

ODE's Internal Operations



ODE is working to standardize processes in order to promote collaboration and communication and improve customer and employee satisfaction. Together, ODE will:

- **Strengthen** internal capacity by optimizing our organizational structure.
- **Enhance** internal communication.
- **Streamline** core functions, such as grant management, research, and program delivery.

Internal Structure & Alignment	Procurement Process Improvements	Staff Development
<ul style="list-style-type: none">• Restructuring agency leadership• Aligning like functions and skill sets.	<ul style="list-style-type: none">• Streamlining procurement processes.• Standardizing grant templates.• Updating procurement training.	<ul style="list-style-type: none">• Developing new training curriculum.• Refining managerial expectations.• Enhancing staff training practices and programs.

Key Milestones

Key agency actions include completing a grant optimization project, enhancing staff training, and realigning operational and academic portfolios. The ultimate goal is to increase customer satisfaction with ODE.

March - December 2025

- Realign Agency Structure
- Evaluate current ODE structure, align operational and academic portfolios, and align advisory committees to inform ODE action.
- Enhance Staff Training Practices
- Determine skill deficits and identify training needs; review and update PDs; design and deliver training for managers and staff.

April 2025 - June 2026

- Increase Procurement Efficiencies
- Design and deliver procurement training for ODE programs and set lead time targets for procurement.