milestones   Scenarios   Agency Contacts   Agency Urga
Near Term Actions > Manage Near Term Action
Apply Save Reset Open History Log Open Issues Log Delete Cancel
Near Term Action: 002031 - C3.1.2   Status: Draft   In Use By: Michelle Struble
Go to Section: Definition Uses Additional Details Performance Measure Data Associations Ittachments
Associations Agencies
I91 Records
Filter Data Recet Default Filter

#### Scroll to the bottom. Enter Total Cost Estimate and Comments Add/Update Funding sources

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Link to PAA "Report Card": <u>http://gismanager.rco.wa.gov/ntaportal</u>