Cotton Boll Technical Institute offers 15 full-time occupational training programs, 50-plus short-term industrial extension courses, and many specific customized courses. This year alone, Cotton Boll has trained over 3,150 employees from such companies as American Rail Car in Paragould, Milwaukee Electric Tool in Blytheville, Nucor-Yamato in Armorel, and American Greetings in Osceola.

Cotton Boll offers a variety of training and certification for workers to gain specific certification in their area of speciality, such as EPA testing for air conditioning & refrigeration workers, licensure recertification for EMTs and Paramedics, as well as OSHA certification in forklift safety for industrial employees.

The budget request includes increases in Extra Help to continue services to business and industry. This proposed service will provide classes, seminars, and workshops for new industry personnel as well as existing workforce personnel. Restoration of maintenance and operation has been provided by utilization of a new funding formula. These increases will allow the institution to utilize Workforce 2000 funds to expand training classes for business and industry. It will also allow moderate maintenance to buildings; some 35 years old.

The Paragould Campus is currently staffed by nine full-time employees and over 20 part-time employees. The enrollment on this campus continues to flourish and those programs needs to be fully funded.

A branch campus in Osceola is also a priority of the Board of Directors. Commitments have been made by Mississippi County Legislative Delegation to offer training on a limited basis to that area of the county.

COTTON BOLL TECHNICAL INSTITUTE, BURDETTE, ARKANSAS
SUMMARY OF AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 1999

Assets				Liabilities			
Cash and Equivalents	Fixed	Other	Total	Current	Long-Term	Total	Total Equity
$ 764,907	$ 4,535,392	$ 179,175	$ 5,479,474	$ 27,574	$ -	$ 27,574	$ 5,451,900
14 %	83 %	3 %	100 %	1 %	- %	1 %	99 %

Revenues					Expenditures					
Student Fees	State Assistance	Federal Assistance	Other	Total	Administrative	Instructional	Student Services	Capital Outlay	Other	Total
$ 219,195	$ 2,600,204	$ 443,152	$ 293,765	$ 3,556,316	$ 197,907	$ 2,312,731	$ 178,473	$ 24,123	$ 833,214	$ 3,546,448
6 %	73 %	13 %	8 %	100 %	6 %	65 %	5 %	1 %	23 %	100%

Findings

Using our present audit procedures and techniques, we noted substantial compliance with Arkansas fiscal and financial laws.

Audited by Division of Legislative Audit
EDVT53199

( ) Noted in previous year's audit report.
___ This auditee has indicated the finding has been or will be corrected.

ARKANSAS BUDGET SYSTEM
EMPLOYMENT SUMMARY
AS REQUIRED BY ACT 358 OF 1993
(A.C.A 19-4-307)

AGENCY TITLE 531 - COTTON BOLL VO-TECH

	MALE	FEMALE	TOTAL	PERCENTAGE OF TOTAL
WHITE EMPLOYEES	15	33	48	96%
BLACK EMPLOYEES	0	2	2	4%
EMPLOYEES OF OTHER RACIAL MINORITIES	0	0	0	0%
TOTAL EMPLOYED AS OF 08/05/00 (DATE)			2 (TOTAL MINORITIES)	4%
			50 (TOTAL EMPLOYEES)	100%

William Hebert Jr
AGENCY DIRECTOR

CASH FUND DESCRIPTION
AS OF JUNE 30, 2000

AGENCY: Cotton Boll Technical Institute **AGENCY #:** 531

ACCOUNT INFORMATION			
FUND ACCT.	**BALANCE**	**TYPE**	**LOCATION**
Cash Fund 182		Checking	First National Bank Blytheville, AR
		Holding	First National Bank Paragould, AR

STATUTORY/OTHER RESTRICTIONS ON USE:
A.C.A. 6-51-904 as amended. Local Board is authorized to acquire, hold, and transfer real and personal property, to enter into contracts...and to exercise such other rights & privileges as may be necessary for the management and administration of the Technical Institute.

STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES:
A.C.A. 6-51-904 as amended. Local Board is authorized to exercise rights and privileges necessary for the management of the Technical Institute.

REVENUE RECEIPTS CYCLE:
Tuition and bookstore sales are collected throughout the year.

FUND BALANCE UTILIZATION:
The checking account is used to make purchases for resale for the school's bookstore. Any balance above a 10% reserve may be used for major equipment purchases or general improvements to buildings.

ACCOUNT INFORMATION			
FUND ACCT.	**BALANCE**	**TYPE**	**LOCATION**
Cash 182	$ 200,000	C.D.	SouthBank Blytheville, AR
	$ 100,000	C.D.	First National Bank Paragould, AR
	$ 200,000	C.D.	Farmer's Bank Blytheville, AR
	$ 100,000	C.D.	First National Bank Blytheville, AR

STATUTORY/OTHER RESTRICTIONS ON USE:
A.C.A. 6-51-904 as amended. Local Board is authorized to acquire, hold, and transfer real and personal property, to enter into contracts...and to exercise such other rights & privileges as may be necessary for the management and administration of the Technical Institute.

STATUTORY PROVISIONS FOR FEES, FINES, PENALTIES:
A.C.A. 6-51-904 as amended. Local Board is authorized to exercise rights and privileges necessary for the management of the Technical Institute.

REVENUE RECEIPTS CYCLE:
Bank interest is paid throughout the year and deposited in bank account.

FUND BALANCE UTILIZATION: Tuition is collected throughout the year, but primarily in August, January, and May. Cotton Boll rarely receives capital funds or equipment funds from ETB funds. Therefore, local funds have to be accumulated over many years to make renovations, repairs, and purchase major equipment. The commitment this year from these funds are: $165,000 in MOF to renovate & add office space; $273,000 in MOF for renovating & repairs; and $150,000 to supplement M&O due to insufficient state revenues.

STATE AGENCY PUBLICATIONS

2001-2003 Biennium

Act 1276 of 1999

AGENCY: Cotton Boll Technical Institute **AGENCY #** 531

NAME OF PUBLICATION	STATUTORY AUTHORIZATION ACT # OR A.C.A.	REQUIRED FOR GOVERNOR AND/OR GENERAL ASSEMBLY ONLY	NUMBER OF COPIES PUBLISHED & DISTRIBUTED	REASON(S) FOR CONTINUED PUBLICATION AND DISTRIBUTION
NONE				

ARKANSAS BUDGET SYSTEM
DEPARTMENT APPROPRIATION SUMMARY

AGENCY TITLE Cotton Boll Technical Institute	1999-01 Expenditures				2001-03 Biennium Request				2001-03 Executive Recommendation			
Appropriations Code Name	Actual 1999-00	No. of Pos.	Budgeted 2000-01	No. of Pos.	Year 1 2001-02	No. of Pos.	Year 2 2002-03	No. of Pos.	Year 1 2001-02	No. of Pos.	Year 2 2002-03	No. of Pos.
B53 Cash Operations	$542,297	5	$1,094,236	3	$2,083,582	4	$2,589,045	4	$1,583,579	4	$1,589,042	4
707 State Operations	2,904,481	69	2,696,525	51	6,113,927	62	5,903,497	62	4,039,696	50	3,741,697	50
708 Federal Operations	46,998	6	137,470	1	189,809	1	191,363	1	139,809	1	141,363	1
744 Osceola Campus -State					1,419,519	22	1,449,755	22	0	0	0	0
Appropriations Not Requested												
B74 Osceola Campus - Cash												
B75 Cotton Boll Contingency												
TOTALS	$3,493,776	80	$3,928,231	55	$9,806,837	89	$10,133,660	89	$5,763,084	55	$5,472,102	55
Funding Sources		% of Total		% of Total		% of Total		% of Total		% of Total		% of Total
Fund Balances	568,714	13.3%	784,250	17.6%	523,630	5.7%			523,630	11.8%		
General Revenues	2,177,453	50.9%	2,289,590	51.4%	6,226,606	67.9%	6,032,199	63.6%	2,313,163	52.1%	2,362,518	52.7%
Special Revenues												
Federal Funds	46,998	1.1%	137,470	3.1%	189,809	2.1%	191,363	2.0%	139,809	3.2%	141,363	3.2%
Contingency					775,331	8.5%	1,274,612	13.4%	0	0.0%	0	0.0%
Reimbursements	232,664	5.4%	399,466	9.0%	399,463	4.4%	391,466	4.1%	399,463	9.0%	391,466	8.7%
Workforce 2000	494,364	11.6%										
Cash Funds	757,833	17.7%	833,616	18.7%	1,059,952	11.4%	1,589,045	16.9%	1,059,949	23.9%	1,589,042	35.4%
Merit Adjustment Funds			7,469	0.2%								
Total Funding	4,278,026	100.0%	4,451,861	100.0%	9,174,791	100.0%	9,478,685	100.0%	4,436,014	100.0%	4,484,389	100.0%
Excess Appro./ (Funding)	(784,250)		(523,630)		632,046		654,975		1,327,070		987,713	
TOTAL	$3,493,776		$3,928,231		$9,806,837		$10,133,660		$5,763,084		$5,472,102	

DEPARTMENT	DIRECTOR	DEPARTMENT APPROPRIATION SUMMARY
Cotton Boll Technical Institute (531)	William Nelson, Jr.	BR 40

Funds for this appropriation are received from tuition ($30 to approximately $35 per hour), resale from the bookstore, and reimbursement programs such as Apprenticeship. Cash funds are used to supplement the operation of the agency.

Base Level includes positions and supporting operating expenses. The Base Level includes a pay plan increase of 2.6% each year over the FY01 salary levels, and related Personal Services Matching costs.

Change Level requests include increases in operating expenses to enhance programs, and in various other line items to insure the availability of sufficient appropriation to utilize available funding. A request for Contingency is made to allow flexibility and permit the agency to respond quickly to needs of business and industry. One additional position, an Internal Auditor, is requested.

The Executive Recommendation provides for the Agency Request with the exception of the Contingency line item.

01	02	03	04	05	06	07	08	09	10	11	12	13	14
CHARACTER TITLE	------EXPENDITURES------- 99-00 ACTUAL	00-01 BUDGETED	00-01 AUTHORIZED APPRO	----------01-02 FISCAL YEAR---------- BASE	CHANGE LEVEL	TOTAL REQUEST	----------02-03 FISCAL YEAR---------- BASE	CHANGE LEVEL	TOTAL REQUEST	----------RECOMMENDATIONS---------- EXECUTIVE 01-02	02-03	LEGISLATIVE 01-02	02-03
REGULAR SALARIES	73,059	77,064	104,264	149,169	25,629	174,798	153,045	26,295	179,340	174,798	179,340		
NUMBER OF POSITIONS	5	3	5	3	1	4	3	1	4	4	4		
EXTRA HELP	52,643	150,000	200,000	150,000	0	150,000	150,000	0	150,000	150,000	150,000		
NUMBER OF POSITIONS	10	42	42	42	0	42	42	0	42	42	42		
PERSONAL SERV MATCHING	33,319	37,172	42,672	50,622	8,162	58,784	51,408	8,297	59,705	58,781	59,702		
OPERATING EXPENSES	107,977	300,000	300,000	300,000	150,000	450,000	300,000	150,000	450,000	450,000	450,000		
CONF FEES & TRAVEL	10,173	50,000	50,000	50,000	0	50,000	50,000	0	50,000	50,000	50,000		
PROF FEES & SERVICES	37,198	80,000	80,000	80,000	20,000	100,000	80,000	20,000	100,000	100,000	100,000		
CAPITAL OUTLAY	60,510	200,000	200,000	0	200,000	200,000	0	200,000	200,000	200,000	200,000		
DATA PROCESSING	0	0	0	0	0	0	0	0	0	0	0		
RESALE	113,023	200,000	200,000	200,000	0	200,000	200,000	0	200,000	200,000	200,000		
CONTINGENCY	0	0	500,000	0	500,000	500,000	0	1,000,000	1,000,000	0	0		
DEBT SERVICE	0	0	0	0	0	0	0	0	0	0	0		
SPECIAL MAINTENANCE	54,395	0	200,000	0	200,000	200,000	0	200,000	200,000	200,000	200,000		
TOTAL	542,297	1,094,236	1,876,936	979,791	1,103,791	2,083,582	984,453	1,604,592	2,589,045	1,583,579	1,589,042		
PROPOSED FUNDING SOURCES			**********										
FUND BALANCES	568,714	784,250	**********	523,630		523,630				523,630			
GENERAL REVENUES			**********										
SPECIAL REVENUES			**********										
FEDERAL FUNDS			**********										
STATE CENTRAL SERVICES FUND			**********										
NON-REVENUE RECEIPTS			**********										
CASH FUNDS	757,033	833,616	**********	456,161	603,791	1,059,952	984,453	604,592	1,589,045	1,059,952	1,589,045		
CONTINGENCY			**********		500,000	500,000		1,000,000	1,000,000				
TOTAL FUNDING	1,326,547	1,617,866	**********	979,791	1,103,791	2,083,582	984,453	1,604,592	2,589,045	1,583,582	1,589,045		
EXCESS APPRO/ (FUNDING)	(784,250)	(523,630)	**********							(3)	(3)		
TOTAL	542,297	1,094,236	**********	979,791	1,103,791	2,083,582	984,453	1,604,592	2,589,045	1,583,579	1,589,042		

DEPT 014 DEPARTMENT OF EDUCATION
AGY 531 COTTON BOLL TECHNICAL INSTITUTE
APPRO B53 CASH OPERATIONS

FUND 182 COTTON BOLL VOC TECH CASH(531)

APPROPRIATION SUMMARY

BR 215

Base Level Regular Salaries and Matching will significantly exceed the FY01 Budgeted Level due to non-classified positions being budgeted in the Base at the line item maximum plus 2.6%, while actually being budgeted at levels significantly below the maximum established in law for FY01.

ARKANSAS BUDGET SYSTEM
PROGRAM/SERVICE INFORMATION LIST
RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
							2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
				D	EXPENDITURES		FY 2001 - 02					FY 2002 - 03			EXECUTIVE		LEGISLATIVE	
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	E S	ACTUAL 99-00	BUDGETED 00-01	REQUEST					REQUEST			2001-02	2002-03	2001-02	2002-03
000		182	531 B53	B	542,297 5	1,094,236 3	979,791 3					984,453 3			979,791 3	984,453 3		
008		182	531 B53 020 INSTRUCTION	C02			400,000 0					400,000 0			400,000	400,000		

Allows expenditure of tuition/fees and money received as reimbursements to purchase equipment and for remodeling of facilities.

009		182	531 B53 020 INSTRUCTION	C06			20,000 0					20,000 0			20,000	20,000		

Due to the need for renovation and expansion of existing structures, professional services of architects, engineers, and other experts are needed.

DEPT 014 DEPARTMENT OF EDUCATION
AGY 531 COTTON BOLL TECHNICAL INSTITUTE
APPRO B53 CASH OPERATIONS

FUND 182 COTTON BOLL VOC TECH CASH(531)

RANK BY APPROPRIATION

BR 264

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
					EXPENDITURES		2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
							FY 2001 - 02					FY 2002 - 03			EXECUTIVE		LEGISLATIVE	
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	DES	ACTUAL 99-00	BUDGETED 00-01	REQUEST					REQUEST			2001-02	2002-03	2001-02	2002-03
010		182	531 B53 020 INSTRUCTION	C01			150,000 0					150,000 0			150,000	150,000		

This increases the amount of maintenance and operation in the event that this agency is successful in moving some of the Adult Education faculty and staff to cash. This will support them with maintenance and operation funds.

011		182	531 B53 040 STUDENT SERVICES	C04			33,791 1					34,592 1			33,791 1	34,592 1		

This is the **Internal Auditor** position that was not filled during the first year of the biennium. This position is need by this agency to monitor and provide financial controls.

012		182	531 B53 010 ADMINISTRATION	C07			500,000 0					1,000,000 0						

This change level increases the contingency appropriation in cash to $500,000 during the first year of the biennium and to $1,000,000 during the second year. Administrators of Cotton Boll Technical Institute intend to aggressively apply for a Kellogg Foundation grant in the amount of $2,000,000 during the next fiscal year.

Cotton Boll works diligently to address new manufacturing systems with the industry in Blytheville and at the campus in Paragould. Computer numerical control and advances in welding and metal fabrication is emphasized.

The Base Level for this General Revenue funded appropriation includes positions and supporting operating expenses. The Base Level includes a pay plan increase of 2.6% each year over the FY01 salary levels, and related Personal Services Matching costs. During the 82nd General Assembly, Extra Help positions were exchanged for Part Time Faculty positions. This resulted in a much higher cost than anticipated when the method of collecting the State's insurance contribution was calculated based on budgeted positions. For this reason, the Institute is requesting Extra Help positions in exchange for the Part Time Faculty positions in the Change Level request. No Part Time Faculty positions are requested for the biennium. Additional requests include 12 positions (primarily for administration and maintenance), position reclasses, additional Operating Expenses and Capital Outlay for program enhancements, Overtime, Travel for staff development, and Contingency appropriation to allow the Institute to meet unforeseen needs from the business community.

The Executive Recommendation provides for the reallocation of positions to Extra Help, the request for Overtime and Capital Outlay, and a 5% increase over the Base Level each year for Operating Expenses. All recommendations above the Base Level are for appropriation only. Workforce 2000 funds are also made available to the Institute and will supplement the funds seen in this budget. Current law provides for appropriation and funding for Workforce 2000 to be transferred to the Institute on a monthly basis. The Institute is encouraged to engage the local communities and businesses it serves by developing a partnership to meet the local workforce education needs with emphasis on accountability and productivity. Local contributions along with state resources can provide a significant enhancement of the instructional programs.

01	02	03	04	05	06	07	08	09	10	11	12	13	14
CHARACTER TITLE	------EXPENDITURES------- 99-00 ACTUAL	00-01 BUDGETED	00-01 AUTHORIZED APPRO	----------01-02 FISCAL YEAR---------- BASE	CHANGE LEVEL	TOTAL REQUEST	----------02-03 FISCAL YEAR---------- BASE	CHANGE LEVEL	TOTAL REQUEST	----------RECOMMENDATIONS---------- EXECUTIVE 01-02	EXECUTIVE 02-03	LEGISLATIVE 01-02	LEGISLATIVE 02-03
REGULAR SALARIES	1,520,144	1,480,110	1,767,159	2,056,708	474,543	2,531,251	2,110,159	495,975	2,606,134	2,046,264	2,099,442		
NUMBER OF POSITIONS	69	51	100	51	11	62	51	11	62	50	50		
EXTRA HELP	205,664	124,737	107,737	124,737	230,270	355,007	124,737	230,270	355,007	355,007	355,007		
NUMBER OF POSITIONS	8	10	15	10	80	90	10	80	90	75	75		
PERSONAL SERV MATCHING	477,759	475,333	554,647	578,682	154,209	733,091	589,718	158,609	748,327	592,835	603,616		
OVERTIME	6,836	5,264	5,264	5,264	7,000	12,264	5,264	7,000	12,264	12,264	12,264		
OPERATING EXPENSES	518,469	558,896	524,188	558,896	1,194,320	1,753,216	558,896	1,285,071	1,843,967	586,841	616,183		
CONF FEES & TRAVEL	17,112	20,185	20,185	20,185	8,000	28,185	20,185	8,000	28,185	20,185	20,185		
PROF FEES & SERVICES	0	0	0	0	0	0	0	0	0	0	0		
CAPITAL OUTLAY	141,077	32,000	0	0	426,300	426,300	0	35,000	35,000	426,300	35,000		
DATA PROCESSING	0	0	0	0	0	0	0	0	0	0	0		
CONTINGENCY	0	0	274,613	0	274,613	274,613	0	274,613	274,613	0	0		
PROMOTIONAL ITEMS	17,420	0	0	0	0	0	0	0	0	0	0		
TOTAL	2,904,481	2,696,525	3,253,793	3,344,672	2,769,255	6,113,927	3,408,959	2,494,538	5,903,497	4,039,696	3,741,697		
PROPOSED FUNDING SOURCES			##########										
FUND BALANCES			##########										
GENERAL REVENUES	2,177,453	2,289,590	##########	2,313,163	2,493,924	4,807,087	2,362,518	2,219,926	4,582,444	2,313,163	2,362,518		
SPECIAL REVENUES			##########										
FEDERAL FUNDS			##########										
WORKFORCE 2000	494,364		##########										
CONTINGENCY			##########		275,331	275,331		274,612	274,612				
REIMBURSEMENTS	232,664	399,466	##########	399,463		399,463	391,466		391,466	399,463	391,466		
MERIT ADJUSTMENT		7,469	##########										
TOTAL FUNDING	2,904,481	2,696,525	##########	2,712,626	2,769,255	5,481,881	2,753,984	2,494,538	5,248,522	2,712,626	2,753,984		
EXCESS APPRO/ (FUNDING)			##########	632,046		632,046	654,975		654,975	1,327,070	987,713		
TOTAL	2,904,481	2,696,525	##########	3,344,672	2,769,255	6,113,927	3,408,959	2,494,538	5,903,497	4,039,696	3,741,697		

DEPT 014 DEPARTMENT OF EDUCATION

AGY 531 COTTON BOLL TECHNICAL INSTITUTE

APPRO 707 STATE OPERATIONS

FUND ETB COTTON BOLL TECH INST-(531)

APPROPRIATION SUMMARY

BR 215

Budgeted exceeds Authorized due to transfers from Contingency.

Base Level Regular Salaries and Matching will significantly exceed the FY01 Budgeted Level due to non-classified positions being budgeted in the Base at the line item maximum plus 2.6%, while actually being budgeted at levels significantly below the maximum established in law for FY01.

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
							2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
					EXPENDITURES		FY 2001 - 02				FY 2002 - 03				EXECUTIVE		LEGISLATIVE	
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	ACTUAL 99-00	BUDGETED 00-01	REQUEST				REQUEST				2001-02	2002-03	2001-02	2002-03
000		ETB	531 707	B	2,984,481 69	2,696,525 51	3,344,672 51				3,488,959 51				3,346,074 51	3,410,473 51		
001		ETB	531 707 020 INSTRUCTION	C05			1,142,740 0				1,220,606 0				8,420	8,420		

The increase in this cost center is necessary to replace lost purchasing power due to shrinking maintenance and operating funds. This school also operates a campus in Greene County. Presently Workforce funds have been used to supplement general revenues. Additional general revenue in this cost center will allow this school to use Workforce funds for business and industry training. This increase represents the increase in base level funding and the funding formula for the technical institute enacted into law during the last session.

001		ETB	531 707 030 PLANT MAINTENANCE & OPERATION	C05			32,586 0				32,586 0				32,586	32,586		

As the plant facilities age, there is an additional need for extra help maintenance workers to maintain the physical plant.

DEPT 014 DEPARTMENT OF EDUCATION

AGY 531 COTTON BOLL TECHNICAL INSTITUTE

APPRO 707 STATE OPERATIONS

FUND ETB COTTON BOLL TECH INST-(531)

RANK BY APPROPRIATION

BR 264

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
					EXPENDITURES		2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
							FY 2001 - 02					FY 2002 - 03						
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	ACTUAL 99-00	BUDGETED 00-01	REQUEST					REQUEST			EXECUTIVE 2001-02	EXECUTIVE 2002-03	LEGISLATIVE 2001-02	LEGISLATIVE 2002-03
002		ETB	531 707 010 ADMINISTRATION	C10			61,477	0				67,533	0					

This is a request to reclassify the **President and Chief Officer of Workforce Development** from classified positions to unclassified positions. This reclassification will allow the Board of Directors the flexibility necessary to manage personnel responsible for operating a post-secondary institution.

002		ETB	531 707 020 INSTRUCTION	C10			65,857	0				71,768	0					

This change level represents reclassification of **Assistant Director** to **Chief Instructional Officer** and **Assistant Director (Business Manager)** to **Chief Fiscal Officer.**

002		ETB	531 707 040 STUDENT SERVICES	C10			51,367	0				54,810	0					

This represents the re-classification of the **Counselor** from classified to non-classified. This reclassification is necessary in order to be competitive with the public schools. If not, we will continue to be a training site for the public school counselor.

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
							2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
				D	EXPENDITURES		FY 2001 - 02					FY 2002 - 03			EXECUTIVE		LEGISLATIVE	
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	E S	ACTUAL 99-00	BUDGETED 00-01	REQUEST					REQUEST			2001-02	2002-03	2001-02	2002-03
003		ETB	531 707 010 ADMINISTRATION	C04			56,542 2					57,856 2						

Cotton Boll will be assuming the personnel operations currently provided to us by the Department of Workforce Education. The Department of Workforce Education will not provide these services for Cotton Boll Technical Institute after June 30, 2001.

003		ETB	531 707 020 INSTRUCTION	C04			412,000 4					416,732 4			198,371 -1	197,931 -1		

The new positions in this activity are sorely needed by this institution. The positions are Registrar, who takes care of student records; **Director of Adult Education,** who operates a program with 8 employees and 2,411 students; **Financial Aid Coordinator,** who handles more than $600,000 annually; **Librarian ,** who operates a technical library, a requirement of the accrediting agency; and **Business and Industry Coordinator,** who provides organized training to business & industry personnel.
One part-time faculty position is being eliminated.

003		ETB	531 707 030 PLANT MAINTENANCE & OPERATION	C04			82,967 3					84,893 3						

This change level represents re-allocation of resources to add one **Plant Maintenance Supervisor,** one **Director of Technical Support,** and one **Watchman.** This institution has over 200 personal computers. We are without an individual to maintain the equipment and networking system.

DEPT 014 DEPARTMENT OF EDUCATION
AGY 531 COTTON BOLL TECHNICAL INSTITUTE
APPRO 707 STATE OPERATIONS

FUND ETB COTTON BOLL TECH INST-(531)

RANK BY APPROPRIATION

BR 264

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
							2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
					EXPENDITURES		FY 2001 - 02					FY 2002 - 03			EXECUTIVE		LEGISLATIVE	
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	ACTUAL 99-00	BUDGETED 00-01	REQUEST					REQUEST			2001-02	2002-03	2001-02	2002-03
003		ETB	531 707 040 STUDENT SERVICES	C04			94,826 2					97,256 2						

This change level represents the reallocation of resources to provide new services by employing one additional person to coordinate all publicity for the school.

005		ETB	531 707 020 INSTRUCTION	C02			494,300 0					115,885 0			454,245	92,287		

Blytheville/Gosnell Chamber of Commerce and representatives from the steel industries have been meeting to develop strategies and possible funding mechanisms to operate a welding program 16 hours per day. The steel industries and their related industries are suffering from the great shortage of welders. Funding this new program will train workers for these jobs, which are plentiful and high paying.

006		ETB	531 707 010 ADMINISTRATION	C07			274,613 0					274,613 0						

The contingency fund will allow this agency to take care of events that are likely but not certain to happen. This will allow us to take care of unforseen events.

ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
2001 - 2003

Funds for this appropriation are received from the Carl D. Perkins Vocational and Applied Technology Education Act, P.L. 101-392 and from reimbursement programs such as apprenticeship.

Base Level includes a position, Extra Help, and supporting operating expenses. The Base Level includes a pay plan increase of 2.6% each year over the FY01 salary levels, and related Personal Services Matching costs.

The Institute is requesting Base Level and a Contingency appropriation in the amount of $50,000 each year to address emerging needs from business and industry.

The Executive Recommendation provides for the Base Level.

AGENCY Name: Department of Workforce Education – Cotton Boll Technical Institute Code: 531	APPROPRIATION Name: Federal Operations Code: 708	TREASURY FUND Name: Cotton Boll Technical Institute Fed Code: FTB	ANALYSIS OF BUDGET REQUEST BR20	PAGE 274

01	02	03	04	05	06	07	08	09	10	11	12	13	14
CHARACTER TITLE	EXPENDITURES 99-00 ACTUAL	EXPENDITURES 00-01 BUDGETED	00-01 AUTHORIZED APPRO	01-02 FISCAL YEAR BASE	01-02 CHANGE LEVEL	01-02 TOTAL REQUEST	02-03 FISCAL YEAR BASE	02-03 CHANGE LEVEL	02-03 TOTAL REQUEST	RECOMMENDATIONS EXECUTIVE 01-02	RECOMMENDATIONS EXECUTIVE 02-03	RECOMMENDATIONS LEGISLATIVE 01-02	RECOMMENDATIONS LEGISLATIVE 02-03
REGULAR SALARIES	22,375	39,000	0	49,723	0	49,723	51,015	0	51,015	49,723	51,015		
NUMBER OF POSITIONS	6	1	6	1	0	1	1	0	1	1	1		
EXTRA HELP	2,028	48,000	27,978	48,000	0	48,000	48,000	0	48,000	48,000	48,000		
NUMBER OF POSITIONS	5	5	5	5	0	5	5	0	5	5	5		
PERSONAL SERV MATCHING	4,564	16,470	2,140	16,720	0	16,720	16,982	0	16,982	16,720	16,982		
OPERATING EXPENSES	12,032	34,000	25,366	25,366	0	25,366	25,366	0	25,366	25,366	25,366		
CONF FEES & TRAVEL	0	0	0	0	0	0	0	0	0	0	0		
PROF FEES & SERVICES	0	0	1,250	0	0	0	0	0	0	0	0		
CAPITAL OUTLAY	0	0	0	0	0	0	0	0	0	0	0		
DATA PROCESSING	0	0	0	0	0	0	0	0	0	0	0		
CONTINGENCY	0	0	0	0	50,000	50,000	0	50,000	50,000	0	0		
PROMOTIONAL ITEMS	5,999	0	0	0	0	0	0	0	0	0	0		
TOTAL	46,998	137,470	56,726	139,809	50,000	189,809	141,363	50,000	191,363	139,809	141,363		
PROPOSED FUNDING SOURCES			**********										
FUND BALANCES			**********										
GENERAL REVENUES			**********										
SPECIAL REVENUES			**********										
FEDERAL FUNDS	46,998	137,470	**********	139,809	50,000	189,809	141,363	50,000	191,363	139,809	141,363		
STATE CENTRAL SERVICES FUND			**********										
NON-REVENUE RECEIPTS			**********										
CASH FUNDS			**********										
OTHER			**********										
TOTAL FUNDING	46,998	137,470	**********	139,809	50,000	189,809	141,363	50,000	191,363	139,809	141,363		
EXCESS APPRO/ (FUNDING)			**********										
TOTAL	46,998	137,470	**********	139,809	50,000	189,809	141,363	50,000	191,363	139,809	141,363		

DEPT 014 DEPARTMENT OF EDUCATION
AGY 531 COTTON BOLL TECHNICAL INSTITUTE
APPRO 708 FEDERAL OPERATIONS

FUND FTB COTTON BOLL TECH INST FED-(531)

APPROPRIATION SUMMARY

BR 215

A single salary schedule allows positions to be used in different appropriations.

Appropriation was established through the authority of the MFG Holding Account.

Base Level Regular Salaries and Matching will significantly exceed the FY01 Budgeted Level due to non-classified positions being budgeted in the Base at the line item maximum plus 2.6%, while actually being budgeted at levels significantly below the maximum established in law for FY01.

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
							2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
					EXPENDITURES		FY 2001 - 02					FY 2002 - 03						
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	ACTUAL 99-00	BUDGETED 00-01	REQUEST					REQUEST			EXECUTIVE 2001-02	EXECUTIVE 2002-03	LEGISLATIVE 2001-02	LEGISLATIVE 2002-03
000		FTB	531 708	B	46,998 6	137,478 1	139,809 1					141,363 1			139,809 1	141,363 1		
001		FTB	531 708 010 ADMINISTRATION	C07			50,000 0					50,000 0						

Frequently incentives are given to Cotton Boll for outstanding performance in the Adult Education program. Approving this request will prevent unnecessary paper work to increase appropriations should that occur in the future.

DEPT 014 DEPARTMENT OF EDUCATION

AGY 531 COTTON BOLL TECHNICAL INSTITUTE

APPRO 708 FEDERAL OPERATIONS

FUND FTB COTTON BOLL TECH INST FED-(531)

RANK BY APPROPRIATION

BR 264

ARKANSAS BUDGET SYSTEM
ANALYSIS OF BUDGET REQUEST
2001 - 2003

The 82nd General Assembly authorized positions and appropriation for a new Osceola Campus under the direction of the Cotton Boll Technical Institute. Funding for this new program was not available and the campus was unable to open. This request is for the re-authorization and funding for the Osceola campus to provide much needed vocational training in this area.

The request includes 22 positions, Extra Help, and supporting operating expenses.

The Executive Recommendation denies the Agency Request.

AGENCY	APPROPRIATION	TREASURY FUND	ANALYSIS OF BUDGET REQUEST	PAGE
Name: Department of Workforce Education – Cotton Boll Technical Institute	Name: Osceola Campus	Name: Cotton Boll Technical Institute		277
Code: 531	Code: 744	Code: ETB	BR20	

01	02	03	04	05	06	07	08	09	10	11	12	13	14
CHARACTER TITLE	EXPENDITURES 99-00 ACTUAL	EXPENDITURES 00-01 BUDGETED	00-01 AUTHORIZED APPRO	01-02 FISCAL YEAR BASE	01-02 FISCAL YEAR CHANGE LEVEL	01-02 FISCAL YEAR TOTAL REQUEST	02-03 FISCAL YEAR BASE	02-03 FISCAL YEAR CHANGE LEVEL	02-03 FISCAL YEAR TOTAL REQUEST	RECOMMENDATIONS EXECUTIVE 01-02	RECOMMENDATIONS EXECUTIVE 02-03	RECOMMENDATIONS LEGISLATIVE 01-02	RECOMMENDATIONS LEGISLATIVE 02-03
REGULAR SALARIES	0	0	401,365	0	899,862	899,862	0	924,999	924,999	0	0		
NUMBER OF POSITIONS	0	0	11	0	22	22	0	22	22	0	0		
EXTRA HELP	0	0	42,500	0	66,546	66,546	0	66,546	66,546	0	0		
NUMBER OF POSITIONS	0	0	0	0	34	34	0	34	34	0	0		
PERSONAL SERV MATCHING	0	0	147,000	0	255,761	255,761	0	260,860	260,860	0	0		
OPERATING EXPENSES	0	0	393,000	0	143,600	143,600	0	143,600	143,600	0	0		
CONF FEES & TRAVEL	0	0	4,000	0	3,750	3,750	0	3,750	3,750	0	0		
CAPITAL OUTLAY	0	0	178,000	0	50,000	50,000	0	50,000	50,000	0	0		
DATA PROCESSING	0	0	0	0	0	0	0	0	0	0	0		
TOTAL	0	0	1,165,865	0	1,419,519	1,419,519	0	1,449,755	1,449,755	0	0		
PROPOSED FUNDING SOURCES			##########										
FUND BALANCES			##########										
GENERAL REVENUES			##########		1,419,519	1,419,519		1,449,755	1,449,755				
SPECIAL REVENUES			##########										
FEDERAL FUNDS			##########										
STATE CENTRAL SERVICES FUND			##########										
NON-REVENUE RECEIPTS			##########										
CASH FUNDS			##########										
OTHER			##########										
TOTAL FUNDING			##########		1,419,519	1,419,519		1,449,755	1,449,755				
EXCESS APPRO/ (FUNDING)			##########										
TOTAL			##########		1,419,519	1,419,519		1,449,755	1,449,755				

DEPT 014 DEPARTMENT OF EDUCATION
AGY 531 COTTON BOLL TECHNICAL INSTITUTE
APPRO 744 OSCEOLA CAMPUS

FUND ETB COTTON BOLL TECH INST-(531)

APPROPRIATION SUMMARY

BR 215

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
					EXPENDITURES		2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
							FY 2001 - 02					FY 2002 - 03						
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	D E S	ACTUAL 99-00	BUDGETED 00-01	REQUEST			REQUEST					EXECUTIVE 2001-02	EXECUTIVE 2002-03	LEGISLATIVE 2001-02	LEGISLATIVE 2002-03
000		ETB	531 744	B														
001		ETB	531 744 020 INSTRUCTION	C04			74,769 0			75,237 0								

We are requesting extra help positions for the Osceola Campus.

DEPT 014 DEPARTMENT OF EDUCATION
AGY 531 COTTON BOLL TECHNICAL INSTITUTE
APPRO 744 OSCEOLA CAMPUS

FUND ETB COTTON BOLL TECH INST-(531)

RANK BY APPROPRIATION

BR 264

ARKANSAS BUDGET SYSTEM

PROGRAM/SERVICE INFORMATION LIST

RANK BY APPROPRIATION

01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19
					EXPENDITURES		2001 - 03 BIENNIUM REQUESTS								RECOMMENDATIONS			
							FY 2001 - 02					FY 2002 - 03						
							REQUEST					REQUEST			EXECUTIVE		LEGISLATIVE	
RANK	PROGRAM DESCRIPTION	FUND	ACCOUNTING INFORMATION	DES	ACTUAL 99-00	BUDGETED 00-01									2001-02	2002-03	2001-02	2002-03
002		ETB	531 744 020 INSTRUCTION	C10			49,521					52,916						
							0					0						

This change level represents reclassification of Assistant Director to Workforce Development Officer for the Osceola campus.

004		ETB	531 744 010 ADMINISTRATION	C01			125,750					125,750						
							0					0						

This re-establishes appropriation and funding for the Osceola campus of Cotton Boll Technical Institute. This amount was appropriated during the last session but not funded. This activity provides for a minimal administrative staff.

004		ETB	531 744 020 INSTRUCTION	C01			1,169,479					1,195,852						
							22					22						

This re-establishes appropriation and funding for the Osceola campus of Cotton Boll Technical Institute. This amount was appropriated during the last session but was not funded. This activity represents the instructional staff for the branch campus.

DEPT 014 DEPARTMENT OF EDUCATION

AGY 531 COTTON BOLL TECHNICAL INSTITUTE

APPRO 744 OSCEOLA CAMPUS

FUND ETB COTTON BOLL TECH INST-(531)

RANK BY APPROPRIATION

BR 264

01	02	03	04	05	06	07	08	09	10	11	12	13	14
CHARACTER TITLE	EXPENDITURES 99-00 ACTUAL	EXPENDITURES 00-01 BUDGETED	00-01 AUTHORIZED APPRO	01-02 FISCAL YEAR BASE	01-02 CHANGE LEVEL	01-02 TOTAL REQUEST	02-03 FISCAL YEAR BASE	02-03 CHANGE LEVEL	02-03 TOTAL REQUEST	RECOMMENDATIONS EXECUTIVE 01-02	RECOMMENDATIONS EXECUTIVE 02-03	RECOMMENDATIONS LEGISLATIVE 01-02	RECOMMENDATIONS LEGISLATIVE 02-03
EXTRA HELP	0	0	50,000	0	0	0	0	0	0	0	0		
PERSONAL SERV MATCHING	0	0	24,000	0	0	0	0	0	0	0	0		
REGULAR SALARIES	0	0	50,000	0	0	0	0	0	0	0	0		
OPERATING EXPENSES	0	0	40,000	0	0	0	0	0	0	0	0		
CONF FEES & TRAVEL	0	0	1,000	0	0	0	0	0	0	0	0		
PROF FEES & SERVICES	0	0	0	0	0	0	0	0	0	0	0		
CAPITAL OUTLAY	0	0	50,000	0	0	0	0	0	0	0	0		
DATA PROCESSING	0	0	0	0	0	0	0	0	0	0	0		
RESALE	0	0	65,000	0	0	0	0	0	0	0	0		

THIS APPROPRIATION IS NOT REQUESTED FOR THE NEW BIENNIUM

TOTAL	0	0	280,000	0	0	0	0	0	0				
PROPOSED FUNDING SOURCES			**********										
FUND BALANCES			**********										
GENERAL REVENUES			**********										
SPECIAL REVENUES			**********										
FEDERAL FUNDS			**********										
STATE CENTRAL SERVICES FUND			**********										
NON-REVENUE RECEIPTS			**********										
CASH FUNDS			**********										
OTHER			**********										
TOTAL FUNDING			**********										
EXCESS APPRO/ (FUNDING)			**********										
TOTAL			**********										

DEPT 014 DEPARTMENT OF EDUCATION

AGY 531 COTTON BOLL TECHNICAL INSTITUTE

APPRO B74 OSCEOLA CAMPUS - CASH

FUND 182 COTTON BOLL VOC TECH CASH(531)

APPROPRIATION SUMMARY

BR 215

01	02	03	04	05	06	07	08	09	10	11	12	13	14
CHARACTER TITLE	------EXPENDITURES------- 99-00 ACTUAL	00-01 BUDGETED	00-01 AUTHORIZED APPRO	----------01-02 FISCAL YEAR---------- BASE	CHANGE LEVEL	TOTAL REQUEST	----------02-03 FISCAL YEAR---------- BASE	CHANGE LEVEL	TOTAL REQUEST	----------RECOMMENDATIONS---------- EXECUTIVE 01-02	02-03	LEGISLATIVE 01-02	02-03
CONTINGENCY	0	0	435,794	0	0	0	0	0	0	0	0		

THIS APPROPRIATION IS NOT REQUESTED FOR THE NEW BIENNIUM

TOTAL	0	0	435,794	0	0	0	0	0	0				
PROPOSED FUNDING SOURCES			##########										
FUND BALANCES			##########										
GENERAL REVENUES			##########										
SPECIAL REVENUES			##########										
FEDERAL FUNDS			##########										
STATE CENTRAL SERVICES FUND			##########										
NON-REVENUE RECEIPTS			##########										
CASH FUNDS			##########										
OTHER			##########										
TOTAL FUNDING			##########										
EXCESS APPRO/ (FUNDING)			##########										
TOTAL			##########										

DEPT 014 DEPARTMENT OF EDUCATION
AGY 531 COTTON BOLL TECHNICAL INSTITUTE
APPRO B75 COTTON BOLL CONTINGENCY

FUND 531 COTTON BOLL CONTINGENCY

APPROPRIATION SUMMARY

BR 215