

DFA - MANAGEMENT SERVICES

Enabling Laws

Act 14 of 2010
Act 104 of 2010
Act 271 of 2010
Act 272 of 2010
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.

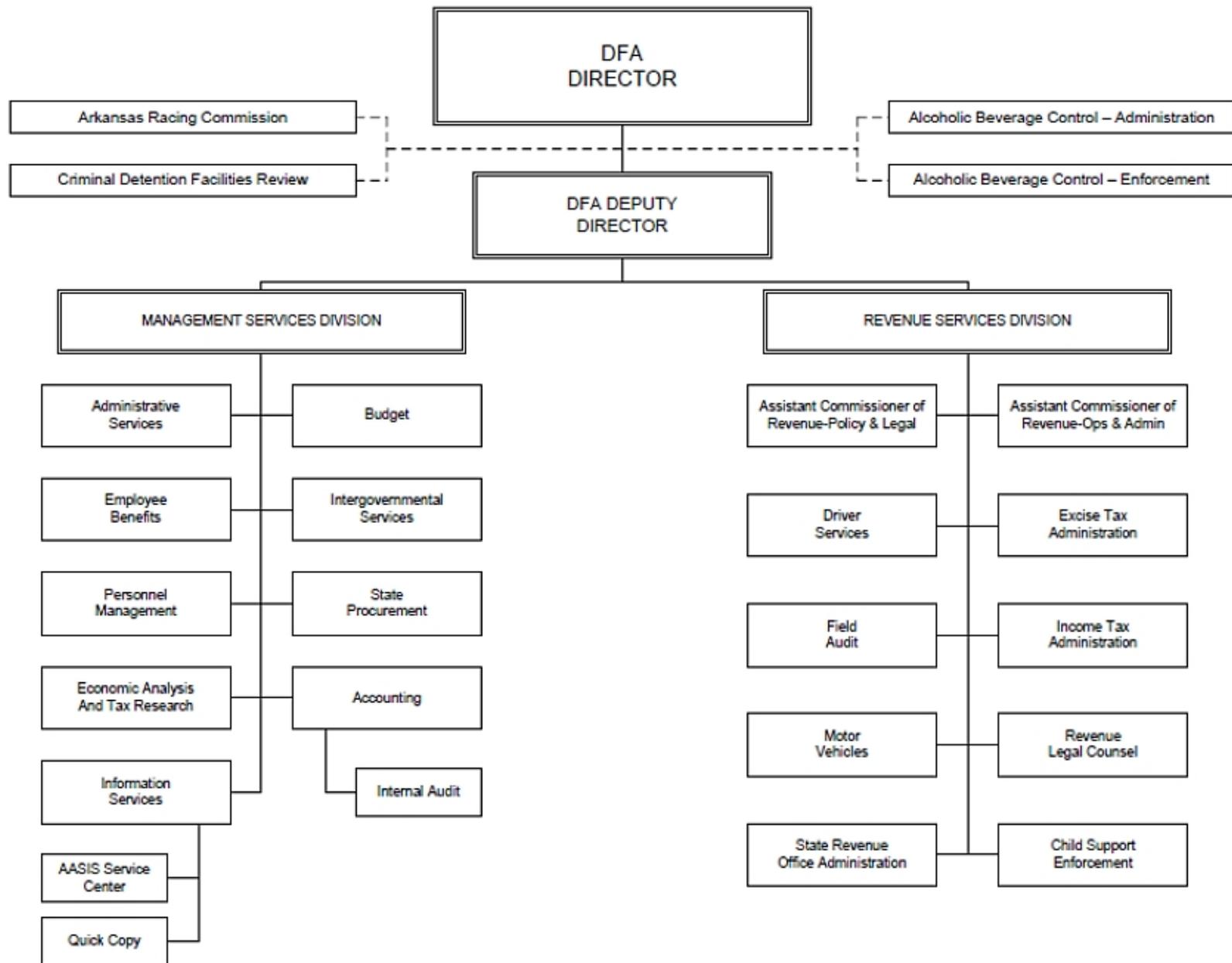
The Management Services Division has a primary goal of providing other agencies of State Government with services to assist them in meeting their primary goals and objectives. It continues to administer statutorily required controls in a manner that ensures agencies in State Government are operating 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, 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 Quick Copy Center), applications development and maintenance, and operations and support (computer operations, and local area network and desktop support). OIS also administers the State Vehicle Management Information and Acquisition System.



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 the following for the 2011-2013 biennium:

Appropriation 1DF

The Stop Violence Against Women (STOP) program supports communities in their efforts to hire and retain criminal justice and victim services personnel that respond to violent crimes against women as a way to develop and strengthen effective law enforcement, prosecution strategies, and victim services in cases involving violent crimes against women.

- In FY10 ARRA added \$1.5 million to the STOP program which has resulted in additional awards from IGS to sub-recipients. Continuation of this appropriation is requested in the amount of \$1,352,309 each year to allow for the duration of the Recovery awards through the close out period which is projected to be in FY13 or later.

The Victims of Crime Act (VOCA) Formula Grant program supports crime victim assistance projects statewide that expand and enhance direct services to crime victims and provide training and technical assistance to service providers. VOCA victim assistance formula grant supports the provision of services to crime victims. Services under this grant program are defined as those efforts that (1) respond to the emotional and physical needs of crime victims; (2) assist primary and secondary crime victims to stabilize their lives after a victimization; (3) assist victims to understand and participate in the criminal justice system; and (4) provide victims with a measure of safety and security.

- In FY10 ARRA added \$689,000 to the VOCA program which has resulted in additional awards from IGS to sub-recipients. Continuation of this appropriation is requested in the amount of \$549,601 each year to allow for the duration of the Recovery awards through the close out period which is projected to be in FY13 or later.
- Continuation of one Grants Analyst position is also requested for project management and oversight responsibilities, including on-site monitoring required by Federal agencies. The cost of the position is split between the STOP and VOCA programs and will be necessary for the duration of the Recovery awards including the award close out period.

Appropriation 252

The Edward Byrne Memorial Justice Assistance Grant Program provides direct service to State and Local Government programs to prevent and control crime and to improve the criminal justice system.

- In FY10 ARRA added \$13.7 million to the Justice Assistance Grant program which has resulted in additional awards from IGS to sub-recipients. Continuation of this appropriation is requested in the amount of \$11,104,932 each year to allow for the duration of the Recovery awards through the close out period which is projected to be in FY13 or later.
- Continuation of two Grants Analyst positions is also requested for project management and oversight responsibilities, including on-site monitoring required by Federal agencies for the duration of the Recovery awards including the award close out period.

Appropriation 279

- Change in appropriation title and line item from "Data Processing" to "Information Technology" is requested to update terminology.

Appropriation 34Z

- Restore appropriation and general revenue funding in the amount of \$359,196 each year for the required state match by the Department of Justice for the corresponding federal appropriation (1DF).

Appropriation 81P

In ARRA Act of 2009, Title XIV - State Fiscal Stabilization Fund, Section 14002, State use of funds; (b) Other Government Services; (1) In General, states the Governor shall use 18.2 percent of the State's allocation under section 14001 for public safety and other government services, which may include assistance for elementary and secondary education and public institutions of higher education, and for modernization, renovation, and repair of public school facilities and institutions of higher education facilities, including modernization, renovation, and repairs that are consistent with a recognized green building rating system.

- In FY10 ARRA added \$80.2 million to the State Fiscal Stabilization Fund. Continuation of this appropriation is requested in the amount of \$56,560,921 each year to allow for the duration of the Recovery awards through the close out period which is projected to be in FY13 or later.
- Continuation of 2 Miscellaneous Federal Grants positions and 4 Regular authorized positions is also requested for project management and oversight responsibilities, including on-site monitoring required by Federal agencies for the duration of the Recovery awards including the award close out period.

Appropriation 83Q

Currently three grants provide funding to facilitate 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 protection of individuals' personal identification information.

- Continuation of this appropriation is requested in the amount of \$2,406,608 each year to allow for the duration of the awards. The appropriation will also provide for any future federal funds to be received for information technology projects.

Appropriation 83T

The Arkansas Office of Health Information Technology is funded as part of the American Recovery and Reinvestment Act to encourage the use of information technology in Arkansas's health care sector. DFA - Office of Intergovernmental Services is responsible for carrying out the terms of the State Cooperative Agreement to Promote Health Information Technology: Planning and Implementation Projects as required under the American Recovery and Reinvestment Act. The purpose of this cooperative agreement process is to advance appropriate and secure health information exchange (HIE) across the State's health care system. The Arkansas Science and Technology Authority will provide operational support to the Office of Health Information Technology during the term of the cooperative agreement.

- In FY10 ARRA provided \$7.9 million for this program. Continuation of this appropriation is requested in the amount of \$7,909,401 each year to allow for the duration of the Recovery award through the close out period which is projected to be in FY14 or later.
- Continuation of the Health Information Technology Coordinator positions is also requested.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF FINANCE AND ADMINISTRATION
FOR THE YEAR ENDED JUNE 30, 2008

Findings

The process of receiving and recording tax revenue should have adequate controls to assure that all revenue is recorded properly. As reported in the Comprehensive Annual Financial Report as of June 30, 2008, our review of the internal control over the receiving and recording of various tax revenues at the Department of Finance and Administration -

Recommendations

The management of the Department of Finance and Administration continue to strengthen internal control over the revenue receipting and recording process.

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF FINANCE AND ADMINISTRATION
FOR THE YEAR ENDED JUNE 30, 2008

Findings

Recommendations

Revenue Division, identified the following:

- Computer program changes were placed into production without sufficient management review to ensure adequate testing and authorization.
- There was no written contingency plan that addresses the Agency's procedures in the event of a short-term or long-term interruption of computer service.
- Password configuration settings were not structured to effectively reduce the risk of unauthorized access to the computer system.
- The ability to update cash control applications was not limited to authorized personnel.

Failure to properly implement controls increases the risk of:

- Misappropriation of assets.
- Misstatement of the State's financial records and financial statements.
- Loss of the ability to process and account for tax revenues in a timely manner due to computer processing being hindered because of a disaster.
- Irrecoverable loss of various data, including tax return images, in the event of a disaster.

A properly designed system for processing the receipt and recording of tax revenues should have adequate controls to assure that all revenue is recorded properly. The Department of Finance and Administration - Revenue Division - Cash Control Section receives payments for various taxes throughout the year. When an issue arises and a payment cannot be processed, the Cash Control Section will send the financial instrument and payment documents to the related tax section to correct. Cash Control Section does not prepare a check register or log before the financial instrument and documents are transferred. The transfer results in various tax section personnel having custody of the financial instruments, the associated tax documents, as well as access and authorization to perform adjustments without any record of DFA ever receiving the payment. The movement of the financial instrument and documents without any record of acceptance increases the likelihood of

The management of the Department of Finance and Administration continue to strengthen internal control over the revenue receipting and recording process.

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF FINANCE AND ADMINISTRATION
FOR THE YEAR ENDED JUNE 30, 2008

Findings

asset misappropriation and timely recording of tax revenues.

In addition to the above noted transfer, various tax sections receive mail directly from taxpayers. In certain tax sections, employees with access and authorization to perform adjustments will take custody of the financial instrument and the associated tax document. Employees vested with custody of the financial instrument, associated tax documents, and authority to record adjustments to the tax records increase the probability of misappropriation of assets.

Recommendations

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
COMPREHENSIVE ANNUAL FINANCIAL REPORT FINDINGS ON:
DEPARTMENT OF FINANCE AND ADMINISTRATION
FOR THE YEAR ENDED JUNE 30, 2009

Findings

The process of receiving and recording tax revenue should have adequate controls to assure that all revenue is recorded properly.

As reported in previous audits, our review of the internal control over the receiving and recording of various tax revenues at the Department of Finance and Administration - Revenue Division, identified the following:

- Computer program changes and application configuration were placed into production without sufficient controls to ensure adequate testing and authorization.
- The contingency plan that addresses the agency's procedures in the event of a short-term or long-term interruption of computer service has not been fully tested and implemented.
- The ability to update cash control applications was not limited to authorized personnel.

Failure to properly implement controls increases the risk of:

- Misappropriation of assets.
- Misstatement of the State's financial records and financial statements.
- Loss of the ability to process and account for tax revenues in a timely manner due to computer processing being hindered because of a disaster.
- Irrecoverable loss of various data, including tax return images, in the event of a disaster.

The Department of Finance and Administration indicated that corrections to these control deficiencies had commenced. However, the corrective measures had not been completed by June 30, 2009.

Most transactions which are entered into the AASIS system require that one individual enter the transaction and a separate individual post the transaction. However, there are some transactions which can be entered into AASIS without this segregation of duties. Adequate monitoring should be in place for those transactions that can be entered and posted by one individual. The Department of Finance and Administration does have monitoring controls over these types of transactions; however, they were not working effectively during the period under review. An individual at DFA, Office of Accounting, is responsible for reviewing a

Recommendations

We recommend that the management of the Department of Finance and Administration continue to strengthen internal control over the revenue receipting and recording process.

We recommend that the Department of Finance and Administration correct the monitoring report program to ensure that these types of transactions are complete, accurate, authorized and valid.

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
COMPREHENSIVE ANNUAL FINANCIAL REPORT FINDINGS ON:
DEPARTMENT OF FINANCE AND ADMINISTRATION
FOR THE YEAR ENDED JUNE 30, 2009

Findings

monitoring report identifying any transactions that were entered and posted by the same individual. However, several documents never appeared on the report for review.

This situation allows an increased risk of unauthorized transactions and material errors in the financial statements that would not be detected under normal procedures in a timely manner.

Recommendations

Performance Audit Findings

Arkansas State and Public School Employee Health and Benefit Plans
Employee Benefits Division – Arkansas Department of Finance and Administration (EBD)
(July 1, 2007 – June 30, 2008) - Issued 09-11-2009

Findings and Conclusions:

- Claims identified as requiring recoupment of funds were not always properly posted to the claims recoupment listing.
- While EBD and UAMS-College of Pharmacy have an understanding of the Pharmacy Benefits Management services to be provided, there is currently no formalized intergovernmental agreement.
- No method existed to review and compare case management decisions in an on-going and consistent manner.
- As a member of the Appeals Committee, the Compliance Officer could, in effect, review their own decisions on claims that come before the Committee.
- EBD did not maintain information related to ARCAP [Cafeteria Plan] enrollment or eligibility numbers to ensure invoiced amounts from the ARCAP administrator were accurate.

Recommendations:

- EBD's Finance Office provide the Compliance Office with the status of all claims identified for recoupment.
- Formalize the intergovernmental agreement between EBD and UAMS to clearly outline the expectations of the pharmacy claims audit services including the timeframe the review should be completed.
- Move the pharmacy claims audit monitoring responsibility to the Compliance Office to provide one focal point for all claims audits.
- Prohibit the Compliance Officer from participating as a member of the Appeals Committee.
- Implement more oversight of case management through regular review of case management decisions to ensure uniformity and reasonableness.
- Require the Health Services Officer to approve all case management overrides that meet a pre-established dollar threshold.
- EBD maintain all information regarding eligibility and enrollment numbers for ARCAP and reconcile this information with billing invoices prior to payment.

Arkansas State and Public School Employees Fiscal Year 2009 Health and Benefit Plans
 Employee Benefits Division – Arkansas Department of Finance and Administration (EBD)
 (July 1, 2008 – June 30, 2009) - Issued 03-12-2010

Findings and Conclusions:

- EBD is adequately monitoring the disbursement of funds related to health and pharmacy benefits with the exception of EBD's continuing effort to bring the UAMS review of pharmacy claims up-to-date.
- Significant differences exist between state employee and public school employee life insurance programs.

Recommendations:

Employment Summary

	Male	Female	Total	%
White Employees	120	187	307	77 %
Black Employees	20	62	82	20 %
Other Racial Minorities	8	4	12	3 %
Total Minorities			94	23 %
Total Employees			401	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.

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
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.
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.

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 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	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
1DF Victims of Crime Justice Assistance - Federal	7,740,548	8	14,742,823	9	12,722,300	8	12,837,325	8	15,704,860	9	15,704,860	9	12,837,325	8	15,704,860	9	15,704,860	9
1GA Purchase / Corporate Travel Card Program	1,347,137	0	2,000,000	0	2,000,000	0	2,000,000	0	2,000,000	0	2,000,000	0	2,000,000	0	2,000,000	0	2,000,000	0
251 Dept of Justice Non-Victim Assistance Grants - S	478,339	0	1,000,000	0	1,085,000	0	1,000,000	0	1,000,000	0	1,000,000	0	1,000,000	0	1,000,000	0	1,000,000	0
252 Dept of Justice Non-Victim Assistance Grants - f	3,832,135	4	20,917,618	4	9,852,629	4	9,815,775	4	20,920,707	6	20,920,707	6	9,815,775	4	20,920,707	6	20,920,707	6
272 DFA Management Services - Operations	19,094,293	298	20,708,786	304	21,027,579	307	20,884,035	304	20,884,035	304	20,884,035	304	20,884,035	304	20,884,035	304	20,884,035	304
274 Marketing and Redistribution	661,695	16	1,298,387	16	1,278,861	16	1,297,653	16	1,297,653	16	1,297,653	16	1,297,653	16	1,297,653	16	1,297,653	16
277 Quick Copy Service Center	113,940	2	443,106	2	440,907	2	441,328	2	441,328	2	441,328	2	441,328	2	441,328	2	441,328	2
278 Employee Benefits Division	2,706,311	37	3,019,180	36	3,142,023	39	3,003,458	36	3,003,458	36	3,003,458	36	3,003,458	36	3,003,458	36	3,003,458	36
279 Information Technology*	25,314,162	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
584 AASIS - Operations	4,911,330	61	5,236,021	61	5,083,338	61	5,272,108	61	5,272,108	61	5,272,108	61	5,272,108	61	5,272,108	61	5,272,108	61
81P State Fiscal Stabilization - ARRA	7,278,571	2	80,173,107	6	0	0	0	0	56,560,921	6	56,560,921	6	0	0	56,560,921	6	56,560,921	6
83K State Health Info Exchange - State	0	0	600,000	0	600,000	0	600,000	0	600,000	0	600,000	0	600,000	0	600,000	0	600,000	0
83Q IT Projects - Federal	77,280	0	2,406,608	0	0	0	0	0	2,406,608	0	2,406,608	0	0	0	2,406,608	0	2,406,608	0
83T State Health Info Exchange - ARRA	4,929	1	7,909,401	1	0	0	0	0	7,909,401	1	7,909,401	1	0	0	7,909,401	1	7,909,401	1
907 DFA Management Services - Miscellaneous Casf	860,987	14	2,218,545	14	2,308,004	14	2,217,142	14	2,217,142	14	2,217,142	14	2,217,142	14	2,217,142	14	2,217,142	14
Total	74,421,657	443	2,292,755,862	454	2,189,932,117	451	2,189,451,104	445	2,270,609,697	455	2,270,609,697	455	2,189,451,104	445	2,270,609,697	455	2,270,609,697	455

Funding Sources		%		%		%		%		%		%		%		%		%	
Fund Balance	4000005	3,260,503	4.2	3,452,130	0.2			2,499,417	0.1	2,499,417	0.1	2,499,417	0.1	2,234,622	0.1	2,234,622	0.1	2,234,622	0.1
General Revenue	4000010	485,442	0.6	1,050,000	0.0			1,050,000	0.0	1,359,196	0.1	1,359,196	0.1	1,050,000	0.0	1,359,196	0.1	1,359,196	0.1
Federal Revenue	4000020	7,928,749	10.2	25,060,207	1.1			22,653,100	1.0	26,025,333	1.1	26,025,333	1.1	22,653,100	1.0	26,025,333	1.1	26,025,333	1.1
State Central Services	4000035	51,977,287	66.7	58,996,267	2.6			59,191,881	2.7	59,191,881	2.6	59,191,881	2.6	59,191,881	2.7	59,191,881	2.6	59,191,881	2.6
Non-Revenue Receipts	4000040	3,219,156	4.1	3,857,325	0.2			3,941,328	0.2	3,941,328	0.2	3,941,328	0.2	3,941,328	0.2	3,941,328	0.2	3,941,328	0.2
Cash Fund	4000045	1,122,436	1.4	1,750,000	0.1			1,750,000	0.1	1,750,000	0.1	1,750,000	0.1	1,750,000	0.1	1,750,000	0.1	1,750,000	0.1
Agency Payroll Paying Accounts	4000085	0	0.0	2,100,000,000	91.5			2,100,000,000	95.8	2,100,000,000	92.4	2,100,000,000	92.4	2,100,000,000	95.8	2,100,000,000	92.4	2,100,000,000	92.4
DFA Motor Vehicle Acquisition	4000184	20,646	0.0	0	0.0			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Federal Funds-ARRA	4000244	11,004,714	14.1	101,089,350	4.4			0	0.0	77,477,164	3.4	77,477,164	3.4	0	0.0	77,477,164	3.4	77,477,164	3.4
Grant/SubGrant Refunds	4000273	7,511	0.0	0	0.0			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Interest	4000300	40,792	0.1	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	(14,614)	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		%		%		%		%		%		%		%		%
M & R Sales	4000340	28,163	0.0	0	0.0											
Transfer to DFA Disbursing	4000610	(1,806,998)	(2.3)	0	0.0											
Unfunded Appropriation	4000715	0	0.0	0	0.0	600,000	0.0	600,000	0.0	600,000	0.0	600,000	0.0	600,000	0.0	600,000
Unclaimed Property Proceeds	4000750	600,000	0.8	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0
Total Funds		77,873,787	100.0	2,295,255,279	100.0	2,191,685,726	100.0	2,272,844,319	100.0	2,272,844,319	100.0	2,191,420,931	100.0	2,272,579,524	100.0	2,272,579,524
Excess Appropriation/(Funding)		(3,452,130)		(2,499,417)		(2,234,622)		(2,234,622)		(2,234,622)		(1,969,827)		(1,969,827)		(1,969,827)
Grand Total		74,421,657		2,292,755,862		2,189,451,104		2,270,609,697		2,270,609,697		2,189,451,104		2,270,609,697		2,270,609,697

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	
427	389	36	425	2	8.90 %	451	408	41	449	2	9.53 %	451	407	47	454	-3	9.76 %

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 salaries and matching do not include appropriation for Cost of Living Adjustment or Career Service Payments. Base Level is \$12,837,325 each year of the 2011-2013 biennium.

The Agency is requesting a Change Level increase of \$2,867,535 for FY12 and FY13 as follows:

- Grants and Aid of \$965,625 each year of the biennium to cover non-ARRA federal award increases for VOCA, STOP and JAG.
- Additional ARRA funding of \$1,901,910 each year to support VOCA and STOP programs will provide additional awards from IGS to sub-recipients. These additional ARRA funds will also support a new position, split between the VOCA and STOP programs, to accommodate increased project management and oversight responsibilities, including on site monitoring required by federal agencies.

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	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	239,084	311,742	220,866	308,677	308,677	308,677	308,677	308,677	308,677
#Positions	8	9	8	8	9	9	8	9	9
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	72,811	100,680	72,943	100,157	100,157	100,157	100,157	100,157	100,157
Overtime 5010006	0	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Operating Expenses 5020002	28,677	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Conference & Travel Expenses 5050009	7,006	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	6,922,393	12,134,375	12,134,375	12,134,375	13,100,000	13,100,000	12,134,375	13,100,000	13,100,000
Refunds/Reimbursements 5110014	192	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	470,385	1,901,910	0	0	1,901,910	1,901,910	0	1,901,910	1,901,910
Total	7,740,548	14,742,823	12,722,300	12,837,325	15,704,860	15,704,860	12,837,325	15,704,860	15,704,860
Funding Sources									
Federal Revenue 4000020	7,270,163	12,840,913		12,837,325	13,802,950	13,802,950	12,837,325	13,802,950	13,802,950
Federal Funds-ARRA 4000244	470,385	1,901,910		0	1,901,910	1,901,910	0	1,901,910	1,901,910
Total Funding	7,740,548	14,742,823		12,837,325	15,704,860	15,704,860	12,837,325	15,704,860	15,704,860
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	7,740,548	14,742,823		12,837,325	15,704,860	15,704,860	12,837,325	15,704,860	15,704,860

The FY11 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2009-2011 biennium.

Budget exceeds Authorized Appropriation in ARRA of 2009 due to a transfer from the Miscellaneous Federal Grant Holding Account.

Change Level by Appropriation

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

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	12,837,325	8	12,837,325	100.0	12,837,325	8	12,837,325	100.0
C01	Existing Program	965,625	0	13,802,950	107.5	965,625	0	13,802,950	107.5
C16	ARRA	1,901,910	1	15,704,860	122.3	1,901,910	1	15,704,860	122.3

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	12,837,325	8	12,837,325	100.0	12,837,325	8	12,837,325	100.0
C01	Existing Program	965,625	0	13,802,950	107.5	965,625	0	13,802,950	107.5
C16	ARRA	1,901,910	1	15,704,860	122.3	1,901,910	1	15,704,860	122.3

Justification

C01	Additional appropriation to cover non-ARRA federal award increases for VOCA, STOP and JAG.
C16	ARRA added additional funds to the Victims of Crime Act (VOCA) Formula Grant program which has resulted in additional awards from IGS to sub recipients. VOCA victim assistance formula grant supports the provision of services to victims of crime. Services under this grant program are defined as those efforts that (1) respond to the emotional and physical needs of crime victims; (2) assist primary and secondary victims of crime to stabilize their lives after a victimization; (3) assist victims to understand and participate in the criminal justice system; and (4) provide victims of crime with a measure of safety and security. The STOP Program supports communities in their efforts to hire and retain criminal justice and victim services personnel that respond to violent crimes against women as a way to develop and strengthen effective law enforcement, prosecution strategies, and victim services in cases involving violent crimes against women. ARRA also added funds to the Stop Violence Against Women program which has resulted in additional awards from IGS to sub recipients. This increases project management and oversight responsibilities, including onsite monitoring required by Federal agencies. The requested position will be split between the STOP and VOCA programs and will be necessary for the duration of the Recovery awards including the award closeout period.

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.

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

Arkansas Purchasing Card Program

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

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

The Agency is requesting Base Level of \$2,000,000 each year of the 2011-2013 biennium.

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			2011-2012			2012-2013		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	0	0	0	0	0	0	0	0	0
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
Refunds/Reimbursements	5110014	1,347,137	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		1,347,137	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Funding Sources										
Fund Balance	4000005	471,194	14,557		0	0	0	0	0	0
Non-Revenue Receipts	4000040	890,500	1,985,443		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Total Funding		1,361,694	2,000,000		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Excess Appropriation/(Funding)		(14,557)	0		0	0	0	0	0	0
Grand Total		1,347,137	2,000,000		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000

Analysis of Budget Request

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

Funding Sources: HUA - Miscellaneous Agencies Fund

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

The Agency is requesting Base Level of \$1,000,000 each year of the 2011-2013 biennium.

The Executive Recommendation provides for the Agency Request.

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			2011-2012			2012-2013		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Grants and Aid	5100004	478,339	1,000,000	1,085,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total		478,339	1,000,000	1,085,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Funding Sources										
General Revenue	4000010	485,442	1,000,000		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Grant/SubGrant Refunds	4000273	7,511	0		0	0	0	0	0	0
Inter-agency Fund Transfer	4000316	(14,614)	0		0	0	0	0	0	0
Total Funding		478,339	1,000,000		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		478,339	1,000,000		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000

Inter-agency fund transfers: Community Corrections - \$1,987.99; Department of Corrections - \$12,625.59

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 salaries and matching do not include appropriation for a Cost of Living Adjustment or Career Service Payments. Base Level is \$9,815,775 each year of the 2011-2013 biennium.

The Agency is requesting a Change Level increase of \$11,104,932 as follows:

- Additional ARRA funding of \$11,104,932 each year to support Edward Byrne Memorial Grant Program will provide additional awards from IGS to sub-recipients. These additional ARRA funds will also support two new positions to accommodate increased project management and oversight responsibilities, including on site monitoring required by federal agencies.

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			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	181,363	185,787	210,966	182,652	182,652	182,652	182,652	182,652	182,652
#Positions		4	4	4	4	6	6	4	6	6
Personal Services Matching	5010003	51,365	50,270	65,034	56,494	56,494	56,494	56,494	56,494	56,494
Operating Expenses	5020002	23,885	168,129	168,129	168,129	168,129	168,129	168,129	168,129	168,129
Conference & Travel Expenses	5050009	1,621	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	323,072	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
Refunds/Reimbursements	5110014	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	3,250,829	11,104,932	0	0	11,104,932	11,104,932	0	11,104,932	11,104,932
Total		3,832,135	20,917,618	9,852,629	9,815,775	20,920,707	20,920,707	9,815,775	20,920,707	20,920,707

Funding Sources										
Federal Revenue	4000020	581,306	9,812,686		9,815,775	9,815,775	9,815,775	9,815,775	9,815,775	9,815,775
Federal Funds-ARRA	4000244	3,250,829	11,104,932		0	11,104,932	11,104,932	0	11,104,932	11,104,932
Total Funding		3,832,135	20,917,618		9,815,775	20,920,707	20,920,707	9,815,775	20,920,707	20,920,707
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		3,832,135	20,917,618		9,815,775	20,920,707	20,920,707	9,815,775	20,920,707	20,920,707

Budget exceeds Authorized Appropriation in ARRA of 2009 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		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	9,815,775	4	9,815,775	100.0	9,815,775	4	9,815,775	100.0
C16	ARRA	11,104,932	2	20,920,707	213.1	11,104,932	2	20,920,707	213.1

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	9,815,775	4	9,815,775	100.0	9,815,775	4	9,815,775	100.0
C16	ARRA	11,104,932	2	20,920,707	213.1	11,104,932	2	20,920,707	213.1

Justification

C16	The Edward Byrne Memorial Justice Assistance Grant Program provides direct service to State and Local Government programs to prevent and control crime and to improve the criminal justice system. ARRA added funds to the Justice Assistance Grant program which has resulted in additional awards from IGS to sub recipients. This increases project management and oversight responsibilities, including onsite monitoring required by the Federal agencies. The requested positions will be necessary for the duration of the Recovery awards including the award closeout period.
-----	--

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

The Agency is requesting Base Level of \$20,884,035 each year of the 2011-2013 biennium.

The Executive Recommendation provides for the Agency Request and a title change for one position, a DFA State Personnel Analyst, Grade C120, to a Systems Coordination Analyst, Grade C120.

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		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	13,865,200	14,718,237	14,792,902	14,624,031	14,624,031	14,624,031	14,624,031	14,624,031	14,624,031
#Positions		298	304	307	304	304	304	304	304	304
Extra Help	5010001	9,070	41,512	41,512	41,512	41,512	41,512	41,512	41,512	41,512
#Extra Help		2	20	20	20	20	20	20	20	20
Personal Services Matching	5010003	3,858,073	4,114,392	4,358,520	4,383,847	4,383,847	4,383,847	4,383,847	4,383,847	4,383,847
Overtime	5010006	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Operating Expenses	5020002	1,340,259	1,709,645	1,709,645	1,709,645	1,709,645	1,709,645	1,709,645	1,709,645	1,709,645
Conference & Travel Expenses	5050009	21,691	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000
Professional Fees	5060010	0	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		19,094,293	20,708,786	21,027,579	20,884,035	20,884,035	20,884,035	20,884,035	20,884,035	20,884,035

Funding Sources										
State Central Services	4000035	19,092,808	20,708,786		20,884,035	20,884,035	20,884,035	20,884,035	20,884,035	20,884,035
M & R Sales	4000340	1,485	0		0	0	0	0	0	0
Total Funding		19,094,293	20,708,786		20,884,035	20,884,035	20,884,035	20,884,035	20,884,035	20,884,035
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		19,094,293	20,708,786		20,884,035	20,884,035	20,884,035	20,884,035	20,884,035	20,884,035

Change Level by Appropriation

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

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	20,884,035	304	20,884,035	100.0	20,884,035	304	20,884,035	100.0

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	20,884,035	304	20,884,035	100.0	20,884,035	304	20,884,035	100.0
C14	Title Change	0	0	20,884,035	100.0	0	0	20,884,035	100.0

Justification

C14	The Executive Recommendation provides a title change to appropriately classify one position, a DFA State Personnel Analyst, Grade C120, to a Systems Coordination Analyst, Grade C120.
-----	--

**CARRY FORWARD OF ANY REMAINING FUND BALANCES
FROM FISCAL YEAR 2010 TO FISCAL YEAR 2011**

Agency: DFA Management Services

Program: DFA Management Services - Operations

Act #: 14 Section(s) #: 3 & 23

Estimated Carry Forward Amount \$ 0.00 Funding Source: State Central Services

Accounting Information:

Business Area: 0610 Funds Center: 272 Fund: HSC Functional Area: ADMN

Current law requires a written statement be submitted to the DFA Office of Budget stating the reason(s) to carry forward funding for a program or a specific line item within a program remaining on June 30th of a fiscal year.

Justification for carry forward of fund balance:

Funds remaining on June 30, 2010 will be returned to State Central Services and not carried forward.

Actual Funding Carry Forward Amount \$ 0.00

Current status of carry forward funding:

Funds remaining on June 30, 2010 were returned to State Central Services.

Note from DFA – Office of Budget: Funds remaining at the end of any fiscal year from this fund must, by law, remain in the fund regardless of the future status of any project, contract or purpose. The Special Language that requires this report is no longer necessary.

Richard A. Weiss

Director

08-17-2010

Date

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

The Agency is requesting Base Level of \$1,297,653 each year of the 2011-2013 biennium.

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		
	2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	460,779	471,939	457,613	468,839	468,839	468,839	468,839	468,839	468,839
#Positions	16	16	16	16	16	16	16	16	16
Extra Help 5010001	3,085	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
#Extra Help	1	1	1	1	1	1	1	1	1
Personal Services Matching 5010003	101,885	167,843	162,643	170,209	170,209	170,209	170,209	170,209	170,209
Operating Expenses 5020002	95,856	128,605	128,605	128,605	128,605	128,605	128,605	128,605	128,605
Conference & Travel Expenses 5050009	90	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
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
Special Maintenance 5120032	0	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Data Processing Services 5900044	0	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000
Total	661,695	1,298,387	1,278,861	1,297,653	1,297,653	1,297,653	1,297,653	1,297,653	1,297,653
Funding Sources									
Fund Balance 4000005	1,059,556	840,679		1,042,292	1,042,292	1,042,292	1,244,639	1,244,639	1,244,639
Non-Revenue Receipts 4000040	2,249,816	1,500,000		1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Transfer to DFA Disbursing 4000610	(1,806,998)	0		0	0	0	0	0	0
Total Funding	1,502,374	2,340,679		2,542,292	2,542,292	2,542,292	2,744,639	2,744,639	2,744,639
Excess Appropriation/(Funding)	(840,679)	(1,042,292)		(1,244,639)	(1,244,639)	(1,244,639)	(1,446,986)	(1,446,986)	(1,446,986)
Grand Total	661,695	1,298,387		1,297,653	1,297,653	1,297,653	1,297,653	1,297,653	1,297,653

The FY11 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2009-2011 biennium.

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

The Agency is requesting Base Level of \$441,328 each year of the 2011-2013 biennium.

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			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	72,224	73,507	71,866	72,007	72,007	72,007	72,007	72,007	72,007
#Positions		2	2	2	2	2	2	2	2	2
Extra Help	5010001	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
#Extra Help		0	3	3	3	3	3	3	3	3
Personal Services Matching	5010003	22,888	24,999	24,441	24,721	24,721	24,721	24,721	24,721	24,721
Operating Expenses	5020002	18,828	318,600	318,600	318,600	318,600	318,600	318,600	318,600	318,600
Conference & Travel Expenses	5050009	0	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Refunds/Reimbursements	5110014	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		113,940	443,106	440,907	441,328	441,328	441,328	441,328	441,328	441,328

Funding Sources										
Fund Balance	4000005	106,324	71,224		0	0	0	0	0	0
Non-Revenue Receipts	4000040	78,840	371,882		441,328	441,328	441,328	441,328	441,328	441,328
Total Funding		185,164	443,106		441,328	441,328	441,328	441,328	441,328	441,328
Excess Appropriation/(Funding)		(71,224)	0		0	0	0	0	0	0
Grand Total		113,940	443,106		441,328	441,328	441,328	441,328	441,328	441,328

The FY11 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2009-2011 biennium.

Analysis of Budget Request

Appropriation: 278 - Employee Benefits Division

Funding Sources: HSC - State Central Services

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

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

The Agency is requesting Base Level of \$3,003,458 each year of the 2011-2013 biennium.

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	2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	1,324,946	1,394,626	1,498,570	1,381,201	1,381,201	1,381,201	1,381,201	1,381,201	1,381,201
#Positions	37	36	39	36	36	36	36	36	36
Personal Services Matching 5010003	420,257	452,743	471,642	450,446	450,446	450,446	450,446	450,446	450,446
Overtime 5010006	0	11,895	11,895	11,895	11,895	11,895	11,895	11,895	11,895
Operating Expenses 5020002	958,358	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	1,700	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
Professional Fees 5060010	1,050	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	2,706,311	3,019,180	3,142,023	3,003,458	3,003,458	3,003,458	3,003,458	3,003,458	3,003,458
Funding Sources									
State Central Services 4000035	2,706,243	3,019,180		3,003,458	3,003,458	3,003,458	3,003,458	3,003,458	3,003,458
M & R Sales 4000340	68	0		0	0	0	0	0	0
Total Funding	2,706,311	3,019,180		3,003,458	3,003,458	3,003,458	3,003,458	3,003,458	3,003,458
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	2,706,311	3,019,180		3,003,458	3,003,458	3,003,458	3,003,458	3,003,458	3,003,458

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 the amount the Department of Information Systems bills the Department of Finance and Administration for the AASIS Support Center.

The Agency is requesting Base Level of \$30,000,000 each year of the 2011-2013 biennium, as well as an appropriation title change from "Data Processing" to "Information Technology" to update terminology.

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	Historical Data			2011-2012			2012-2013		
	2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Information Technology Services 5900044	19,911,573	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	5,402,589	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	25,314,162	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000
Funding Sources									
State Central Services 4000035	25,267,327	30,000,000		30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000
DFA Motor Vehicle Acquisition 4000184	20,646	0		0	0	0	0	0	0
M & R Sales 4000340	26,189	0		0	0	0	0	0	0
Total Funding	25,314,162	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	25,314,162	30,000,000		30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000

* Change in Appropriation title and line item requested. Formerly "Data Processing".

**CARRY FORWARD OF ANY REMAINING FUND BALANCES
FROM FISCAL YEAR 2010 TO FISCAL YEAR 2011**

Agency: DFA Management Services

Program: Information Technology*

Act #: 14 Section(s) #: 16 & 24

Estimated Carry Forward Amount \$ 0.00 Funding Source: State Central Services

Accounting Information:

Business Area: 0610 Funds Center: 279 Fund: HSC Functional Area: ADMN

Current law requires a written statement be submitted to the DFA Office of Budget stating the reason(s) to carry forward funding for a program or a specific line item within a program remaining on June 30th of a fiscal year.

Justification for carry forward of fund balance:

Funds remaining on June 30, 2010 will be returned to State Central Services and not carried forward.

Actual Funding Carry Forward Amount \$ 0.00

Current status of carry forward funding:

Funds remaining on June 30, 2010 were returned to State Central Services.

Note from DFA – Office of Budget: Funds remaining at the end of any fiscal year from this fund must, by law, remain in the fund regardless of the future status of any project, contract or purpose. The Special Language that requires this report is no longer necessary.

Richard A. Weiss

Director

08-17-2010

Date

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 2011-2013 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			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
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 2011-2013 biennium.

The Agency is requesting a Change Level increase of \$309,196 in each year of the biennium to provide the required State match 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	2009-2010	2010-2011	2010-2011	2011-2012			2012-2013		
	Actual	Budget	Authorized	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		2011-2012	Pos	Cumulative	% of BL	2012-2013	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		2011-2012	Pos	Cumulative	% of BL	2012-2013	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	Requesting continuation of currently authorized appropriation and General Revenue funding. This appropriation provides for a required State match for the corresponding federal appropriation (1DF) also administered by DFA Management Services.
-----	---

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 2011-2013 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			2011-2012			2012-2013		
	2009-2010 Actual	2010-2011 Budget	2010-2011 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

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 in the salary related line items in each agency.

Analysis of Budget Request

Appropriation: 584 - AASIS - Operations

Funding Sources: HSC - State Central Services

This State Central Services funded appropriation provides the necessary expenses for personal services and operating expenses of the Arkansas Administrative Statewide Information System (AASIS) Support Center.

The AASIS Support Center, an Office within the Department of Finance and Administration (DFA) - Management Services Division, is responsible for ensuring the AASIS and Planning Budgeting and Administrative System (PBAS) systems comply with and support policies and procedures promulgated by the DFA Office of Budget, Personnel Management, Accounting, State Procurement, and the Employee Benefits Division. The AASIS Support Center provides user support and training for approximately 30,000 state employees and over 200 state agencies, boards and commissions.

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

The Agency is requesting Base Level of \$5,272,108 each year of the 2011-2013 biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 584 - AASIS - 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		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	3,549,750	3,610,018	3,454,800	3,589,298	3,589,298	3,589,298	3,589,298	3,589,298	3,589,298
#Positions		61	61	61	61	61	61	61	61	61
Personal Services Matching	5010003	895,797	955,506	958,041	1,012,313	1,012,313	1,012,313	1,012,313	1,012,313	1,012,313
Operating Expenses	5020002	400,278	402,898	402,898	402,898	402,898	402,898	402,898	402,898	402,898
Conference & Travel Expenses	5050009	65,505	267,599	267,599	267,599	267,599	267,599	267,599	267,599	267,599
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		4,911,330	5,236,021	5,083,338	5,272,108	5,272,108	5,272,108	5,272,108	5,272,108	5,272,108
Funding Sources										
State Central Services	4000035	4,910,909	5,236,021		5,272,108	5,272,108	5,272,108	5,272,108	5,272,108	5,272,108
M & R Sales	4000340	421	0		0	0	0	0	0	0
Total Funding		4,911,330	5,236,021		5,272,108	5,272,108	5,272,108	5,272,108	5,272,108	5,272,108
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		4,911,330	5,236,021		5,272,108	5,272,108	5,272,108	5,272,108	5,272,108	5,272,108

The FY11 Budget amount in Regular Salaries exceeds the authorized amount due to salary adjustments during the 2009-2011 biennium.

Analysis of Budget Request

Appropriation: 81P - State Fiscal Stabilization – ARRA

Funding Sources: FAR - ARRA Federal Funds

This federally funded ARRA appropriation for the State Fiscal Stabilization Fund states the Governor shall use 18.2 percent of the State's allocation for public safety and other government services, which may include assistance for elementary and secondary education and public institutions of higher education, and for modernization, renovation, or repair of public school facilities and institutions of higher education facilities, including modernization, renovation, and repairs that are consistent with a recognized green building rating system. In FY10, ARRA added \$80.2 million to the State Fiscal Stabilization Fund.

The Agency is requesting continuation of this appropriation as a Change Level of \$56,560,921 each year of the 2011-2013 biennium. Continuation of 2 Miscellaneous Federal Grant positions and 4 Regular Authorized positions is also requested to accommodate increased project management and oversight responsibilities, including on site monitoring required by federal agencies.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 81P - State Fiscal Stabilization – ARRA

Funding Sources: FAR - ARRA Federal Funds

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
ARRA of 2009 5900052	7,278,571	80,173,107	0	0	56,560,921	56,560,921	0	56,560,921	56,560,921
Total	7,278,571	80,173,107	0	0	56,560,921	56,560,921	0	56,560,921	56,560,921
Funding Sources									
Federal Funds-ARRA 4000244	7,278,571	80,173,107		0	56,560,921	56,560,921	0	56,560,921	56,560,921
Total Funding	7,278,571	80,173,107		0	56,560,921	56,560,921	0	56,560,921	56,560,921
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	7,278,571	80,173,107		0	56,560,921	56,560,921	0	56,560,921	56,560,921

Budget exceeds Authorized Appropriation due to a transfer from the Miscellaneous Federal Grant Holding Account.

Change Level by Appropriation

Appropriation: 81P - State Fiscal Stabilization – ARRA
Funding Sources: FAR - ARRA Federal Funds

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	0	0	0	0.0	0	0	0	0.0
C16	ARRA	56,560,921	6	56,560,921	100.0	56,560,921	6	56,560,921	100.0

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	0	0	0	0.0	0	0	0	0.0
C16	ARRA	56,560,921	6	56,560,921	100.0	56,560,921	6	56,560,921	100.0

Justification

C16	In FY10 ARRA added \$80.2 million to the State Fiscal Stabilization Fund. Continuation of this appropriation is requested in the amount of \$56,560,921 each year to allow for the duration of the Recovery awards through the closeout period which is projected to be in FY13 or later. Continuation of 2 Miscellaneous Federal Grants positions and 4 Regular authorized positions is also requested for project management and oversight responsibilities, including onsite monitoring required by Federal agencies for the duration of the Recovery awards including the award closeout period.
-----	--

Analysis of Budget Request

Appropriation: 83K - State Health Info Exchange - State

Funding Sources: HUA - Miscellaneous Agencies Fund

This appropriation provides the state match for the State Health Information Exchange which receives federal funds through the American Recovery and Reinvestment Act (ARRA). The purpose of the program is to encourage the use of information technology in Arkansas's healthcare sector.

The Agency is requesting Base Level of \$600,000 each year of the 2011-2013 biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 83K - State Health Info Exchange - State

Funding Sources: HUA - Miscellaneous Agencies Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2009-2010	2010-2011	2010-2011	2011-2012			2012-2013		
	Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Grants and Aid 5100004	0	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
Total	0	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
Funding Sources									
Fund Balance 4000005	0	600,000		0	0	0	0	0	0
Unfunded Appropriation 4000715	0	0		600,000	600,000	600,000	600,000	600,000	600,000
Unclaimed Property Proceeds 4000750	600,000	0		0	0	0	0	0	0
Total Funding	600,000	600,000		600,000	600,000	600,000	600,000	600,000	600,000
Excess Appropriation/(Funding)	(600,000)	0		0	0	0	0	0	0
Grand Total	0	600,000		600,000	600,000	600,000	600,000	600,000	600,000

Analysis of Budget Request

Appropriation: 83Q - IT Projects – Federal

Funding Sources: FOI - IT Projects Federal Funds

This federally funded appropriation provides funding to facilitate 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 a Change Level increase of \$2,406,608 each year of the 2011-2013 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			2011-2012			2012-2013		
	2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Info Tech Services & Equipment 5900046	77,280	2,406,608	0	0	2,406,608	2,406,608	0	2,406,608	2,406,608
Total	77,280	2,406,608	0	0	2,406,608	2,406,608	0	2,406,608	2,406,608
Funding Sources									
Federal Revenue 4000020	77,280	2,406,608		0	2,406,608	2,406,608	0	2,406,608	2,406,608
Total Funding	77,280	2,406,608		0	2,406,608	2,406,608	0	2,406,608	2,406,608
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	77,280	2,406,608		0	2,406,608	2,406,608	0	2,406,608	2,406,608

Budget exceeds Authorized Appropriation due to a transfer from the Miscellaneous Federal Grant Holding Account.

Change Level by Appropriation

Appropriation: 83Q - IT Projects – Federal
Funding Sources: FOI - IT Projects Federal Funds

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	0	0	0	0.0	0	0	0	0.0
C06	Restore Position/Approp	2,406,608	0	2,406,608	100.0	2,406,608	0	2,406,608	100.0

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	0	0	0	0.0	0	0	0	0.0
C06	Restore Position/Approp	2,406,608	0	2,406,608	100.0	2,406,608	0	2,406,608	100.0

Justification

C06	Three grants provide funding to facilitate 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 protection's of individual's personal identification information.
-----	--

Analysis of Budget Request

Appropriation: 83T - State Health Info Exchange - ARRA

Funding Sources: FHI - ARRA Federal Funds

This federally funded appropriation, funded through the American Recovery and Reinvestment Act (ARRA), The purpose of this program is to encourage the use of information technology in Arkansas's healthcare sector through the Arkansas Office of Health Information Technology. The office will be responsible for carrying out the terms of the State Cooperative Agreement to Promote Health Information Technology: Planning and Implementation Projects as required under ARRA. The purpose of this cooperative agreement process is to advance appropriate and secure health information exchange (HIE) across the State's healthcare system. The Arkansas Science and Technology Authority will provide operational support to the Office of Health Information Technology during the term of the cooperative agreement. In FY10, ARRA provided \$7.9 million for this program.

The Agency is requesting continuation of this program in the amount of \$7,909,401 each year of the 2011-2013 biennium. This request also provides for the continuation of the Health Information Technology Coordinator position.

Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 83T - State Health Info Exchange - ARRA

Funding Sources: FHI - ARRA Federal Funds

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
ARRA of 2009 5900052	4,929	7,909,401	0	0	7,909,401	7,909,401	0	7,909,401	7,909,401
Total	4,929	7,909,401	0	0	7,909,401	7,909,401	0	7,909,401	7,909,401
Funding Sources									
Federal Funds-ARRA 4000244	4,929	7,909,401		0	7,909,401	7,909,401	0	7,909,401	7,909,401
Total Funding	4,929	7,909,401		0	7,909,401	7,909,401	0	7,909,401	7,909,401
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	4,929	7,909,401		0	7,909,401	7,909,401	0	7,909,401	7,909,401

Budget exceeds Authorized Appropriation due to a transfer from the Miscellaneous Federal Grant Holding Account.

Change Level by Appropriation

Appropriation: 83T - State Health Info Exchange - ARRA
Funding Sources: FHI - ARRA Federal Funds

Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	0	0	0	0.0	0	0	0	0.0
C16	ARRA	7,909,401	1	7,909,401	100.0	7,909,401	1	7,909,401	100.0

Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
BL	Base Level	0	0	0	0.0	0	0	0	0.0
C16	ARRA	7,909,401	1	7,909,401	100.0	7,909,401	1	7,909,401	100.0

Justification

C16	The Arkansas Office of Health Information Technology is funded as part of the American Recovery and Reinvestment Act to encourage the use of information technology in Arkansas's healthcare sector. In FY10 ARRA provided \$7.9 million for this program. Continuation of this appropriation is requested in the amount of \$7,909,401 each year to allow for the duration of the Recovery award through the closeout period which is projected to be in FY14 or later. Continuation of the Health Information Technology Coordinator position is also requested.
-----	--

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

The Agency is requesting Base Level of \$2,217,142 each year of the 2011-2013 biennium.

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

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		
		2009-2010 Actual	2010-2011 Budget	2010-2011 Authorized	2011-2012			2012-2013		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	497,317	540,927	618,057	539,627	539,627	539,627	539,627	539,627	539,627
#Positions		14	14	14	14	14	14	14	14	14
Personal Services Matching	5010003	158,618	174,896	187,225	174,793	174,793	174,793	174,793	174,793	174,793
Operating Expenses	5020002	45,263	888,222	888,222	888,222	888,222	888,222	888,222	888,222	888,222
Conference & Travel Expenses	5050009	9,220	71,800	71,800	71,800	71,800	71,800	71,800	71,800	71,800
Professional Fees	5060010	0	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	150,569	517,700	517,700	517,700	517,700	517,700	517,700	517,700	517,700
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		860,987	2,218,545	2,308,004	2,217,142	2,217,142	2,217,142	2,217,142	2,217,142	2,217,142
Funding Sources										
Fund Balance	4000005	1,623,429	1,925,670		1,457,125	1,457,125	1,457,125	989,983	989,983	989,983
Cash Fund	4000045	1,122,436	1,750,000		1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000
Interest	4000300	40,792	0		0	0	0	0	0	0
Total Funding		2,786,657	3,675,670		3,207,125	3,207,125	3,207,125	2,739,983	2,739,983	2,739,983
Excess Appropriation/(Funding)		(1,925,670)	(1,457,125)		(989,983)	(989,983)	(989,983)	(522,841)	(522,841)	(522,841)
Grand Total		860,987	2,218,545		2,217,142	2,217,142	2,217,142	2,217,142	2,217,142	2,217,142