

DAH - CENTRAL ADMINISTRATION

Enabling Laws

Act 253 of 2016
A.C.A. §25-3-101 et seq.

History and Organization

Agency Mission Statement:

The mission of the Department of Arkansas Heritage (DAH) is to identify Arkansas's heritage and enhance the quality of life by the discovery, preservation, and presentation of the state's cultural, historic and natural resources.

Brief Discussion of Statutory Responsibilities and Primary Activities:

The Department of Arkansas Heritage was created in 1975 to combine the state programs and agencies dealing most directly with the preservation of Arkansas's natural and cultural heritage. The Department's eight agencies are each assigned to one of two divisions. The operation of the DAH Collection Management Facility was added in 2005. The Museums Division is comprised of the Delta Cultural Center, the Historic Arkansas Museum, the Old State House Museum, and the Mosaic Templars Cultural Center. The Heritage Resources Division is comprised of the Arkansas Arts Council, the Arkansas Historic Preservation Program, the Arkansas Natural Heritage Commission, and with enactment of law from the 2016 Special Legislative session the Arkansas State Archives (formerly the Arkansas History Commission) has joined the Department of Arkansas Heritage.

The Department aggressively and successfully seeks federal and private funding to augment its biennial state funding. The DAH director's office coordinates the activities of the Department's two divisions. It administers activities that span the Department, including fiscal and personnel operations, purchasing, public information, and development. In the realm of heritage education, the Department coordinates the education programs of its two divisions and collaborates with the regional educational service cooperatives. Arkansas Heritage Month is a department-wide effort to promote cultural, historic, and natural heritage in local communities around Arkansas.

The museum agencies preserve, present, and interpret historic structures, objects, and cultural assets. They serve as partners in education with public and private schools throughout Arkansas. The Department's four museums are the Old State House Museum (which also manages Trapnall Hall), the Historic Arkansas Museum, the Delta Cultural Center, and the Mosaic Templars Cultural Center. The Historic Arkansas Museum and Old State House Museum are two of the seven museums in Arkansas accredited by the American Association of Museums. In 2005 DAH acquired a 53,000 sq. ft. building for use as a collections storage facility.

The resource agencies are concerned with the State's natural and cultural resources. The Arkansas Natural Heritage Commission identifies, preserves, and promotes Arkansas's natural resources that are rare, unique, or endangered. The Arkansas Arts Council and the Arkansas Historic Preservation Program identify, preserve, and promote the State's cultural resources while serving as conduits for federal and state grant funds that conserve or develop these resources. The Arkansas State Archives is the state's official repository for documents and artifacts that tell the story of the state from its beginnings.

Advisory Board or Commission

Commissions govern or advise each of the eight DAH agencies. In the following pages each agency describes the nature of its commission or advisory board.

The Delta Cultural Center

Agency Mission Statement:

It is the mission of the Delta Cultural Center (DCC) to preserve, research, document, interpret, and present the heritage of the Arkansas Delta. The Center is comprised of seven facilities and several acres of land located in Helena, AR.

- The Visitors Center is comprised of three connected buildings, two historic commercial buildings and one reconstructed structure. This facility houses staff offices, the museum gift shop and major interpretive exhibits.
- The restored 1912 Union Pacific Railroad Depot houses interpretive exhibits and is listed on the National Register.
- The Moore-Horner House, constructed in 1859, is listed on the National Register and is used as a historic house museum and Civil War interpretive center.
- The Cherry Street Pavilion serves as a permanent stage and outdoor pavilion for agency events and community programs.
- The Beth El Heritage Hall, a 1917 Jewish temple, provides an auditorium and classroom space for DCC and community programs. The structure also provides additional collections storage space. It is a contributing structure in the Beech Street Historic District.
- A maintenance shop is utilized by maintenance staff.
- The Miller Building provides a classroom/assembly space.

Other additions to the DCC are mission driven and will enhance our programming. These include a Replica of Fort Curtis, an 1862 Union Fortification and Freedom Park, an interpretive recreational area exploring the African American experience in the Civil War.

Brief Discussion of Statutory Responsibilities and Primary Activities:

The Delta Cultural Center was established in 1989 to serve as the heritage center for the 27 counties that comprise the Arkansas Delta region. The Center has been in operation since 1990 utilizing exhibits and educational programs to reach its goals. Major projects include components of educational programming, research, preservation, exhibits, collections, historic site management, marketing, development, and administration.

The Delta Cultural Center follows a five year long-range plan that is updated regularly. This is a comprehensive plan which includes the goals and objectives of the Center dedicated to meet the overall mission and purpose.

Agency Board or Commission:

The Delta Cultural Center is advised by an 11 member advisory board appointed by the Governor which meets quarterly. The members serve for three-year terms. No member shall be eligible for appointment to more than two consecutive full terms. The advisory board positions are designated so that a broad range of interests are served: Helena community, blues musicians, historians, and Delta residents.

The Arkansas Arts Council

Agency Mission Statement:

The Arkansas Arts Council will advance and empower the arts for the benefit of all Arkansans.

Brief Discussion of Statutory Responsibilities and Primary Activities:

The Arkansas Arts Council was established in 1966 to enable the State to receive funds from the National Endowment for the Arts. In 1971, Act 359 (A.C.A. § 13-8-101 et seq.) gave independent agency status to the Arts Council, with an executive director and a 17-member council appointed by the Governor. In 1975, the Arts Council became a division of the Department of Arkansas Heritage.

The Arts Council contributes to Arkansas's educational and economic development by investing state, federal, and private funds in community arts organizations, schools, youth service organizations, and other providers of cultural programs. The Arts in Education program funds artist residencies in schools and after school/summer programs. The agency provides operating support for established community arts organizations, and the Expansion Arts Program provides technical assistance and salary support to new and expanding arts organizations in rural and underserved areas. The statewide Arts on Tour program includes a diverse roster of Arkansas's finest performing artists. Non-profit organizations and local governments are eligible to apply for funding assistance to present artists listed in the Arts on Tour Roster.

The Arts Council offers technical, supportive, and informational services for artists, administrators, and community leaders, as well as professional development opportunities for teachers and teaching artists. The Arts Council website provides information about the Council and contains online applications for the agency's various grant programs and artist rosters. The website, www.arkansasarts.org, also provides local, regional and national resource information to the arts community and the general public.

One of the most widely used on-line services at the Arts Council, the Arkansas Artist Registry, documents and promotes Arkansas visual artists. The Arts Council Facebook page www.facebook.com/arkansasartscouncil provides frequent news updates and opportunities to constituents.

Agency Board or Commission

The Arkansas Arts Advisory Council is composed of seventeen members appointed by the Governor for four-year terms. Two appointments are made from each of the eight planning and development districts, and one member serves at large. Council members meet each fiscal quarter and are charged with awarding all grant funds and with formulating policy for the future development of the arts in Arkansas.

Mosaic Templars Cultural Center

Agency Mission Statement:

The mission of the Mosaic Templars Cultural Center (MTCC) is to collect, preserve, interpret, and celebrate Arkansas's African-American history, culture, and community from 1870 to the present, and to educate the public about black achievement-especially in business, politics, and the arts.

Brief Discussion of Statutory Responsibilities and Primary Activities:

The Cultural Center houses temporary and permanent exhibits that assist in delivering our mission. The Center serves as a resource center for individuals wishing to learn more about African Americans in Arkansas and includes genealogy and historical research and educational programming. The Center is housed in a new facility located at Ninth and Broadway Streets in Little Rock, Arkansas. The major exhibits focus on the former West Ninth Street commercial district, an example of a successful black business district; the Mosaic Templars of America, an example of a successful black fraternal organization and insurance company; successful black business people from Arkansas's urban areas such as Helena, Pine Bluff, El Dorado, and Fort Smith; and the political, economic, and social life of African Americans in Arkansas from 1870 to 1970.

Advisory Board or Commission:

The Mosaic Templars Cultural Center Advisory Board advises the director and staff on the development of permanent and temporary exhibits, a plan for acquisition of resource materials, and development of educational and other programming. The Board consists of nine members, representing all congressional districts. Three members are appointed by the Governor, three appointed by the President Pro-Tempore of the Senate, and three by the Speaker of the House of Representatives. Members serve four-year terms and no member shall serve more than two four-year terms.

The Old State House Museum

The Arkansas Commemorative Commission was created by Act 156 of 1947, which required restoration and management of historic sites and objects for the benefit of the public and public educational services related to the historic holdings. The Commission restored the Old State House and opened it in 1951 as a museum of Arkansas history. Trapnall Hall was donated to the State in 1974. It is administered as the

Governor's Reception Hall and is a rental facility. In 1975, the Arkansas Commemorative Commission became a division of DAH. Act 68 of 2001 changed the name of the Arkansas Commemorative Commission to the Old State House Commission.

The Old State House is accredited by the American Alliance of Museums and provides a full complement of educational programs and interpretive exhibits on Arkansas history. We interpret Arkansas History from 1836 to the present, but special emphasis is given the period 1836-1911, the building itself and Arkansas Political History. Current exhibits include: Hollywood & Arkansas: Lights! Camera! Arkansas, Bicycle Exhibit: Different Spokes and Pillars of Power, that tells the story of the Old State House. The museum has a large collection of artifacts that are representative of the State's history. These objects are periodically displayed through special exhibits and include items such as Quilts by Black Arkansans, Arkansas political memorabilia, Arkansas State Police, Arkansas Department of Correction and Civil War battle flags.

The museum offers a variety of programs to accommodate a diverse audience. Opportunities for school groups include on-site tours and programs, outreach programs, and resource materials like publications and loan boxes. The staff works extensively with the DAH Education Coordinator and the Department of Education to develop curriculum guides and resource materials for classroom teachers that correlate to museum exhibits and museum programs. Ongoing youth programs offered throughout the year for children include: K-12 programs, Summer Fun enrichment programs that highlight local and state history, and seasonal events like the Valentine Fair and Holiday Open House. The museum offers numerous programs for adults that reflect both temporary and permanent exhibits, including scholarly seminars, gallery talks, and special events like concerts and book signings.

Advisory Board or Commission:

The Old State House Commission, a statewide board of nine members appointed by the Governor, sets policy for the Old State House, Trapnall Hall, and the preservation restriction program. It determines major goals and objectives for each of its programs, delegates certain functions to the staff through the director of the commission and considers the addition of new programs and alterations to existing programs under its statutory jurisdiction. The commission considers long-range plans, activities and budgets. Board members represent all four congressional districts, with three at-large members, and are appointed by the Governor for nine-year terms.

The Arkansas Historic Preservation Program

The Arkansas Historic Preservation Program (AHPP) was created by the Arkansas General Assembly in 1969. The mission of the Arkansas Historic Preservation Program is to fulfill the objectives of the National Historic Preservation Act through the identification, preservation, and protection of the cultural resources of the State of Arkansas. The AHPP is charged with "conducting relations with representative of the federal government, the respective offices in other states, governmental units within Arkansas, organizations and individuals with regard to matters of historic preservation including the program carried out under Public Law 89-655 (16 U.S.C. & 470, et seq.)" by Act 480 of 1977 as amended. In 1975 AHPP became a division of the Department of Arkansas Heritage.

Statutory Responsibilities:

The state and federal legislation that jointly set out the AHPP responsibilities specify areas in which the Agency must operate. These include: the development of a plan for the historic, architectural, and cultural resources of the State; the conducting of surveys of those resources; the acceptance of conservation easements on those resources; the preparation of nominations to the National Register of Historic Places; administration of a review procedure for publicly funded undertakings that may affect historic properties within the state; administration of the federal preservation tax incentives program for the state; the provision of technical assistance to historic property owners; and administration of the Certified Local Government (CLG) program (currently there are 20 CLG cities).

Activities:

The AHPP administers an annual County Courthouse Restoration Grants program and a Historic Preservation Restoration Grants program using Real Estate Transfer Tax (RETT) funds. The AHPP administers the Main Street Arkansas program and various grant programs. Act 729 of 1987, which established the Arkansas Natural and Cultural Resources Council (ANCRC) and Trust fund, provides funding for operation of Main Street Arkansas and AHPP activities utilizing RETT funds. Also utilizing RETT funds, AHPP is administering the Downtown Revitalization grants program for the active 19 Main Street cities, and the 16 Arkansas Downtown Network cities.

The Agency also administers the federally funded Certified Local Government (CLG) grant program. A minimum of 10% of the annual federal funds received are required to be passed through to CLG cities under this competitive grant program. In addition, AHPP will supplement the federal funds with RETT funds for these CLG grants.

AHPP personnel visit schools around the state to make presentations on Arkansas's historic resources and also offers a variety of lesson plans. The AHPP provides programming for adult audiences through the Agency's popular "Sandwiching in History" and "Walks Through History" tour programs and presentations for historical societies, service organizations, local government meetings and other groups. The AHPP helps sponsor the Arkansas Historic Preservation Conference, which focuses on current issues in preservation, giving attendees the latest information on preservation. The annual conference is sponsored in part by the Historic Preservation Alliance of Arkansas and other preservation organizations.

The AHPP's public information efforts include regular press releases to media around the state as well as e-newsletters from both the AHPP and Main Street Arkansas. In addition, www.arkansaspreservation.org includes a wide range of information. The Agency also provides educational materials through publications, including studies of specific Arkansas history subjects and a popular series of driving tours based on thematic listings of National Register properties. The AHPP hosts Facebook pages for the Agency, Main Street Arkansas, and the AHPP Cemetery Preservation Program, as well as websites for the AHPP.

The AHPP coordinates the efforts of the Arkansas Civil War Heritage Trail, a group of six regional volunteer organizations that work to identify, protect, interpret and promote Civil War-related properties around Arkansas. The AHPP documents the activities of the regional trail

groups in the *Arkansas Battlefield Update* newsletter.

AHPP provides staff support to the Arkansas World War I Centennial Commemorative Committee, established by Executive Order 16-05.

Review Committee:

The Arkansas Historic Preservation Program maintains a Review Committee whose members' appointments, qualifications and responsibilities in the administration of the program are in accordance with those defined in 36 CFR 61.4 and Act 480 of 1977.

The Natural Heritage Commission

Agency Mission Statement:

The mission of the Natural Heritage Commission is to preserve natural diversity, to promote choice among beneficial uses of the environment, and to promote the conservation of Arkansas's natural landscape for this and succeeding generations.

Brief Discussion of Statutory Responsibilities and Primary Activities:

The Arkansas Natural Heritage Commission has been charged with establishing a system and a registry of natural areas; conducting research and publishing information on natural areas; and performing other duties relating to the use, management, and preservation of the natural features of the State. The Commission has been an agency of the Department of Arkansas Heritage since the department was established by Act 1001 of 1975.

The Commission's staff is organized in four functional areas: Administration, Education and Information, Land Acquisition and Stewardship, and Research and Inventory. Administration consists of the director, assistant director and two support positions. The Education and Information staff offers outreach programs that includes curriculum materials for teachers and in-class presentations about Arkansas's native plants and animals and natural history. Public information initiatives include presentations to interested organizations and individuals, and the development of nature information for public dissemination, including online videos, photos, and downloadable resource materials.

The Land Acquisition staff participates in the determination of specific tracts of land for inclusion in the System of Natural Areas by acquiring fee title or easements to preserve the best and last examples of Arkansas's natural landscape or to protect our most at-risk plants and animals. Stewardship staff prepares and implements management activities for the 71 individual areas in the System, totaling 61,551 acres. Tours and volunteer activities occur regularly on natural areas to educate the public and other interested parties about Arkansas's natural history and diversity, and appropriate land management techniques. The Research and Inventory staff collects data from scientific field work, records information on rare species or unique habitats characteristic of Arkansas's natural heritage; and reports and summarizes observations to public, private, and educational institutions. The commission performs ecological analysis to comply with the A-95 Environmental Review Process and is the central clearinghouse for information on Arkansas's most at risk plants, animals, and natural habitats. This information is used by consultants, planners and many of our state's large forest landowners for forestry certification purposes. Collectively, the findings and conclusions of all of the staff weigh heavily in the determination of properties to be included in the System of Natural Areas.

Commission staff members serve on a number of multi-agency planning teams and committees, interfacing with The Nature Conservancy, U.S. Forest Service, National Park Service, U.S. Fish & Wildlife Service, U.S. Army Corps of Engineers, U.S. Natural Resources Conservation Service, Arkansas Game & Fish Commission, Arkansas State Parks, Arkansas Natural Resources Commission, Arkansas Forestry Commission and many others.

Advisory Board or Commission:

Oversight for the Agency is provided by the 15 member Arkansas Natural Heritage Commission which meets four times a year. Nine members of the Commission are appointed by the Governor for nine year terms, three by the President Pro Tempore of the Senate, and three by the Speaker of the House of Representatives.

The Historic Arkansas Museum

Agency Mission Statement:

The mission of the Historic Arkansas Museum (HAM) Commission is to communicate the early history of Arkansas and its creative legacy through preserving, interpreting, and presenting stories and collections for the education and enjoyment of the people we serve.

Brief Discussion of Statutory Responsibilities and Primary Activities:

The Arkansas General Assembly created the HAM Commission (then called the Arkansas Territorial Capital Restoration Commission) after an active public campaign led by pioneering preservationist Louise Loughborough. The HAM Foundation is a 501(c) 3 non-profit membership organization supporting the mission of the museum. The Historic Arkansas Museum was created to establish a "history center, interesting to the inhabitants of the State and to tourists."

The museum's original site contains four major historic houses, including the oldest structure in the city, the Hinderliter House, built c. 1828, and the early print shop of the *Arkansas Gazette* newspaper. Over the years the museum's campus has expanded to include a full block and two half blocks in downtown Little Rock.

The scope of the museum's programs is defined by two major aspects of Arkansas history: the frontier period and the State's creative legacy from early days to the present. The functions involved in meeting the museum's mission involve research, education, exhibits and collections, development and maintenance. The museum has taken on the job of rediscovering the work of Arkansas's artists and artisans.

The two volume book *Arkansas Made: A Survey of the Decorative, Mechanical and Fine Arts Produced in Arkansas, 1819-1870* (University of Arkansas Press) is a result of this continuing research project. The museum has created the State's best (and in some cases only) collection of its quilts, firearms, furniture, pottery, silver, paintings, etc. The museum is actively adding to the knowledge of Arkansas's impact on the international development of the Bowie Knife. The Museum Center opened in 2001, with an expanded Reception Center with galleries, theater and improved visitor amenities.

The director of the museum serves at the pleasure of the director of the Department of Arkansas Heritage (DAH). Internally, the museum contains maintenance, collections, education and development divisions which must satisfy not only the appropriate state requirements but also national professional museum standards. In 1981 the museum became the first history museum in Arkansas to be accredited by the American Association of Museums. This national recognition is important to the museum and its patrons, and the need to continue to meet accreditation standards drives many of the improvements sought by the museum.

Improvements over the years have included creating and enhancing the best collection of Arkansas-made objects; We Walk in Two Worlds, an exhibit of the Indian experience in Arkansas, produced in cooperation with the Smithsonian; daily living history performances in the museum houses; the Hands-on History Room; popular seasonal special events; and an excellent educational website. Recent improvements have been made to the Field house and the Blacksmith Shop. Each year approximately 50,000 visitors, including 12,000 school children, enjoy seeing history come to life at the museum, and outreach and web-based programs reach thousands more.

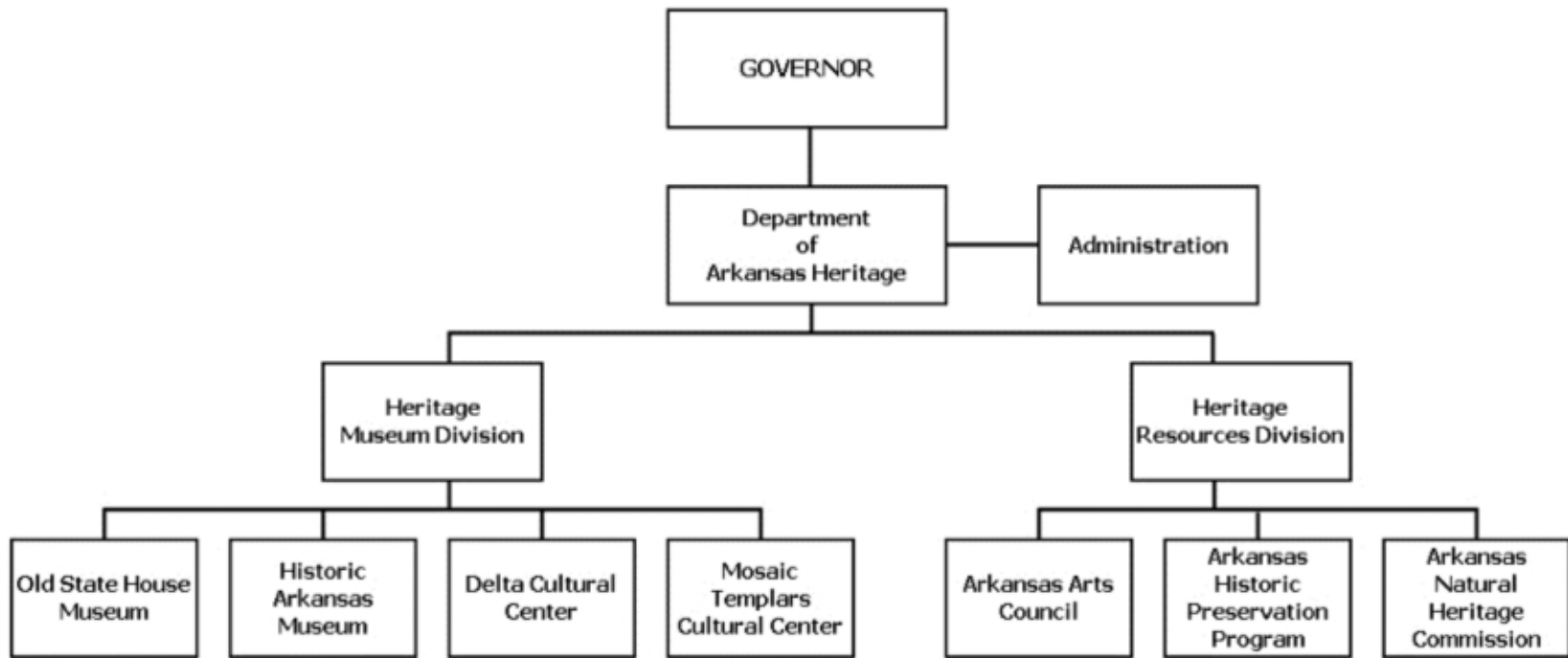
Advisory Board or Commission:

The Commission sets policy for the museum. The Commission is an 11 member self-perpetuating board which meets monthly.

The Arkansas State Archives

The Arkansas History Commission was created by Act 215 of 1905, but its existence as a functioning state agency was uncertain until after the passage of Act 355 by the General Assembly of 1911. The latter Act, as amended by Act 207 of 1963, is the basic law under which the Commission Operates. This fundamental Act charges the History Commission with the responsibility of keeping and caring for the official archives of the state, collecting materials relating to Arkansas history, and encouraging the use of historical source materials such as documents, newspapers, maps, and photographs. Public research rooms in Little Rock, Washington, and Powhatan, serve thousands of scholars, students, genealogists, local historians, and other researchers each year. A documents restoration laboratory and a microphotography section assist with preservation, and the www.ark-lives.com <<http://www.ark-lives.com>> website enhances educational and informational efforts.

The History Commission itself is composed of seven members appointed by the Governor with the approval of the Senate. Since the passage of Act 38 of 1971, the Commission has operated within the Department of Parks and Tourism. The Black History Commission of Arkansas was created by Act 1233 of 1991 (name changed from Black History Advisory Committee by Act 1601 of 2007). It operates in connection with the History Commission. With the passage of Act 3 of the Third Extraordinary Session of 2016, the Commission's name was changed to the Arkansas State Archives and it was transferred from the Department of Parks and Tourism to the Department of Arkansas Heritage.



Agency Commentary

The mission of the Department of Arkansas Heritage (DAH) is to identify Arkansas's heritage and enhance the quality of life for citizens and visitors by the discovery, preservation, and presentation of the State's natural, cultural and historic resources. The Department was created to be responsive to the cultural needs of the people of Arkansas and be sufficiently flexible to meet changing conditions.

The Department currently maintains 39 buildings, of which 24 are historic structures that require special maintenance, three public research rooms around the state, over 20,000 cubic feet of historical records, over 83,485 artifacts in the five (5) museum collections, two records and collections storage facilities totaling 60,000 square feet, and 72 conservation sites totaling 63,545 acres of natural areas across the state. Through legislation effective July 1, 2016, the Arkansas State Archives (formerly the Arkansas History Commission) became a part of DAH.

Current General Revenue funds do not cover basic operations such as utilities, office rent, telecommunications, and routine maintenance. Nine (9) percent of the annual proceeds from the Conservation Tax is dedicated to DAH to provide additional programs and to supplement, but not replace, General Revenue funding for basic operating expenses. With these additional funds, DAH maintains and provides the public with historic sites, museums, arts programs, natural areas, and public education programs. DAH continues its commitment to the citizens of Arkansas to use these proceeds to fund improvements to and adequately care for historic structures, artifacts in museum collections, natural areas held in trust for Arkansas, encouragement of the arts, historical documentation, records preservation and the expansion of knowledge of Arkansas's unique heritage from prehistoric times to the present.

Proceeds from the Real Estate Transfer Tax (RETT) have been dedicated to preserve state-owned properties and natural areas, historic sites, historical objects, and parks. A small portion (10%) of the RETT is dedicated directly to the Arkansas Historic Preservation Program and the Main Street Program. Additionally, the Arkansas Natural and Cultural Resources Council (ANCRC) awards grants through a competitive program from RETT proceeds. DAH utilizes these grant awards to restore and maintain historic structures, purchase priceless pieces of Arkansas history to protect and preserve, conserve artifacts within the collection of the four (4) DAH museums, manage and protect the System of Natural Areas, purchase additional natural areas in danger of being destroyed, and provide heritage programs across the State. As more state agencies compete for these grants, fewer dollars can be allocated to the individual applicants, including DAH itself. In May of 2016, twenty-six (26) state applicants requested in excess of \$36.2 million in grant requests. The grant awards actually totaled \$19,597,000 showing that the demand for grant money exceeds by more than double the amount available for funding.

Each DAH agency pursues federal and private funding, where available, to maximize efforts to satisfy conservation and preservation needs and to meet specific program goals. Cash funds are generated by sales in gift shops, rental fees of some of the Department's facilities, fees for participation in agency programs, and donations by private citizens and non-profit organizations; however, these categorical cash funds are miniscule in comparison to the expense items the cash funds may help off-set.

As the foregoing demonstrates, DAH works diligently to supplement our state funding as competition for state dollars increases. DAH is cognizant of the difficult position decision-makers face in the allocation of limited state funds; therefore, any requests for general revenue funding are limited to those items that are basic to the operations of the agencies.

Staffing (New Positions): The Department has no requests for new positions for the 2017-19 Biennial Budget.

Other Change Level Requests: Within the Department, there are a few requests to restore budget line items for Capital Outlay purchases. These requests are from various appropriations and are specific to the needs of each agency's program responsibilities. The requests can be supported with certifications of income from the individual agencies.

Department Efficiency: As of July 1, 2016, the Department completed the consolidation of its eight (8) separate business areas into one main administrative hub within the Director's Office. This plan reduced redundant operations, will result in cost savings, and was done without any additional appropriation or funding. Along similar lines, during Fiscal Year 2016, through attrition, DAH was able to reduce the number of Business Operations Specialist positions from seven (7) to four (4). This move eliminated redundant positions, and DAH expects an annual savings of \$280K in personnel costs. This consolidation of the positions into the Director's Office was completed without any additional appropriation or funding. Similarly, the Director's Office is working to consolidate Public Information Officer positions as these positions are vacated. Through the use of technology and low cost online marketing and social media campaigns, DAH's public information efforts remain robust and successful with even fewer staff members.

Within the Department, agencies also have achieved operational efficiency through various methods. At the Delta Cultural Center in Helena, AR, recent efforts to reduce energy consumption include HVAC improvements, geo-thermal heating and cooling system, window awnings, programmable thermostats, facility weather-proofing, and energy efficient LED lighting. Analysis of projects and educational programs led to an increase in partnerships with like-minded organizations to reduce investment of staff time and decrease project cost, still with positive outcomes. The staff now scans and emails documents to conduct business, reducing the use of paper, postage, and lag time. Finally, the agency capitalizes investments in technology and connectivity to improve the public's experience at the museum and better utilize staff time.

The Arkansas Arts Council anticipates significant savings from reduced travel related expenses by transitioning its grant review process from in-person meetings to meetings by conference call and online web meetings.

The Mosaic Templars Cultural Center underwent an energy audit in partnership with Entergy. From those findings, all lighting has been changed to LED throughout the facility. This is projected to save the museum over 75% on the lighting portion of the electric bill. The museum is changing its collections management software to a less expensive and more user friendly program. This will enable volunteers to provide more assistance resulting in personnel cost savings. Education outreach efforts have a new focus toward digital and technological methods to reach audiences which saves time, and thus, money. Social media presence, and its free advertising avenues, has increased by 5%. The museum has seen a 40% decrease in costs of special events like its annual Juneteenth celebration by relying on outside sponsorships to assist with funding.

Arguably one of the most iconic structures in the entire state and the oldest surviving state house west of the Mississippi River, the Old State House Museum has seen energy cost savings by installing high efficiency LED lighting inside and outside the structure, adding variable speed

prison labor from the Wrightsville Unit for assistance with routine maintenance and grounds upkeep thus keeping personnel costs down and providing workforce training and experience to inmates.

The Arkansas Historic Preservation Program's efforts to control staffing levels has resulted in increased personnel cost savings while the program continues to meet the preservation needs of the state and to provide a high level of service to the constituents of Arkansas in the areas of Certified Local Government, historic preservation, participation in educational programs for students and adults, and growth in National Register listings and our Main Street programs.

At the Arkansas Natural Heritage Commission, initiatives implemented to improve efficiency and reduce cost have included the creation of a volunteer program to engage the public while also completing land management tasks; providing a flexible work schedule to maximize hours worked per day while reducing the frequency of travel; improving agency processes to reduce duplication and save cost; and cooperating with other state agencies to share expertise and resources.

The Historic Arkansas Museum (HAM) recently completed a change of its lighting system to better control the electrical costs. By nature, museums see higher utility costs because of controlling temperature and humidity to protect its artifacts. Installing the LED technology to replace the more expensive incandescent lighting will provide savings. The museum's efforts to control personnel costs as positions have been vacated has resulted in significant savings while the museum continues to provide excellent programs and exhibits. Historic Arkansas Museum also joined forces with two of its sister agencies in bringing programs and exhibits to the state. HAM continues partnering with the Arkansas Arts Council for the Arkansas Living Treasure program and will partner soon with Mosaic Templars Cultural Center to bring an exhibit on slavery and the slave trade. HAM continues to leverage its affiliation with the Smithsonian Institute for expertise that would otherwise be obtained only by an outside contract. This affiliation saves considerable amounts of expense yearly.

The Arkansas State Archives maximizes productivity with a small staff in a variety of ways. The administrative alliance with the Department of Arkansas Heritage is the single most important factor in managing efficiently with a small staff. DAH shares support staff with the Arkansas State Archives for functions including: human resources, administration, accounting, information technology, and purchasing. In all, this adds staff members to support activities by the Arkansas State Archives, as needed. Additional staffing efficiencies include cross-training archival staff to perform multiple functions within the agency; cross-training staff to provide support among our three locations as needed; performing custodial and maintenance duties with internal staff at the regional archive locations; and supplementing general revenue funding for Extra-Help positions with external grant funds.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
DEPARTMENT OF ARKANSAS HERITAGE
FOR THE YEAR ENDED JUNE 30, 2015

Findings

Recommendations

None

None

State Contracts Over \$50,000 Awarded To Minority Owned Businesses Fiscal Year 2016

None

Employment Summary

	Male	Female	Total	%
White Employees	46	73	119	83 %
Black Employees	7	16	23	16 %
Other Racial Minorities	0	1	1	1 %
Total Minorities			24	17 %
Total Employees			143	100 %

Publications

A.C.A. 25-1-201 et seq.

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution	Unbound Black & White Copies Produced During the Last Two Years	Cost of Unbound Copies Produced During the Last Two Years
		Governor	General Assembly				
Natural Heritage Commission Annual Report	A.C.A. §15-20-308(11)	Y	Y	2	Statutory Requirement and Available Online	0	0.00

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2015-2016		2016-2017		2016-2017		2017-2018					2018-2019						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
476 Conservation Tax-Amendment 75	5,279,054	29	7,737,767	31	7,523,419	32	7,708,311	31	7,708,311	31	7,708,311	31	7,709,795	31	7,709,795	31	7,709,795	31
482 Director's Office-State Operations	6,341,528	68	8,455,089	110	9,732,032	110	8,220,579	110	8,543,829	110	8,543,829	110	8,227,422	110	8,550,672	110	8,550,672	110
C79 DAH-Delta Cultural Center - Bank Charges	4,142	0	6,000	0	6,000	0	6,000	0	6,000	0	6,000	0	6,000	0	6,000	0	6,000	0
C80 DAH-MTCC - Bank Charges	3,629	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0
C81 DAH-Old State House - Bank Charges	4,287	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0	5,060	0
C82 DAH-Historic AR Museum - Bank Charges	10,450	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0	11,250	0
U40 DAH-Delta Cultural-Cash in Treasury	26,479	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0	50,000	0
U41 DAH-Mosaic Templar-Cash in Treasury	24,492	0	85,029	0	102,279	0	85,029	0	85,029	0	85,029	0	85,029	0	85,029	0	85,029	0
U42 DAH-Old State House-Cash in Treasury	20,085	0	204,805	0	204,646	0	204,811	0	204,811	0	204,811	0	204,811	0	204,811	0	204,811	0
U43 DAH-Hist Preserv-Real Estate Transfer Tax	2,653,419	1	3,000,000	16	0	16	0	16	0	16	0	16	0	16	0	16	0	16
U44 DAH-Historic Preservation-Federal Prog	1,238,483	5	644,671	5	1,590,647	5	629,420	5	629,420	5	629,420	5	629,420	5	629,420	5	629,420	5
U45 DAH-Hist Pres-Main St-Cash in Treasury	0	0	30,842	0	30,842	0	30,842	0	30,842	0	30,842	0	30,842	0	30,842	0	30,842	0
U46 DAH-NHC-Nat Area Mgmt-Cash in Treasury	30,918	1	422,576	0	730,405	0	422,576	0	422,576	0	422,576	0	422,576	0	422,576	0	422,576	0
U47 DAH-NHC-Nat Area Research-Treasury Cash	19,152	0	40,025	0	39,781	0	40,033	0	40,033	0	40,033	0	40,033	0	40,033	0	40,033	0
U48 DAH-Nat Heritage-Gas Royalty Expenses	1,210,417	1	810,869	1	796,647	1	811,073	1	811,073	1	811,073	1	811,073	1	811,073	1	811,073	1
U49 DAH-Natural Heritage-Federal Program	234,895	2	2,109,397	2	2,169,071	2	2,110,558	2	2,110,558	2	2,110,558	2	2,110,558	2	2,110,558	2	2,110,558	2
U51 DAH-Historic AR Museum-Cash in Treasury	153,707	2	302,553	1	300,893	1	303,456	1	303,456	1	303,456	1	303,456	1	303,456	1	303,456	1
U61 DAH-AR State Archives - Cash in Treasury	54,272	0	69,357	0	71,800	0	69,357	0	69,357	0	69,357	0	69,357	0	69,357	0	69,357	0
NOT REQUESTED FOR THE BIENNIUM																		
U50 DAH-NHC-Capital Outlay/Land Acquisition	0	0	0	0	1,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	17,309,409	109	23,990,350	166	24,369,832	167	20,713,415	166	21,036,665	166	21,036,665	166	20,721,742	166	21,044,992	166	21,044,992	166

Funding Sources		%		%		%		%		%		%		%		%		%
Fund Balance	4000005	4,200,298	19.3	4,497,160	15.8		4,516,231	17.9	4,516,231	17.6	4,516,231	17.9	4,673,544	18.4	4,673,544	18.1	4,673,544	18.4
General Revenue	4000010	6,341,528	29.1	8,455,089	29.7		8,220,579	32.5	8,543,829	33.4	8,220,579	32.5	8,227,422	32.3	8,550,672	33.2	8,227,422	32.3
Federal Revenue	4000020	1,473,378	6.8	2,754,068	9.7		2,739,978	10.8	2,739,978	10.7	2,739,978	10.8	2,739,978	10.8	2,739,978	10.6	2,739,978	10.8
Special Revenue	4000030	340,707	1.6	400,000	1.4		400,000	1.6	400,000	1.6	400,000	1.6	400,000	1.6	400,000	1.6	400,000	1.6
Cash Fund	4000045	520,137	2.4	1,523,216	5.3		1,523,216	6.0	1,523,216	5.9	1,523,216	6.0	1,523,216	6.0	1,523,216	5.9	1,523,216	6.0
Inter-agency Fund Transfer	4000316	2,653,419	12.2	3,000,000	10.5		0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Rental Income	4000430	143,551	0.7	138,000	0.5		138,000	0.5	138,000	0.5	138,000	0.5	138,000	0.5	138,000	0.5	138,000	0.5
Conservation Tax	4000453	6,133,551	28.1	7,739,048	27.1		7,739,048	30.6	7,739,048	30.2	7,739,048	30.6	7,740,532	30.4	7,740,532	30.0	7,740,532	30.4
Total Funds		21,806,569	100.0	28,506,581	100.0		25,277,052	100.0	25,600,302	100.0	25,277,052	100.0	25,442,692	100.0	25,765,942	100.0	25,442,692	100.0

Excess Appropriation/(Funding)	(4,497,160)	(4,516,231)		(4,563,637)	(4,563,637)	(4,240,387)	(4,720,950)	(4,720,950)	(4,397,700)
Grand Total	17,309,409	23,990,350		20,713,415	21,036,665	21,036,665	20,721,742	21,044,992	21,044,992

The FY17 Budget amount in Conservation Tax - Amendment 75 (Appropriation 476) and Natural Heritage - Gas Royalty Expenses (Appropriation U48) exceeds the Authorized amount due to salary and matching rate adjustments during the 2015-2017 Biennium.

The FY17 Budget amount exceeds the Authorized amount in the Historic Preservation - Real Estate Transfer Tax (Appropriation U43) due to a transfer from the Natural and Cultural Resources Council Grant Fund (481) by authority of A.C.A. 15-12-103(3).

Variance in Fund Balance is due to unfunded appropriation in Funds Center 482 Director's Office - State Operations.

The FY17 Budget amount exceeds the Authorized amount in the Old State House (FC U42), Natural Area Research (FC U47), and Historic Arkansas Museum (FC U51) due to transfers from the Cash Fund Holding Account.

Agency Position Usage Report

FY2014 - 2015						FY2015 - 2016						FY2016 - 2017					
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	
166	155	12	167	-1	6.63 %	167	143	24	167	0	14.37 %	167	151	16	167	0	9.58 %

Budget number of Positions may exceed the Authorized Number due to transfers from the Agency Growth Pool during the 2015 - 2017 Biennium.

Analysis of Budget Request

Appropriation: 476 - Conservation Tax-Amendment 75

Funding Sources: SHF - Arkansas Department of Heritage Fund

This appropriation provides for the special revenue funding from the additional 1/8th cent sales tax levied by Amendment 75 (A.C.A. §19-6-484). These funds are dedicated to DAH to provide for additional programs and to supplement general revenue funding for basic operating expenses. Other funds primarily include rental income, prior year refunds and Marketing & Redistribution (M&R) proceeds. The Department utilizes this appropriation to improve and care for historic structures, artifacts in museum collections and natural areas held in trust for Arkansas; to encourage the arts; to keep historical information; and to expand knowledge of Arkansas' unique heritage from prehistoric times to the present.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2017 Salaries and Career Service Payments for eligible employees. Personal Services Matching includes the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency is requesting Base Level of \$7,708,311 in FY18 and \$7,709,795 in FY19 with thirty-one (31) Regular positions and twenty-nine (29) Extra Help positions.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 476 - Conservation Tax-Amendment 75
Funding Sources: SHF - Arkansas Department of Heritage Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2017-2018			2018-2019		
	2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	935,967	1,316,714	1,082,134	1,291,222	1,291,222	1,291,222	1,292,422	1,292,422	1,292,422
#Positions	29	31	32	31	31	31	31	31	31
Extra Help 5010001	371,814	392,226	393,726	392,226	392,226	392,226	392,226	392,226	392,226
#Extra Help	29	29	29	29	29	29	29	29	29
Personal Services Matching 5010003	353,638	499,001	387,174	495,037	495,037	495,037	495,321	495,321	495,321
Operating Expenses 5020002	1,657,833	2,137,238	2,263,797	2,137,238	2,137,238	2,137,238	2,137,238	2,137,238	2,137,238
Conference & Travel Expenses 5050009	50,618	86,826	89,826	86,826	86,826	86,826	86,826	86,826	86,826
Professional Fees 5060010	1,006,909	943,241	944,241	943,241	943,241	943,241	943,241	943,241	943,241
Construction 5090005	77,333	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Grants and Aid 5100004	703,483	914,729	914,729	914,729	914,729	914,729	914,729	914,729	914,729
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Special Maintenance 5120032	121,459	847,792	847,792	847,792	847,792	847,792	847,792	847,792	847,792
Total	5,279,054	7,737,767	7,523,419	7,708,311	7,708,311	7,708,311	7,709,795	7,709,795	7,709,795
Funding Sources									
Fund Balance 4000005	1,701,583	2,699,631		2,838,912	2,838,912	2,838,912	3,007,649	3,007,649	3,007,649
Rental Income 4000430	143,551	138,000		138,000	138,000	138,000	138,000	138,000	138,000
Conservation Tax 4000453	6,133,551	7,739,048		7,739,048	7,739,048	7,739,048	7,740,532	7,740,532	7,740,532
Total Funding	7,978,685	10,576,679		10,715,960	10,715,960	10,715,960	10,886,181	10,886,181	10,886,181
Excess Appropriation/(Funding)	(2,699,631)	(2,838,912)		(3,007,649)	(3,007,649)	(3,007,649)	(3,176,386)	(3,176,386)	(3,176,386)
Grand Total	5,279,054	7,737,767		7,708,311	7,708,311	7,708,311	7,709,795	7,709,795	7,709,795

FY17 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2015-2017 Biennium.

Analysis of Budget Request

Appropriation: 482 - Director's Office-State Operations

Funding Sources: HRA - Arkansas Heritage Fund

This appropriation provides for the personal services and operating expenses of the Department of Arkansas Heritage including the Director's Office and the eight business areas consolidated as of July 1, 2016. This appropriation consists entirely of general revenue funding and the Director's Office coordinates the staffing and other administrative matters relating to state operations.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2017 Salaries and Career Service Payments for eligible employees. Personal Services Matching includes the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Base Level request includes appropriation and general revenue funding of \$8,220,579 in FY18 and \$8,227,422 in FY19 with one hundred & ten (110) Regular positions and nineteen (19) Extra Help positions.

The Agency's Change Level Request is \$323,250 each year of the biennium and is summarized as follows:

- Capital Outlay of \$273,250 each year to restore previous authorization to acquire various assets such as art and artifacts from museums.
- Operating Expenses of \$50,000 each year for acquiring archival storage cartons to preserve historical state documents of the state agencies, offices, and departments.

The Executive Recommendation provides for the Agency Request for appropriation only.

Appropriation Summary

Appropriation: 482 - Director's Office-State Operations

Funding Sources: HRA - Arkansas Heritage Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	2017-2018			2018-2019		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	3,764,680	4,458,110	4,796,813	4,496,850	4,496,850	4,496,850	4,502,750	4,502,750	4,502,750
#Positions		68	110	110	110	110	110	110	110	110
Extra Help	5010001	114,425	65,202	125,202	65,202	65,202	65,202	65,202	65,202	65,202
#Extra Help		1	19	19	19	19	19	19	19	19
Personal Services Matching	5010003	1,325,306	1,589,403	1,714,387	1,589,403	1,589,403	1,589,403	1,590,346	1,590,346	1,590,346
Operating Expenses	5020002	895,105	1,771,302	1,861,334	1,771,302	1,821,302	1,821,302	1,771,302	1,821,302	1,821,302
Conference & Travel Expenses	5050009	1,589	7,206	9,216	7,206	7,206	7,206	7,206	7,206	7,206
Professional Fees	5060010	720	20,800	37,900	20,800	20,800	20,800	20,800	20,800	20,800
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Grants and Aid	5100004	205,886	255,886	900,000	255,886	255,886	255,886	255,886	255,886	255,886
Capital Outlay	5120011	33,817	273,250	273,250	0	273,250	273,250	0	273,250	273,250
Black History Commission	5900041	0	13,930	13,930	13,930	13,930	13,930	13,930	13,930	13,930
Total		6,341,528	8,455,089	9,732,032	8,220,579	8,543,829	8,543,829	8,227,422	8,550,672	8,550,672
Funding Sources										
General Revenue	4000010	6,341,528	8,455,089		8,220,579	8,543,829	8,220,579	8,227,422	8,550,672	8,227,422
Total Funding		6,341,528	8,455,089		8,220,579	8,543,829	8,220,579	8,227,422	8,550,672	8,227,422
Excess Appropriation/(Funding)		0	0		0	0	323,250	0	0	323,250
Grand Total		6,341,528	8,455,089		8,220,579	8,543,829	8,543,829	8,227,422	8,550,672	8,550,672

Change Level by Appropriation

Appropriation: 482 - Director's Office-State Operations
Funding Sources: HRA - Arkansas Heritage Fund

Agency Request

Change Level		2017-2018	Pos	Cumulative	% of BL	2018-2019	Pos	Cumulative	% of BL
BL	Base Level	8,220,579	110	8,220,579	100.0	8,227,422	110	8,227,422	100.0
C01	Existing Program	323,250	0	8,543,829	103.9	323,250	0	8,550,672	103.9

Executive Recommendation

Change Level		2017-2018	Pos	Cumulative	% of BL	2018-2019	Pos	Cumulative	% of BL
BL	Base Level	8,220,579	110	8,220,579	100.0	8,227,422	110	8,227,422	100.0
C01	Existing Program	323,250	0	8,543,829	103.9	323,250	0	8,550,672	103.9

Justification

C01	Central Administration: 1) Restore captial outlay appropriation from FY17 budget for various capital assets and/or additions to current assets. AR State Archives 2): An increase to operating expenses in the amount of \$50,000 each year to be added to special purpose supplies, for acquiring archival storage cartons. On Feb 17, 2016 Governor Asa Hutchinson issued a memorandum regarding the preservation of historical state documents to state agencies, offices, and departments. The memorandum requires agencies to work with AR State Archives on the preservation of records having long-term value. As a result of the memorandum working with states agencies on this has significantly increased. Many state agencies that have valuable historical records are not able to provide the storage cartons as needed for the transfer of materials/preservation of materials. The AR State Archives is supplying the cartons for these agencies. The additional appropriation would assist State Archives with this mandated initiative and result in cost-savings for the state by allowing the purchase of the cartons in bulk discount prices.
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Analysis of Budget Request

Appropriation: C79 - DAH-Delta Cultural Center - Bank Charges

Funding Sources: 121 - Delta Cultural Museum Bank Charges

This cash appropriation provides for the payment of bank charges, credit card charges and fees from revenues collected by the Delta Cultural Museum Store.

The Agency is requesting Base Level of \$6,000 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: C79 - DAH-Delta Cultural Center - Bank Charges

Funding Sources: 121 - Delta Cultural Museum Bank Charges

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	2017-2018			2018-2019		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	4,142	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
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
Total		4,142	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Funding Sources										
Fund Balance	4000005	42,643	49,097		49,097	49,097	49,097	49,097	49,097	49,097
Cash Fund	4000045	10,596	6,000		6,000	6,000	6,000	6,000	6,000	6,000
Total Funding		53,239	55,097		55,097	55,097	55,097	55,097	55,097	55,097
Excess Appropriation/(Funding)		(49,097)	(49,097)		(49,097)	(49,097)	(49,097)	(49,097)	(49,097)	(49,097)
Grand Total		4,142	6,000		6,000	6,000	6,000	6,000	6,000	6,000

Analysis of Budget Request

Appropriation: C80 - DAH-MTCC - Bank Charges

Funding Sources: 122 - Mosaic Templars Bank Charges

This cash appropriation provides for the payment of bank charges, credit card charges and fees from gift shop sale revenues collected by the Mosaic Templars Cultural Center Museum.

The Agency Base Level Request is \$5,060 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: C80 - DAH-MTCC - Bank Charges

Funding Sources: 122 - Mosaic Templars Bank Charges

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	3,629	5,060	5,060	5,060	5,060	5,060	5,060	5,060	5,060
Total		3,629	5,060	5,060	5,060	5,060	5,060	5,060	5,060	5,060
Funding Sources										
Fund Balance	4000005	142,778	172,870		172,870	172,870	172,870	172,870	172,870	172,870
Cash Fund	4000045	33,721	5,060		5,060	5,060	5,060	5,060	5,060	5,060
Total Funding		176,499	177,930		177,930	177,930	177,930	177,930	177,930	177,930
Excess Appropriation/(Funding)		(172,870)	(172,870)		(172,870)	(172,870)	(172,870)	(172,870)	(172,870)	(172,870)
Grand Total		3,629	5,060		5,060	5,060	5,060	5,060	5,060	5,060

Analysis of Budget Request

Appropriation: C81 - DAH-Old State House - Bank Charges

Funding Sources: 101 - Old State House Cash in Bank

This cash appropriation provides for the payment of bank charges, credit card charges and fees from gift shop sale revenues collected by the Old State House Museum.

The Agency is requesting Base Level of \$5,060 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: C81 - DAH-Old State House - Bank Charges

Funding Sources: 101 - Old State House Cash in Bank

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	4,287	5,060	5,060	5,060	5,060	5,060	5,060	5,060	5,060
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
Total		4,287	5,060	5,060	5,060	5,060	5,060	5,060	5,060	5,060
Funding Sources										
Fund Balance	4000005	119,857	134,938		134,938	134,938	134,938	134,938	134,938	134,938
Cash Fund	4000045	19,368	5,060		5,060	5,060	5,060	5,060	5,060	5,060
Total Funding		139,225	139,998		139,998	139,998	139,998	139,998	139,998	139,998
Excess Appropriation/(Funding)		(134,938)	(134,938)		(134,938)	(134,938)	(134,938)	(134,938)	(134,938)	(134,938)
Grand Total		4,287	5,060		5,060	5,060	5,060	5,060	5,060	5,060

Analysis of Budget Request

Appropriation: C82 - DAH-Historic AR Museum - Bank Charges

Funding Sources: 112 - Historic Arkansas Museum Bank Charges Fund

This cash appropriation provides for the payment of bank charges, credit card charges and fees from gift shop sale revenues collected by the Historic Arkansas Museum.

The Agency is requesting Base Level of \$11,250 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: C82 - DAH-Historic AR Museum - Bank Charges
Funding Sources: 112 - Historic Arkansas Museum Bank Charges Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	2017-2018			2018-2019		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	10,450	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250
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
Total		10,450	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250
Funding Sources										
Fund Balance	4000005	50,951	73,201		73,201	73,201	73,201	73,201	73,201	73,201
Cash Fund	4000045	32,700	11,250		11,250	11,250	11,250	11,250	11,250	11,250
Total Funding		83,651	84,451		84,451	84,451	84,451	84,451	84,451	84,451
Excess Appropriation/(Funding)		(73,201)	(73,201)		(73,201)	(73,201)	(73,201)	(73,201)	(73,201)	(73,201)
Grand Total		10,450	11,250		11,250	11,250	11,250	11,250	11,250	11,250

Analysis of Budget Request

Appropriation: U40 - DAH-Delta Cultural-Cash in Treasury

Funding Sources: NNH - Delta Cultural Center Cash

Act 109 of 1989 (A.C.A. §13-5-703) established the Delta Cultural Center to provide a resource to study, preserve, interpret, and present the rich cultural heritage of a rural Mississippi River Delta community. This appropriation is used to supplement the operating expenses of the Delta Cultural Center. Funding is derived from cash funds generated at the Delta Cultural Center in Helena, Arkansas.

The Agency is requesting Base Level of \$50,000 each year of the biennium.

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

Appropriation Summary

Appropriation: U40 - DAH-Delta Cultural-Cash in Treasury

Funding Sources: NNH - Delta Cultural Center Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	2017-2018			2018-2019		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	8,119	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
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
Resale (COGS)	5090017	18,360	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		26,479	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Funding Sources										
Fund Balance	4000005	597	2,344		2,344	2,344	2,344	2,344	2,344	2,344
Cash Fund	4000045	28,226	50,000		50,000	50,000	50,000	50,000	50,000	50,000
Total Funding		28,823	52,344		52,344	52,344	52,344	52,344	52,344	52,344
Excess Appropriation/(Funding)		(2,344)	(2,344)		(2,344)	(2,344)	(2,344)	(2,344)	(2,344)	(2,344)
Grand Total		26,479	50,000		50,000	50,000	50,000	50,000	50,000	50,000

Analysis of Budget Request

Appropriation: U41 - DAH-Mosaic Templar-Cash in Treasury

Funding Sources: NNH - Mosaic Templars Cash in Treasury

The Mosaic Templars of America Center for African-American Culture and Business Enterprise (MTCC) was established by Act 1176 of 2001 as a division of the Department of Arkansas Heritage. The Mosaic Templars Cultural Center Museum building was destroyed by fire during March 2005. During the 2007-09 Biennium this cash appropriation was used to provide for insurance settlement proceeds for construction costs related to the rebuilding of the museum. From the 2009-11 Biennium forward, this cash appropriation has been used to support Agency programs and is funded by donations and Museum Gift Shop operations.

The Agency is requesting Base Level of \$85,029 each year of the biennium.

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

Appropriation Summary

Appropriation: U41 - DAH-Mosaic Templar-Cash in Treasury

Funding Sources: NNH - Mosaic Templars Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	2017-2018			2018-2019		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	443	39,029	56,279	39,029	39,029	39,029	39,029	39,029	39,029
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
Resale (COGS)	5090017	24,049	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		24,492	85,029	102,279	85,029	85,029	85,029	85,029	85,029	85,029
Funding Sources										
Fund Balance	4000005	46,285	42,793		60,043	60,043	60,043	77,293	77,293	77,293
Cash Fund	4000045	21,000	102,279		102,279	102,279	102,279	102,279	102,279	102,279
Total Funding		67,285	145,072		162,322	162,322	162,322	179,572	179,572	179,572
Excess Appropriation/(Funding)		(42,793)	(60,043)		(77,293)	(77,293)	(77,293)	(94,543)	(94,543)	(94,543)
Grand Total		24,492	85,029		85,029	85,029	85,029	85,029	85,029	85,029

Analysis of Budget Request

Appropriation: U42 - DAH-Old State House-Cash in Treasury

Funding Sources: NNH - Old State House Cash

This cash appropriation is used to supplement the operating expenses for the Agency's programs and activities. Funding consists of rental receipts, donations, interest income and gift shop sales for the Old Statehouse and Trapnall Hall.

The Base Level Request is \$204,811 each year of the biennium with one (1) Extra Help position.

The Agency Change Level Request provides for reallocation of appropriation of \$18,000 between general ledger codes within Operating Expenses each year of the biennium.

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

Appropriation Summary

Appropriation: U42 - DAH-Old State House-Cash in Treasury

Funding Sources: NNH - Old State House Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2015-2016	2016-2017	2016-2017	2017-2018			2018-2019		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Extra Help	5010001	5,840	20,430	20,430	20,430	20,430	20,430	20,430	20,430	20,430
#Extra Help		1	1	1	1	1	1	1	1	1
Personal Services Matching	5010003	452	1,755	1,596	1,761	1,761	1,761	1,761	1,761	1,761
Operating Expenses	5020002	11,191	109,895	109,895	109,895	109,895	109,895	109,895	109,895	109,895
Conference & Travel Expenses	5050009	0	500	500	500	500	500	500	500	500
Professional Fees	5060010	0	12,225	12,225	12,225	12,225	12,225	12,225	12,225	12,225
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Resale (COGS)	5090017	2,602	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		20,085	204,805	204,646	204,811	204,811	204,811	204,811	204,811	204,811
Funding Sources										
Fund Balance	4000005	220,570	243,747		243,588	243,588	243,588	243,423	243,423	243,423
Cash Fund	4000045	43,262	204,646		204,646	204,646	204,646	204,646	204,646	204,646
Total Funding		263,832	448,393		448,234	448,234	448,234	448,069	448,069	448,069
Excess Appropriation/(Funding)		(243,747)	(243,588)		(243,423)	(243,423)	(243,423)	(243,258)	(243,258)	(243,258)
Grand Total		20,085	204,805		204,811	204,811	204,811	204,811	204,811	204,811

FY17 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2015-2017 Biennium.

Change Level by Appropriation

Appropriation: U42 - DAH-Old State House-Cash in Treasury
Funding Sources: NNH - Old State House Cash

Agency Request

Change Level		2017-2018	Pos	Cumulative	% of BL	2018-2019	Pos	Cumulative	% of BL
BL	Base Level	204,811	0	204,811	100.0	204,811	0	204,811	100.0
C04	Reallocation	0	0	204,811	100.0	0	0	204,811	100.0

Executive Recommendation

Change Level		2017-2018	Pos	Cumulative	% of BL	2018-2019	Pos	Cumulative	% of BL
BL	Base Level	204,811	0	204,811	100.0	204,811	0	204,811	100.0
C04	Reallocation	0	0	204,811	100.0	0	0	204,811	100.0

Justification

C04	Reallocation of appropriation \$18,000 from Advertising to Building and Grounds Maintenance for anticipated expenses in FY18 and FY19.
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Analysis of Budget Request

Appropriation: U43 - DAH-Hist Preserv-Real Estate Transfer Tax

Funding Sources: TGP - Natural & Cultural Resources Historic Preservation Fund

This appropriation provides for state grant funding collected from the Real Estate Transfer Tax for Historic Preservation/Main Street Programs. The Director of the Department of Arkansas Heritage is designated as the disbursing officer for grant funding and appropriation provided by the Natural and Cultural Resources Council (NCRC).

According to A.C.A. §15-12-103 (3), "Ten percent (10%) of the net amount [of the Real Estate Transfer Tax, after deducting 3% for the Constitutional Officers Fund] shall be credited to a fund to be known as the 'Natural and Cultural Resources Historic Preservation Trust Fund', to be used by the Council for providing a source of funds for the operation of the state historic preservation program and the 'Main Street' program."

Under this authority, the Natural and Cultural Resources Council is authorized to grant appropriation and funding to the Historic Preservation Program pursuant to special language in Section 34 of Act 273 of 2014 [Appropriation 481]. This authorization entrusts the Director of the Department of Arkansas Heritage to allocate grant appropriation and funding as determined by the conditions of the grant and the state agency.

Base Level includes sixteen (16) Regular positions and five (5) Extra Help positions.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2017 Salaries and Career Service Payments for eligible employees. Personal Services Matching includes the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The salary and matching appropriation for these positions (as well as supporting operations appropriation) are not reflected on the Appropriation Summary Report for the Historic Preservation - Real Estate Transfer Tax appropriation (U43). The appropriation and funding will be transferred from the DAH - Natural & Cultural Resources Council - NCRC-Main Street Program appropriation (FC 481) by authority A.C.A. §15-12-103(3).

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: U43 - DAH-Hist Preserv-Real Esate Transfer Tax
Funding Sources: TGP - Natural & Cultural Resources Historic Preservation Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	601,225	687,943	0	0	0	0	0	0	0
#Positions		1	16	16	16	16	16	16	16	16
Extra Help	5010001	51,355	18,672	0	0	0	0	0	0	0
#Extra Help		1	5	5	5	5	5	5	5	5
Personal Services Matching	5010003	205,906	241,090	0	0	0	0	0	0	0
Operating Expenses	5020002	284,830	505,108	0	0	0	0	0	0	0
Conference & Travel Expenses	5050009	25,734	25,800	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Grants and Aid	5100004	1,455,518	1,521,387	0	0	0	0	0	0	0
Capital Outlay	5120011	28,851	0	0	0	0	0	0	0	0
Total		2,653,419	3,000,000	0	0	0	0	0	0	0
Funding Sources										
Inter-agency Fund Transfer	4000316	2,653,419	3,000,000		0	0	0	0	0	0
Total Funding		2,653,419	3,000,000		0	0	0	0	0	0
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		2,653,419	3,000,000		0	0	0	0	0	0

FY17 Budget exceeds Authorized appropriation due to a transfer from the Natural and Cultural Resources Council (NCRC) Grant Fund (481) by authority of A.C.A. §15-12-103 (3). The Inter-agency Fund Transfer reflects the transfer of Real Estate Transfer Tax funding from the Natural and Cultural Resources Council (Business Area 0887).

Analysis of Budget Request

Appropriation: U44 - DAH-Historic Preservation-Federal Prog

Funding Sources: FHP - Historic Preservation Federal

The Historic Preservation Program is charged with coordinating the State Historic Preservation Plan with the representatives of the Federal Government, other States, and governmental units within Arkansas, State Agencies, organizations, and individuals with regard to matters of historic preservation (A.C.A. §13-7-106). This appropriation provides federal funding from the United States National Park Service for the Historic Preservation Program.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2017 Salaries and Career Service Payments for eligible employees. Personal Services Matching includes the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency is requesting Base Level of \$629,420 each year of the biennium with five (5) Regular positions.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: U44 - DAH-Historic Preservation-Federal Prog

Funding Sources: FHP - Historic Preservation Federal

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	325,977	251,061	715,568	237,648	237,648	237,648	237,648	237,648	237,648
#Positions		5	5	5	5	5	5	5	5	5
Extra Help	5010001	17,736	0	18,672	0	0	0	0	0	0
#Extra Help		1	0	2	0	0	0	0	0	0
Personal Services Matching	5010003	118,606	83,170	242,867	81,332	81,332	81,332	81,332	81,332	81,332
Operating Expenses	5020002	197,742	205,394	205,394	205,394	205,394	205,394	205,394	205,394	205,394
Conference & Travel Expenses	5050009	4,461	5,046	5,046	5,046	5,046	5,046	5,046	5,046	5,046
Professional Fees	5060010	0	0	44,000	0	0	0	0	0	0
Grants and Aid	5100004	573,961	100,000	359,100	100,000	100,000	100,000	100,000	100,000	100,000
Total		1,238,483	644,671	1,590,647	629,420	629,420	629,420	629,420	629,420	629,420
Funding Sources										
Federal Revenue	4000020	1,238,483	644,671		629,420	629,420	629,420	629,420	629,420	629,420
Total Funding		1,238,483	644,671		629,420	629,420	629,420	629,420	629,420	629,420
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
Grand Total		1,238,483	644,671		629,420	629,420	629,420	629,420	629,420	629,420

Change Level by Appropriation

Appropriation: U44 - DAH-Historic Preservation-Federal Prog
Funding Sources: FHP - Historic Preservation Federal

Agency Request

Change Level		2017-2018	Pos	Cumulative	% of BL	2018-2019	Pos	Cumulative	% of BL
BL	Base Level	629,420	5	629,420	100.0	629,420	5	629,420	100.0

Executive Recommendation

Change Level		2017-2018	Pos	Cumulative	% of BL	2018-2019	Pos	Cumulative	% of BL
BL	Base Level	629,420	5	629,420	100.0	629,420	5	629,420	100.0
C19	Executive Changes	0	0	629,420	100.0	0	0	629,420	100.0

Analysis of Budget Request

Appropriation: U45 - DAH-Hist Pres-Main St-Cash in Treasury

Funding Sources: NNH - Natural and Cultural Resources Historic Preservation Cash

The Main Street Program was established in 2001 and works with local communities to revitalize downtown commercial areas throughout Arkansas. The Agency utilizes this appropriation to provide professional services and educational training meetings to support Main Street activities. This appropriation is also used to administer the State Tax Credit program established by Act 498 of 2009 Regular Session. Funding is derived from cash funds generated by technical assistance receipts collected for the Historic Preservation Main Street Program.

The Agency is requesting Base Level of \$30,842 each year of the biennium.

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

Appropriation Summary

Appropriation: U45 - DAH-Hist Pres-Main St-Cash in Treasury
Funding Sources: NNH - Natural and Cultural Resources Historic Preservation Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	2017-2018			2018-2019		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	0	10,842	10,842	10,842	10,842	10,842	10,842	10,842	10,842
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
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		0	30,842	30,842	30,842	30,842	30,842	30,842	30,842	30,842
Funding Sources										
Fund Balance	4000005	165,355	203,542		203,542	203,542	203,542	203,542	203,542	203,542
Cash Fund	4000045	38,187	30,842		30,842	30,842	30,842	30,842	30,842	30,842
Total Funding		203,542	234,384		234,384	234,384	234,384	234,384	234,384	234,384
Excess Appropriation/(Funding)		(203,542)	(203,542)		(203,542)	(203,542)	(203,542)	(203,542)	(203,542)	(203,542)
Grand Total		0	30,842		30,842	30,842	30,842	30,842	30,842	30,842

Analysis of Budget Request

Appropriation: U46 - DAH-NHC-Nat Area Mgmt-Cash in Treasury

Funding Sources: NNH - Natural Area Management Cash

This appropriation provides management and stewardship funds for natural areas located throughout the State. Funding is provided by interest income, donations, timber thins and grants. The Agency utilizes this appropriation to administer the Natural Area Management Program.

The Agency is requesting Base Level of \$422,576 each year of the biennium.

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

Appropriation Summary

Appropriation: U46 - DAH-NHC-Nat Area Mgmt-Cash in Treasury

Funding Sources: NNH - Natural Area Management Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	11,878	0	24,955	0	0	0	0	0	0
#Positions		1	0	0	0	0	0	0	0	0
Extra Help	5010001	4,562	0	27,650	0	0	0	0	0	0
#Extra Help		0	0	0	0	0	0	0	0	0
Personal Services Matching	5010003	3,823	0	10,300	0	0	0	0	0	0
Operating Expenses	5020002	10,655	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Conference & Travel Expenses	5050009	0	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
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	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Land Aquisition	5900046	0	255,076	500,000	255,076	255,076	255,076	255,076	255,076	255,076
Total		30,918	422,576	730,405	422,576	422,576	422,576	422,576	422,576	422,576
Funding Sources										
Fund Balance	4000005	50,824	74,428		382,257	382,257	382,257	690,086	690,086	690,086
Cash Fund	4000045	54,522	730,405		730,405	730,405	730,405	730,405	730,405	730,405
Total Funding		105,346	804,833		1,112,662	1,112,662	1,112,662	1,420,491	1,420,491	1,420,491
Excess Appropriation/(Funding)		(74,428)	(382,257)		(690,086)	(690,086)	(690,086)	(997,915)	(997,915)	(997,915)
Grand Total		30,918	422,576		422,576	422,576	422,576	422,576	422,576	422,576

Actual position exceeds Authorized due to single salary section in appropriation act.

Analysis of Budget Request

Appropriation: U47 - DAH-NHC-Nat Area Research-Treasury Cash

Funding Sources: NNH - Natural Area Management Cash

This appropriation is funded from cash receipts generated by environmental studies performed by the Commission's staff. The Commission operates a system of fees or special charges to defray the expenses of providing research services to users of the heritage data systems.

The Agency is requesting Base Level of \$40,033 each year of the biennium with one (1) Extra Help position.

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

Appropriation Summary

Appropriation: U47 - DAH-NHC-Nat Area Research-Treasury Cash

Funding Sources: NNH - Natural Area Management Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Extra Help	5010001	17,755	27,650	27,650	27,650	27,650	27,650	27,650	27,650	27,650
#Extra Help		1	1	1	1	1	1	1	1	1
Personal Services Matching	5010003	1,397	2,375	2,131	2,383	2,383	2,383	2,383	2,383	2,383
Operating Expenses	5020002	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
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
Total		19,152	40,025	39,781	40,033	40,033	40,033	40,033	40,033	40,033
Funding Sources										
Fund Balance	4000005	32,605	19,597		19,353	19,353	19,353	19,101	19,101	19,101
Cash Fund	4000045	6,144	39,781		39,781	39,781	39,781	39,781	39,781	39,781
Total Funding		38,749	59,378		59,134	59,134	59,134	58,882	58,882	58,882
Excess Appropriation/(Funding)		(19,597)	(19,353)		(19,101)	(19,101)	(19,101)	(18,849)	(18,849)	(18,849)
Grand Total		19,152	40,025		40,033	40,033	40,033	40,033	40,033	40,033

FY17 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2015-2017 Biennium.

Analysis of Budget Request

Appropriation: U48 - DAH-Nat Heritage-Gas Royalty Expenses

Funding Sources: HRA - Arkansas Heritage Fund

The Natural Heritage Commission establishes a system of natural areas and a registry for them, it conducts research and publishes information on natural areas, and it performs other duties relating to the use, management, and preservation of the natural features of the State. Funding for this appropriation consists primarily of general revenue. Other funding consists of gas lease payments from Agency's Big Creek Natural Area and Cove Creek Natural Area.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2017 Salaries and Career Service Payments for eligible employees. Personal Services Matching includes the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency is requesting Base Level of \$811,073 each year of the Biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: U48 - DAH-Nat Heritage-Gas Royalty Expenses

Funding Sources: HRA - Arkansas Heritage Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Gas Royalty Expenses	5900047	1,210,417	810,869	796,647	811,073	811,073	811,073	811,073	811,073	811,073
Total		1,210,417	810,869	796,647	811,073	811,073	811,073	811,073	811,073	811,073
Funding Sources										
Fund Balance	4000005	1,612,139	742,429		331,560	331,560	331,560	0	0	0
Special Revenue	4000030	340,707	400,000		400,000	400,000	400,000	400,000	400,000	400,000
Total Funding		1,952,846	1,142,429		731,560	731,560	731,560	400,000	400,000	400,000
Excess Appropriation/(Funding)		(742,429)	(331,560)		79,513	79,513	79,513	411,073	411,073	411,073
Grand Total		1,210,417	810,869		811,073	811,073	811,073	811,073	811,073	811,073

FY17 Budget Amount in Gas Royalty Expenses exceeds Authorized Amount due to salary adjustment during the 2015-2017 Biennium.

Analysis of Budget Request

Appropriation: U49 - DAH-Natural Heritage-Federal Program

Funding Sources: FHH - Natural & Cultural Heritage Federal

This appropriation uses federal funds to perform the inventory and data management function of the Natural Heritage Commission. The Department utilizes this appropriation for personal services and operating expenses to administer this program.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2017 Salaries and Career Service Payments for eligible employees. Personal Services Matching includes the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency is requesting Base Level of \$2,110,558 each year with two (2) Regular positions.

The Agency Change Level Request provides for reallocation of \$110,000 each year of the biennium from Land Acquisition appropriation to Operating Expenses to utilize anticipated funds from Federal grants for research and stewardship contracts.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: U49 - DAH-Natural Heritage-Federal Program

Funding Sources: FHH - Natural & Cultural Heritage Federal

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2017-2018			2018-2019		
	2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	104,379	86,320	129,413	87,020	87,020	87,020	87,020	87,020	87,020
#Positions	2	2	2	2	2	2	2	2	2
Personal Services Matching 5010003	38,892	30,173	46,754	30,634	30,634	30,634	30,634	30,634	30,634
Operating Expenses 5020002	90,605	150,740	150,740	150,740	260,740	260,740	150,740	260,740	260,740
Conference & Travel Expenses 5050009	1,019	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
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	44,914	44,914	44,914	44,914	44,914	44,914	44,914	44,914
Land Acquisition 5900046	0	1,788,250	1,788,250	1,788,250	1,678,250	1,678,250	1,788,250	1,678,250	1,678,250
Total	234,895	2,109,397	2,169,071	2,110,558	2,110,558	2,110,558	2,110,558	2,110,558	2,110,558
Funding Sources									
Federal Revenue 4000020	234,895	2,109,397		2,110,558	2,110,558	2,110,558	2,110,558	2,110,558	2,110,558
Total Funding	234,895	2,109,397		2,110,558	2,110,558	2,110,558	2,110,558	2,110,558	2,110,558
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	234,895	2,109,397		2,110,558	2,110,558	2,110,558	2,110,558	2,110,558	2,110,558

Change Level by Appropriation

Appropriation: U49 - DAH-Natural Heritage-Federal Program
Funding Sources: FHH - Natural & Cultural Heritage Federal

Agency Request

Change Level		2017-2018	Pos	Cumulative	% of BL	2018-2019	Pos	Cumulative	% of BL
BL	Base Level	2,110,558	2	2,110,558	100.0	2,110,558	2	2,110,558	100.0
C04	Reallocation	0	0	2,110,558	100.0	0	0	2,110,558	100.0

Executive Recommendation

Change Level		2017-2018	Pos	Cumulative	% of BL	2018-2019	Pos	Cumulative	% of BL
BL	Base Level	2,110,558	2	2,110,558	100.0	2,110,558	2	2,110,558	100.0
C04	Reallocation	0	0	2,110,558	100.0	0	0	2,110,558	100.0

Justification

C04	Reallocation of \$110,000 from Land Acquisition CI46 appropriation to operating expenses for both years of the Biennium to utilize anticipated funds from Federal grants for research and stewardship contracts. Funding from the Federal grants is non-recurring and used for one-time projects to fund essential research, land acquisition, and stewardship work.								
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Analysis of Budget Request

Appropriation: U51 - DAH-Historic AR Musuem-Cash in Treasury

Funding Sources: NNH - Historic Arkansas Museum Cash

The Agency utilizes this cash appropriation to supplement Museum operations and replenish Craft Store inventory. Funding is generated by admission fees, rental receipts, donations and proceeds at the Craft Store at the Historic Arkansas Museum.

Base Level Regular Salaries and Personal Services Matching include the continuation of the previously authorized 2017 Salaries and Career Service Payments for eligible employees. Personal Services Matching includes the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$420 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency is requesting Base Level of \$303,456 each year with one (1) Regular position and fourteen (14) Extra Help positions.

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

Appropriation Summary

Appropriation: U51 - DAH-Historic AR Musuem-Cash in Treasury

Funding Sources: NNH - Historic Arkansas Museum Cash

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	23,068	22,394	22,172	22,994	22,994	22,994	22,994	22,994	22,994
#Positions		1	1	1	1	1	1	1	1	1
Extra Help	5010001	65,807	142,134	142,134	142,134	142,134	142,134	142,134	142,134	142,134
#Extra Help		5	14	14	14	14	14	14	14	14
Personal Services Matching	5010003	15,256	22,420	20,982	22,723	22,723	22,723	22,723	22,723	22,723
Operating Expenses	5020002	5,392	34,521	34,521	34,521	34,521	34,521	34,521	34,521	34,521
Conference & Travel Expenses	5050009	1,340	3,334	3,334	3,334	3,334	3,334	3,334	3,334	3,334
Professional Fees	5060010	0	7,570	7,570	7,570	7,570	7,570	7,570	7,570	7,570
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Resale (COGS)	5090017	42,844	70,180	70,180	70,180	70,180	70,180	70,180	70,180	70,180
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Total		153,707	302,553	300,893	303,456	303,456	303,456	303,456	303,456	303,456

Funding Sources										
Fund Balance	4000005	790	3,767		2,107	2,107	2,107	0	0	0
Cash Fund	4000045	156,684	300,893		300,893	300,893	300,893	300,893	300,893	300,893
Total Funding		157,474	304,660		303,000	303,000	303,000	300,893	300,893	300,893
Excess Appropriation/(Funding)		(3,767)	(2,107)		456	456	456	2,563	2,563	2,563
Grand Total		153,707	302,553		303,456	303,456	303,456	303,456	303,456	303,456

FY17 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2015-2017 Biennium.

Analysis of Budget Request

Appropriation: U61 - DAH-AR State Archives - Cash in Treasury

Funding Sources: NNH - Arkansas State Archives

This appropriation is utilized to provide for the operating expenses of the Arkansas State Archives. Funding is derived from cash receipts generated from sales of microfilm, photographs, and photocopies.

The Agency is requesting Base Level of \$69,357 each year of the biennium.

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

Appropriation Summary

Appropriation: U61 - DAH-AR State Archives - Cash in Treasury

Funding Sources: NNH - Arkansas State Archives

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			2017-2018			2018-2019		
		2015-2016 Actual	2016-2017 Budget	2016-2017 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Extra Help	5010001	5,644	0	0	0	0	0	0	0	0
#Extra Help		0	0	0	0	0	0	0	0	0
Personal Services Matching	5010003	1,250	0	0	0	0	0	0	0	0
Operating Expenses	5020002	37,594	69,357	71,800	69,357	69,357	69,357	69,357	69,357	69,357
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	9,784	0	0	0	0	0	0	0	0
Total		54,272	69,357	71,800	69,357	69,357	69,357	69,357	69,357	69,357
Funding Sources										
Fund Balance	4000005	13,321	34,776		2,419	2,419	2,419	0	0	0
Cash Fund	4000045	75,727	37,000		37,000	37,000	37,000	37,000	37,000	37,000
Total Funding		89,048	71,776		39,419	39,419	39,419	37,000	37,000	37,000
Excess Appropriation/(Funding)		(34,776)	(2,419)		29,938	29,938	29,938	32,357	32,357	32,357
Grand Total		54,272	69,357		69,357	69,357	69,357	69,357	69,357	69,357

The Expenditure of appropriation is contingent upon available funding. FY16 Actual Expendures exceed the Authorized amount due to Cash Letter.

Appropriation Summary

Appropriation: U50 - DAH-NHC-Capital Outlay/Land Acquisition

Funding Sources: SHF - Arkansas Department of Heritage

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2017-2018			2018-2019		
	2015-2016 Actual	2016-2017 Budget	2016-2017 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
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Land Acquisition 5900046	0	0	1,000,000	0	0	0	0	0	0
Total	0	0	1,000,000	0	0	0	0	0	0

APPROPRIATION NOT REQUESTED FOR THE 2017-2019 BIENNIUM.