

DFA - MANAGEMENT SERVICES

Enabling Laws

Act 242 of 2012
A.C.A. §19-4-101 - §19-4-2004

History and Organization

Mission Statement - The Management Services Division provides leadership and assistance to all state agencies to ensure the uniformity, accountability, and efficiency in the management of human, financial and material resources necessary for those agencies to perform their missions.

The Department of Finance and Administration (DFA) in its present organization form was created by Act 38 of 1971 during the 68th Arkansas General Assembly. Effective February 4, 1971, the Administration Department and its functions, powers and duties were transferred to the newly created Department of Finance and Administration.

The Department consists of two major Divisions: The Management Services Division and the Revenue Services Division. The Management Services Division is composed of the Offices of Accounting, Budget, Personnel Management, Procurement and Intergovernmental Services. Other offices that play a major role in State Government are the Office of Administrative Services, the Office of Internal Audit, the Office of Information Services, and the Employee Benefits Division. In addition, the Racing Commission and the Alcoholic Beverage Control Administration Division were also transferred to the newly created Department of Finance and Administration. Act 729 of 1981 transferred the Alcoholic Beverage Control Enforcement Division from the Department of Public Safety to the Department of Finance and Administration.

Central Administration activity of the Department of Finance and Administration oversees the departmental goal which is to instill good management practices in Arkansas State Government and to provide the money to run it. As the Chief Fiscal Officer of the State, the DFA Director is charged with the responsibility of making certain that expenditures, use of property, purchases, and use of personnel are carried out in accordance with the laws of the State. Most of the responsibilities in this area are directed and authorized by Act 876 of the 69th General Assembly (General Accounting and Budgetary Procedures Law, §19-4-101 et seq.).

Central Administration includes the Department of Finance and Administration top-level administration personnel and economic analysis. It is devoted to furthering the department goals with special emphasis placed upon services to agencies and citizens of the State.

The Department has two distinct functions within State Government. One function is to serve as the central collector of state revenues. The other function is to operate control management systems for State Government by providing assistance to all state agencies. This includes the management of their funds, personnel, and property, while exercising certain statutory controls over the agencies in these areas.

The Management Services Division has a primary goal of providing other agencies of State Government with services to assist them in meeting their primary goals and objectives. It continues to administer statutorily required controls in a manner that ensures agencies in State Government are operating legally, deriving maximum use of personnel, money and equipment available to them, and providing maximum service to the taxpayers. The Management Services Division has as its central objective the following program areas:

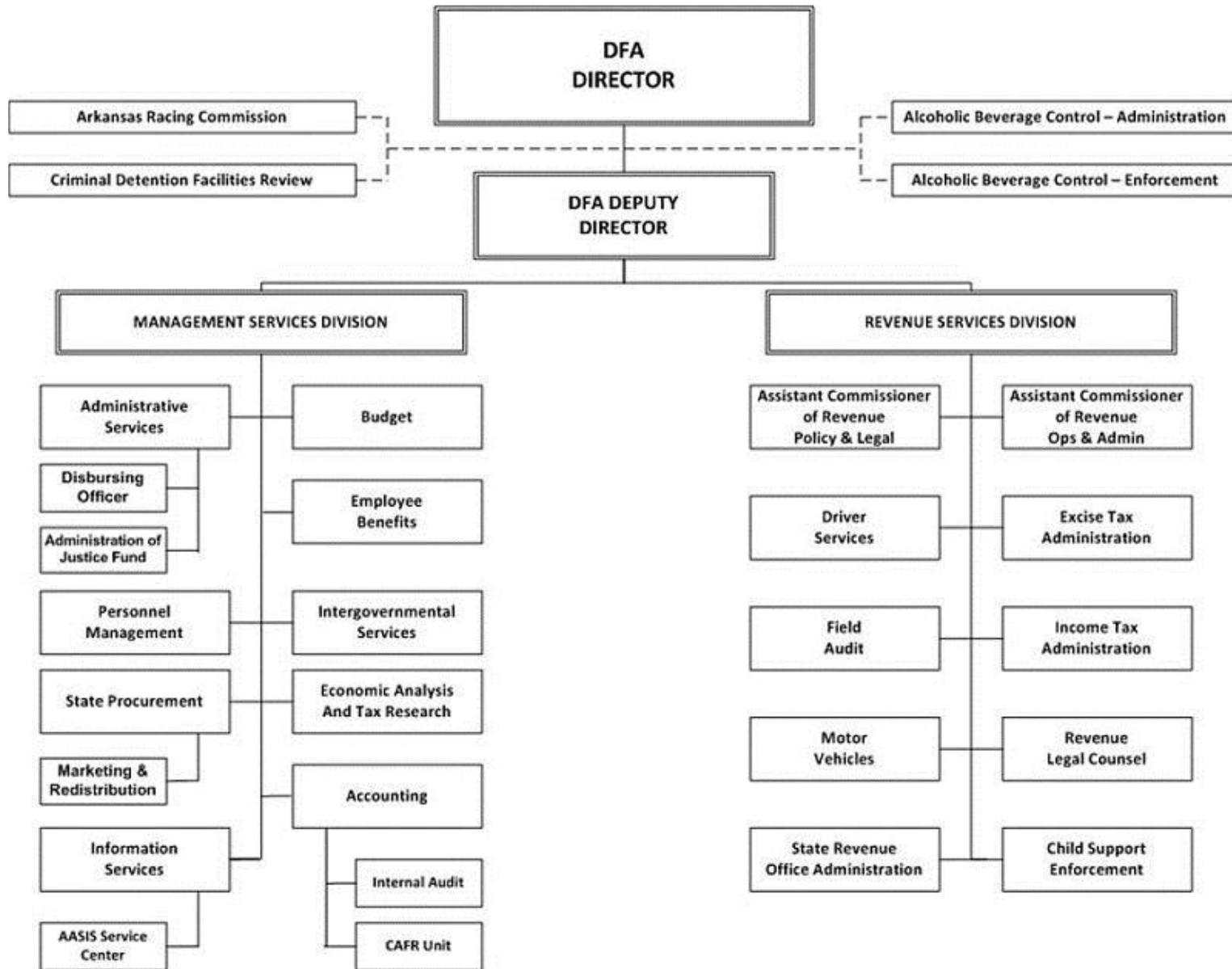
- 1) Accounting - Provide efficient and responsible fiscal management of all state programs or activities. Maintain a financial system providing information on all transactions of all state agencies for accounting and management services, apply sound pre-auditing procedures and maintain the State's accounting system in a timely and accurate manner. Additionally, the Office of Internal Audit (OIA) has merged with the Office of Accounting. The main goal for the OIA is to provide agency management with objective, proactive advice and value-added recommendations that assists them in the achievement of their goals and objectives and provide for strong accountability of state resources. To achieve this goal set forth for the OIA, a three-fold audit approach is utilized. This approach includes the performance of agency audits, Executive Order 98-04 "Compliance Audits and Special Reviews" that may be requested by agency management.
- 2) Budget - Develop, analyze, recommend, present and execute State budget matters, assist state agencies in budgetary matters and enforce the deficit prohibition law.
- 3) Personnel Management - Develop procedures and methods for the continued efficient operation of the Arkansas Personnel Management Program. Maintain personnel records for all classified agencies and payroll records for all state agencies. Provide broad spectrum training opportunities for state and local government employees and provide technical assistance and guidance to all state agencies.
- 4) Procurement - Implement the State procurement program and establish policies, procedures and controls for that program and administer a quality assurance program. Maintain a State surplus property program through the Marketing and Redistribution section.
- 5) Intergovernmental Services - Administer federal grants directed to local governments, state agencies and non-profit organizations for the improvement of narcotics and general law enforcement, drug treatment within state prisons, services for victims of crime, and prison construction. Provide an opportunity for organizations and individuals to review and comment on federally supported programs prior to their implementation.

The Office of Administrative Services has with it human resources, fiscal accounting, purchasing and asset management, Administration of Justice Fund, State Vehicle Management Information and Acquisition System, state vehicle complaints, and state messenger service. This

Office performs numerous management-related functions for the Department of Finance and Administration, the Governor's Office, and smaller boards and commissions.

The Employee Benefits Division makes available to State and Public School Employees group health and life insurance. State employees also have the option of selecting other optional benefits, including deferred compensation. The Division oversees that customer service is available from the vendors for the participating members.

The Office of Information Services (OIS) is responsible for management of departmental information technology (IT) resources. This encompasses the Management Services and Revenue Services Divisions, and the Office of Child Support Enforcement. Functional areas include administration (including DFA web site maintenance and the AASIS Service Center), applications development and maintenance, and operations and support (computer operations, and local area network and desktop support).



Agency Commentary

The Management Services Division of the Department of Finance and Administration has a primary goal of providing other agencies of State Government with services to assist them in meeting their primary goals and objectives. It continues to administer statutorily required controls in a manner that ensures agencies in State Government are operating legally, deriving maximum use of personnel, money and equipment available to them, while providing maximum service to the taxpayer.

The Agency is requesting an increase over Base Level of \$3,182,144 for FY14 and \$3,181,941 for FY15:

- \$2,500,000 each year for additional Purchase and Corporate Travel Card Program appropriation funded by a miscellaneous revolving and cash fund used for rebates from vendor banks and distributed back to participating agencies. This represents 79% of the total request.
- \$181,927 in FY14 and \$181,872 in FY15 for reclassification of various positions. DFA positions are now lower than comparable positions in state agencies and have been experiencing turnover rates in excess of 50% in the majority of these positions.
- \$460,233 in FY14 and FY15 to restore the required General Revenue appropriation and funding matching obligation for two programs from the Department of Justice: Non-Victim Assistance Grants and Victims of Crime Justice Assistance.
- (\$288,133) in FY14 and (\$287,951) in FY15 represents the discontinuation of 6 Base Level Positions, 3 Extra Help positions, an additional 7 authorized but un-budgeted positions. Also included discontinuing the Quick Copy Service Center operations appropriation.
- Net increase of \$328,117 and 4 positions in FY14 and \$327,787 and 4 positions in FY15 due to agency transfers as follows:
 - Transferring 1 position to DFA Racing Commission to assist in the constant growth of the electronic games of skill, the transfer is extremely important to stay on top of the constant change of new games submitted to place in both facilities. (\$36,485) each year.
 - Consolidating Appropriation 584 (ASSIS Service Center) with DFA Management Services Operations Appropriation 272. AASIS is part of the Management Services daily operations and would streamline the procurement and operational processes. Both are funded from State Central Services. Net effect is no increase.

- The Revenue Division is transferring 5 positions to Agency 0610 - DFA Management Services - Office of Information Systems (OIS). These positions are functional and technical IT positions that are ongoing support for the Arkansas Integrated Revenue System (AIRS). \$338,357 each year.
- Reallocation of special line items within the Marketing and Redistribution Appropriation 274. Net effect is no increase.

In conclusion, the Agency requests discontinuing the following ARRA federal funded appropriations and corresponding State match funded appropriations:

- 81P - State Fiscal Stabilization - ARRA
- 86A - Education Jobs - ARRA
- 83T - State Health Information Exchange - ARRA
- 83K - State Health Information Exchange - State Match

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
 AUDIT OF :
 DEPARTMENT OF FINANCE AND ADMINISTRATION
 FOR THE YEAR ENDED JUNE 30, 2010

Findings	Recommendations
<p>To assure revenue is recorded properly, a system for processing the receipt and recording of tax revenue should be designed to provide adequate controls. DFA -- Revenue Division - Cash Control Section receives payments for various taxes throughout the year. During periods of high volume, a substantial amount of the Cash Control Section’s unprocessed mail containing tax payments and associated tax documents is transferred to various other tax sections for assistance in processing without being logged. In addition, when an issue arises and a payment cannot be processed, the Cash Control Section will send the financial instrument and payment documents to the appropriate tax section for correction. Once corrected, the various tax sections are not recording the return of the documents in the Cash Control Section’s check log. The movement of the financial instruments and payment documents without any record of return to the Cash Control Section significantly increases the likelihood of asset misappropriation and the untimely recording of tax revenues.</p>	<p>DFA management strengthen internal controls over the tracking of documents in the revenue receipting and recording process.</p>

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF FINANCE AND ADMINISTRATION
FOR THE YEAR ENDED JUNE 30, 2010

Findings

In contrast to state rules and regulations, we noted one Agency employee claimed reimbursement for mileage in excess of allowable map mileage. We therefore examined all available mileage reimbursement documentation for this employee from July 2006 through February 2011 and determined the employee received travel reimbursements exceeding allowable map mileage by 8,642 miles. Based on applicable mileage rates, we calculated excess mileage reimbursements of \$3,659. We also noted that while all of the travel reimbursement forms with excess mileage reimbursement were signed by a district manager as prescribed by Agency policy, the managers did not properly review the forms prior to authorization. The employee was fired by DFA and subsequently rehired by the Agency through the Agency's grievance appeal process after repayment was received.

Recommendations

DFA management establish procedures to ensure proper review of travel reimbursement forms prior to approval as required by Agency regulations.

Performance Audit Findings

*Selected Industries Receiving Economic Incentives from the Consolidated Incentive Act of 2003 – Food and Publishing Industries
Arkansas Economic Development Commission (AEDC) and
Arkansas Department of Finance and Administration (DFA)
(July 1, 2003 – December 31, 2008)*

Findings and Conclusions:

- Currently, not all incentives have expiration dates to provide for timely accounting for and analysis of incentives. This creates the potential situation where a company may, for example, delay filing a claim or a 2004 incentive until 2010.
- No exceptions were noted during the audit of the AEDC's awarding of Consolidated Incentive Act funds for food and publishing industries or DFA's monitoring of those funds.
- Related incentive programs were successful in the food and publishing industries.
- The creation of a Tier System for most programs of the Consolidated Incentive Act indicates the desire of the General Assembly to award incentives based on consideration of economic need. However, the majority of incentive funds were from the InvestArk statutory investment program with 61% of the total incentive funds distributed to the most prosperous counties of the State.

Recommendations:

- We recommend AEDC include time limitations for payments/rebates on future incentive awards to reduce the time between when incentive payments/rebates are earned by companies and when they are paid.
- If it is the intent of the General Assembly to direct incentive funds primarily to counties with the greatest need of economic development, it would be necessary for AEDC to reevaluate the methodology used for distributing InvestArk funds.

*Arkansas State and Public School Employees Fiscal Year 2010 Health and Benefit Plans
Arkansas Department of Finance and Administration – Employee Benefits Division (EBD)
(July 1, 2009 – June 30, 2010)*

Findings and Conclusions:

- Pharmacy contract terms provide that EBD is to receive 92% of all rebates received by InformedRX. However, EBD did not have procedures in place to ensure they received all amounts due.

Recommendations:

- EBD develop and implement procedures to ensure all pharmaceutical rebates earned on behalf of EBD are properly received from pharmacy benefit managers.

Findings and Conclusions:

- Based on AFC records, we noted 59 instances totaling \$6.4 million improperly transferred from federal grants throughout the review period, with \$1,567,926 remaining outstanding.
- The Arkansas Agriculture Secretary signed AFC certification of income documents on behalf of the AFC director without fully understanding the implications of the forms and the financial situation at AFC.
- DFA operations are not designed or expected to detect the type of inappropriate activity subsequently discovered at AFC; and staffing levels at the Office of Budget would not allow each budget analyst to know the intricate details of each federal grant administered by each state agency.

Recommendations:

- AFC reexamine its federal grant award, draw, and oversight procedures to ensure all federal grant monies are properly recorded, expended, and reported.
- AFC certification of income documents be reviewed and signed by the AFC director and fiscal officer.
- DFA consider implementing additional procedures for agencies with declining trust fund or special revenue accounts that are critical to an agency's operations to ensure frequent or significant fund transfers are appropriate.

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	113	173	286	76 %
Black Employees	17	60	77	20 %
Other Racial Minorities	7	8	15	4 %
	Total Minorities		92	24 %
	Total Employees		378	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Annual Budget Instruction Packet	None	N	N	200	Assist State Agencies in the preparation of annual operations budgets. Electronic copy available on DFA Website.
Biennial Budget Book	None	N	N	25	Contains detailed information regarding agency changes, funding and positions for each agency, as well as capital projects. Assist State Agencies in the preparation of annual operations budgets. Electronic copy available on DFA Website.
Biennial Budget Instruction Packet	A.C.A. 19-4-304	N	N	200	Provide information and assistance to state agencies in the preparation of biennial budget requests. Electronic copy available on DFA Website.
Biennial Budget Manuals	A.C.A. 19-4-305	Y	N	3,000	Compile agency requests and Governor's recommendations for Legislative Council/Joint Budget Committee. Electronic copy available on DFA Website.
COBRA Packets	None	N	N	18,000	Federal legislation requires former employees or dependents have insurance benefits after termination of group benefits. Continuing coverage information is provided to individuals.
Comprehensive Annual Financial Report (CAFR)	A.C.A. 19-5-517	N	N	400	To provide the detailed information of the State's financial status and to ensure proper handling of the taxpayers' money.
EBD Buzz	None	N	N	350,000	Newsletter to be sent quarterly on insurance updates and information.
Enrollment Guide for Arkansas Public School Employees	None	N	N	100	The enrollment guide provides information regarding open enrollment, rates and benefit changes. Electronic copy available on DFA website.

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Enrollment Guide for Arkansas State and Public School Retired Employees	None	N	N	500	The enrollment guide provides information regarding open enrollment, rates and benefit changes. 250 State / 250 Public School. Electronic copy available on DFA website.
Enrollment Guide for Arkansas State Employees	None	N	N	100	The enrollment guide provides information regarding open enrollment, rates and benefit changes. Electronic copy available on DFA website.
Facts about the Arkansas State Budget	None	N	N	1,000	Informational brochure for the public. Electronic copy available on DFA Website.
Summary Plan Description	None	N	N	250	The Department of Labor requires that a summary of the plan be available to all employees. The summary plan description describes insurance benefits for the State and Public School Employees enrolled in the plan. Electronic copy available on DFA website.

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2011-2012		2012-2013		2012-2013		2013-2014					2014-2015						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
1DF Victims of Crime Justice Assistance - Federal	7,942,192	8	14,263,902	10	15,735,986	10	13,877,638	10	13,884,593	10	13,884,593	10	13,877,163	10	13,884,111	10	13,884,111	10
1GA Purchase / Corporate Travel Card Program	8,901	0	2,000,000	0	2,000,000	0	2,000,000	0	4,000,000	0	4,000,000	0	2,000,000	0	4,000,000	0	4,000,000	0
251 Dept of Justice Non-Victim Assistance Grants - S	496,730	0	848,963	0	1,000,000	0	848,963	0	1,000,000	0	1,000,000	0	848,963	0	1,000,000	0	1,000,000	0
252 Dept of Justice Non-Victim Assistance Grants - f	6,446,131	4	10,260,007	5	20,943,603	7	9,846,430	5	9,846,430	5	9,846,430	5	9,846,289	5	9,846,289	5	9,846,289	5
272 DFA Management Services - Operations	24,457,973	349	27,161,868	367	28,069,762	369	27,089,875	367	27,418,397	366	27,418,397	366	27,074,987	367	27,403,293	366	27,403,293	366
274 Marketing and Redistribution	744,979	17	1,348,906	17	1,332,899	17	1,356,126	17	1,367,178	17	1,367,178	17	1,356,443	17	1,367,481	17	1,367,481	17
277 Quick Copy Service Center	115,412	2	100,000	0	448,339	0	100,003	0	0	0	0	0	99,990	0	0	0	0	0
278 Employee Benefits Division	2,246,114	29	2,966,705	36	3,103,611	37	2,977,333	36	2,945,766	35	2,945,766	35	2,976,566	36	2,945,027	35	2,945,027	35
279 Information Technology	28,187,908	0	30,000,000	0	30,000,000	0	30,000,000	0	30,000,000	0	30,000,000	0	30,000,000	0	30,000,000	0	30,000,000	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	50,000	0	359,196	0	50,000	0	359,196	0	359,196	0	50,000	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	912,920	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 - Miscellaneous Cash	542,605	8	2,186,960	13	2,251,197	13	2,190,966	13	2,697,918	13	2,697,918	13	2,190,301	13	2,697,246	13	2,697,246	13
NOT REQUESTED FOR THE BIENNIUM																		
81P State Fiscal Stabilization - ARRA	3,166,132	0	0	0	56,566,276	0	0	0	0	0	0	0	0	0	0	0	0	0
83K State Health Info Exchange - State	0	0	0	0	600,000	0	0	0	0	0	0	0	0	0	0	0	0	0
83T State Health Info Exchange - ARRA	27	0	6,159,190	0	7,915,429	0	0	0	0	0	0	0	0	0	0	0	0	0
86A ARRA-Educ Jobs	108,429	0	1,757,541	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	75,376,453	417	2,201,542,930	447	2,272,765,186	453	2,192,776,222	447	2,195,958,366	445	2,195,958,366	445	2,192,759,590	447	2,195,941,531	445	2,195,941,531	445

Funding Sources		%		%		%		%		%		%		%		%		%	
Fund Balance	4000005	1,960,688	2.5	3,665,875	0.2			2,089,273	0.1	2,089,273	0.1	2,089,273	0.1	2,724,177	0.1	2,724,177	0.1	2,724,177	0.1
General Revenue	4000010	535,375	0.7	898,963	0.0			898,963	0.0	1,359,196	0.1	1,359,196	0.1	898,963	0.0	1,359,196	0.1	1,359,196	0.1
Federal Revenue	4000020	12,063,209	15.3	26,206,961	1.2			26,130,676	1.2	26,137,631	1.2	26,137,631	1.2	26,130,060	1.2	26,137,008	1.2	26,137,008	1.2
State Central Services	4000035	54,874,445	69.4	60,160,853	2.7			60,099,488	2.7	60,396,443	2.7	60,396,443	2.7	60,083,833	2.7	60,380,600	2.7	60,380,600	2.7
Non-Revenue Receipts	4000040	4,019,387	5.1	2,859,264	0.1			4,088,951	0.2	6,000,000	0.3	6,000,000	0.3	4,088,952	0.2	6,000,000	0.3	6,000,000	0.3
Cash Fund	4000045	1,111,523	1.4	1,200,000	0.1			2,193,048	0.1	2,700,000	0.1	2,700,000	0.1	2,193,055	0.1	2,700,000	0.1	2,700,000	0.1
Agency Payroll Paying Accounts	4000085	0	0.0	2,100,000,000	95.3			2,100,000,000	95.7	2,100,000,000	95.5	2,100,000,000	95.5	2,100,000,000	95.6	2,100,000,000	95.5	2,100,000,000	95.5
Federal Funds-ARRA	4000244	6,512,622	8.2	8,640,287	0.4			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Interest	4000300	23,204	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	(38,645)	0.0	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	17,550	0.0	0	0.0			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0

Funding Sources		%		%		%		%		%		%		%		%	
Transfer to DFA Disbursing	4000610	(2,037,030)	(2.6)	0	0.0												
		0	0.0	0	0.0												
Total Funds		79,042,328	100.0	2,203,632,203	100.0	2,195,500,399	100.0	2,198,682,543	100.0	2,198,682,543	100.0	2,196,119,040	100.0	2,199,300,981	100.0	2,199,300,981	100.0
Excess Appropriation/(Funding)		(3,665,875)		(2,089,273)		(2,724,177)		(2,724,177)		(2,724,177)		(3,359,450)		(3,359,450)		(3,359,450)	
Grand Total		75,376,453		2,201,542,930		2,192,776,222		2,195,958,366		2,195,958,366		2,192,759,590		2,195,941,531		2,195,941,531	

FC 272 DFA Management Services Operations Appropriation - Reflects consolidation of Appropriation 584 (AASIS Service Center). Both are funded from State Central Services.

FC 274 - FY13 Budget amount exceeds the authorized amount due to salary and matching rate adjustments during the 2011-2013 Biennium.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
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	
451	407	47	454	-3	9.76 %	457	376	71	447	10	17.72 %	453	375	72	447	6	17.22 %

FY11 Budgeted Positions exceeds Authorized due to 3 ARRA positions authorized through the Miscellaneous Federal Grant process.

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 includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Base Level is \$13,877,638 for FY14 and \$13,877,163 for FY15.

The Agency is requesting a Change Level increase of \$6,955 for FY14 and \$6,948 FY15 due to reclassification of three positions. This request will properly align the positions with the current job responsibilities.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 1DF - Victims of Crime Justice Assistance - Federal
Funding Sources: FVD - Victims of Crime Justice Assistance

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	270,858	356,515	331,489	356,890	362,587	362,587	356,890	362,587	362,587
#Positions	8	10	10	10	10	10	10	10	10
Extra Help 5010001	0	6,272	6,272	6,272	6,272	6,272	6,272	6,272	6,272
#Extra Help	0	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	85,403	124,111	104,135	126,632	127,890	127,890	126,157	127,408	127,408
Overtime 5010006	0	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Operating Expenses 5020002	28,739	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Conference & Travel Expenses 5050009	1,821	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	6,997,636	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	8,278	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
ARRA of 2009 5900052	549,457	389,160	1,906,246	0	0	0	0	0	0
Total	7,942,192	14,263,902	15,735,986	13,877,638	13,884,593	13,884,593	13,877,163	13,884,111	13,884,111
Funding Sources									
Federal Revenue 4000020	7,392,735	13,874,742		13,877,638	13,884,593	13,884,593	13,877,163	13,884,111	13,884,111
Federal Funds-ARRA 4000244	549,457	389,160		0	0	0	0	0	0
Total Funding	7,942,192	14,263,902		13,877,638	13,884,593	13,884,593	13,877,163	13,884,111	13,884,111
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	7,942,192	14,263,902		13,877,638	13,884,593	13,884,593	13,877,163	13,884,111	13,884,111

FY13 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2011-2013 Biennium.

Change Level by Appropriation

Appropriation: 1DF - Victims of Crime Justice Assistance - Federal
Funding Sources: FVD - Victims of Crime Justice Assistance

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	13,877,638	10	13,877,638	100.0	13,877,163	10	13,877,163	100.0
C10	Reclass	6,955	0	13,884,593	100.1	6,948	0	13,884,111	100.1

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	13,877,638	10	13,877,638	100.0	13,877,163	10	13,877,163	100.0
C10	Reclass	6,955	0	13,884,593	100.1	6,948	0	13,884,111	100.1

Justification

C10	Reclassification of 3 positions to properly align the positions with the current job responsibilities.
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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.

Base Level is \$2,000,000 each year of the 2013-2015 Biennium.

The Agency is requesting a Change Level increase of \$2,000,000 each year to allow for enough appropriation to distribute back to participating agencies increasing rebates from vendor banks.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 1GA - Purchase / Corporate Travel Card Program

Funding Sources: MPC - Purchase & Travel Card Program Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Refunds/Reimbursements 5110014	8,901	2,000,000	2,000,000	2,000,000	4,000,000	4,000,000	2,000,000	4,000,000	4,000,000
Total	8,901	2,000,000	2,000,000	2,000,000	4,000,000	4,000,000	2,000,000	4,000,000	4,000,000
Funding Sources									
Fund Balance 4000005	114,540	1,217,206		0	0	0	0	0	0
Non-Revenue Receipts 4000040	1,111,567	782,794		2,000,000	4,000,000	4,000,000	2,000,000	4,000,000	4,000,000
Total Funding	1,226,107	2,000,000		2,000,000	4,000,000	4,000,000	2,000,000	4,000,000	4,000,000
Excess Appropriation/(Funding)	(1,217,206)	0		0	0	0	0	0	0
Grand Total	8,901	2,000,000		2,000,000	4,000,000	4,000,000	2,000,000	4,000,000	4,000,000

Change Level by Appropriation

Appropriation: 1GA - Purchase / Corporate Travel Card Program
Funding Sources: MPC - Purchase & Travel Card Program Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	2,000,000	0	2,000,000	100.0	2,000,000	0	2,000,000	100.0
C01	Existing Program	2,000,000	0	4,000,000	200.0	2,000,000	0	4,000,000	200.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	2,000,000	0	2,000,000	100.0	2,000,000	0	2,000,000	100.0
C01	Existing Program	2,000,000	0	4,000,000	200.0	2,000,000	0	4,000,000	200.0

Justification

C01	Additional Purchase and Corporate Travel Card Program appropriation used for rebates from vendor banks and distributed back to participating agencies.								
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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.

Base Level is \$848,963 each year of the 2013-2015 Biennium.

The Agency is requesting a Change Level increase of \$151,037 each year to restore the required general revenue appropriation and funding matching obligation for corresponding federal appropriation (252), also administered by DFA Management Services.

The Executive Recommendation provides for the Agency Request of appropriation and general revenue funding.

Appropriation Summary

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

Funding Sources: HUA - Miscellaneous Agencies Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Grants and Aid	5100004	496,730	848,963	1,000,000	848,963	1,000,000	1,000,000	848,963	1,000,000	1,000,000
Total		496,730	848,963	1,000,000	848,963	1,000,000	1,000,000	848,963	1,000,000	1,000,000
Funding Sources										
General Revenue	4000010	535,375	848,963		848,963	1,000,000	1,000,000	848,963	1,000,000	1,000,000
Inter-agency Fund Transfer	4000316	(38,645)	0		0	0	0	0	0	0
Total Funding		496,730	848,963		848,963	1,000,000	1,000,000	848,963	1,000,000	1,000,000
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		496,730	848,963		848,963	1,000,000	1,000,000	848,963	1,000,000	1,000,000

Inter-agency fund transfers: Community Corrections - \$16,032.29; Corrections - \$22,613.46

Change Level by Appropriation

Appropriation: 251 - Dept of Justice Non-Victim Assistance Grants - State
Funding Sources: HUA - Miscellaneous Agencies Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	848,963	0	848,963	100.0	848,963	0	848,963	100.0
C01	Existing Program	151,037	0	1,000,000	117.8	151,037	0	1,000,000	117.8

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	848,963	0	848,963	100.0	848,963	0	848,963	100.0
C01	Existing Program	151,037	0	1,000,000	117.8	151,037	0	1,000,000	117.8

Justification

C01	Restore the required general revenue appropriation and funding matching obligation for the Department of Justice Non-Victim Assistance Grants Program.
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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 includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Base Level is \$9,846,430 for FY14 and \$9,846,289 for FY15. The Agency is requesting reclassification of one position to properly align the position with the current job responsibilities; this request does not increase the appropriation.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

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

Funding Sources: FIG - DFA Federal Funds

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	212,549	203,050	197,420	202,825	202,825	202,825	202,925	202,925	202,925
#Positions		4	5	7	5	5	5	5	5	5
Personal Services Matching	5010003	59,615	65,834	58,849	66,976	66,976	66,976	66,735	66,735	66,735
Operating Expenses	5020002	23,328	173,129	168,129	168,129	168,129	168,129	168,129	168,129	168,129
Conference & Travel Expenses	5050009	964	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	3,461,098	9,075,098	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
Refunds/Reimbursements	5110014	0	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
ARRA of 2009	5900052	2,688,577	334,396	11,110,705	0	0	0	0	0	0
Total		6,446,131	10,260,007	20,943,603	9,846,430	9,846,430	9,846,430	9,846,289	9,846,289	9,846,289

Funding Sources										
Federal Revenue	4000020	3,757,554	9,925,611		9,846,430	9,846,430	9,846,430	9,846,289	9,846,289	9,846,289
Federal Funds-ARRA	4000244	2,688,577	334,396		0	0	0	0	0	0
Total Funding		6,446,131	10,260,007		9,846,430	9,846,430	9,846,430	9,846,289	9,846,289	9,846,289
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		6,446,131	10,260,007		9,846,430	9,846,430	9,846,430	9,846,289	9,846,289	9,846,289

FY13 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2011-2013 Biennium.

Budget exceeds Authorized Appropriation in Operating Expenses and Grants and Aid due to a transfer from the Miscellaneous Federal Grant Holding Account.

Change Level by Appropriation

Appropriation: 252 - Dept of Justice Non-Victim Assistance Grants - Federal
Funding Sources: FIG - DFA Federal Funds

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	9,846,430	5	9,846,430	100.0	9,846,289	5	9,846,289	100.0
C10	Reclass	0	0	9,846,430	100.0	0	0	9,846,289	100.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	9,846,430	5	9,846,430	100.0	9,846,289	5	9,846,289	100.0
C10	Reclass	0	0	9,846,430	100.0	0	0	9,846,289	100.0

Justification

C10	Reclassification of one position to properly align the position with the current job responsibilities; this request does not increase the appropriation.
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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 includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases. The Base Level salary of unclassified positions reflects the FY13 line item maximum.

The Agency is requesting Base Level of \$27,089,875 for FY14 and \$27,074,987 for FY15.

The Agency is requesting Change Levels of \$328,522 in FY14 and \$328,306 in FY15 for the following:

- Discontinuation of 5 Base Level Positions, 3 Extra Help positions, an additional 6 authorized but un-budgeted positions.
- Consolidation of Appropriation 584 (ASSIS Service Center) and DFA Management Services Operations Appropriation 272. AASIS is a part of the Management Services daily operations and would streamline the procurement and operational processes. Both are funded from State Central Services and the consolidation results in no increase in appropriation or funding.
- Transferring 1 position to DFA Racing Commission to assist in the constant growth of the electronic games of skill, the transfer is extremely important to stay on top of the constant change of new games submitted to place in both facilities.
- The Revenue Division is requesting to transfer 5 positions to Agency 0610 - DFA Management Services - Office of Information Systems (OIS). These functional and technical IT positions support the Arkansas Integrated Revenue System (AIRS) and should be in the Information Systems organization for proper oversight.
- Reclassifications/Upgrades due to several DFA positions being lower than comparable positions in state agencies and the experiencing of turnover rates in excess of 50% in the majority of these positions. Title change of two positions to align the positions current title to the scope of the position.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 272 - DFA Management Services - Operations

Funding Sources: HSC - State Central Services

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	17,654,825	18,412,117	19,482,990	18,276,823	18,544,494	18,544,494	18,283,723	18,551,394	18,551,394
#Positions		349	367	369	367	366	366	367	366	366
Extra Help	5010001	0	41,512	41,512	41,512	41,512	41,512	41,512	41,512	41,512
#Extra Help		0	20	20	20	20	20	20	20	20
Personal Services Matching	5010003	5,258,058	5,778,097	5,615,118	5,841,398	5,902,249	5,902,249	5,819,610	5,880,245	5,880,245
Overtime	5010006	15	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Operating Expenses	5020002	1,458,509	2,537,543	2,537,543	2,537,543	2,537,543	2,537,543	2,537,543	2,537,543	2,537,543
Conference & Travel Expenses	5050009	76,871	377,599	377,599	377,599	377,599	377,599	377,599	377,599	377,599
Professional Fees	5060010	9,695	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
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		24,457,973	27,161,868	28,069,762	27,089,875	27,418,397	27,418,397	27,074,987	27,403,293	27,403,293

Funding Sources										
State Central Services	4000035	24,456,932	27,161,868		27,089,875	27,418,397	27,418,397	27,074,987	27,403,293	27,403,293
M & R Sales	4000340	1,041	0		0	0	0	0	0	0
Total Funding		24,457,973	27,161,868		27,089,875	27,418,397	27,418,397	27,074,987	27,403,293	27,403,293
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		24,457,973	27,161,868		27,089,875	27,418,397	27,418,397	27,074,987	27,403,293	27,403,293

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 Biennium.

Reflects consolidation of Appropriation 584 (AASIS Service Center) into DFA Management Services Operations Appropriation (272). Both are funded from State Central Services.

Change Level by Appropriation

Appropriation: 272 - DFA Management Services - Operations
Funding Sources: HSC - State Central Services

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	27,089,875	367	27,089,875	100.0	27,074,987	367	27,074,987	100.0
C03	Discontinue Program	(156,563)	(5)	26,933,312	99.4	(156,422)	(5)	26,918,565	99.4
C07	Agency Transfer	328,117	4	27,261,429	100.6	327,787	4	27,246,352	100.6
C10	Reclass	150,296	0	27,411,725	101.2	150,281	0	27,396,633	101.2
C11	Upgrade/Downgrade	6,672	0	27,418,397	101.2	6,660	0	27,403,293	101.2
C14	Title Change	0	0	27,418,397	101.2	0	0	27,403,293	101.2

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	27,089,875	367	27,089,875	100.0	27,074,987	367	27,074,987	100.0
C03	Discontinue Program	(156,563)	(5)	26,933,312	99.4	(156,422)	(5)	26,918,565	99.4
C07	Agency Transfer	328,117	4	27,261,429	100.6	327,787	4	27,246,352	100.6
C10	Reclass	150,296	0	27,411,725	101.2	150,281	0	27,396,633	101.2
C11	Upgrade/Downgrade	6,672	0	27,418,397	101.2	6,660	0	27,403,293	101.2
C14	Title Change	0	0	27,418,397	101.2	0	0	27,403,293	101.2

Justification

C03	Represents the discontinuation of 5 Base Level Positions, 3 Extra Help positions, an additional 6 authorized but un-budgeted positions.
C07	(1) Revenue Division is transferring 5 positions into Agency 0610 - DFA Management Services - Office of Information Systems (OIS). These positions are functional and technical IT positions that are ongoing support. (2)Transferring 1 position to DFA Racing Commission to assist in the constant growth of the electronic games of skill. (3) Consolidate Appropriation 584 (ASSIS Service Center) into DFA Management Services Operations Appropriation 272. AASIS is a part of the Management Services daily operations and would streamline the procurement and operational processes. Both are funded from State Central Services.
C10	Reclassifications due to several DFA positions now lower than comparable positions in state agencies and the experiencing of turnover rates in excess of 50% in the majority of these positions.
C11	Upgrade due to several DFA positions now lower than comparable positions in state agencies and the experiencing of turnover rates in excess of 50% in the majority of these positions.
C14	Title change of two positions to align the positions current title to the scope of the position.

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 includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Base Level is \$1,356,126 for FY14 and \$1,356,443 for FY15.

The Agency is requesting a Change Level increase of \$11,052 in FY14 and \$11,038 for FY15 due to the reclassification of nine positions that are now lower than comparable positions at other state agencies and experiencing high turnover rates. The Agency is also requesting reallocation of special line items to Operating Expenses, Professional Fees and Capital Outlay to properly classify expenditures.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 274 - Marketing and Redistribution
Funding Sources: MPH - Property Sales Holding Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	462,115	500,082	498,974	502,531	511,294	511,294	503,331	512,094	512,094
#Positions	17	17	17	17	17	17	17	17	17
Extra Help 5010001	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
#Extra Help	0	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	170,871	190,219	175,320	194,990	197,279	197,279	194,507	196,782	196,782
Operating Expenses 5020002	111,993	128,605	128,605	128,605	528,605	528,605	128,605	528,605	528,605
Conference & Travel Expenses 5050009	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Professional Fees 5060010	0	0	0	0	24,000	24,000	0	24,000	24,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	100,000	100,000	0	100,000	100,000
Special Maintenance 5120032	0	500,000	500,000	500,000	0	0	500,000	0	0
Data Processing Services 5900044	0	24,000	24,000	24,000	0	0	24,000	0	0
Total	744,979	1,348,906	1,332,899	1,356,126	1,367,178	1,367,178	1,356,443	1,367,481	1,367,481
Funding Sources									
Fund Balance 4000005	893,499	937,922		1,589,016	1,589,016	1,589,016	2,221,838	2,221,838	2,221,838
Non-Revenue Receipts 4000040	2,826,432	2,000,000		1,988,948	2,000,000	2,000,000	1,988,962	2,000,000	2,000,000
Transfer to DFA Disbursing 4000610	(2,037,030)	0		0	0	0	0	0	0
Total Funding	1,682,901	2,937,922		3,577,964	3,589,016	3,589,016	4,210,800	4,221,838	4,221,838
Excess Appropriation/(Funding)	(937,922)	(1,589,016)		(2,221,838)	(2,221,838)	(2,221,838)	(2,854,357)	(2,854,357)	(2,854,357)
Grand Total	744,979	1,348,906		1,356,126	1,367,178	1,367,178	1,356,443	1,367,481	1,367,481

FY13 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2011-2013 Biennium.

Change Level by Appropriation

Appropriation: 274 - Marketing and Redistribution
Funding Sources: MPH - Property Sales Holding Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	1,356,126	17	1,356,126	100.0	1,356,443	17	1,356,443	100.0
C04	Reallocation	0	0	1,356,126	100.0	0	0	1,356,443	100.0
C10	Reclass	11,052	0	1,367,178	100.8	11,038	0	1,367,481	100.8

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	1,356,126	17	1,356,126	100.0	1,356,443	17	1,356,443	100.0
C04	Reallocation	0	0	1,356,126	100.0	0	0	1,356,443	100.0
C10	Reclass	11,052	0	1,367,178	100.8	11,038	0	1,367,481	100.8

Justification

C04	Reallocation of special line items within the Marketing and Redistribution. Net effect is no increase.
C10	Reclassifications due to several DFA positions now lower than comparable positions in state agencies and the experiencing of turnover rates in excess of 50% in the majority of these positions.

Analysis of Budget Request

Appropriation: 277 - Quick Copy Service Center

Funding Sources: MRC - Quick Copy Service Center Revolving Fund

This appropriation provides for operation of the Department of Finance and Administration - Management Services Division - Quick Copy Service Center. Quick Copy provides high speed copying, bindery, lamination and graphic design products and services to State Agencies. Funding to support this function is derived from fees charged for services.

Base Level is \$100,003 for FY14 and \$99,990 for FY15.

In 2007 Quick Copy was consolidated into the DFA Print & Mail Center in the Ledbetter Building to streamline production printers and mail equipment in a work flow that allows for a secure environment due to IRS & SSA regulated security. With very few remaining customers outside of DFA, the Agency is requesting to discontinue three Extra Help positions and operations appropriation for the 2013-2015 Biennium. The agency is also requesting any remaining fund balance on June 30, 2013 be transferred to State Central Services.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 277 - Quick Copy Service Center

Funding Sources: MRC - Quick Copy Service Center Revolving Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	75,912	0	78,091	0	0	0	0	0	0
#Positions		2	0	0	0	0	0	0	0	0
Extra Help	5010001	2,438	10,000	10,000	10,000	0	0	10,000	0	0
#Extra Help		1	3	3	3	0	0	3	0	0
Personal Services Matching	5010003	25,632	781	25,648	784	0	0	771	0	0
Operating Expenses	5020002	11,430	75,000	318,600	75,000	0	0	75,000	0	0
Conference & Travel Expenses	5050009	0	4,219	6,000	4,219	0	0	4,219	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
Refunds/Reimbursements	5110014	0	10,000	10,000	10,000	0	0	10,000	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		115,412	100,000	448,339	100,003	0	0	99,990	0	0

Funding Sources										
Fund Balance	4000005	57,554	23,530		0	0	0	0	0	0
Non-Revenue Receipts	4000040	81,388	76,470		100,003	0	0	99,990	0	0
Total Funding		138,942	100,000		100,003	0	0	99,990	0	0
Excess Appropriation/(Funding)		(23,530)	0		0	0	0	0	0	0
Grand Total		115,412	100,000		100,003	0	0	99,990	0	0

APPROPRIATION NOT REQUESTED FOR THE 2013-2015 BIENNIUM.

Agency requests that fund balance remaining at the end of FY13 be transferred to State Central Services.

Change Level by Appropriation

Appropriation: 277 - Quick Copy Service Center
Funding Sources: MRC - Quick Copy Service Center Revolving Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	100,003	0	100,003	100.0	99,990	0	99,990	100.0
C03	Discontinue Program	(100,003)	0	0	0.0	(99,990)	0	0	0.0

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	100,003	0	100,003	100.0	99,990	0	99,990	100.0
C03	Discontinue Program	(100,003)	0	0	0.0	(99,990)	0	0	0.0

Justification

C03	With very few remaining customers outside of DFA, the Agency is requesting to discontinue three Extra Help positions and operations appropriation for the 2013-2015 Biennium.
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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 includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Base Level is \$2,977,333 for FY14 and \$2,976,566 for FY15.

The Agency is requesting a Change Level decrease of \$31,567 for FY14 and \$31,539 for FY15 due to discontinuing one Base Level position no longer needed due to agency efficiencies. The Agency is also requesting reclassification of one position to properly align the position with the current job responsibilities; this request does not increase the appropriation.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 278 - Employee Benefits Division

Funding Sources: HSC - State Central Services

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	1,096,726	1,330,726	1,466,072	1,332,026	1,310,199	1,310,199	1,332,826	1,310,999	1,310,999
#Positions		29	36	37	36	35	35	36	35	35
Personal Services Matching	5010003	402,026	464,168	465,728	473,496	463,756	463,756	471,929	462,217	462,217
Overtime	5010006	36	11,895	11,895	11,895	11,895	11,895	11,895	11,895	11,895
Operating Expenses	5020002	746,526	1,116,827	1,116,827	1,116,827	1,116,827	1,116,827	1,116,827	1,116,827	1,116,827
Conference & Travel Expenses	5050009	800	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
Professional Fees	5060010	0	29,089	29,089	29,089	29,089	29,089	29,089	29,089	29,089
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		2,246,114	2,966,705	3,103,611	2,977,333	2,945,766	2,945,766	2,976,566	2,945,027	2,945,027
Funding Sources										
State Central Services	4000035	2,245,993	2,966,705		2,977,333	2,945,766	2,945,766	2,976,566	2,945,027	2,945,027
M & R Sales	4000340	121	0		0	0	0	0	0	0
Total Funding		2,246,114	2,966,705		2,977,333	2,945,766	2,945,766	2,976,566	2,945,027	2,945,027
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		2,246,114	2,966,705		2,977,333	2,945,766	2,945,766	2,976,566	2,945,027	2,945,027

Change Level by Appropriation

Appropriation: 278 - Employee Benefits Division
Funding Sources: HSC - State Central Services

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	2,977,333	36	2,977,333	100.0	2,976,566	36	2,976,566	100.0
C03	Discontinue Program	(31,567)	(1)	2,945,766	98.9	(31,539)	(1)	2,945,027	98.9
C10	Reclass	0	0	2,945,766	98.9	0	0	2,945,027	98.9

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	2,977,333	36	2,977,333	100.0	2,976,566	36	2,976,566	100.0
C03	Discontinue Program	(31,567)	(1)	2,945,766	98.9	(31,539)	(1)	2,945,027	98.9
C10	Reclass	0	0	2,945,766	98.9	0	0	2,945,027	98.9

Justification

C03	Discontinuation of 1 Base Level Position no longer needed to be utilized due to efficiencies of the agency.
C10	Reclassification of one position to properly align the position with the current job responsibilities; this request does not increase the appropriation.

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 2013-2015 Biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 279 - Information Technology

Funding Sources: HSC - State Central Services

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Information Technology Services 5900044	21,687,908	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	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000
Total	28,187,908	30,000,000							
Funding Sources									
State Central Services 4000035	28,171,520	30,000,000		30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000
M & R Sales 4000340	16,388	0		0	0	0	0	0	0
Total Funding	28,187,908	30,000,000		30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	28,187,908	30,000,000		30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000

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 2013-2015 Biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 2HG - Personnel Management - Employee Awards

Funding Sources: HSC - State Central Services

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
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
Total		0	32,280	32,280	32,280	32,280	32,280	32,280	32,280	32,280
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
Grand Total		0	32,280		32,280	32,280	32,280	32,280	32,280	32,280

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.

Base Level is \$50,000 each year of the 2013-2015 Biennium.

The Agency is requesting a Change Level increase of \$309,196 in each year to provide the required State match obligation for corresponding federal appropriation (1DF), also administered by DFA Management Services.

The Executive Recommendation provides for the Agency Request of appropriation and general revenue funding.

Appropriation Summary

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

Funding Sources: HUA - Miscellaneous Agencies Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Grants and Aid 5100004	0	50,000	359,196	50,000	359,196	359,196	50,000	359,196	359,196
Total	0	50,000	359,196	50,000	359,196	359,196	50,000	359,196	359,196
Funding Sources									
General Revenue 4000010	0	50,000		50,000	359,196	359,196	50,000	359,196	359,196
Total Funding	0	50,000		50,000	359,196	359,196	50,000	359,196	359,196
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	0	50,000		50,000	359,196	359,196	50,000	359,196	359,196

Change Level by Appropriation

Appropriation: 34Z - Victims of Crime Justice Assistance - State
Funding Sources: HUA - Miscellaneous Agencies Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	50,000	0	50,000	100.0	50,000	0	50,000	100.0
C01	Existing Program	309,196	0	359,196	718.4	309,196	0	359,196	718.4

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	50,000	0	50,000	100.0	50,000	0	50,000	100.0
C01	Existing Program	309,196	0	359,196	718.4	309,196	0	359,196	718.4

Justification

C01	Restore the required General Revenue appropriation and funding matching obligation for the Victims of Crime Justice Assistance Grants Program.
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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 2013-2015 Biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 574 - Statewide Payroll Paying

Funding Sources: PAY - State Payroll Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
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

Actual expenditures are reflected at the individual agency level.

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 2013-2015 Biennium.

Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 83Q - IT Projects – Federal

Funding Sources: FOI - IT Projects Federal Funds

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Info Tech Services & Equipment 5900046	912,920	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	912,920	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	912,920	2,406,608		2,406,608	2,406,608	2,406,608	2,406,608	2,406,608	2,406,608
Total Funding	912,920	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	912,920	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 - Miscellaneous 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 includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Base Level is \$2,190,966 for FY14 and \$2,190,301 for FY15.

The Agency is requesting the following Change Level increases in each year of the 2013-2015 Biennium.

- Increase of \$6,952 for FY14 and \$6,945 FY15 due to reclassification of two positions. This request will properly align the positions with the current job responsibilities.
- Additional \$500,000 each year for Refunds/Reimbursements to allow for enough appropriation to distribute back to participating agencies increasing rebates from vendor banks.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 907 - DFA Management Services - Miscellaneous Cash

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

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	359,681	510,773	568,283	511,373	517,067	517,067	511,373	517,067	517,067
#Positions		8	13	13	13	13	13	13	13	13
Personal Services Matching	5010003	141,291	173,465	180,192	176,871	178,129	178,129	176,206	177,457	177,457
Operating Expenses	5020002	34,229	888,222	888,222	888,222	888,222	888,222	888,222	888,222	888,222
Conference & Travel Expenses	5050009	5,809	71,800	71,800	71,800	71,800	71,800	71,800	71,800	71,800
Professional Fees	5060010	314	25,000	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	1,281	517,700	517,700	517,700	1,017,700	1,017,700	517,700	1,017,700	1,017,700
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		542,605	2,186,960	2,251,197	2,190,966	2,697,918	2,697,918	2,190,301	2,697,246	2,697,246
Funding Sources										
Fund Balance	4000005	895,095	1,487,217		500,257	500,257	500,257	502,339	502,339	502,339
Cash Fund	4000045	1,111,523	1,200,000		2,193,048	2,700,000	2,700,000	2,193,055	2,700,000	2,700,000
Interest	4000300	23,204	0		0	0	0	0	0	0
Total Funding		2,029,822	2,687,217		2,693,305	3,200,257	3,200,257	2,695,394	3,202,339	3,202,339
Excess Appropriation/(Funding)		(1,487,217)	(500,257)		(502,339)	(502,339)	(502,339)	(505,093)	(505,093)	(505,093)
Grand Total		542,605	2,186,960		2,190,966	2,697,918	2,697,918	2,190,301	2,697,246	2,697,246

Change Level by Appropriation

Appropriation: 907 - DFA Management Services - Miscellaneous Cash
Funding Sources: NFA - DFA Miscellaneous Paying - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	2,190,966	13	2,190,966	100.0	2,190,301	13	2,190,301	100.0
C01	Existing Program	500,000	0	2,690,966	122.8	500,000	0	2,690,301	122.8
C10	Reclass	6,952	0	2,697,918	123.1	6,945	0	2,697,246	123.1

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	2,190,966	13	2,190,966	100.0	2,190,301	13	2,190,301	100.0
C01	Existing Program	500,000	0	2,690,966	122.8	500,000	0	2,690,301	122.8
C10	Reclass	6,952	0	2,697,918	123.1	6,945	0	2,697,246	123.1

Justification

C01	Additional Purchase and Corporate Travel Card Program appropriation funded by a cash fund used for rebates from vendor banks and distributed back to participating agencies.
C10	Reclassification of two positions to properly align the positions with the current job responsibilities.

Appropriation Summary

Appropriation: 81P - State Fiscal Stabilization – ARRA

Funding Sources: FAR - ARRA Federal Funds

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
ARRA of 2009 5900052	3,166,132	0	56,566,276	0	0	0	0	0	0
Total	3,166,132	0	56,566,276	0	0	0	0	0	0
Funding Sources									
Federal Funds-ARRA 4000244	3,166,132	0		0	0	0	0	0	0
Total Funding	3,166,132	0		0	0	0	0	0	0
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	3,166,132	0		0	0	0	0	0	0

APPROPRIATION NOT REQUESTED FOR THE 2013-2015 BIENNIUM.

Appropriation Summary

Appropriation: 83K - State Health Info Exchange - State

Funding Sources: HUA - Miscellaneous Agencies Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Pers Serv, Matching, Oper Exp & 5900046	0	0	600,000	0	0	0	0	0	0
Total	0	0	600,000	0	0	0	0	0	0

APPROPRIATION NOT REQUESTED FOR THE 2013-2015 BIENNIUM.

Appropriation Summary

Appropriation: 83T - State Health Info Exchange - ARRA

Funding Sources: FHI - ARRA Federal Funds

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
ARRA of 2009	5900052	27	6,159,190	7,915,429	0	0	0	0	0	0
Total		27	6,159,190	7,915,429	0	0	0	0	0	0
Funding Sources										
Federal Funds-ARRA	4000244	27	6,159,190		0	0	0	0	0	0
Total Funding		27	6,159,190		0	0	0	0	0	0
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		27	6,159,190		0	0	0	0	0	0

APPROPRIATION NOT REQUESTED FOR THE 2013-2015 BIENNIUM.

Appropriation Summary

Appropriation: 86A - ARRA-Educ Jobs

Funding Sources: FEJ - ARRA Federal Funds

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
ARRA of 2009 5900052	108,429	1,757,541	0	0	0	0	0	0	0
Total	108,429	1,757,541	0	0	0	0	0	0	0
Funding Sources									
Federal Funds-ARRA 4000244	108,429	1,757,541		0	0	0	0	0	0
Total Funding	108,429	1,757,541		0	0	0	0	0	0
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	108,429	1,757,541		0	0	0	0	0	0

APPROPRIATION NOT REQUESTED FOR THE 2013-2015 BIENNIUM. Budget exceeds Authorized Appropriation in ARRA of 2009 due to a transfer from the Miscellaneous Federal Grant Holding Account.