

# Department Appropriation Summary

## Historical Data

## Agency Request and Executive/Legislative Recommendation

| Appropriation  | 2013-2014         |            | 2014-2015            |            | 2014-2015            |            | 2015-2016            |            |                      |            |                      |            | 2016-2017            |            |                      |            |                      |            |
|--|-------------------|------------|----------------------|------------|----------------------|------------|----------------------|------------|----------------------|------------|----------------------|------------|----------------------|------------|----------------------|------------|----------------------|------------|
|  | Actual            | Pos        | Budget               | Pos        | Authorized           | Pos        | Agency               | Pos        | Executive            | Pos        | Legislative          | Pos        | Agency               | Pos        | Executive            | Pos        | Legislative          | Pos        |
| 1DF Victims of Crime Justice Assistance - Federal    | 6,761,844         | 8          | 13,898,725           | 8          | 13,891,771           | 8          | 13,799,780           | 8          | 13,799,780           | 8          | 13,799,780           | 8          | 13,799,903           | 8          | 13,799,903           | 8          | 13,799,903           | 8          |
| 1GA Purchase / Corporate Travel Card Program         | 1,722,210         | 0          | 4,000,000            | 0          | 4,000,000            | 0          | 4,000,000            | 0          | 4,000,000            | 0          | 4,000,000            | 0          | 4,000,000            | 0          | 4,000,000            | 0          | 4,000,000            | 0          |
| 251 Dept of Justice Non-Victim Assistance Grants - S | 527,430           | 0          | 1,000,000            | 0          | 1,000,000            | 0          | 1,000,000            | 0          | 1,000,000            | 0          | 1,000,000            | 0          | 1,000,000            | 0          | 1,000,000            | 0          | 1,000,000            | 0          |
| 252 Dept of Justice Non-Victim Assistance Grants - F | 3,962,462         | 6          | 9,926,852            | 6          | 9,851,165            | 6          | 9,929,484            | 6          | 9,929,484            | 6          | 9,929,484            | 6          | 9,929,484            | 6          | 9,929,484            | 6          | 9,929,484            | 6          |
| 272 DFA Management Services - Operations             | 25,059,649        | 351        | 27,418,374           | 367        | 27,769,201           | 367        | 28,192,102           | 376        | 29,179,615           | 383        | 29,179,615           | 383        | 28,207,420           | 376        | 29,195,055           | 383        | 29,195,055           | 383        |
| 274 Marketing and Redistribution                     | 789,959           | 16         | 1,387,718            | 17         | 1,377,149            | 17         | 1,300,154            | 17         | 1,300,154            | 17         | 1,300,154            | 17         | 1,301,013            | 17         | 1,301,013            | 17         | 1,301,013            | 17         |
| 278 Employee Benefits Division                       | 2,760,919         | 31         | 3,034,921            | 37         | 2,969,953            | 37         | 3,113,290            | 37         | 3,113,290            | 37         | 3,113,290            | 37         | 3,114,897            | 37         | 3,114,897            | 37         | 3,114,897            | 37         |
| 279 Information Technology                           | 29,681,221        | 0          | 30,000,000           | 0          | 30,000,000           | 0          | 30,000,000           | 0          | 28,658,302           | 0          | 28,658,302           | 0          | 30,000,000           | 0          | 28,658,180           | 0          | 28,658,180           | 0          |
| 2HG Personnel Management - Employee Awards           | 0                 | 0          | 32,280               | 0          | 32,280               | 0          | 32,280               | 0          | 32,280               | 0          | 32,280               | 0          | 32,280               | 0          | 32,280               | 0          | 32,280               | 0          |
| 34Z Victims of Crime Justice Assistance - State      | 0                 | 0          | 359,196              | 0          | 359,196              | 0          | 359,196              | 0          | 359,196              | 0          | 359,196              | 0          | 359,196              | 0          | 359,196              | 0          | 359,196              | 0          |
| 574 Statewide Payroll Paying                         | 0                 | 0          | 2,100,000,000        | 0          | 2,100,000,000        | 0          | 2,100,000,000        | 0          | 2,100,000,000        | 0          | 2,100,000,000        | 0          | 2,100,000,000        | 0          | 2,100,000,000        | 0          | 2,100,000,000        | 0          |
| 83Q IT Projects - Federal                            | 0                 | 0          | 2,406,608            | 0          | 2,406,608            | 0          | 2,406,608            | 0          | 2,406,608            | 0          | 2,406,608            | 0          | 2,406,608            | 0          | 2,406,608            | 0          | 2,406,608            | 0          |
| 907 DFA Management Services - Misc Cash              | 1,009,924         | 10         | 2,876,589            | 10         | 2,705,569            | 10         | 2,603,062            | 10         | 2,603,062            | 10         | 2,603,062            | 10         | 2,603,798            | 10         | 2,603,798            | 10         | 2,603,798            | 10         |
| <b>Total</b>   | <b>72,275,618</b> | <b>422</b> | <b>2,196,341,263</b> | <b>445</b> | <b>2,196,362,892</b> | <b>445</b> | <b>2,196,735,956</b> | <b>454</b> | <b>2,196,381,771</b> | <b>461</b> | <b>2,196,381,771</b> | <b>461</b> | <b>2,196,754,599</b> | <b>454</b> | <b>2,196,400,414</b> | <b>461</b> | <b>2,196,400,414</b> | <b>461</b> |

| Funding Sources                |         | %                 |              | %                    |              | %        |  | %                    |              | %                    |              | %                    |              | %                    |              | %                    |              | %                    |              |
|--------------------------------|---------|-------------------|--------------|----------------------|--------------|----------|--|----------------------|--------------|----------------------|--------------|----------------------|--------------|----------------------|--------------|----------------------|--------------|----------------------|--------------|
| Fund Balance                   | 4000005 | 3,623,585         | 4.8          | 2,712,521            | 0.1          |          |  | 1,809,025            | 0.1          | 1,809,025            | 0.1          | 1,809,025            | 0.1          | 2,105,809            | 0.1          | 2,105,809            | 0.1          | 2,105,809            | 0.1          |
| General Revenue                | 4000010 | 629,362           | 0.8          | 1,359,196            | 0.1          |          |  | 1,359,196            | 0.1          | 1,159,196            | 0.1          | 1,159,196            | 0.1          | 1,359,196            | 0.1          | 1,159,196            | 0.1          | 1,159,196            | 0.1          |
| Federal Revenue                | 4000020 | 10,724,306        | 14.3         | 26,232,185           | 1.2          |          |  | 26,135,872           | 1.2          | 26,135,872           | 1.2          | 26,135,872           | 1.2          | 26,135,995           | 1.2          | 26,135,995           | 1.2          | 26,135,995           | 1.2          |
| State Central Services         | 4000035 | 57,484,690        | 76.7         | 60,485,575           | 2.8          |          |  | 61,337,672           | 2.8          | 60,983,487           | 2.8          | 60,983,487           | 2.8          | 61,354,597           | 2.8          | 61,000,412           | 2.8          | 61,000,412           | 2.8          |
| Non-Revenue Receipts           | 4000040 | 4,443,553         | 5.9          | 5,360,811            | 0.2          |          |  | 5,700,000            | 0.3          | 5,700,000            | 0.3          | 5,700,000            | 0.3          | 6,000,000            | 0.3          | 6,000,000            | 0.3          | 6,000,000            | 0.3          |
| Cash Fund                      | 4000045 | 571,455           | 0.8          | 2,000,000            | 0.1          |          |  | 2,500,000            | 0.1          | 2,500,000            | 0.1          | 2,500,000            | 0.1          | 2,500,000            | 0.1          | 2,500,000            | 0.1          | 2,500,000            | 0.1          |
| Agency Payroll Paying Accounts | 4000085 | 0                 | 0.0          | 2,100,000,000        | 95.5         |          |  | 2,100,000,000        | 95.5         | 2,100,000,000        | 95.5         | 2,100,000,000        | 95.5         | 2,100,000,000        | 95.5         | 2,100,000,000        | 95.5         | 2,100,000,000        | 95.5         |
| Interest                       | 4000300 | 18,486            | 0.0          | 0                    | 0.0          |          |  | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          |
| Inter-agency Fund Transfer     | 4000316 | (594,398)         | (0.8)        | 0                    | 0.0          |          |  | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          |
| Intra-agency Fund Transfer     | 4000317 | 400,000           | 0.5          | 0                    | 0.0          |          |  | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          |
| M & R Sales                    | 4000340 | 17,099            | 0.0          | 0                    | 0.0          |          |  | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          |
| <b>Funding Sources</b>         |         | <b>%</b>          |              | <b>%</b>             |              | <b>%</b> |  | <b>%</b>             |              | <b>%</b>             |              | <b>%</b>             |              | <b>%</b>             |              | <b>%</b>             |              | <b>%</b>             |              |
| Transfer to DFA Disbursing     | 4000610 | (2,329,999)       | (3.1)        | 0                    | 0.0          |          |  | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          | 0                    | 0.0          |
| <b>Total Funds</b>             |         | <b>74,988,139</b> | <b>100.0</b> | <b>2,198,150,288</b> | <b>100.0</b> |          |  | <b>2,198,841,765</b> | <b>100.0</b> | <b>2,198,287,580</b> | <b>100.0</b> | <b>2,198,287,580</b> | <b>100.0</b> | <b>2,199,455,597</b> | <b>100.0</b> | <b>2,198,901,412</b> | <b>100.0</b> | <b>2,198,901,412</b> | <b>100.0</b> |
| Excess Appropriation/(Funding) |         | (2,712,521)       |              | (1,809,025)          |              |          |  | (2,105,809)          |              | (1,905,809)          |              | (1,905,809)          |              | (2,700,998)          |              | (2,500,998)          |              | (2,500,998)          |              |
| <b>Grand Total</b>             |         | <b>72,275,618</b> |              | <b>2,196,341,263</b> |              |          |  | <b>2,196,735,956</b> |              | <b>2,196,381,771</b> |              | <b>2,196,381,771</b> |              | <b>2,196,754,599</b> |              | <b>2,196,400,414</b> |              | <b>2,196,400,414</b> |              |

FY15 Budget amounts exceed the Authorized amount in Funds Centers 1DF, 252, 274 and 278 due to salary and matching rate adjustments during the 2013-2015 Biennium.  
 FY15 Budget amount exceeds the Authorized amount in Funds Center 278 due to a Supplemental Appropriation (Act 202 of 2014).  
 FY15 Budget amount exceeds the Authorized amount in Funds Center 907 due to a transfer from the Cash Fund Holding Account.  
 Variance in Fund Balance is due to unfunded appropriation in (34Z) Victims and Crime Justice Assistance - State.

## **Analysis of Budget Request**

**Appropriation:** 1DF - Victims of Crime Justice Assistance - Federal

**Funding Sources:** FVD - Victims of Crime Justice Assistance

This federally funded appropriation for the Victims of Crime Justice Assistance Program includes salary, operating expenses and the administration of federal funds received through the Victims of Crime Act (VOCA), STOP Violence Against Women and Family Violence Prevention and the Family Violence Prevention and Services Act (FVPSA). The program provides for statewide violence prevention activities.

Base Level Regular Salaries and Personal Services Matching include continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases.

The Agency is requesting Base Level of \$13,799,780 for FY16 and \$13,799,903 for FY17.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

## Appropriation Summary

**Appropriation:** 1DF - Victims of Crime Justice Assistance - Federal

**Funding Sources:** FVD - Victims of Crime Justice Assistance

| Commitment Item                |         | 2013-2014        | 2014-2015         | 2014-2015         | 2015-2016         |                   |                   | 2016-2017         |                   |                   |
|--------------------------------|---------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                |         | Actual           | Budget            | Authorized        | Agency            | Executive         | Legislative       | Agency            | Executive         | Legislative       |
| Regular Salaries               | 5010000 | 272,674          | 375,420           | 368,466           | 296,677           | 296,677           | 296,677           | 296,777           | 296,777           | 296,777           |
| <b>#Positions</b>              |         | <b>8</b>         | <b>8</b>          | <b>8</b>          | <b>8</b>          | <b>8</b>          | <b>8</b>          | <b>8</b>          | <b>8</b>          | <b>8</b>          |
| Extra Help                     | 5010001 | 0                | 6,272             | 6,272             | 6,272             | 6,272             | 6,272             | 6,272             | 6,272             | 6,272             |
| <b>#Extra Help</b>             |         | <b>0</b>         | <b>1</b>          | <b>1</b>          | <b>1</b>          | <b>1</b>          | <b>1</b>          | <b>1</b>          | <b>1</b>          | <b>1</b>          |
| Personal Services Matching     | 5010003 | 91,512           | 129,189           | 129,189           | 108,987           | 108,987           | 108,987           | 109,010           | 109,010           | 109,010           |
| Overtime                       | 5010006 | 0                | 2,500             | 2,500             | 2,500             | 2,500             | 2,500             | 2,500             | 2,500             | 2,500             |
| Operating Expenses             | 5020002 | 34,025           | 125,000           | 125,000           | 125,000           | 125,000           | 125,000           | 125,000           | 125,000           | 125,000           |
| Conference & Travel Expenses   | 5050009 | 5,499            | 8,000             | 8,000             | 8,000             | 8,000             | 8,000             | 8,000             | 8,000             | 8,000             |
| Professional Fees              | 5060010 | 0                | 74,219            | 74,219            | 74,219            | 74,219            | 74,219            | 74,219            | 74,219            | 74,219            |
| Data Processing                | 5090012 | 0                | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Grants and Aid                 | 5100004 | 6,310,076        | 13,100,000        | 13,100,000        | 13,100,000        | 13,100,000        | 13,100,000        | 13,100,000        | 13,100,000        | 13,100,000        |
| Refunds/Reimbursements         | 5110014 | 48,058           | 78,125            | 78,125            | 78,125            | 78,125            | 78,125            | 78,125            | 78,125            | 78,125            |
| Capital Outlay                 | 5120011 | 0                | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total</b>                   |         | <b>6,761,844</b> | <b>13,898,725</b> | <b>13,891,771</b> | <b>13,799,780</b> | <b>13,799,780</b> | <b>13,799,780</b> | <b>13,799,903</b> | <b>13,799,903</b> | <b>13,799,903</b> |
| <b>Funding Sources</b>         |         |                  |                   |                   |                   |                   |                   |                   |                   |                   |
| Federal Revenue                | 4000020 | 6,761,844        | 13,898,725        |                   | 13,799,780        | 13,799,780        | 13,799,780        | 13,799,903        | 13,799,903        | 13,799,903        |
| Total Funding                  |         | 6,761,844        | 13,898,725        |                   | 13,799,780        | 13,799,780        | 13,799,780        | 13,799,903        | 13,799,903        | 13,799,903        |
| Excess Appropriation/(Funding) |         | 0                | 0                 |                   | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Grand Total                    |         | 6,761,844        | 13,898,725        |                   | 13,799,780        | 13,799,780        | 13,799,780        | 13,799,903        | 13,799,903        | 13,799,903        |

FY15 Budget amount in Regular Salaries exceeds the authorized amount due to salary rate adjustments during the 2013-2015 Biennium.

## **Analysis of Budget Request**

**Appropriation:** 1GA - Purchase / Corporate Travel Card Program

**Funding Sources:** MPC - Purchase & Travel Card Program Fund

This appropriation is funded by a miscellaneous revolving fund and is used for rebates from vendor banks, distribution to participating agencies and for operating expenses connected with the administration of the Purchase and Corporate Travel Card Program.

### Arkansas Agency Travel Card Program

The Department of Finance and Administration (DFA) - Office of State Procurement (OSP), State Agencies and Institutions of Higher Education have developed and implemented the Arkansas Agency Travel Card Program for employees that have valid business related travel expenses. The Office of State Procurement has responsibility for the development of policy and procedures. Agencies and Higher Education Institutions are responsible for the development of procedures consistent with State policies implementing the program.

Card holders use the card for any authorized travel related expense at any establishment or merchant that accepts the VISA card. The Arkansas Travel Regulations govern most aspects of the State Travel Card Program.

### Arkansas Purchasing Card Program

The State of Arkansas and participating organizations have implemented the Arkansas Purchasing Card Program (P-Card) with US Bank VISA Purchasing Card to simplify, streamline, and facilitate the purchase and payment process.

The P-Card is a fast, flexible purchasing tool offering an enhancement to the existing purchasing processes and provides an extremely efficient and effective method for purchasing and paying for supplies with a total maximum per cycle limit that will be determined on an individual basis. The default maximum charges per individual card holder are \$2,000 per cycle. The P-Card is to be used only for official business purchases for the State of Arkansas. Any attempt to use the P-Card for a purchase in excess of the set card limit will result in the purchase being rejected by the bank and the vendor.

The Agency is requesting Base Level of \$4,000,000 each year of the 2015-2017 Biennium.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

**Appropriation Summary**

**Appropriation:** 1GA - Purchase / Corporate Travel Card Program

**Funding Sources:** MPC - Purchase & Travel Card Program Fund

| Commitment Item        |         | 2013-2014 | 2014-2015 | 2014-2015  | 2015-2016 |           |             | 2016-2017 |           |             |
|------------------------|---------|-----------|-----------|------------|-----------|-----------|-------------|-----------|-----------|-------------|
|                        |         | Actual    | Budget    | Authorized | Agency    | Executive | Legislative | Agency    | Executive | Legislative |
| Refunds/Reimbursements | 5110014 | 1,722,210 | 4,000,000 | 4,000,000  | 4,000,000 | 4,000,000 | 4,000,000   | 4,000,000 | 4,000,000 | 4,000,000   |
| Total                  |         | 1,722,210 | 4,000,000 | 4,000,000  | 4,000,000 | 4,000,000 | 4,000,000   | 4,000,000 | 4,000,000 | 4,000,000   |

| Funding Sources                |         |           |           |  |           |           |           |           |           |           |
|--------------------------------|---------|-----------|-----------|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Fund Balance                   | 4000005 | 1,249,099 | 139,189   |  | 0         | 0         | 0         | 0         | 0         | 0         |
| Non-Revenue Receipts           | 4000040 | 1,104,766 | 3,860,811 |  | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 |
| Inter-agency Fund Transfer     | 4000316 | (492,466) | 0         |  | 0         | 0         | 0         | 0         | 0         | 0         |
| Total Funding                  |         | 1,861,399 | 4,000,000 |  | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 |
| Excess Appropriation/(Funding) |         | (139,189) | 0         |  | 0         | 0         | 0         | 0         | 0         | 0         |
| Grand Total                    |         | 1,722,210 | 4,000,000 |  | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 |

Inter-Agency Transfers - Rebates to Agencies

## **Analysis of Budget Request**

**Appropriation:** 251 - Dept of Justice Non-Victim Assistance Grants - State

**Funding Sources:** HUA - Miscellaneous Agencies Fund

This general revenue funded appropriation provides city and county governments and state agencies with matching funds to implement programs authorized under the Federal Drug Law Enforcement Program. This appropriation provides matching funds to the sub-grantees of the Federal Law Enforcement Block Grant, Violent Offender, and Substance Abuse Treatment Programs.

The Agency is requesting Base Level of \$1,000,000 each year of the 2015-2017 Biennium.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

**Appropriation Summary**

**Appropriation:** 251 - Dept of Justice Non-Victim Assistance Grants - State

**Funding Sources:** HUA - Miscellaneous Agencies Fund

| Commitment Item |         | 2013-2014 | 2014-2015 | 2014-2015  | 2015-2016 |           |             | 2016-2017 |           |             |
|-----------------|---------|-----------|-----------|------------|-----------|-----------|-------------|-----------|-----------|-------------|
|                 |         | Actual    | Budget    | Authorized | Agency    | Executive | Legislative | Agency    | Executive | Legislative |
| Grants and Aid  | 5100004 | 527,430   | 1,000,000 | 1,000,000  | 1,000,000 | 1,000,000 | 1,000,000   | 1,000,000 | 1,000,000 | 1,000,000   |
| Total           |         | 527,430   | 1,000,000 | 1,000,000  | 1,000,000 | 1,000,000 | 1,000,000   | 1,000,000 | 1,000,000 | 1,000,000   |

| Funding Sources                |         |           |           |  |           |           |           |           |           |           |
|--------------------------------|---------|-----------|-----------|--|-----------|-----------|-----------|-----------|-----------|-----------|
| General Revenue                | 4000010 | 629,362   | 1,000,000 |  | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| Inter-agency Fund Transfer     | 4000316 | (101,932) | 0         |  | 0         | 0         | 0         | 0         | 0         | 0         |
| Total Funding                  |         | 527,430   | 1,000,000 |  | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| Excess Appropriation/(Funding) |         | 0         | 0         |  | 0         | 0         | 0         | 0         | 0         | 0         |
| Grand Total                    |         | 527,430   | 1,000,000 |  | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |

Inter-agency fund transfers to Community Corrections & Corrections

## **Analysis of Budget Request**

**Appropriation:** 252 - Dept of Justice Non-Victim Assistance Grants - Federal

**Funding Sources:** FIG - DFA Federal Funds

Department of Finance and Administration - Intergovernmental Services is responsible for the management of a federal grant program that supports improvements in the State's criminal justice system. This grant program provides funds to cities and counties, prosecuting attorneys, state courts and state agencies. Grant programs operated through Intergovernmental Services include the Edward Byrne Memorial Drug Law Enforcement Program (DLEP) for narcotics enforcement and violent crime control.

This grant program has varying eligibility requirements, and a twenty-five percent match requirement. Grant funds are made available for application after the State receives notification of a state level grant award. All federal grant funds are made available through the U. S. Department of Justice.

Base Level Regular Salaries and Personal Services Matching include continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases.

The Agency is requesting Base Level of \$9,929,484 each year of the 2015-2017 Biennium.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

## Appropriation Summary

**Appropriation:** 252 - Dept of Justice Non-Victim Assistance Grants - Federal

**Funding Sources:** FIG - DFA Federal Funds

| Commitment Item                |                   | 2013-2014        | 2014-2015        | 2014-2015        | 2015-2016        |                  |                  | 2016-2017        |                  |                  |
|--------------------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                |                   | Actual           | Budget           | Authorized       | Agency           | Executive        | Legislative      | Agency           | Executive        | Legislative      |
| Regular Salaries               | 5010000           | 223,369          | 261,415          | 206,704          | 262,809          | 262,809          | 262,809          | 262,809          | 262,809          | 262,809          |
|                                | <b>#Positions</b> | <b>6</b>         | <b>6</b>         | <b>6</b>         | <b>6</b>         | <b>6</b>         | <b>6</b>         | <b>6</b>         | <b>6</b>         | <b>6</b>         |
| Personal Services Matching     | 5010003           | 75,473           | 88,808           | 67,832           | 90,046           | 90,046           | 90,046           | 90,046           | 90,046           | 90,046           |
| Operating Expenses             | 5020002           | 18,720           | 168,129          | 168,129          | 168,129          | 168,129          | 168,129          | 168,129          | 168,129          | 168,129          |
| Conference & Travel Expenses   | 5050009           | 361              | 3,500            | 3,500            | 3,500            | 3,500            | 3,500            | 3,500            | 3,500            | 3,500            |
| Professional Fees              | 5060010           | 0                | 205,000          | 205,000          | 205,000          | 205,000          | 205,000          | 205,000          | 205,000          | 205,000          |
| Data Processing                | 5090012           | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |
| Grants and Aid                 | 5100004           | 3,627,031        | 9,000,000        | 9,000,000        | 9,000,000        | 9,000,000        | 9,000,000        | 9,000,000        | 9,000,000        | 9,000,000        |
| Refunds/Reimbursements         | 5110014           | 17,508           | 200,000          | 200,000          | 200,000          | 200,000          | 200,000          | 200,000          | 200,000          | 200,000          |
| Capital Outlay                 | 5120011           | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Total</b>                   |                   | <b>3,962,462</b> | <b>9,926,852</b> | <b>9,851,165</b> | <b>9,929,484</b> | <b>9,929,484</b> | <b>9,929,484</b> | <b>9,929,484</b> | <b>9,929,484</b> | <b>9,929,484</b> |
| <b>Funding Sources</b>         |                   |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| Federal Revenue                | 4000020           | 3,962,462        | 9,926,852        |                  | 9,929,484        | 9,929,484        | 9,929,484        | 9,929,484        | 9,929,484        | 9,929,484        |
| Total Funding                  |                   | 3,962,462        | 9,926,852        |                  | 9,929,484        | 9,929,484        | 9,929,484        | 9,929,484        | 9,929,484        | 9,929,484        |
| Excess Appropriation/(Funding) |                   | 0                | 0                |                  | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Grand Total</b>             |                   | <b>3,962,462</b> | <b>9,926,852</b> |                  | <b>9,929,484</b> | <b>9,929,484</b> | <b>9,929,484</b> | <b>9,929,484</b> | <b>9,929,484</b> | <b>9,929,484</b> |

FY14 Actual and FY15 Budget amounts in Regular Salaries and Personal Services Matching exceed the authorized amount due to salary and matching rate adjustments during the 2013-2015 Biennium.

## **Analysis of Budget Request**

**Appropriation:** 272 - DFA Management Services - Operations

**Funding Sources:** HSC - State Central Services

This State Central Services funded appropriation provides for operations of the Management Services Division of the Department of Finance and Administration. The Management Services Division provides state agencies with assistance in accounting, budgeting, personnel, purchasing, and administering statutorily required controls. The Division includes the Office of the Director, Economic Analysis and Tax Research, Office of Administrative Services, Office of Accounting, Office of Budget, Office of Personnel Management, Office of State Procurement, Office of Internal Audit, Office of Information Systems, Office of Intergovernmental Services and the Criminal Detention Facilities Coordinator.

Base Level Regular Salaries and Personal Services Matching include continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases. The Base Level salary of unclassified positions reflects the FY15 line item maximum plus the previously authorized 2015 1% Cost of Living Adjustment.

Base Level for the biennium is \$27,534,675 in FY16 and \$27,549,969 for FY17.

The Agency's Change Level request of \$657,427 in FY16 and \$657,451 in FY17 reflects the following:

- Regular Salaries and Personal Service Matching of \$610,777 in FY16 and \$610,801 FY17 to include ten (10) new technology positions which include five (5) DFA ERP Analysts; two (2) State System Analysts; two (2) Software Engineers; and one (1) State Systems Specialist. The transferring of one (1) position to DFA - Revenue Services and the reclassification and/or upgrade of various positions due to DFA positions now lower in classification/grade than comparable positions in other state agencies and experiencing higher turnover rates in a majority of these positions.
- Operating Expenses of \$31,650 each year to cover an ABA 3% rent increase.
- Professional Fees of \$15,000 to cover an external quality assurance review for DFA Internal Audit section.

In addition to Base Level, the Executive Recommendation provides for increases totaling \$1,644,940 in FY16 and \$1,645,086 FY17 with the following:

- Regular Salaries and Personal Service Matching in the amount of \$1,598,290 in FY16 and \$1,598,436 in FY17.
  - Four (4) new technology positions.

- Thirteen (13) transferred positions from the Department of Information Systems (DIS) to the Department of Finance and Administration - Office of Information Services to transfer support of internal administration of the AASIS Service Center. There is an equivalent reduction in Appropriation 279 - Information Technology, AASIS Billings line item.
  - One (1) position transfer to DFA - Revenue Services.
  - Reclassification and/or upgrade of various positions due to DFA positions now lower in classification/grade than comparable positions in other state agencies and experiencing higher turnover rates in a majority of these positions.
- Operating Expenses of \$31,650 each year to cover an ABA 3% rent increase.
  - Professional Fees of \$15,000 to cover an external quality assurance review for DFA Internal Audit section.

The Legislative Recommendation concurs with the Executive Recommendation.

## Appropriation Summary

**Appropriation:** 272 - DFA Management Services - Operations

**Funding Sources:** HSC - State Central Services

| Commitment Item              |         | 2013-2014         | 2014-2015         | 2014-2015         | 2015-2016         |                   |                   | 2016-2017         |                   |                   |
|------------------------------|---------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                              |         | Actual            | Budget            | Authorized        | Agency            | Executive         | Legislative       | Agency            | Executive         | Legislative       |
| Regular Salaries             | 5010000 | 17,255,059        | 18,455,423        | 18,836,063        | 18,968,936        | 19,745,105        | 19,745,105        | 18,980,936        | 19,757,205        | 19,757,205        |
| <b>#Positions</b>            |         | <b>351</b>        | <b>367</b>        | <b>367</b>        | <b>376</b>        | <b>383</b>        | <b>383</b>        | <b>376</b>        | <b>383</b>        | <b>383</b>        |
| Extra Help                   | 5010001 | 3,270             | 41,512            | 41,512            | 41,512            | 41,512            | 41,512            | 41,512            | 41,512            | 41,512            |
| <b>#Extra Help</b>           |         | <b>1</b>          | <b>20</b>         | <b>20</b>         | <b>20</b>         | <b>20</b>         | <b>20</b>         | <b>20</b>         | <b>20</b>         | <b>20</b>         |
| Personal Services Matching   | 5010003 | 5,709,498         | 5,991,297         | 5,961,484         | 6,204,862         | 6,416,206         | 6,416,206         | 6,208,180         | 6,419,546         | 6,419,546         |
| Overtime                     | 5010006 | 35                | 5,000             | 5,000             | 5,000             | 5,000             | 5,000             | 5,000             | 5,000             | 5,000             |
| Operating Expenses           | 5020002 | 1,887,261         | 2,537,543         | 2,537,543         | 2,569,193         | 2,569,193         | 2,569,193         | 2,569,193         | 2,569,193         | 2,569,193         |
| Conference & Travel Expenses | 5050009 | 156,122           | 377,599           | 377,599           | 377,599           | 377,599           | 377,599           | 377,599           | 377,599           | 377,599           |
| Professional Fees            | 5060010 | 9,141             | 10,000            | 10,000            | 25,000            | 25,000            | 25,000            | 25,000            | 25,000            | 25,000            |
| Data Processing              | 5090012 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Capital Outlay               | 5120011 | 39,263            | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total</b>                 |         | <b>25,059,649</b> | <b>27,418,374</b> | <b>27,769,201</b> | <b>28,192,102</b> | <b>29,179,615</b> | <b>29,179,615</b> | <b>28,207,420</b> | <b>29,195,055</b> | <b>29,195,055</b> |

| Funding Sources                |         |                   |                   |  |                   |                   |                   |                   |                   |                   |
|--------------------------------|---------|-------------------|-------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| State Central Services         | 4000035 | 25,054,170        | 27,418,374        |  | 28,192,102        | 29,179,615        | 29,179,615        | 28,207,420        | 29,195,055        | 29,195,055        |
| M & R Sales                    | 4000340 | 5,479             | 0                 |  | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total Funding</b>           |         | <b>25,059,649</b> | <b>27,418,374</b> |  | <b>28,192,102</b> | <b>29,179,615</b> | <b>29,179,615</b> | <b>28,207,420</b> | <b>29,195,055</b> | <b>29,195,055</b> |
| Excess Appropriation/(Funding) |         | 0                 | 0                 |  | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Grand Total</b>             |         | <b>25,059,649</b> | <b>27,418,374</b> |  | <b>28,192,102</b> | <b>29,179,615</b> | <b>29,179,615</b> | <b>28,207,420</b> | <b>29,195,055</b> | <b>29,195,055</b> |

FY15 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2013-2015 Biennium.

## **Analysis of Budget Request**

**Appropriation:** 274 - Marketing and Redistribution

**Funding Sources:** MPH - Property Sales Holding Fund

This appropriation provides for operation of the Department of Finance and Administration - Management Services Division - Marketing and Redistribution (M&R) Program. State agencies are required to dispose of furnishings, equipment, vehicles and other inventory items through M&R. State and public agencies have first option to purchase these items. Funding for this service is provided via fees charged for goods and services offered through the M&R Warehouse.

Base Level Regular Salaries and Personal Services Matching include continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases.

Base Level for the biennium is \$1,296,454 in FY16 and \$1,297,313 for FY17.

The Agency's Change Level request of \$3,700 each year in Regular Salaries and Personal Services Matching is to reclassify four (4) Administrative Specialists II to DFA Service Representatives to properly align with current job responsibilities and duties.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

## Appropriation Summary

**Appropriation:** 274 - Marketing and Redistribution

**Funding Sources:** MPH - Property Sales Holding Fund

| Commitment Item              |         | 2013-2014      | 2014-2015        | 2014-2015        | 2015-2016        |                  |                  | 2016-2017        |                  |                  |
|------------------------------|---------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                              |         | Actual         | Budget           | Authorized       | Agency           | Executive        | Legislative      | Agency           | Executive        | Legislative      |
| Regular Salaries             | 5010000 | 492,155        | 525,821          | 519,751          | 533,997          | 533,997          | 533,997          | 534,697          | 534,697          | 534,697          |
| <b>#Positions</b>            |         | <b>16</b>      | <b>17</b>        | <b>17</b>        | <b>17</b>        | <b>17</b>        | <b>17</b>        | <b>17</b>        | <b>17</b>        | <b>17</b>        |
| Extra Help                   | 5010001 | 0              | 5,000            | 5,000            | 5,000            | 5,000            | 5,000            | 5,000            | 5,000            | 5,000            |
| <b>#Extra Help</b>           |         | <b>0</b>       | <b>1</b>         | <b>1</b>         | <b>1</b>         | <b>1</b>         | <b>1</b>         | <b>1</b>         | <b>1</b>         | <b>1</b>         |
| Personal Services Matching   | 5010003 | 190,680        | 203,292          | 198,793          | 207,552          | 207,552          | 207,552          | 207,711          | 207,711          | 207,711          |
| Operating Expenses           | 5020002 | 107,028        | 528,605          | 528,605          | 528,605          | 528,605          | 528,605          | 528,605          | 528,605          | 528,605          |
| Conference & Travel Expenses | 5050009 | 96             | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            |
| Professional Fees            | 5060010 | 0              | 24,000           | 24,000           | 24,000           | 24,000           | 24,000           | 24,000           | 24,000           | 24,000           |
| Data Processing              | 5090012 | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |
| Capital Outlay               | 5120011 | 0              | 100,000          | 100,000          | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Total</b>                 |         | <b>789,959</b> | <b>1,387,718</b> | <b>1,377,149</b> | <b>1,300,154</b> | <b>1,300,154</b> | <b>1,300,154</b> | <b>1,301,013</b> | <b>1,301,013</b> | <b>1,301,013</b> |

| Funding Sources                |         |                  |                  |  |                  |                  |                  |                  |                  |                  |
|--------------------------------|---------|------------------|------------------|--|------------------|------------------|------------------|------------------|------------------|------------------|
| Fund Balance                   | 4000005 | 980,174          | 1,199,003        |  | 1,311,285        | 1,311,285        | 1,311,285        | 1,711,131        | 1,711,131        | 1,711,131        |
| Non-Revenue Receipts           | 4000040 | 3,338,787        | 1,500,000        |  | 1,700,000        | 1,700,000        | 1,700,000        | 2,000,000        | 2,000,000        | 2,000,000        |
| Transfer to DFA Disbursing     | 4000610 | (2,329,999)      | 0                |  | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Total Funding</b>           |         | <b>1,988,962</b> | <b>2,699,003</b> |  | <b>3,011,285</b> | <b>3,011,285</b> | <b>3,011,285</b> | <b>3,711,131</b> | <b>3,711,131</b> | <b>3,711,131</b> |
| Excess Appropriation/(Funding) |         | (1,199,003)      | (1,311,285)      |  | (1,711,131)      | (1,711,131)      | (1,711,131)      | (2,410,118)      | (2,410,118)      | (2,410,118)      |
| <b>Grand Total</b>             |         | <b>789,959</b>   | <b>1,387,718</b> |  | <b>1,300,154</b> | <b>1,300,154</b> | <b>1,300,154</b> | <b>1,301,013</b> | <b>1,301,013</b> | <b>1,301,013</b> |

FY15 Budget amounts in Regular Salaries and Personal Services Matching exceed the authorized amount due to salary and matching rate adjustments during the 2013-2015 Biennium.

## **Analysis of Budget Request**

**Appropriation:** 278 - Employee Benefits Division

**Funding Sources:** HSC - State Central Services

The Department of Finance and Administration - Employees Benefit Division (EBD) manages the group health and life programs, other select benefit programs for active and retired state and public school employees, and builds quality programs that operate in an efficient manner to ensure responsive customer service, promote product education, affordability and accessibility.

Base Level Regular Salaries and Personal Services Matching include continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases.

Base Level for the biennium is \$3,055,129 in FY16 and \$3,056,601 for FY17.

The Agency's Change Level request of \$58,161 in FY16 and \$58,296 in FY17 reflects the following:

- Regular Salaries and Personal Services Matching of \$38,277 in FY16 and \$38,412 FY17 to reclassify seven (7) positions and upgrade sixteen (16) positions due to DFA positions now lower in classification/grade than comparable positions in other state agencies and experiencing higher turnover rates in a majority of these positions.
- Operating Expenses of \$13,345 each year which includes increase in rent in the amount of \$6,450 (3% ABA increase) and increase in actuaries costs of \$6,895 due to changes in legislation.
- Professional Fees of \$25,000 each year to cover the rising costs in professional services for assisting in writing technical RFP's for pharmacy and wellness programs. The following corresponding reallocations of resources assist in offsetting this increase to a net \$6,539 increase:
  - Overtime and Personal Services Matching reduction of (\$8,461) each year.
  - Conference and Travel Expenses reduction of (\$10,000) each year.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

## Appropriation Summary

**Appropriation:** 278 - Employee Benefits Division

**Funding Sources:** HSC - State Central Services

| Commitment Item                |         | 2013-2014        | 2014-2015        | 2014-2015        | 2015-2016        |                  |                  | 2016-2017        |                  |                  |
|--------------------------------|---------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                |         | Actual           | Budget           | Authorized       | Agency           | Executive        | Legislative      | Agency           | Executive        | Legislative      |
| Regular Salaries               | 5010000 | 1,136,281        | 1,368,396        | 1,329,988        | 1,411,510        | 1,411,510        | 1,411,510        | 1,412,710        | 1,412,710        | 1,412,710        |
| <b>#Positions</b>              |         | <b>31</b>        | <b>37</b>        | <b>37</b>        | <b>37</b>        | <b>37</b>        | <b>37</b>        | <b>37</b>        | <b>37</b>        | <b>37</b>        |
| Personal Services Matching     | 5010003 | 439,529          | 494,714          | 468,154          | 508,519          | 508,519          | 508,519          | 508,926          | 508,926          | 508,926          |
| Overtime                       | 5010006 | 7                | 11,895           | 11,895           | 5,000            | 5,000            | 5,000            | 5,000            | 5,000            | 5,000            |
| Operating Expenses             | 5020002 | 1,158,382        | 1,116,827        | 1,116,827        | 1,130,172        | 1,130,172        | 1,130,172        | 1,130,172        | 1,130,172        | 1,130,172        |
| Conference & Travel Expenses   | 5050009 | 1,720            | 14,000           | 14,000           | 4,000            | 4,000            | 4,000            | 4,000            | 4,000            | 4,000            |
| Professional Fees              | 5060010 | 25,000           | 29,089           | 29,089           | 54,089           | 54,089           | 54,089           | 54,089           | 54,089           | 54,089           |
| Data Processing                | 5090012 | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |
| Capital Outlay                 | 5120011 | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Total</b>                   |         | <b>2,760,919</b> | <b>3,034,921</b> | <b>2,969,953</b> | <b>3,113,290</b> | <b>3,113,290</b> | <b>3,113,290</b> | <b>3,114,897</b> | <b>3,114,897</b> | <b>3,114,897</b> |
| <b>Funding Sources</b>         |         |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| State Central Services         | 4000035 | 2,760,877        | 3,034,921        |                  | 3,113,290        | 3,113,290        | 3,113,290        | 3,114,897        | 3,114,897        | 3,114,897        |
| M & R Sales                    | 4000340 | 42               | 0                |                  | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Total Funding</b>           |         | <b>2,760,919</b> | <b>3,034,921</b> |                  | <b>3,113,290</b> | <b>3,113,290</b> | <b>3,113,290</b> | <b>3,114,897</b> | <b>3,114,897</b> | <b>3,114,897</b> |
| Excess Appropriation/(Funding) |         | 0                | 0                |                  | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Grand Total</b>             |         | <b>2,760,919</b> | <b>3,034,921</b> |                  | <b>3,113,290</b> | <b>3,113,290</b> | <b>3,113,290</b> | <b>3,114,897</b> | <b>3,114,897</b> | <b>3,114,897</b> |

FY15 Budget amounts in Regular Salaries and Personal Services Matching exceed the authorized amount due to salary and matching rate adjustments during the 2013-2015 Biennium.

## **Analysis of Budget Request**

**Appropriation:** 279 - Information Technology

**Funding Sources:** HSC - State Central Services

The Department of Finance and Administration (DFA) - Office of Information Technology facilitates a more effective and efficient management of the Department's information technology assets. Funded from State Central Services, this appropriation provides for data processing, development, implementation, enhancement, and operation of automated systems within the Department of Finance and Administration. The AASIS Billings line item represents Department of Information Systems bills and related expenses for the AASIS Service Center.

The Agency is requesting Base Level of \$30,000,000 each year of the 2015-2017 Biennium.

The Executive Recommendation provides for the Agency Request. In addition, with the transfer of 13 positions from the Department of Information Services (DIS) to DFA - Office of Information Services (Appropriation 272), the AASIS Billings line item is reduced by \$1,341,698 in FY16 and \$1,341,820 in FY17 which was previously billed by DIS to DFA.

The Legislative Recommendation concurs with the Executive Recommendation.

**Appropriation Summary**

**Appropriation:** 279 - Information Technology

**Funding Sources:** HSC - State Central Services

| Commitment Item                         | 2013-2014         | 2014-2015         | 2014-2015         | 2015-2016         |                   |                   | 2016-2017         |                   |                   |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | Actual            | Budget            | Authorized        | Agency            | Executive         | Legislative       | Agency            | Executive         | Legislative       |
| Information Technology Services 5900044 | 23,181,227        | 23,500,000        | 23,500,000        | 23,500,000        | 23,500,000        | 23,500,000        | 23,500,000        | 23,500,000        | 23,500,000        |
| AASIS Billings 5900046                  | 6,499,994         | 6,500,000         | 6,500,000         | 6,500,000         | 5,158,302         | 5,158,302         | 6,500,000         | 5,158,180         | 5,158,180         |
| <b>Total</b>                            | <b>29,681,221</b> | <b>30,000,000</b> | <b>30,000,000</b> | <b>30,000,000</b> | <b>28,658,302</b> | <b>28,658,302</b> | <b>30,000,000</b> | <b>28,658,180</b> | <b>28,658,180</b> |

  

| Funding Sources                |                   |                   |  |                   |                   |                   |                   |                   |                   |
|--------------------------------|-------------------|-------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| State Central Services 4000035 | 29,669,643        | 30,000,000        |  | 30,000,000        | 28,658,302        | 28,658,302        | 30,000,000        | 28,658,180        | 28,658,180        |
| M & R Sales 4000340            | 11,578            | 0                 |  | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total Funding</b>           | <b>29,681,221</b> | <b>30,000,000</b> |  | <b>30,000,000</b> | <b>28,658,302</b> | <b>28,658,302</b> | <b>30,000,000</b> | <b>28,658,180</b> | <b>28,658,180</b> |
| Excess Appropriation/(Funding) | 0                 | 0                 |  | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Grand Total</b>             | <b>29,681,221</b> | <b>30,000,000</b> |  | <b>30,000,000</b> | <b>28,658,302</b> | <b>28,658,302</b> | <b>30,000,000</b> | <b>28,658,180</b> | <b>28,658,180</b> |

## **Analysis of Budget Request**

**Appropriation:** 2HG - Personnel Management - Employee Awards

**Funding Sources:** HSC - State Central Services

This appropriation provides authority for payment of awards made through the Arkansas Employee Suggestion System (A.C.A. §21-11-101 et seq.). Through this program, state employees are encouraged to submit cost saving ideas for State Government. Employees eligible to participate in the Employee Suggestion System Program are those who are full-time state employees of all departments, agencies, institutions, boards, commissions or other agencies of the State supported by state and/or federal funds.

Up to \$5,000 in cash awards is given for suggestions that provide tangible monetary savings. Awards are paid in an amount equal to 10% of the first year's estimated net cost savings. There is a maximum award possible for tangible savings of \$5,000 and a Certificate of Recognition. Certificates are given for suggestions providing intangible benefits such as more efficient procedures and forms and improved employee morale, employee health or safety. Awards for intangible savings range from a Certificate of Recognition to \$100.

Funds disbursed for awards from the State Central Services Fund are reimbursed from funds of the benefiting Agency.

The Agency is requesting Base Level of \$32,280 each year of the 2015-2017 Biennium.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

**Appropriation Summary**

**Appropriation:** 2HG - Personnel Management - Employee Awards

**Funding Sources:** HSC - State Central Services

| Commitment Item              |         | 2013-2014 | 2014-2015     | 2014-2015     | 2015-2016     |               |               | 2016-2017     |               |               |
|------------------------------|---------|-----------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|                              |         | Actual    | Budget        | Authorized    | Agency        | Executive     | Legislative   | Agency        | Executive     | Legislative   |
| Operating Expenses           | 5020002 | 0         | 4,951         | 4,951         | 4,951         | 4,951         | 4,951         | 4,951         | 4,951         | 4,951         |
| Conference & Travel Expenses | 5050009 | 0         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             |
| Professional Fees            | 5060010 | 0         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             |
| Data Processing              | 5090012 | 0         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             |
| Capital Outlay               | 5120011 | 0         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             |
| Employee Awards              | 5900046 | 0         | 27,329        | 27,329        | 27,329        | 27,329        | 27,329        | 27,329        | 27,329        | 27,329        |
| <b>Total</b>                 |         | <b>0</b>  | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> |

| Funding Sources                |         |          |               |  |               |               |               |               |               |               |
|--------------------------------|---------|----------|---------------|--|---------------|---------------|---------------|---------------|---------------|---------------|
| State Central Services         | 4000035 | 0        | 32,280        |  | 32,280        | 32,280        | 32,280        | 32,280        | 32,280        | 32,280        |
| Total Funding                  |         | 0        | 32,280        |  | 32,280        | 32,280        | 32,280        | 32,280        | 32,280        | 32,280        |
| Excess Appropriation/(Funding) |         | 0        | 0             |  | 0             | 0             | 0             | 0             | 0             | 0             |
| <b>Grand Total</b>             |         | <b>0</b> | <b>32,280</b> |  | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> | <b>32,280</b> |

## **Analysis of Budget Request**

**Appropriation:** 34Z - Victims of Crime Justice Assistance - State

**Funding Sources:** HUA - Miscellaneous Agencies Fund

This general revenue funded appropriation provides the state match for the Victims of Crime Justice Assistance Program which receives federal funds through the Victims of Crime Act (VOCA), STOP Violence Against Women and Family Violence Prevention and the Family Violence Prevention and Services Act (FVPSA). The program provides for statewide violence prevention activities.

This appropriation provides for the required State match obligation for corresponding federal appropriation (1DF), also administered by DFA Management Services.

The Agency is requesting Base Level of \$359,196 each year of the 2015-2017 Biennium.

The Executive Recommendation provides for the Agency Request for appropriation with a reduction of Base Level general revenue of (\$200,000) each year of the Biennium.

The Legislative Recommendation concurs with the Executive Recommendation.

**Appropriation Summary**

**Appropriation:** 34Z - Victims of Crime Justice Assistance - State

**Funding Sources:** HUA - Miscellaneous Agencies Fund

| Commitment Item |         | 2013-2014 | 2014-2015 | 2014-2015  | 2015-2016 |           |             | 2016-2017 |           |             |
|-----------------|---------|-----------|-----------|------------|-----------|-----------|-------------|-----------|-----------|-------------|
|                 |         | Actual    | Budget    | Authorized | Agency    | Executive | Legislative | Agency    | Executive | Legislative |
| Grants and Aid  | 5100004 | 0         | 359,196   | 359,196    | 359,196   | 359,196   | 359,196     | 359,196   | 359,196   | 359,196     |
| Total           |         | 0         | 359,196   | 359,196    | 359,196   | 359,196   | 359,196     | 359,196   | 359,196   | 359,196     |

| Funding Sources                |         |   |         |  |         |         |         |         |         |         |
|--------------------------------|---------|---|---------|--|---------|---------|---------|---------|---------|---------|
| General Revenue                | 4000010 | 0 | 359,196 |  | 359,196 | 159,196 | 159,196 | 359,196 | 159,196 | 159,196 |
| Total Funding                  |         | 0 | 359,196 |  | 359,196 | 159,196 | 159,196 | 359,196 | 159,196 | 159,196 |
| Excess Appropriation/(Funding) |         | 0 | 0       |  | 0       | 200,000 | 200,000 | 0       | 200,000 | 200,000 |
| Grand Total                    |         | 0 | 359,196 |  | 359,196 | 359,196 | 359,196 | 359,196 | 359,196 | 359,196 |

## **Analysis of Budget Request**

**Appropriation:** 574 - Statewide Payroll Paying

**Funding Sources:** PAY - State Payroll Fund

This appropriation provides the authority for disbursement of personal services of the various state agencies as a result of the consolidation to one federal identification number for all state agencies in the State of Arkansas. Actual expenditures are reflected at the individual agency level.

The Agency is requesting Base Level of \$2,100,000,000 each year of the 2015-2017 Biennium.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

**Appropriation Summary**

**Appropriation:** 574 - Statewide Payroll Paying

**Funding Sources:** PAY - State Payroll Fund

| Commitment Item                  | 2013-2014 | 2014-2015     | 2014-2015     | 2015-2016     |               |               | 2016-2017     |               |               |
|----------------------------------|-----------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|                                  | Actual    | Budget        | Authorized    | Agency        | Executive     | Legislative   | Agency        | Executive     | Legislative   |
| Statewide Payroll Paying 5900046 | 0         | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 |
| Total                            | 0         | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 |

| Funding Sources                        |   |               |  |               |               |               |               |               |               |
|--|---|---------------|--|---------------|---------------|---------------|---------------|---------------|---------------|
| Agency Payroll Paying Accounts 4000085 | 0 | 2,100,000,000 |  | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 |
| Total Funding                          | 0 | 2,100,000,000 |  | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 |
| Excess Appropriation/(Funding)         | 0 | 0             |  | 0             | 0             | 0             | 0             | 0             | 0             |
| Grand Total                            | 0 | 2,100,000,000 |  | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 | 2,100,000,000 |

## **Analysis of Budget Request**

**Appropriation:** 83Q - IT Projects – Federal

**Funding Sources:** FOI - IT Projects Federal Funds

This federally funded appropriation provides appropriation to the Department of Finance and Administration (DFA) - Office of Information Technology (OIT) to facilitate a more effective and efficient management of the Department's federally funded information technology projects. Current projects include the State of Arkansas's ability to improve the security and integrity of driver's license and identification card issuance processes to include information technology system, facilities, source document verification and the required security protections of individual's personal identification information.

The Agency is requesting Base Level of \$2,406,608 each year of the 2015-2017 Biennium.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

**Appropriation Summary**

**Appropriation:** 83Q - IT Projects – Federal

**Funding Sources:** FOI - IT Projects Federal Funds

| Commitment Item                        | 2013-2014 | 2014-2015 | 2014-2015  | 2015-2016 |           |             | 2016-2017 |           |             |
|--|-----------|-----------|------------|-----------|-----------|-------------|-----------|-----------|-------------|
|  | Actual    | Budget    | Authorized | Agency    | Executive | Legislative | Agency    | Executive | Legislative |
| Info Tech Services & Equipment 5900046 | 0         | 2,406,608 | 2,406,608  | 2,406,608 | 2,406,608 | 2,406,608   | 2,406,608 | 2,406,608 | 2,406,608   |
| Total                                  | 0         | 2,406,608 | 2,406,608  | 2,406,608 | 2,406,608 | 2,406,608   | 2,406,608 | 2,406,608 | 2,406,608   |

| Funding Sources                |   |           |  |           |           |           |           |           |           |
|--------------------------------|---|-----------|--|-----------|-----------|-----------|-----------|-----------|-----------|
| Federal Revenue 4000020        | 0 | 2,406,608 |  | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 |
| Total Funding                  | 0 | 2,406,608 |  | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 |
| Excess Appropriation/(Funding) | 0 | 0         |  | 0         | 0         | 0         | 0         | 0         | 0         |
| Grand Total                    | 0 | 2,406,608 |  | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 | 2,406,608 |

## **Analysis of Budget Request**

**Appropriation:** 907 - DFA Management Services - Misc Cash

**Funding Sources:** NFA - DFA Miscellaneous Paying - Cash in Treasury

This appropriation is used to provide spending authority for various activities such as the DFA Office of Personnel Management - Inter-Agency Training Program, DFA Office of State Procurement seminars, vendor fees and rebates, and DFA - Employee Benefits Division. The source of funding for this appropriation is registration fees collected from participants attending training sessions, seminars, payment of vendor fees, and other miscellaneous reimbursements and revenues.

Base Level Regular Salaries and Personal Services Matching include continuation of the previously authorized 2015 1% Cost of Living Adjustment and Career Service Payments for eligible employees. Personal Services Matching also includes a \$10 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for Merit Pay Increases.

Base Level for the biennium is \$2,595,721 in FY16 and \$2,596,457 for FY17.

The Agency's Change Level request of \$7,341 each year in Regular Salaries and Personal Services Matching is to reclassify one (1) Benefits Analyst and to upgrade (3) DFA EBD Benefit Specialists due to DFA positions now lower in classification/grade than comparable positions in other state agencies and experiencing higher turnover rates in a majority of these positions.

The Executive Recommendation provides for the Agency Request.

The Legislative Recommendation concurs with the Executive Recommendation.

## Appropriation Summary

**Appropriation:** 907 - DFA Management Services - Misc Cash

**Funding Sources:** NFA - DFA Miscellaneous Paying - Cash in Treasury

| Commitment Item              |                   | 2013-2014        | 2014-2015        | 2014-2015        | 2015-2016        |                  |                  | 2016-2017        |                  |                  |
|------------------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                              |                   | Actual           | Budget           | Authorized       | Agency           | Executive        | Legislative      | Agency           | Executive        | Legislative      |
| Regular Salaries             | 5010000           | 302,095          | 468,427          | 523,340          | 448,032          | 448,032          | 448,032          | 448,632          | 448,632          | 448,632          |
|                              | <b>#Positions</b> | <b>10</b>        | <b>10</b>        | <b>10</b>        | <b>10</b>        | <b>10</b>        | <b>10</b>        | <b>10</b>        | <b>10</b>        | <b>10</b>        |
| Personal Services Matching   | 5010003           | 137,549          | 155,440          | 179,507          | 152,308          | 152,308          | 152,308          | 152,444          | 152,444          | 152,444          |
| Operating Expenses           | 5020002           | 79,636           | 888,222          | 888,222          | 888,222          | 888,222          | 888,222          | 888,222          | 888,222          | 888,222          |
| Conference & Travel Expenses | 5050009           | 3,196            | 71,800           | 71,800           | 71,800           | 71,800           | 71,800           | 71,800           | 71,800           | 71,800           |
| Professional Fees            | 5060010           | 220,000          | 275,000          | 25,000           | 25,000           | 25,000           | 25,000           | 25,000           | 25,000           | 25,000           |
| Data Processing              | 5090012           | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |
| Refunds/Reimbursements       | 5110014           | 267,448          | 1,017,700        | 1,017,700        | 1,017,700        | 1,017,700        | 1,017,700        | 1,017,700        | 1,017,700        | 1,017,700        |
| Capital Outlay               | 5120011           | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Total</b>                 |                   | <b>1,009,924</b> | <b>2,876,589</b> | <b>2,705,569</b> | <b>2,603,062</b> | <b>2,603,062</b> | <b>2,603,062</b> | <b>2,603,798</b> | <b>2,603,798</b> | <b>2,603,798</b> |

| Funding Sources                |         |                  |                  |  |                  |                  |                  |                  |                  |                  |
|--------------------------------|---------|------------------|------------------|--|------------------|------------------|------------------|------------------|------------------|------------------|
| Fund Balance                   | 4000005 | 1,394,312        | 1,374,329        |  | 497,740          | 497,740          | 497,740          | 394,678          | 394,678          | 394,678          |
| Cash Fund                      | 4000045 | 571,455          | 2,000,000        |  | 2,500,000        | 2,500,000        | 2,500,000        | 2,500,000        | 2,500,000        | 2,500,000        |
| Interest                       | 4000300 | 18,486           | 0                |  | 0                | 0                | 0                | 0                | 0                | 0                |
| Intra-agency Fund Transfer     | 4000317 | 400,000          | 0                |  | 0                | 0                | 0                | 0                | 0                | 0                |
| <b>Total Funding</b>           |         | <b>2,384,253</b> | <b>3,374,329</b> |  | <b>2,997,740</b> | <b>2,997,740</b> | <b>2,997,740</b> | <b>2,894,678</b> | <b>2,894,678</b> | <b>2,894,678</b> |
| Excess Appropriation/(Funding) |         | (1,374,329)      | (497,740)        |  | (394,678)        | (394,678)        | (394,678)        | (290,880)        | (290,880)        | (290,880)        |
| <b>Grand Total</b>             |         | <b>1,009,924</b> | <b>2,876,589</b> |  | <b>2,603,062</b> | <b>2,603,062</b> | <b>2,603,062</b> | <b>2,603,798</b> | <b>2,603,798</b> | <b>2,603,798</b> |

FY 14 Actual and FY15 Budget amounts in Professional Fees exceed Authorized due to a transfer from the Cash Fund Holding Account.