

CROWLEY'S RIDGE TECHNICAL INSTITUTE

Enabling Laws

Act 68 of 2010
A.C.A. § 6-51-901 et.al.

History and Organization

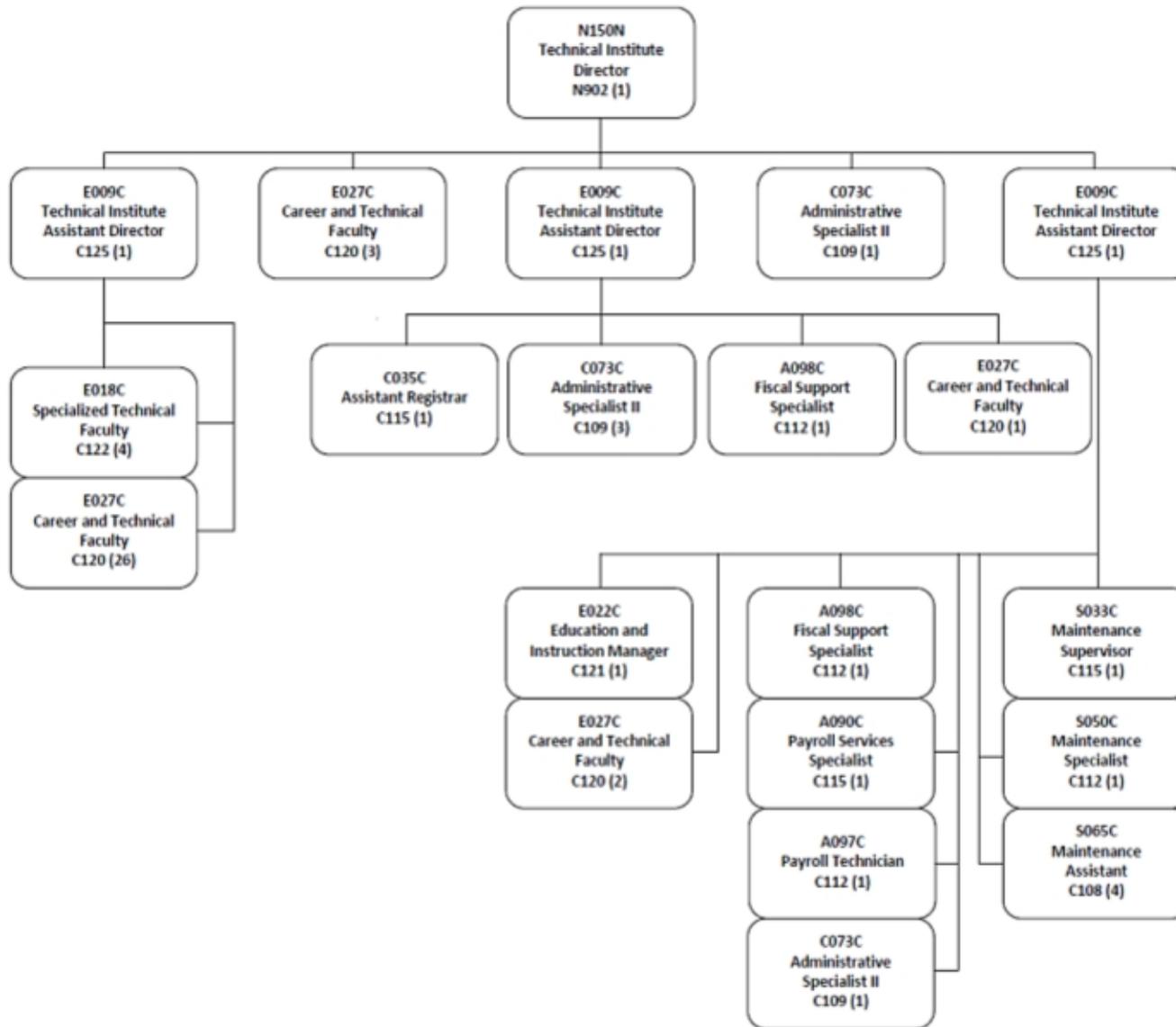
History - Act 328 of 1957 established vocational technical schools. Crowley's Ridge Vocational Technical School was approved for construction by the State Board of Vocational Education in 1966, and students were accepted in September 1967. The building site was donated by the Forrest City Chamber of Commerce. Six programs were offered the first year. The program offerings were expanded in 1971, 1972, and 1973, as a result of the expansions of the training facilities. Crowley's Ridge Vocational Technical School was approved in March 1992, by the State Board of Workforce Education to become a technical institute. At the present time, programs being offered are: Auto Body Repair, Automotive Service Technology, Basic Drafting Technology, Business Technology, Child Care Specialist, Computer Repair and Networking, Cosmetology, Industrial Equipment Technology, Practical Nursing, Major Appliance Service, Residential Construction-Carpentry, Residential Heat & Air Conditioning and Welding. There are three short-term programs: Basic Emergency Medical Technician, Certified Nursing Assistant, and Truck Driving. Each program has its own advisory committee consisting of local business and industry leaders.

Mission Statement - Our mission is to provide a competently trained, educated, and retrainable workforce to support agriculture, business, health services, industry, and government.

Role - Crowley's Ridge Technical Institute (CRTI) strives to cooperate with industries and businesses in an effort to secure and maintain programs which supplement each individual's training. Adult education classes are taught at several locations throughout the school's service delivery area. CRTI also operates an Automated Learning Laboratory which provides workplace literacy training and welfare reform. Training has been expanded by placing mobile units equipped with computers at workplace sites to provide specific training needs as requested by business and industry.

Accreditation - Crowley's Ridge Technical Institute has been approved for accreditation by the Commission of the Council on Occupational Education.

Certifications and Approvals - The Practical Nursing program is certified by the Arkansas State Board of Nursing. The Automotive Service Technology program is certified by the National Automotive Technicians Education Foundation (NATEF). The Residential Construction - Carpentry program is certified by the Associated General Contractors of America. The Cosmetology program is approved by the Arkansas State Board of Cosmetology. The Child Care Specialist program meets the requirements for the Child Development Associate credential. The Emergency Medical Technician program is certified by the Arkansas Office of Emergency Medical Services.



Agency Commentary

Crowley's Ridge Technical Institute requests the restoration of the authorized level for Capital Outlay in the Cash Appropriation as per Act 68 of 2010, Fiscal Session. The restoration of the capital outlay would allow for the replacement of obsolete training equipment with tuition and resale income.

The Agency requests the restoration of \$3,000 in each year for operating expenses appropriation in the Federal Appropriation. The restoration would allow for flexibility in budgeting the federal funding.

The Agency is not making any additional requests for the State funded programs.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
CROWLEY'S RIDGE TECHNICAL INSTITUTE
FOR THE YEAR ENDED JUNE 30, 2009

Findings	Recommendations
None	None

Employment Summary

	Male	Female	Total	%
White Employees	21	19	40	73 %
Black Employees	8	7	15	27 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			15	27 %
Total Employees			55	100 %

Cash Fund Balance Description as of June 30, 2010

Fund Account	Balance	Type	Location
1830100	\$952,668	Checking, Savings, and Investments	Forrest City Bk; First Nat'l Bk of Eastern Ar; First Nat'l Bk of Wynne, Forrest City

Statutory/Other Restrictions on use:

A.C.A. 6-51-901 et.al. Local Board has authority to acquire, hold, and transfer real and personal property as necessary.

Statutory Provisions for Fees, Fines, Penalties:

A.C.A. 6-51-904 Authorizes the agency to collect student tuition and fees.

Revenue Receipts Cycle:

Student tuition, fees, and bookstore receipts are collected throughout the year.

Fund Balance Utilization:

Funds are utilized to purchase books and supplies for the institute's bookstore; for construction projects; equipment purchases; and emergency purchases when General Revenue is unavailable.

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2009-2010		2010-2011		2010-2011		2011-2012					2012-2013						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
709 Crowley's Ridge - State	3,646,161	52	3,766,908	51	4,041,168	54	3,768,134	51	3,768,134	51	3,768,134	51	3,768,134	51	3,768,134	51	3,768,134	51
710 Crowley's Ridge - Federal	94,157	2	96,564	2	193,095	3	101,915	2	104,915	2	104,915	2	101,915	2	104,915	2	104,915	2
B54 Crowley's Ridge - Cash	627,030	3	1,315,677	4	1,336,475	4	1,015,887	4	1,315,887	4	1,315,887	4	1,015,887	4	1,315,887	4	1,315,887	4
Total	4,367,348	57	5,179,149	57	5,570,738	61	4,885,936	57	5,188,936	57	5,188,936	57	4,885,936	57	5,188,936	57	5,188,936	57

Funding Sources		%		%		%		%		%		%		%		%		%		
Fund Balance	4000005	1,084,902	20.4	952,668	18.4		0	0.0		0	0.0		0	0.0		0	0.0		0	0.0
General Revenue	4000010	2,410,011	45.3	2,584,450	49.9		2,498,384	59.0		2,498,384	55.0		2,498,384	59.0		2,498,384	55.0		2,498,384	55.0
Federal Revenue	4000020	94,157	1.8	96,564	1.9		101,915	2.4		104,915	2.3		101,915	2.4		104,915	2.3		104,915	2.3
Cash Fund	4000045	494,796	9.3	363,009	7.0		365,887	8.6		665,887	14.7		365,887	8.6		665,887	14.7		665,887	14.7
Merit Adjustment Fund	4000055	25,426	0.5	0	0.0		0	0.0		0	0.0		0	0.0		0	0.0		0	0.0
Adult Basic/General	4000065	536,165	10.1	518,246	10.0		518,246	12.2		518,246	11.4		518,246	12.2		518,246	11.4		518,246	11.4
Workforce 2000	4000740	674,559	12.7	664,212	12.8		751,504	17.7		751,504	16.6		751,504	17.7		751,504	16.6		751,504	16.6
Total Funds		5,320,016	100.0	5,179,149	100.0		4,235,936	100.0		4,538,936	100.0		4,235,936	100.0		4,538,936	100.0		4,538,936	100.0
Excess Appropriation/(Funding)		(952,668)		0			650,000			650,000			650,000			650,000			650,000	
Grand Total		4,367,348		5,179,149			4,885,936			5,188,936			4,885,936			5,188,936			5,188,936	

Excess appropriation is due to unfunded appropriation in (B54) Crowley's Ridge - Cash.

Agency Position Usage Report

FY2008 - 2009						FY2009 - 2010						FY2010 - 2011					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
61	55	6	61	0	9.84 %	61	52	6	58	3	14.75 %	61	55	2	57	4	9.84 %

Analysis of Budget Request

Appropriation: 709 - Crowley's Ridge - State

Funding Sources: ETC - General Revenue - Crowley's Ridge Technical Institute

A major focus of Crowley's Ridge Technical Institute (CRTI) is the enhancement of capabilities to respond to the business and industry needs in Forrest City, West Memphis and surrounding areas within Arkansas. Program objectives of CRTI focus on providing a competently trained, educated, and retrainable workforce to support agriculture, business, industry, health services, etc. Funding for this appropriation is provided by General Revenue, Adult Education funds received from the Department of Workforce Education, and funds transferred from the Work Force 2000 Development Fund.

Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Career Service Payments.

CRTI requests Base Level for each year of the 2011-2013 biennium.

The Executive Recommendation provides for Agency Request.

Appropriation Summary

Appropriation: 709 - Crowley's Ridge - State

Funding Sources: ETC - General Revenue - Crowley's Ridge Technical Institute

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	2,080,874	2,125,288	2,267,690	2,108,888	2,108,888	2,108,888	2,108,888	2,108,888	2,108,888
#Positions		52	51	54	51	51	51	51	51	51
Extra Help	5010001	201,017	226,379	233,400	226,379	226,379	226,379	226,379	226,379	226,379
#Extra Help		26	35	35	35	35	35	35	35	35
Personal Services Matching	5010003	697,647	696,346	785,711	713,972	713,972	713,972	713,972	713,972	713,972
Operating Expenses	5020002	666,623	713,895	748,867	713,895	713,895	713,895	713,895	713,895	713,895
Conference & Travel Expenses	5050009	0	5,000	5,500	5,000	5,000	5,000	5,000	5,000	5,000
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
Total		3,646,161	3,766,908	4,041,168	3,768,134	3,768,134	3,768,134	3,768,134	3,768,134	3,768,134

Funding Sources										
General Revenue	4000010	2,410,011	2,584,450		2,498,384	2,498,384	2,498,384	2,498,384	2,498,384	2,498,384
Merit Adjustment Fund	4000055	25,426	0		0	0	0	0	0	0
Adult Basic/General	4000065	536,165	518,246		518,246	518,246	518,246	518,246	518,246	518,246
Workforce 2000	4000740	674,559	664,212		751,504	751,504	751,504	751,504	751,504	751,504
Total Funding		3,646,161	3,766,908		3,768,134	3,768,134	3,768,134	3,768,134	3,768,134	3,768,134
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		3,646,161	3,766,908		3,768,134	3,768,134	3,768,134	3,768,134	3,768,134	3,768,134

Analysis of Budget Request

Appropriation: 710 - Crowley's Ridge - Federal

Funding Sources: FTC - Federal Operations - CRTI

This federally funded appropriation receives primary funding from the U.S. Department of Education (Carl D. Perkins Vocational and Applied Technology Education Act, P.L. 101-392) and such reimbursement programs as the Jobs Training Partnership Act. A major emphasis of this program is to provide competent training programs for business and industry.

Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Career Service Payments.

For the 2011-2013 biennium, CRTI requests Base Level and Change Level request totaling \$3,000 in appropriation only each year for Operating Expenses. The additional appropriation will be utilized upon receipt of anticipated increases in federal funding.

The Executive Recommendation provides for Agency Request.

Appropriation Summary

Appropriation: 710 - Crowley's Ridge - Federal

Funding Sources: FTC - Federal Operations - CRTI

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	70,004	75,223	114,570	75,223	75,223	75,223	75,223	75,223	75,223
#Positions	2	2	3	2	2	2	2	2	2
Extra Help 5010001	0	0	24,000	0	0	0	0	0	0
#Extra Help	0	0	0	0	0	0	0	0	0
Personal Services Matching 5010003	23,957	20,341	42,025	25,692	25,692	25,692	25,692	25,692	25,692
Operating Expenses 5020002	196	1,000	12,000	1,000	4,000	4,000	1,000	4,000	4,000
Conference & Travel Expenses 5050009	0	0	500	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
Total	94,157	96,564	193,095	101,915	104,915	104,915	101,915	104,915	104,915
Funding Sources									
Federal Revenue 4000020	94,157	96,564		101,915	104,915	104,915	101,915	104,915	104,915
Total Funding	94,157	96,564		101,915	104,915	104,915	101,915	104,915	104,915
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	94,157	96,564		101,915	104,915	104,915	101,915	104,915	104,915

Change Level by Appropriation

Appropriation: 710 - Crowley's Ridge - Federal
Funding Sources: FTC - Federal Operations - CRTI

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	101,915	2	101,915	100.0	101,915	2	101,915	100.0
C01	Existing Program	3,000	0	104,915	102.9	3,000	0	104,915	102.9

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	101,915	2	101,915	100.0	101,915	2	101,915	100.0
C01	Existing Program	3,000	0	104,915	102.9	3,000	0	104,915	102.9

Justification

C01	Agency requests additional Operating Expenses appropriation due to anticipated increase in federal funding.
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Analysis of Budget Request

Appropriation: B54 - Crowley's Ridge - Cash

Funding Sources: 183 - Cash Operations - CRTI

Funds for this appropriation are received from tuition, resale from the bookstore, contracted programs such as Apprenticeship and classes contracted with the federal prison. Cash funds are used to supplement the operations of the Agency.

Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Career Service Payments.

Capital Outlay in the amount of \$300,000 each year is requested to provide authority for the purchase of replacement equipment that is beyond repair, obsolete or too expensive to maintain.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: B54 - Crowley's Ridge - Cash

Funding Sources: 183 - Cash Operations - CRTI

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	130,856	188,150	203,685	188,150	188,150	188,150	188,150	188,150	188,150
#Positions		3	4	4	4	4	4	4	4	4
Extra Help	5010001	73,244	162,631	162,631	162,631	162,631	162,631	162,631	162,631	162,631
#Extra Help		21	41	41	41	41	41	41	41	41
Personal Services Matching	5010003	70,906	71,896	77,159	72,106	72,106	72,106	72,106	72,106	72,106
Operating Expenses	5020002	169,365	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000
Conference & Travel Expenses	5050009	13,401	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000
Professional Fees	5060010	90	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Resale (COGS)	5090017	139,238	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000
Promotional Items	5090028	21,414	0	0	0	0	0	0	0	0
Capital Outlay	5120011	8,516	300,000	300,000	0	300,000	300,000	0	300,000	300,000
Debt Service	5120019	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total		627,030	1,315,677	1,336,475	1,015,887	1,315,887	1,315,887	1,015,887	1,315,887	1,315,887
Funding Sources										
Fund Balance	4000005	1,084,902	952,668		0	0	0	0	0	0
Cash Fund	4000045	494,796	363,009		365,887	665,887	665,887	365,887	665,887	665,887
Total Funding		1,579,698	1,315,677		365,887	665,887	665,887	365,887	665,887	665,887
Excess Appropriation/(Funding)		(952,668)	0		650,000	650,000	650,000	650,000	650,000	650,000
Grand Total		627,030	1,315,677		1,015,887	1,315,887	1,315,887	1,015,887	1,315,887	1,315,887

Change Level by Appropriation

Appropriation: B54 - Crowley's Ridge - Cash
Funding Sources: 183 - Cash Operations - CRTI

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	1,015,887	4	1,015,887	100.0	1,015,887	4	1,015,887	100.0
C01	Existing Program	300,000	0	1,315,887	129.5	300,000	0	1,315,887	129.5

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	1,015,887	4	1,015,887	100.0	1,015,887	4	1,015,887	100.0
C01	Existing Program	300,000	0	1,315,887	129.5	300,000	0	1,315,887	129.5

Justification

C01	Agency request the restoration of Capital Outlay appropriation in the Cash Fund for the purchase of equipment as needed for the instructional programs and building and grounds maintenance.								
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