

**WAC 383-07-080 Application format—For applications submitted prior to the project period.** For applications to be considered by the board, teams interested in participating in the teamwork incentive program must meet these eligibility criteria:

(1) An identification of the baseline against which savings shall be evaluated at the end of the project period. Teams shall demonstrate to the satisfaction of the board that it has operated during the period of participation at a lower cost or with an increase in revenue with no decrease in the level of services rendered.

(2) The application must also include the following:

(a) A general description of the team and its mission;

(b) Performance measures which quantify the workflow and outcome measures of the team;

(c) Fiscal information pertinent to outcomes;

(d) A list of participating personnel and their Social Security numbers to be used for payment purposes, with special notation of those working less than full time;

(e) A statement of how the team expects to achieve gains; and

(f) Signatures of agency management authorizing the team's participation in the TIP project, including:

(i) The head of the agency in which the team is located or his/her designee. The agency head may choose to waive the requirement of having other authorizing agency signatures referenced in (f)(ii) through (iv) of this subsection;

(ii) The supervisor/manager of the participating team;

(iii) The appropriate fiscal/budget officer of the agency; and

(iv) Other signatures specified by the agency, such as the personnel manager and division directors.

[Statutory Authority: Chapter 41.60 RCW. WSR 99-24-092, § 383-07-080, filed 11/30/99, effective 1/1/00; WSR 92-09-048, § 383-07-080, filed 4/10/92, effective 5/11/92; WSR 89-19-006, § 383-07-080, filed 9/7/89, effective 10/8/89; WSR 88-15-033 (Order 88-1), § 383-07-080, filed 7/14/88.]