

**FINANCE AND ADMINISTRATION - MANAGEMENT SERVICES (610)**

**FISCAL YEARS 2018 & 2019**

**Per Executive Recommendation**

**I) AGENCY SUMMARY & REVENUE SOURCES**

**MISSION**

The function of the Division of Management Services is to operate control management systems for State Government by providing assistance to all State Agencies in the management of their funds, personnel, and property, while exercising certain statutory controls over the agencies in these areas.

**TOTAL APPROPRIATION**

The total appropriation of the Division of Management Services for FY2018 is \$2,216,362,615 and the total appropriation for FY2019 is \$2,216,372,399.

**FUNDING SOURCES**

The Division is funded by General Revenue, the State Central Services Fund, Federal Funds, Cash Funds, fund balances, non-revenue receipts and inter-agency transfers.

**II) CHANGE LEVEL REQUESTS**

**Victims of Crime Justice Assistance - Federal (Appropriation 1DF)**

This federally-funded appropriation provides for agency operating expenses and the administration of statewide violence prevention activities.

**Grants and Aid** - Provides an increase of \$17,340,304 for each year for increased sub-grants to eligible crime victim assistance programs to provide financial support of services to crime victims.

**Operating Expenses** - Provides an increase of \$25,000 each year to purchase an electronic Grants Management System which is needed due to the increase in the number of sub-grants.

**Dept. of Justice Non-Victim Assistance Grants - State (Approp. 251)**

This general revenue funded appropriation provides matching funds to implement programs authorized under the Federal Drug Law Enforcement Program. Provides an increase of \$10,190 each year to restore the required of general revenue match for the corresponding federal appropriation, Dept. of Justice Non-Victim Assistance Grants - Federal.

**Dept. of Justice Non-Victim Assistance Grants - Federal (Approp. 252)**

This federally-funded appropriation supports improvements in the State's criminal justice system through grants to cities, counties, prosecuting attorneys, state courts, and state agencies.

**Regular Salaries & Matching** - Provides a reduction of (\$34,844) each year to reduce one currently authorized position no longer needed due to efficiency of the agency.

**DFA Management Services - Operations (Appropriation 272)**

This Central Services-funded appropriation provides for operations of DFA-Management Services.

**Regular Salaries & Matching** - Provides a net reduction of \$108,204 each year for the reduction of seven positions and (\$259,451) in appropriation each year due to the efficiency of the Division and for an increase of 3 Information Technology positions and \$151,247 in appropriation transferred from the DFA - Revenue Division to the DFA Management Services Division's

Office of Information Systems Imaging Section.

**Marketing and Redistribution (Appropriation 274)**

This appropriation provides for the operation of Management Services Marketing and Redistribution (M&R) Program, and it is funded via fees charged through the M&R Warehouse. Provides a reallocation of \$50,000 from Operating Expenses to Capital Outlay for replacement of aging equipment.

**Victims of Crime Justice Assistance - State (Appropriation 34Z)**

This general revenue-funded appropriation provides state match for federal grants that fund the Federal Victims of Crime Justice Assistance Program that provides statewide violence prevention activities. Provides an increase of \$203,660 each year for Grants and Aid to insure adequate general revenue matching.

**DFA Management Services - Miscellaneous Cash (Appropriation 907)**

This appropriation provides is funded through registration fees collected from participants attending training sessions and other miscellaneous reimbursements and revenues and provides for various activities including the Office of Personnel Management-Inter-agency Training Program, Procurement Seminars, vendor reimbursements, and the Employee Benefits Division. Provides an increase of \$1,500,000 each year for the Office of State Procurement for an External Public Procurement Consultant for DHS critical procurements, funded by transfers from DHS.

**III) ADDITIONAL POSITIONS** (Total FY2017 Authorized Positions: 464)

Total Positions FY2019: 459

Total Positions FY2018: 459

Total Base Level Positions: 464

Increase/(Decrease): (5)

Extra Help Positions FY2018 and FY2019: 22 (Total FY2017 Authorized Extra Help: 22)

**IV) SPECIAL LANGUAGE**

**MATCHING FUNDS:** Department of Justice Non-Victim Assistance Matching Grants shall be matched with federal money to manage the program. The agency is encouraged to invite other state agencies and local governments to implement the grant program. Funds will provide 100% match for state agencies and 60% for local governments. The Arkansas Alcohol and Drug Abuse Coordinating Counsel or agency appointed by the governor will provide oversight. Any excess funding may be used for other U.S. Department of Justice grants and balances can be carried forward to fiscal year 2017 if used for the same purpose.

**SELECTION OF AUDITOR:** The Legislative Auditor and Chief Fiscal Officer of the State are responsible for selecting the independent auditor of the Comprehensive Annual Financial Report.

**\*LANGUAGE TO BE DELETED\* ENTERPRISE FRAUD PILOT PROJECT:** The Office of Accounting shall begin the Enterprise Fraud Pilot Project, an effort to monitor the Unemployment Insurance program, the Temporary Assistance for Needy Families program, and the Supplemental Nutrition Assistance Program for fraud, waste, and abuse with new vendor-provided technology. Unless directed otherwise by federal or state law, programs shall comply with the project and share requested data. Vendors should have the technology to meet specific criteria and will submit bids to the Health Reform

Legislative Task Force for review. The task force recommendation will be submitted to the Arkansas Legislative Council or Joint Budget Committee. The license agreement with the winning vendor is not to exceed the estimated cost savings of the project and the project will expire in two years if not extended. The Office of Accounting will provide annual reports to the Joint Performance Review Committee, the House and Senate Committees on State Agencies, and the Health Reform Legislative Task Force.

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