

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
AGENCY PROGRAM COMMENTARY
2003 - 2005

The change level one request for Cotton Boll Technical Institute, \$151,000 for FY04 and \$154,020 for FY05, is in Maintenance and Operations to restore the prior year 5% and 2% budget reductions. These funds are vital to the day-to-day operations of the institution. Also included is a request for \$300,000 each year for General Instruction. These funds will be used to continue operating the 16 career training programs that are vital to the economic recovery of our region. These programs must be updated and expanded to meet the increase in enrollment levels.

The change level five request for \$211,273 each year is for Extra Help and Personal Services Matching. These funds will be used to provide resources to meet the increasing demands for customized training for business and industry.

The change level eight request for \$50,000 each year is to fund information technology projects, such as upgrade wiring, and the purchase of computer information processing hardware and software that are necessary for human resource activities, student services, and the acquisition and inventory of equipment/supplies.

The change level ten request, \$137,625 for FY04 and \$142,518 for FY05, is for reclassifications of personnel. These funds will be used to reclassify four administrative positions in order to more closely match the salaries of personnel in comparable positions in the public schools and in the private sector.

<p>AGENCY</p> <p>Cotton Boll Technical Institute</p>	<p>DIRECTOR</p> <p><i>Sherril Bennett</i></p>	<p>AGENCY PROGRAM COMMENTARY</p>	<p>PAGE</p> <p>294</p>
---	--	---	-------------------------------

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF
COTTON BOWL TECHNICAL INSTITUTE
FOR THE YEAR ENDED JUNE 30, 2001

Findings

Recommendations

No findings noted

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
 EMPLOYMENT SUMMARY
 Required by: A.C.A. 19-4-307

AGENCY TITLE: 0531 COTTON BOLL TECH INSTITUTE

	MALE	FEMALE	TOTAL	PERCENTAGE OF TOTAL
WHITE EMPLOYEES	<u>16</u>	<u>42</u>	<u>58</u>	<u>97%</u>
BLACK EMPLOYEES	<u>0</u>	<u>2</u>	<u>2</u>	<u>3%</u>
EMPLOYEES OF OTHER RACIAL MINORITIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
TOTAL EMPLOYED AS OF <u>08/05/2002</u> DATE			<u>2</u>	<u>3%</u>
			TOTAL MINORITIES	
			<u>60</u>	<u>100%</u>
			TOTAL EMPLOYEES	



 AGENCY DIRECTOR

**CASH FUND BALANCE DESCRIPTION
AS OF JUNE 30, 2002**

AGENCY: 531 - Cotton Boll Technical Institute

ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
182	583,501.87	Checking	First National Bank Blytheville, AR	A.C.A. 6-51-904 as amended. Local board is authorized to acquire, hold, and transfer real and personal property, to enter into contracts...and to exercise such other rights & privileges as may be necessary for the management and administration of the Technical Institute.
				STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES: A.C.A. 6-51-904 as amended. Local board is authorized to exercise rights and privileges necessary for the management of the Technical Institute.
				REVENUE RECEIPTS CYCLE: Tuition and bookstore sales are collected throughout the year.
				FUND BALANCE UTILIZATION: The checking account is used to make purchases for resale for the school's bookstore. Any balance above 10% reserve may be used for major equipment purchases or general improvement.
ACCOUNT INFORMATION				STATUTORY/OTHER RESTRICTIONS ON USE:
FUND ACCT.	BALANCE	TYPE	LOCATION	
182	200,000	CD	SouthBank Blytheville, AR	A.C.A. 6-51-904 as amended. Local board is authorized to acquire, hold, and transfer real and personal property, to enter into contracts...and to exercise such other rights & privileges as may be necessary for the management and administration of the Technical Institute.
	100,000	CD	Farmer's Bank Blytheville, AR	STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES: A.C.A. 6-51-904 as amended. Local board is authorized to exercise rights and privileges necessary for the management of the Technical Institute.
	300,000	CD	First National Bank Blytheville, AR	REVENUE RECEIPTS CYCLE: Bank interest is paid throughout the year and deposited in bank account.
	5,095	Interest		FUND BALANCE UTILIZATION: Tuition is collected throughout the year, but primarily in August, January, and May. Cotton Boll rarely receives capital funds or equipment funds ETB funds. Therefore, local funds have to be accumulated over many years to make renovations, repairs, and purchases. The commitment this year from these funds are: \$153,658.12 in MOF to renovate, repair, and supplement M&O due to insufficient state revenue.

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
STATE AGENCY PUBLICATIONS

Fiscal Year 2002-2003

Required by: A.C.A. 25-1-204

AGENCY: 531 - Cotton Boll Technical Institute

NAME OF PUBLICATION	STATUTORY AUTHORIZATION	PUBLICATION REQUIRED FOR GOVERNOR AND/OR GENERAL ASSEMBLY ONLY	NUMBER OF COPIES PUBLISHED	REASON(S) FOR CONTINUED PUBLICATION AND DISTRIBUTION
NONE				

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Department Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
Agency Code 531

Code	Appropriation Name	2001-02		2002-03		Agency Request				Executive Recommendation			
		Actual		Budget	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
707	Colton Boll-State Operations	2,850,320		2,698,553	52	3,477,744	52	3,537,068	52	3,340,119	52	3,394,550	52
708	Colton Boll-Federal Operations	166,507		145,055	1	131,499	1	132,869	1	131,499	1	132,869	1
B53	Colton Boll-Cash Operations	763,857		1,617,485	7	1,530,974	7	1,537,476	7	1,530,974	7	1,537,476	7
Grand Total		3,780,684		4,461,093	60	5,140,217	60	5,207,413	60	5,002,592	60	5,064,895	60

Funding Sources													
Name	Code		% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
Fund Balance	4000005	415,503	9.4	608,430	12.0	589,550	10.1	682,114	11.3	589,550	11.1	682,114	12.6
General Revenue	4000010	2,172,759	49.5	2,112,408	41.8	2,925,225	50.2	2,985,116	50.0	2,379,381	45.1	2,431,359	44.8
Federal Revenue	4000020	166,507	3.8	145,055	2.9	131,499	2.3	132,869	2.2	131,499	2.5	132,869	2.5
Cash Funds	4000045	956,784	21.8	1,598,605	31.7	1,623,538	27.9	1,623,538	27.2	1,623,538	30.8	1,623,538	29.9
Merit Adjustment	4000055	0	0.0	4,623	0.1	0	0.0	0	0.0	0	0.0	0	0.0
Workforce 2000	4000060	362,588	8.3	242,246	4.8	242,246	4.2	242,246	4.1	242,246	4.6	242,246	4.5
Adult Basic/General Adult	4000065	314,973	7.2	339,276	6.7	310,273	5.3	309,706	5.2	310,273	5.9	309,706	5.7
Total Funding		4,389,114	100.0	5,050,643	100.0	5,822,331	100.0	5,975,589	100.0	5,276,487	100.0	5,421,832	100.0
Excess Appr/(Funding)		(608,430)		(589,550)		(682,114)		(768,176)		(273,895)		(356,937)	
Grand Total		3,780,684		4,461,093		5,140,217		5,207,413		5,002,592		5,064,895	

**ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
DEPARTMENT PROGRAM SUMMARY**

AGENCY TITLE	2001-03 Expenditures				2003-05 Biennium Request				2003-05 Executive Recommendation			
	Actual 2001-02	No. of Pos.	Budgeted 2002-03	No. of Pos.	Year 1 2003-04	No. of Pos.	Year 2 2004-05	No. of Pos.	Year 1 2003-04	No. of Pos.	Year 2 2004-05	No. of Pos.
531-Cotton Boll Technical Institute												
Administration and Support	\$756,137		\$892,219	12	\$1,002,342	12	\$989,408	11	\$975,505	12	\$962,330	11
Education and Training	3,024,547		3,568,874	48	4,137,875	48	4,218,005	49	4,027,087	48	4,102,565	49
TOTALS	\$3,780,684		\$4,461,093	60	\$5,140,217	60	\$5,207,413	60	\$5,002,592	60	\$5,064,895	60
Funding Sources		% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
Fund Balances	\$415,503	9.4%	\$608,430	12.0%	\$589,550	10.1%	\$682,114	11.3%	\$589,550	11.1%	\$682,114	12.6%
General Revenue	2,172,759	49.5%	2,112,408	41.8%	2,925,225	50.2%	2,985,116	50.0%	2,379,381	45.1%	2,431,359	44.8%
Federal Revenue	166,507	3.8%	145,055	2.9%	131,499	2.3%	132,869	2.2%	131,499	2.5%	132,869	2.5%
Cash Funds	956,784	21.8%	1,598,605	31.7%	1,623,538	27.9%	1,623,538	27.2%	1,623,538	30.8%	1,623,538	29.9%
Merit Adjustment	0	0.0%	4,623	0.1%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Workforce 2000	362,588	8.3%	242,246	4.8%	242,246	4.2%	242,246	4.1%	242,246	4.6%	242,246	4.5%
Adult Basic/General Adult	314,973	7.2%	339,276	6.7%	310,273	5.3%	309,706	5.2%	310,273	5.9%	309,706	5.7%
Total Funding	4,389,114	100.0%	5,050,643	100.0%	5,822,331	100.0%	5,975,589	100.0%	5,276,487	100.0%	5,421,832	100.0%
Excess Appro./ (Funding)	(608,430)		(589,550)		(682,114)		(768,176)		(273,895)		(356,937)	
TOTAL	\$3,780,684		\$4,461,093		\$5,140,217		\$5,207,413		\$5,002,592		\$5,064,895	
DEPARTMENT	DIRECTOR				DEPARTMENT PROGRAM SUMMARY							
531-Cotton Boll Technical Institute	Sherri Bennett				300							

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

Cotton Boll Technical Institute identifies the educational needs of applicants and assists students in satisfying these at minimal expense. Each adult who applies will be admitted to a program appropriate to his/her abilities and interests. The Institute provides instruction in the basic life skills needed to contribute effectively to society. Continuing education programs are designed to meet specific needs in basic educational competencies, high school completion, upgrading occupational skills, and other vocational or practical skills required for the rapidly changing technological advances in the community.

This General Revenue funded appropriation has a Base Level request of \$2,731,900 for FY04 and \$2,783,311 for FY05 which includes a 2.7% salary increase each year over the FY03 salary levels for all incumbents plus associated increases in Personal Services Matching. Included in Personal Services Matching is a \$33 per month increase in the monthly contribution of State employee's health insurance for a state contribution of \$280 per month per budgeted employee.

Cotton Boll Technical Institute has the following change level requests:

- Four (4) reclassifications for administrative staff to more closely match salaries of personnel in comparable positions in public schools and in the private sector.
 - Ed Votech School Asst Dir, grade 23 to Tech Inst Chief Officer of Workforce, grade 99
 - Ed Votech School Asst Dir, grade 23 to Tech Inst Chief Fiscal Officer, grade 99
 - Ed Votech School Asst Dir, grade 23 to Tech Inst Chief Instructional Officer, grade 99
 - Ed Votech School Director, grade 25 to Tech Inst Director grade 99

- Increase in Extra Help and related Personal Services Matching in the amount of \$107,219 each year to provide resources to meet the increasing demands for customized training for business and industry.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: Cotton Boll Technical Institute Code: 531	Name: Cotton Boll Technical Institute State Operations Code: 707	Name: Cotton Boll Technical Institute - State Code: ETB	BUDGET REQUEST	301

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

- Operating Expenses to restore prior reductions of 5% and 2% in FY03 to continue the sixteen (16) career training programs to meet the increasing enrollment levels of the Institute
 - Building and Grounds Maintenance - \$151,000 for FY04 and \$154,020 for FY05
 - Educational Supplies and Materials - \$300,000 each year of the biennium

- Operating Expenses in the amount of \$50,000 each year for information technology projects such as upgrade wiring, the purchase of computer information processing hardware and software necessary for human resource activities, student service, and the acquisition and inventory of equipment and supplies.

The Executive Recommendation provides for the Agency Request except for the four reclassifications. Additional General Revenue funding in the amount of \$200,000 each year is recommended with the remaining as appropriation only.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF	PAGE
Name: Cotton Boll Technical Institute	Name: Cotton Boll Technical Institute State Operations	Name: Cotton Boll Technical Institute - State	BUDGET REQUEST	
Code: 531	Code: 707	Code: ETB		302

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - State Operations
 Appropriation Code 707
 Fund Name Cotton Boll Technical Institute - State
 Fund Code ETB

Character Name	Expenditures					Agency Request												Recommendations			
	2002-03		2002-03			2003-04					2004-05							Executive			
	Actual	Budget	Pos.	Authorized	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.
Regular Salaries	1,546,354	1,581,585	52	2,168,025	50	1,622,971	52	114,316	0	1,737,287	52	1,665,474	52	118,360	0	1,783,854	52	1,622,971	52	1,665,474	52
Extra Help	291,597	294,915	77	337,638	77	294,915	77	98,920	0	393,835	77	294,915	77	98,920	0	393,835	77	393,835	77	393,835	77
Personal Services Matching	463,932	509,905	0	622,123	0	527,108	0	31,608	0	558,716	0	538,016	0	32,437	0	568,453	0	535,407	0	544,315	0
Overtime	19	0	0	12,264	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Expenses	464,766	267,811	0	616,183	0	266,721	0	501,000	0	767,721	0	266,721	0	504,020	0	770,741	0	767,721	0	770,741	0
Travel-Conferences	14,505	20,185	0	20,185	0	20,185	0	0	0	20,185	0	20,185	0	0	0	20,185	0	20,185	0	20,185	0
Capital Outlay	51,748	24,152	0	35,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Promotional Items	17,401	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	2,850,320	2,698,553	129	3,811,419	127	2,731,900	129	745,844	0	3,477,744	129	2,783,311	129	753,757	0	3,537,068	129	3,340,119	129	3,394,550	129

Funding Source Name	2002-03 Actual	2002-03 Budget	2002-03 Pos.	2002-03 Authorized	2002-03 Pos.	2003-04 Base Level	2003-04 Pos.	2003-04 Change Level	2003-04 Pos.	2003-04 Total	2003-04 Pos.	2004-05 Base Level	2004-05 Pos.	2004-05 Change Level	2004-05 Pos.	2004-05 Total	2004-05 Pos.	2003-04	2004-05	
General Revenue	2,172,769	2,112,408	*****	*****	*****	2,179,381	*****	745,844	*****	2,925,225	*****	2,231,359	*****	753,757	*****	2,985,116	*****	2,379,381	*****	2,431,359
Merit Adjustment	0	4,823	*****	*****	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0
Workforce 2000	362,588	242,246	*****	*****	*****	242,246	*****	0	*****	242,246	*****	242,246	*****	0	*****	242,246	*****	242,246	*****	242,246
Adult Basic/General Adult	314,973	339,276	*****	*****	*****	310,273	*****	0	*****	310,273	*****	309,706	*****	0	*****	309,706	*****	310,273	*****	309,706
Total Funding	2,850,320	2,698,553	*****	*****	*****	2,731,900	*****	745,844	*****	3,477,744	*****	2,783,311	*****	753,757	*****	3,537,068	*****	2,931,900	*****	2,983,311
Excess Appro(Funding)	0	0	*****	*****	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	408,219	*****	411,239
Grand Total	2,850,320	2,698,553	*****	*****	*****	2,731,900	*****	745,844	*****	3,477,744	*****	2,783,311	*****	753,757	*****	3,537,068	*****	3,340,119	*****	3,394,550

FY02 Actuals may exceed Authorized due to an appropriation transfer from the Workforce 2000 Holding Account.

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - State Operations
 Appropriation Code 707
 Fund Name Cotton Boll Technical Institute - State
 Fund Code ETB

Character		Expenditures				
		2001-02	2002-03		2002-03	
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Regular Salaries	5010000	1,546,354	1,581,585	52	2,168,026	50
Extra Help	5010001	291,597	294,915	77	337,638	77
Personal Services Matching	5010003	463,932	509,905	0	622,123	0
Overtime	5010006	19	0	0	12,264	0
Operating Expenses	5020002	464,766	267,811	0	616,183	0
Travel-Conferences	5050009	14,505	20,185	0	20,185	0
Capital Outlay	5120011	51,746	24,152	0	35,000	0
Promotional Items	5090028	17,401	0	0	0	0
Grand Total		2,850,320	2,698,553	129	3,811,419	127

Funding Sources						
Name	Code					
General Revenue	4000010	2,172,759	2,112,408	*****	*****	*****
Merit Adjustment	4000055	0	4,623	*****	*****	*****
Workforce 2000	4000060	362,588	242,246	*****	*****	*****
Adult Basic/General Adult	4000065	314,973	339,276	*****	*****	*****
Total Funding		2,850,320	2,698,553	*****	*****	*****
Excess Appr/(Funding)		0	0	*****	*****	*****
Grand Total		2,850,320	2,698,553	*****	*****	*****

FY02 Actuals may exceed Authorized due to an appropriation transfer from the Workforce 2000 Holding Account.

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - State Operations
 Appropriation Code 707
 Fund Name Cotton Boll Technical Institute - State
 Fund Code ETB

Character		Agency Request											
		2003-04						2004-05					
Name	Code	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Regular Salaries	5010000	1,622,971	52	114,316	0	1,737,287	52	1,665,474	52	118,380	0	1,783,854	52
Extra Help	5010001	294,915	77	98,920	0	393,835	77	294,915	77	98,920	0	393,835	77
Personal Services Matching	5010003	527,108	0	31,608	0	558,716	0	536,016	0	32,437	0	568,453	0
Overtime	5010006	0	0	0	0	0	0	0	0	0	0	0	0
Operating Expenses	5020002	266,721	0	501,000	0	767,721	0	266,721	0	504,020	0	770,741	0
Travel-Conferences	5050009	20,185	0	0	0	20,185	0	20,185	0	0	0	20,185	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0	0	0	0
Promotional Items	5090028	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total		2,731,900	129	745,844	0	3,477,744	129	2,783,311	129	753,757	0	3,537,068	129

Funding Sources													
Name	Code	2003-04						2004-05					
General Revenue	4000010	2,179,381	*****	745,844	*****	2,925,225	*****	2,231,359	*****	753,757	*****	2,985,116	*****
Merit Adjustment	4000055	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Workforce 2000	4000060	242,246	*****	0	*****	242,246	*****	242,246	*****	0	*****	242,246	*****
Adult Basic/General Adult	4000065	310,273	*****	0	*****	310,273	*****	309,706	*****	0	*****	309,706	*****
Total Funding		2,731,900	*****	745,844	*****	3,477,744	*****	2,783,311	*****	753,757	*****	3,537,068	*****
Excess Approl/(Funding)		0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total		2,731,900	*****	745,844	*****	3,477,744	*****	2,783,311	*****	753,757	*****	3,537,068	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
Agency Code 531
Appropriation Name Cotton Boll Technical Institute - State Operations
Appropriation Code 707
Fund Name Cotton Boll Technical Institute - State
Fund Code ETB

Character		Recommendations							
		Executive				Legislative			
		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Regular Salaries	5010000	1,622,971	52	1,665,474	52	0	0	0	0
Extra Help	5010001	393,835	77	393,835	77	0	0	0	0
Personal Services Matching	5010003	535,407	0	544,315	0	0	0	0	0
Overtime	5010006	0	0	0	0	0	0	0	0
Operating Expenses	5020002	767,721	0	770,741	0	0	0	0	0
Travel-Conferences	5050009	20,185	0	20,185	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0
Promotional Items	5090028	0	0	0	0	0	0	0	0
Grand Total		3,340,119	129	3,394,550	129	0	0	0	0

Funding Sources									
Name	Code								
General Revenue	4000010	2,379,381	*****	2,431,359	*****	0	*****	0	*****
Merit Adjustment	4000055	0	*****	0	*****	0	*****	0	*****
Workforce 2000	4000060	242,246	*****	242,246	*****	0	*****	0	*****
Adult Basic/General Adult	4000065	310,273	*****	309,706	*****	0	*****	0	*****
Total Funding		2,931,900	*****	2,983,311	*****	0	*****	0	*****
Excess Appr/(Funding)		408,219	*****	411,239	*****	0	*****	0	*****
Grand Total		3,340,119	*****	3,394,550	*****	0	*****	0	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Rank by Appropriation

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - State Operations
 Appropriation Code 707
 Fund Name Cotton Boll Technical Institute - State
 Fund Code ETB

Rank	Justification	Designation		Cost Center	2001-02			2002-03			Agency Request				Executive Recommendation				Legislative Recommendation			
		BL	Base Level		Total	Actual	Budget	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.		
1	Restore prior reductions of 5% & 2% last year. To continue the 16 career training programs to meet increasing enrollment levels. Building & Ground Maintenance \$151,000 FY04, \$154,020 FY05; Educational Supplies & Materials \$300,000 FY04 & FY05.	C01		365201	School Admin - Gener	0	0	0	451,000	0	454,020	0	451,000	0	454,020	0	0	0	0	0		
		C01		Total		0	0	0	451,000	0	454,020	0	451,000	0	454,020	0	0	0	0	0		
2	Extra Help to provide resources to meet the increasing demands for customized training for business and industry.	C05		365401	School Admin - WF	0	0	0	107,219	0	107,219	0	107,219	0	107,219	0	0	0	0	0		
		C05		Total		0	0	0	107,219	0	107,219	0	107,219	0	107,219	0	0	0	0	0		
3	Information technology projects, such as upgrade wiring and the purchase of computer information processing hardware and software necessary for human resource activities, student services, and the acquisition and inventory of equipment/supplies.	C08	Technology	365201	School Admin - Gener	0	0	0	50,000	0	50,000	0	50,000	0	50,000	0	0	0	0	0		
		C08	Technology	Total		0	0	0	50,000	0	50,000	0	50,000	0	50,000	0	0	0	0	0		
4	To more closely match salaries of personnel in comparable positions in public schools and in the private sector: 1-Ed Votech School Asst Dir, grade 23 to Tech Inst Chief Off of Workforce, grade 99; 1-Ed Votech School Asst Dir, grade 23 to Tech Inst Chief Fiscal Officer, grade 99; 1-Ed Votech School Asst Dir, grade 23 to Tech Inst Chief Instructional Officer, grade 99; 1-Ed Votech School Director, grade 25 to Tech Inst Director, grade 99.	C10	Reclass	365201	School Admin - Gener	0	0	0	137,625	0	142,518	0	0	0	0	0	0	0	0	0		
		C10	Reclass	Total		0	0	0	137,625	0	142,518	0	0	0	0	0	0	0	0	0		
		Grand Total		Total		2,850,320	2,698,553	52	3,477,744	52	3,537,068	52	3,340,119	52	3,394,550	52	0	0	0	0		

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

Funds for this Federally Funded appropriation are received from the Carl D. Perkins Vocational and Applied Technology Education Act and from reimbursement programs such as the Apprenticeship Program.

Base Level request of \$131,499 for FY04 and \$132,869 for FY05 includes a 2.7% salary increase each year over the FY03 salary levels for all incumbents plus associated increases in Personal Services Matching. Included in Personal Services Matching is a \$33 per month increase in the monthly contribution of State employee's health insurance for a state contribution of \$280 per month per budgeted employee. Base Level reflects the Agency Request.

The Executive Recommendation provides for the Agency Request.

AGENCY Name: Cotton Boll Technical Institute Code: 531	APPROPRIATION Name: Cotton Boll Technical Institute Federal Operations Code: 708	TREASURY FUND Name: Cotton Boll Technical Institute - Federal Code: FTB	ANALYSIS OF BUDGET REQUEST	PAGE 308
---	---	--	-----------------------------------	-------------------------------

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - Federal Operations
 Appropriation Code 708
 Fund Name Cotton Boll Technical Institute - Federal
 Fund Code FTB

Character Name	Expenditures					Agency Request										Recommendations					
	2001-02		2002-03		2002-03	2003-04					2004-05					Executive					
	Actual	Budget	Pos.	Authorized	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.
Regular Salaries	01,787	41,043	1	51,015	0	42,151	1	0	0	42,151	1	43,289	1	0	0	43,289	1	42,151	1	43,289	1
Extra Help	59,037	48,000	15	48,000	15	48,000	15	0	0	48,000	15	48,000	15	0	0	48,000	15	48,000	15	48,000	15
Personal Services Matching	17,545	30,848	0	18,982	0	15,982	0	0	0	15,982	0	18,214	0	0	0	18,214	0	15,982	0	18,214	0
Operating Expenses	22,720	25,368	0	25,368	0	25,368	0	0	0	25,368	0	25,368	0	0	0	25,368	0	25,368	0	25,368	0
Travel-Conferences	101	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Promotional Items	5,317	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	166,507	145,055	16	141,383	21	131,499	16	0	0	131,499	16	132,869	16	0	0	132,869	16	131,499	16	132,869	16

Funding Sources Name	2001-02 Actual	2002-03 Budget	2002-03 Pos.	2002-03 Authorized	2002-03 Pos.	2003-04 Base Level	2003-04 Pos.	2003-04 Change Level	2003-04 Pos.	2003-04 Total	2003-04 Pos.	2004-05 Base Level	2004-05 Pos.	2004-05 Change Level	2004-05 Pos.	2004-05 Total	2004-05 Pos.	2003-04	2003-04 Pos.	2004-05	2004-05 Pos.
Federal Revenue	166,507	145,055	*****	*****	*****	131,499	*****	0	*****	131,499	*****	132,869	*****	0	*****	132,869	*****	131,499	*****	132,869	*****
Total Funding	166,507	145,055	*****	*****	*****	131,499	*****	0	*****	131,499	*****	132,869	*****	0	*****	132,869	*****	131,499	*****	132,869	*****
Excess Appro/Funding	0	0	*****	*****	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total	166,507	145,055	*****	*****	*****	131,499	*****	0	*****	131,499	*****	132,869	*****	0	*****	132,869	*****	131,499	*****	132,869	*****

FY03 Budgeted amount in Personal Services Matching may exceed the authorized amount due to matching rate adjustments during the 2001-2003 biennium.

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - Federal Operations
 Appropriation Code 708
 Fund Name Cotton Boll Technical Institute - Federal
 Fund Code FTB

Character		Expenditures				
		2001-02	2002-03		2002-03	
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Regular Salaries	5010000	61,787	41,043	1	51,015	6
Extra Help	5010001	59,037	48,000	15	48,000	15
Personal Services Matching	5010003	17,545	30,646	0	16,982	0
Operating Expenses	5020002	22,720	25,366	0	25,366	0
Travel-Conferences	5050009	101	0	0	0	0
Promotional Items	5090028	5,317	0	0	0	0
Grand Total		166,507	145,055	16	141,363	21

Funding Sources						
Name	Code					
Federal Revenue	4000020	166,507	145,055	*****	*****	*****
Total Funding		166,507	145,055	*****	*****	*****
Excess Approl/(Funding)		0	0	*****	*****	*****
Grand Total		166,507	145,055	*****	*****	*****

FY03 Budgeted amount in Personal Services Matching may exceed the authorized amount due to matching rate adjustments during the 2001-2003 biennium.

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - Federal Operations
 Appropriation Code 708
 Fund Name Cotton Boll Technical Institute - Federal
 Fund Code FTB

Character		Agency Request											
		2003-04						2004-05					
		Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Regular Salaries	5010000	42,151	1	0	0	42,151	1	43,289	1	0	0	43,289	1
Extra Help	5010001	48,000	15	0	0	48,000	15	48,000	15	0	0	48,000	15
Personal Services Matching	5010003	15,982	0	0	0	15,982	0	16,214	0	0	0	16,214	0
Operating Expenses	5020002	25,366	0	0	0	25,366	0	25,366	0	0	0	25,366	0
Travel-Conferences	5050009	0	0	0	0	0	0	0	0	0	0	0	0
Promotional Items	5090028	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total		131,499	16	0	0	131,499	16	132,869	16	0	0	132,869	16

Funding Sources													
Name	Code	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Federal Revenue	4000020	131,499	*****	0	*****	131,499	*****	132,869	*****	0	*****	132,869	*****
Total Funding		131,499	*****	0	*****	131,499	*****	132,869	*****	0	*****	132,869	*****
Excess Appr/(Funding)		0	*****	0	*****	0	*****	0	*****	0	*****	0	*****
Grand Total		131,499	*****	0	*****	131,499	*****	132,869	*****	0	*****	132,869	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - Federal Operations
 Appropriation Code 708
 Fund Name Cotton Boll Technical Institute - Federal
 Fund Code FTB

Character		Recommendations							
		Executive				Legislative			
		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Regular Salaries	5010000	42,151	1	43,289	1	0	0	0	0
Extra Help	5010001	48,000	15	48,000	15	0	0	0	0
Personal Services Matching	5010003	15,982	0	16,214	0	0	0	0	0
Operating Expenses	5020002	25,366	0	25,366	0	0	0	0	0
Travel-Conferences	5050009	0	0	0	0	0	0	0	0
Promotional Items	5090028	0	0	0	0	0	0	0	0
Grand Total		131,499	16	132,869	16	0	0	0	0

Funding Sources									
Name	Code	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Federal Revenue	4000020	131,499	*****	132,869	*****	0	*****	0	*****
Total Funding		131,499	*****	132,869	*****	0	*****	0	*****
Excess Appr/(Funding)		0	*****	0	*****	0	*****	0	*****
Grand Total		131,499	*****	132,869	*****	0	*****	0	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
ANALYSIS OF BUDGET REQUEST
2003 - 2005

Funds for this Cash Funded appropriation are received from tuition (full-time - 12 or more credit hours - \$432 each semester; part-time, less than 12 credit hours, \$36 per credit hour), resale from the bookstore, and reimbursement programs such as the Apprenticeship Program. Cash Funds are used to supplement the operation of the Institute.

Base Level request of \$1,426,920 for FY04 and \$1,433,422 for FY05 includes a 2.7% salary increase each year over the FY03 salary levels for all incumbents plus associated increases in Personal Services Matching. Included in Personal Services Matching is a \$33 per month increase in the monthly contribution of State employee's health insurance for a state contribution of \$280 per month per budgeted employee. The Institute requests an increase in Extra Help and related Personal Services Matching in the amount of \$104,054 each year to provide resources to meet the increasing demands for customized training for business and industry.

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

AGENCY	APPROPRIATION	CASH FUND	ANALYSIS OF BUDGET REQUEST	PAGE
Name: Cotton Boll Technical Institute Code: 531	Name: Cotton Boll Technical Institute Cash Operations Code: B53	Name: Cotton Boll Technical Institute - Cash Code: 182		313

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - Cash Operations
 Appropriation Code B53
 Fund Name Cotton Boll Technical Institute - Cash
 Fund Code 182

Character Name	Expenditures						Agency Request												Recommendations		
	2001-02		2002-03		2002-03		2003-04				2003-04				2004-05				Executive		
	Actual	Budget	Pos.	Authorized	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.	2003-04	Pos.	2004-05	Pos.
Regular Salaries	161,056	194,770	7	179,340	8	200,029	7	0	0	200,029	7	205,430	7	0	0	205,430	7	200,029	7	205,430	7
Extra Help	131,364	150,000	29	150,000	29	150,000	29	96,000	0	246,000	29	150,000	29	96,000	0	246,000	29	246,000	29	246,000	29
Personal Services Matching	62,778	72,715	0	59,702	0	76,891	0	8,054	0	84,945	0	77,992	0	8,054	0	86,046	0	84,945	0	86,046	0
Operating Expenses	124,294	450,000	0	450,000	0	450,000	0	0	0	450,000	0	450,000	0	0	0	450,000	0	450,000	0	450,000	0
Travel-Conferences	7,127	50,000	0	50,000	0	50,000	0	0	0	50,000	0	50,000	0	0	0	50,000	0	50,000	0	50,000	0
Capital Outlay	39,683	200,000	0	200,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Professional Fees & Services	20,945	100,000	0	100,000	0	100,000	0	0	0	100,000	0	100,000	0	0	0	100,000	0	100,000	0	100,000	0
Resale	140,968	200,000	0	200,000	0	200,000	0	0	0	200,000	0	200,000	0	0	0	200,000	0	200,000	0	200,000	0
Special Maintenance	75,542	200,000	0	200,000	0	200,000	0	0	0	200,000	0	200,000	0	0	0	200,000	0	200,000	0	200,000	0
Grand Total	763,857	1,617,485	36	1,589,042	37	1,426,920	36	104,054	0	1,530,974	36	1,433,422	36	104,054	0	1,537,476	36	1,530,974	36	1,537,476	36

Funding Source Name	2001-02	2002-03	2002-03	2003-04	2003-04	2004-05	2004-05	2003-04	2004-05
Fund Balance	415,503	608,430	*****	589,550	*****	682,114	*****	589,550	682,114
Cash Funds	956,784	1,598,605	*****	1,519,484	*****	1,519,484	*****	1,623,538	1,623,538
Total Funding	1,372,287	2,207,035	*****	2,109,034	*****	2,201,598	*****	2,213,088	2,305,652
Excess Appro(Funding)	(608,430)	(589,550)	*****	(682,114)	*****	(768,176)	*****	(682,114)	(768,176)
Grand Total	763,857	1,617,485	*****	1,426,920	*****	1,433,422	*****	1,530,974	1,537,476

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - Cash Operations
 Appropriation Code B53
 Fund Name Cotton Boll Technical Institute - Cash
 Fund Code 182

Character		Expenditures				
		2001-02	2002-03		2002-03	
Name	Code	Actual	Budget	Pos.	Authorized	Pos.
Regular Salaries	5010000	161,056	194,770	7	179,340	8
Extra Help	5010001	131,364	150,000	29	150,000	29
Personal Services Matching	5010003	62,778	72,715	0	59,702	0
Operating Expenses	5020002	124,294	450,000	0	450,000	0
Travel-Conferences	5050009	7,127	50,000	0	50,000	0
Capital Outlay	5120011	39,683	200,000	0	200,000	0
Professional Fees & Services	5060010	20,945	100,000	0	100,000	0
Resale	5090017	140,968	200,000	0	200,000	0
Special Maintenance	5120032	75,642	200,000	0	200,000	0
Grand Total		763,857	1,617,485	36	1,589,042	37

Funding Sources						
Name	Code					
Fund Balance	4000005	415,503	608,430	*****	*****	*****
Cash Funds	4000045	956,784	1,598,605	*****	*****	*****
Total Funding		1,372,287	2,207,035	*****	*****	*****
Excess Approl/(Funding)		(608,430)	(589,550)	*****	*****	*****
Grand Total		763,857	1,617,485	*****	*****	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
Agency Code 531
Appropriation Name Cotton Boll Technical Institute - Cash Operations
Appropriation Code B53
Fund Name Cotton Boll Technical Institute - Cash
Fund Code 182

Character		Agency Request											
		2003-04				2004-05							
Name	Code	Base Level	Pos.	Change Level	Pos.	Total	Pos.	Base Level	Pos.	Change Level	Pos.	Total	Pos.
Regular Salaries	5010000	200,029	7	0	0	200,029	7	205,430	7	0	0	205,430	7
Extra Help	5010001	150,000	29	96,000	0	246,000	29	150,000	29	96,000	0	246,000	29
Personal Services Matching	5010003	76,891	0	8,054	0	84,945	0	77,992	0	8,054	0	86,046	0
Operating Expenses	5020002	450,000	0	0	0	450,000	0	450,000	0	0	0	450,000	0
Travel-Conferences	5050009	50,000	0	0	0	50,000	0	50,000	0	0	0	50,000	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0	0	0	0
Professional Fees & Services	5060010	100,000	0	0	0	100,000	0	100,000	0	0	0	100,000	0
Resale	5090017	200,000	0	0	0	200,000	0	200,000	0	0	0	200,000	0
Special Maintenance	5120032	200,000	0	0	0	200,000	0	200,000	0	0	0	200,000	0
Grand Total		1,426,920	36	104,054	0	1,530,974	36	1,433,422	36	104,054	0	1,537,476	36

Funding Sources													
Name	Code												
Fund Balance	4000005	589,550	*****	0	*****	589,550	*****	682,114	*****	0	*****	682,114	*****
Cash Funds	4000045	1,519,484	*****	104,054	*****	1,623,538	*****	1,519,484	*****	104,054	*****	1,623,538	*****
Total Funding		2,109,034	*****	104,054	*****	2,213,088	*****	2,201,598	*****	104,054	*****	2,305,652	*****
Excess Appro/(Funding)		(682,114)	*****	0	*****	(682,114)	*****	(768,176)	*****	0	*****	(768,176)	*****
Grand Total		1,426,920	*****	104,054	*****	1,530,974	*****	1,433,422	*****	104,054	*****	1,537,476	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Appropriation Summary

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - Cash Operations
 Appropriation Code B53
 Fund Name Cotton Boll Technical Institute - Cash
 Fund Code 182

Character		Recommendations							
		Executive				Legislative			
		2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
Regular Salaries	5010000	200,029	7	205,430	7	0	0	0	0
Extra Help	5010001	246,000	29	246,000	29	0	0	0	0
Personal Services Matching	5010003	84,945	0	86,046	0	0	0	0	0
Operating Expenses	5020002	450,000	0	450,000	0	0	0	0	0
Travel-Conferences-	5050009	50,000	0	50,000	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0
Professional Fees & Services	5060010	100,000	0	100,000	0	0	0	0	0
Resale	5090017	200,000	0	200,000	0	0	0	0	0
Special Maintenance	5120032	200,000	0	200,000	0	0	0	0	0
Grand Total		1,530,974	36	1,537,476	36	0	0	0	0

Funding Sources									
Name	Code								
Fund Balance	4000005	589,550	*****	682,114	*****	0	*****	0	*****
Cash Funds	4000045	1,623,538	*****	1,623,538	*****	0	*****	0	*****
Total Funding		2,213,088	*****	2,305,652	*****	0	*****	0	*****
Excess Appro/(Funding)		(682,114)	*****	(768,176)	*****	0	*****	0	*****
Grand Total		1,530,974	*****	1,537,476	*****	0	*****	0	*****

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM
Biennial Rank by Appropriation

Agency Name COTTON BOLL TECHNICAL INSTITUTE
 Agency Code 531
 Appropriation Name Cotton Boll Technical Institute - Cash Operations
 Appropriation Code B53
 Fund Name Cotton Boll Technical Institute - Cash
 Fund Code 182

Rank	Justification	Designation	Cost Center	2001-02	2002-03		Agency Request			Executive Recommendation			Legislative Recommendation					
				Actual	Budget	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.	2003-04	Pos.	2004-05	Pos.
		BL Base Level	Total	763,857	1,617,485	7	1,426,920	7	1,433,422	7	1,426,920	7	1,433,422	7	0	0	0	0
2	Extra Help to provide resources to meet the increasing demands for customized training for business and industry.	C05	366401 School Admin - Payro	0	0	0	104,054	0	104,054	0	104,054	0	104,054	0	0	0	0	0
		C05	Total	0	0	0	104,054	0	104,054	0	104,054	0	104,054	0	0	0	0	0
			Grand Total	Total	763,857	1,617,485	7	1,530,974	7	1,537,476	7	1,530,974	7	1,537,476	7	0	0	0