

SECTION 213—MAKING INTERIM ADJUSTMENTS TO A STRATEGIC PLANS

213 Preparation and transmittal of interim adjustments*(a) Scope of interim adjustments.*

You may make minor adjustments to a strategic plan in advance of the three-year revision cycle. Adjustments can include changes to the general goals or objectives, the means and strategies used to achieve the goals, the key external factors, or the program evaluation schedule. Modifications may reflect altered circumstances or evaluations of program performance. Interim adjustments are selective and do not produce widespread changes in a plan.

You need not consult with Congress, or conduct outreach to potentially interested or affected parties when preparing interim adjustments.

Significant changes to your strategic plan are made using the more extensive update process, even if this accelerates the three-year revision cycle. Consultation requirements apply in these instances.(see section 212..2). Interim adjustments do not alter the three-year revision cycle for strategic plans.

(b) Transmittal of interim adjustments.

In most instances, agencies can and should use interim adjustments to modify the September 2000 updated and revised strategic plan to reflect and incorporate the program and policy changes that need to be reflected immediately, and prior to completing the updated strategic plans by September 2003. These interim adjustments can anticipate selected changes to the general goals that would be expected to appear in the updated plan. These adjustments would allow for an improved alignment between the general goals and the annual performance goals in the FY 2004 performance plan.

Append an interim adjustment to your annual performance plan (the annual plan) as a separate, easily found section. This annual plan section identifies and describes your minor adjustments to both Congress and the public. Only the adjustments are presented, not the entire strategic plan. Either a final annual plan or a revised final annual plan may be used (see [subsection 220.8\(c\)](#)).

Adjustments do not require a formal transmittal (see [section 212.3](#)). You should distribute, or otherwise make publicly available, the interim adjustments so readers can reference or review the most current strategic plan content.