

# NORTHWEST TECHNICAL INSTITUTE

## Enabling Laws

Act 205 of 2010  
A.C.A. § 6-51-901 et seq.

## History and Organization

**History** - Northwest Vocational Technical School (NTI) was established in 1975 and became Northwest Technical Institute through legislation enacted in 1991. During the 1999 legislative session, NTI was authorized its own individual budget status providing more local control and flexibility in the budget process. NTI offers training in 15 programs: Adult Education (ABE/GED), Ammonia Refrigeration Maintenance Technology, Architectural Drafting Technology, Automotive Service Technology, Business, Computer Information Systems, Diesel & Truck Technology, Electronics Technology, Industrial Maintenance Technology, Machine Tool Technology, Math & Communications, Practical Nursing, Surgical Technology, Truck Driving and Workforce Development.

**Plant and Location** - Northwest Technical Institute is located in Springdale in Washington County, on Highway 265 in the Industrial Park area. The site consists of 38.5 acres of choice land dedicated by the Springdale Industrial Commission and gifted to the State of Arkansas to be used for a vocational-technical school. The original building of 25,000 square feet was completed in 1975. Two additional expansions to the main building of 3,000 square feet and 8,147 square feet followed. Separate expansions followed including the GED building of 3,100 square feet, the Diesel building of 5,600 square feet, the Automotive/Diesel/Library building of 6,200 square feet and the Collegiate Center of 18,585 square feet. A Business & Industry Training facility and Ammonia Refrigeration Training building located on a ten-acre site dedicated to industry training are now completed and adds 9,332 sq. ft. to our instructional facilities. The buildings and contents have a total insured value of \$12,525,387 and consist of a total of 86,176 sq. ft. of floor space, including the maintenance shop, storage facilities, and mobile classrooms.

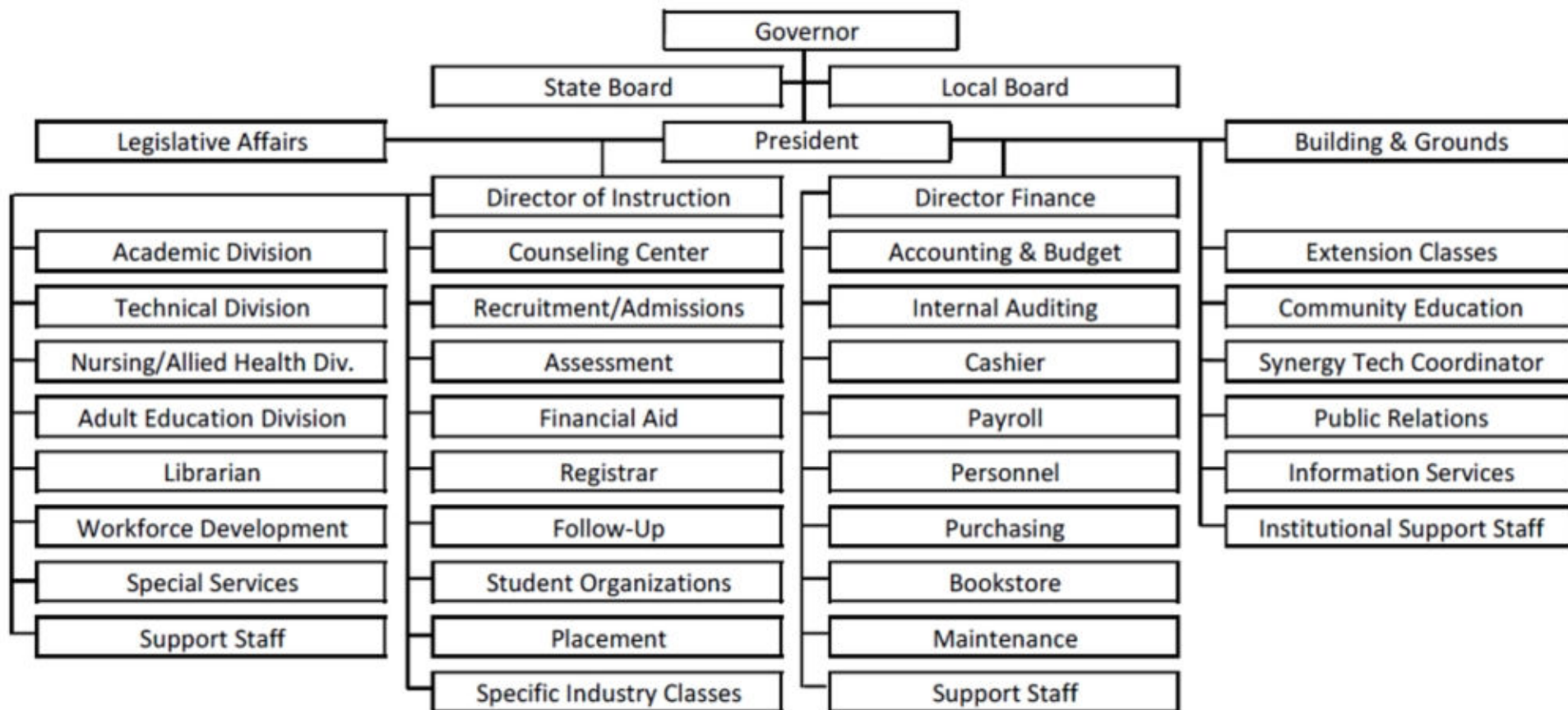
**Mission Statement** - "Changing lives through education, training, and skill development."

**Role** - Northwest Technical Institute has developed courses intended to strengthen basic, occupational, and technical skills necessary for adults to become economically self-sufficient and provide agriculture, business, health services, industry, and government with skilled employees to support their respective ventures. Most importantly, NTI exists so individuals may attain advancement or create a better life for themselves. In addition to diploma programs, training is available in Business & Industry Training (BIT) and Community Education and extension classes. NTI is united in its commitment with business and industry, secondary and postsecondary educators, and regional

employers to providing educational programs to serve the training/re-training needs of its students. NTI is a member of SynergyTech, an organization of approximately 25 business/industry entities dedicated to developing the existing workforce by coordinating and maximizing the training assets available in Northwest Arkansas. SynergyTech is housed in the Business & Industry Training Center on a 10 acre tract of land of the NTI campus dedicated specifically by the NTI Board of Directors for the development of business & industry training opportunities.

**Administration** - Dr. George Burch currently serves as President for Northwest Technical Institute. He holds a B.S. degree in Agriculture, a M.S. in General Agriculture and an Ed.D. in Agriculture Education. Mike Hamley serves as the Director of Finance and holds a B.S. in Accounting. Eddie Guinn serves as the Director of Instruction and holds a B.S.B.A., MEd in Vocational Education.

**Governance** - Northwest Technical Institute is a post-secondary educational institution operating under the governance of the Arkansas Department of Career Education. A five-member Board of Directors, appointed by the Governor, provide local control for the institute. In addition, an Advisory Council consisting of approximately 200 business and industry leaders from various occupational fields and levels of specialization and expertise provide curriculum oversight, needs analysis, and recommendations for modification and improvement for the fifteen different programs offered at NTI. In addition, an "All School Advisory Council" required by the school's accrediting agency brings the various program recommendations to the administration and Board of Directors for official implementation. Northwest Technical Institute is nationally accredited by the Council on Occupational Education (COE).



## Agency Commentary

For State Operations, the administration of Northwest Technical Institute (NTI) requests general revenue funds and appropriation for three additional Career & Technical Faculty positions. Two of these positions will allow the continuation of our secondary programs, which are partnered with NWACC. The third position is for our post-secondary Collision Repair Program. This program will fill a critical need by providing education and training for repair technicians in NW Arkansas.

When the new pay plan was implemented, NTI working with OPM determined that adjustments needed to be made to four positions. These four "pool" positions were approved by OPM and the Personnel Committee. NTI surrendered the same number of positions. The positions are currently occupied with full-time employees. We are requesting that these positions be in our base level.

Additionally, NTI is requesting general revenue funds and appropriation for operations. The increases that are requested will cover the costs of our student database maintenance agreement. This database will be purchased in FY-11. Also, the other increases will allow us to upgrade software for our students and faculty and allow us to purchase Educational Supplies & Materials. The supplies are needed to cover the costs of instruction for our students. All of these increases would still be short of our FY-2002 level for operations.

For Federal Operations, the administration of NTI requests \$80,008 in Federal appropriation. \$60,000 in extra help and \$5,856 for the personnel service matching. The extra help is needed for the instruction of English as a Second Language (ESL) classes. These short term classes will enable the best use of the programs funding. Additionally, \$14,152 of appropriation is requested to purchase Educational Supplies & Materials for the classroom.

For Cash Operations, restoration of the FY-11 Authorized Level for capital outlay is requested for each year and will be used to purchase instructional equipment. Additionally, NTI requests \$100,000 of cash appropriation. \$50,000 is for resale in our bookstore and \$50,000 for operations. With the increases in our enrollment, we have an additional need for the resale of books and for operating supplies.

## **Audit Findings**

DIVISION OF LEGISLATIVE AUDIT  
AUDIT OF :  
NORTHWEST TECHNICAL INSTITUTE  
FOR THE YEAR ENDED JUNE 30, 2009

Findings	Recommendations
None	None

## **Employment Summary**

	Male	Female	Total	%
White Employees	25	29	54	93 %
Black Employees	0	1	1	2 %
Other Racial Minorities	1	2	3	5 %
Total Minorities			4	7 %
Total Employees			58	100 %

## **Cash Fund Balance Description as of June 30, 2010**

Fund Account	Balance	Type	Location
1730100	\$665,934	Checking and CD's	1st Security Bank, Arvest, and Legacy National Bank

Statutory/Other Restrictions on use:

N/A

Statutory Provisions for Fees, Fines, Penalties:

N/A

Revenue Receipts Cycle:

Revenue deposited daily

Fund Balance Utilization:

Cash funds are used for operations

## **Publications**

### **A.C.A. 25-1-204**

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
N/A	N/A	N	N	0	N/A

## Department Appropriation Summary

### Historical Data

### Agency Request and Executive Recommendation

Appropriation		2009-2010		2010-2011		2010-2011		2011-2012						2012-2013					
		Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
721	Northwest TI-State	3,856,099	53	4,117,645	52	4,299,707	54	4,095,680	52	4,353,326	55	4,196,562	53	4,095,680	52	4,353,326	55	4,196,562	53
722	Northwest TI-Federal	155,872	1	89,793	1	149,271	1	89,363	1	169,371	1	169,371	1	89,363	1	169,371	1	169,371	1
B60	Northwest TI-Cash	1,279,930	9	2,216,789	10	2,203,261	11	2,016,286	10	2,316,286	10	2,316,286	10	2,016,286	10	2,316,286	10	2,316,286	10
Total		5,291,901	62	6,424,227	62	6,652,239	66	6,201,329	62	6,838,983	65	6,682,219	63	6,201,329	62	6,838,983	65	6,682,219	63

Funding Sources			%		%			%		%		%		%		%		%
Fund Balance	4000005	528,978	8.9	665,934	9.5		585,508	8.8	585,508	8.0	585,508	8.2	486,011	7.4	486,011	6.7	486,011	6.9
General Revenue	4000010	2,661,017	44.7	2,970,331	42.4		2,849,929	42.6	3,107,575	42.4	2,899,929	40.7	2,849,929	43.3	3,107,575	43.0	2,899,929	41.3
Federal Revenue	4000020	155,872	2.6	89,793	1.3		89,363	1.3	169,371	2.3	169,371	2.4	89,363	1.4	169,371	2.3	169,371	2.4
Cash Fund	4000045	1,416,886	23.8	2,136,363	30.5		1,916,789	28.7	2,216,789	30.3	2,216,789	31.1	1,916,789	29.1	2,216,789	30.7	2,216,789	31.6
Merit Adjustment Fund	4000055	45,585	0.8	0	0.0		0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Adult Basic/General	4000065	375,348	6.3	398,310	5.7		398,310	6.0	398,310	5.4	398,310	5.6	398,310	6.0	398,310	5.5	398,310	5.7
DFA Motor Vehicle Acquisition	4000184	13,476	0.2	0	0.0		0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Workforce 2000	4000740	760,673	12.8	749,004	10.7		847,441	12.7	847,441	11.6	847,441	11.9	847,441	12.9	847,441	11.7	847,441	12.1
Total Funds		5,957,835	100.0	7,009,735	100.0		6,687,340	100.0	7,324,994	100.0	7,117,348	100.0	6,587,843	100.0	7,225,497	100.0	7,017,851	100.0
Excess Appropriation/(Funding)		(665,934)		(585,508)			(486,011)		(486,011)		(435,129)		(386,514)		(386,514)		(335,632)	
Grand Total		5,291,901		6,424,227			6,201,329		6,838,983		6,682,219		6,201,329		6,838,983		6,682,219	

Variances in fund balance due to unfunded appropriation in appropriation (721) General Revenue - Northwest Technical Institute.

The FY11 Budget amount in (B60) Cash Operations - NTI exceeds the authorized amount due to matching rate adjustments during the 2009-2011 biennium.

## Agency Position Usage Report

FY2008 - 2009						FY2009 - 2010						FY2010 - 2011					
Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted Total	% of Authorized Unused
	Filled	Unfilled	Total				Filled	Unfilled	Total				Filled	Unfilled	Total		
69	58	8	66	3	15.94 %	66	59	5	64	2	10.61 %	66	57	5	62	4	13.64 %

## **Analysis of Budget Request**

**Appropriation:** 721 - Northwest TI-State

**Funding Sources:** ETN - General Revenue - Northwest Technical Institute

Northwest Technical Institute (NTI), in partnership with the community, provides educational programs to serve the training/re-training needs of students who wish to enter a recognized occupation or improve their occupational skills and knowledge so that they may achieve stability or advancement in a technological society. NTI also responds to business and industry needs and initiatives. This appropriation is funded by general revenue, Adult Education grants received from the Department of Workforce Education and transfers from the Work Force 2000 Development Fund.

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

The Base Level request for NTI totals \$4,095,680 for both FY2012 and FY2013.

Northwest Technical Institute has the following Change Level requests totaling \$257,646 in general revenue funding and appropriation each year of the 2011-2013 biennium:

- \$152,646 in Salary and Personal Services matching for three (3) new C120 Career and Tech faculty positions:
  - One position would be devoted to the Secondary Collision Repair Program, which is taught by NTI but is currently employed by Northwest Arkansas Community College (NWACC) through a partnership between the two institutions. NTI requests for this employee to be moved to NTI's payroll. This program is currently designed to serve forty (40) enrollees, twenty (20) high school juniors and twenty (20) high school seniors.
  - The second position would be devoted to NTI's new Post-Secondary Collision Repair Program, which is designed to complement the current Secondary Collision Repair Program by offering more classes to complete requirements necessary for an Auto Service Excellence certification. This program is designed to serve forty (40) post-high school enrollees.
  - The third position would be devoted to NTI's Secondary Welding Program, which had been another partnership with NWACC. NWACC suspended and dropped the program in FY2010 due to the lack of availability of facilities. NTI expects to have adequate facilities in place by Fall 2011, and requests this position to restart the program that serves both NTI, NWACC, and twelve (12) area high schools. The program will serve twenty (20) high school juniors in year one, then twenty (20) high school juniors and twenty (20) high school seniors thereafter.



- \$105,000 in Operating Expenses for additional educational supplies and materials, electricity costs, and costs associated with a new student tracking database, annual software licensing agreements, and in-class software upgrades. NTI has experienced a 40% increase in enrollment during the 2009-2011 biennium, and needs the additional funding and appropriation to support its elevated student population. Also, area employers require their employees to be trained in the most up-to-date software possible, causing NTI increased costs associated with keeping their software-training classes upgraded in both software and associated teaching materials.

The Executive Recommendation provides for the requested Career and Tech Faculty position and \$50,882 in appropriation only each year for Salary and Personal Services Matching associated with NTI's new Secondary Welding Program. Also, \$50,000 in general revenue funding and appropriation in Operating Expenses is provided to support the Agency's requests for additional support in that line item. Reclassification on one position has been recommended. No other funding or appropriation above Base Level is recommended.

## Appropriation Summary

**Appropriation:** 721 - Northwest TI-State

**Funding Sources:** ETN - General Revenue - Northwest Technical Institute

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		2009-2010	2010-2011	2010-2011	2011-2012			2012-2013		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	2,371,773	2,403,221	2,504,000	2,387,369	2,499,365	2,424,701	2,387,369	2,499,365	2,424,701
<b>#Positions</b>		<b>53</b>	<b>52</b>	<b>54</b>	<b>52</b>	<b>55</b>	<b>53</b>	<b>52</b>	<b>55</b>	<b>53</b>
Extra Help	5010001	101,540	250,000	314,400	250,000	250,000	250,000	250,000	250,000	250,000
<b>#Extra Help</b>		<b>20</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>
Personal Services Matching	5010003	773,937	838,777	848,359	832,664	873,314	846,214	832,664	873,314	846,214
Operating Expenses	5020002	574,164	614,147	621,448	614,147	719,147	664,147	614,147	719,147	664,147
Conference & Travel Expenses	5050009	11,885	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Promotional Items	5090028	9,324	0	0	0	0	0	0	0	0
Capital Outlay	5120011	13,476	0	0	0	0	0	0	0	0
<b>Total</b>		<b>3,856,099</b>	<b>4,117,645</b>	<b>4,299,707</b>	<b>4,095,680</b>	<b>4,353,326</b>	<b>4,196,562</b>	<b>4,095,680</b>	<b>4,353,326</b>	<b>4,196,562</b>

Funding Sources										
General Revenue	4000010	2,661,017	2,970,331		2,849,929	3,107,575	2,899,929	2,849,929	3,107,575	2,899,929
Merit Adjustment Fund	4000055	45,585	0		0	0	0	0	0	0
Adult Basic/General	4000065	375,348	398,310		398,310	398,310	398,310	398,310	398,310	398,310
DFA Motor Vehicle Acquisition	4000184	13,476	0		0	0	0	0	0	0
Workforce 2000	4000740	760,673	749,004		847,441	847,441	847,441	847,441	847,441	847,441
Total Funding		3,856,099	4,117,645		4,095,680	4,353,326	4,145,680	4,095,680	4,353,326	4,145,680
Excess Appropriation/(Funding)		0	0		0	0	50,882	0	0	50,882
<b>Grand Total</b>		<b>3,856,099</b>	<b>4,117,645</b>		<b>4,095,680</b>	<b>4,353,326</b>	<b>4,196,562</b>	<b>4,095,680</b>	<b>4,353,326</b>	<b>4,196,562</b>

## Change Level by Appropriation

**Appropriation:** 721 - Northwest TI-State

**Funding Sources:** ETN - General Revenue - Northwest Technical Institute

### Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>4,095,680</b>	<b>52</b>	<b>4,095,680</b>	<b>100.0</b>	<b>4,095,680</b>	<b>52</b>	<b>4,095,680</b>	<b>100.0</b>
C01	Existing Program	60,000	0	4,155,680	101.5	60,000	0	4,155,680	101.5
C02	New Program	152,646	3	4,308,326	105.2	152,646	3	4,308,326	105.2
C08	Technology	45,000	0	4,353,326	106.3	45,000	0	4,353,326	106.3

### Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>4,095,680</b>	<b>52</b>	<b>4,095,680</b>	<b>100.0</b>	<b>4,095,680</b>	<b>52</b>	<b>4,095,680</b>	<b>100.0</b>
C01	Existing Program	20,000	0	4,115,680	100.5	20,000	0	4,115,680	100.5
C02	New Program	50,882	1	4,166,562	101.7	50,882	1	4,166,562	101.7
C08	Technology	30,000	0	4,196,562	102.5	30,000	0	4,196,562	102.5
C10	Reclass	0	0	4,196,562	102.5	0	0	4,196,562	102.5

### Justification

C01	The administration at NTI requests General Revenue funds and appropriation in the amount of \$60,000 for operations. \$40,000 is requested for Educational Supplies & Materials cover the costs of instruction for our students. Additionally, \$20,000 is requested for Electricity. Without having any increases in our General Revenue funding in the last 10 years for operations, our operations levels are at a minimum. All of these increases would still be short of our FY-2002 level for operations.
C02	General revenue funds and appropriation are requested for three additional Career & Technical Faculty. One position is for our secondary Collision Repair Program. The second position is for our Welding Program. These two positions will allow NTI to continue our secondary programs, which are partnered with NWACC. The third position is for our post-secondary Collision Repair Program. This program will fill a critical need by providing education and training for repair technicians in NW Arkansas.
C08	General revenue funds and appropriation are requested in the amount of \$45,000 for technology related initiatives. The increases are for a new student database that will require NTI to pay \$30,000 annually for software maintenance agreements. The Institute also needs to upgrade software that is being used for our classroom programs in the amount of \$15,000.
C10	The Executive Recommendation reclassifies a position due to duties and responsibilities changing since the payplan study.

## **Analysis of Budget Request**

**Appropriation:** 722 - Northwest TI-Federal

**Funding Sources:** FTN - Federal Operations - NTI

This federal appropriation is administered by Northwest Technical Institute (NTI) and federal funds for its support are received from the Carl D. Perkins Vocational & Applied Technology Education Act (P.L. 101-392), and reimbursement programs such as the Jobs Training Partnership Act.

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

The Agency requests Base Level of \$89,363 for each year of the 2011-2013 biennium, and Change Level of \$80,008 in federal appropriation for the following:

- \$65,856 in Extra Help and associated Personal Services Matching for NTI's Adult Basic Education program. Most of NTI's Adult Education students are 'English as a Second Language' (ESL) students. This appropriation would be used for extra-help instructors that teach the additional ESL classes necessary to educate these students. In FY2010, NTI requested miscellaneous federal grants (MFG) to increase appropriation in these areas to accommodate increased federal funding. This request will increase appropriation to the levels achieved with the processing of those MFGs.
- \$14,152 in Operating Expenses, specifically for educational supplies and materials to support NTI's 40% increase in enrollment during the 2009-2011 biennium.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** 722 - Northwest TI-Federal

**Funding Sources:** FTN - Federal Operations - NTI

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		2009-2010	2010-2011	2010-2011	2011-2012			2012-2013		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	45,500	39,250	71,435	38,901	38,901	38,901	38,901	38,901	38,901
<b>#Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
Extra Help	5010001	86,820	27,680	27,680	27,680	87,680	87,680	27,680	87,680	87,680
<b>#Extra Help</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
Personal Services Matching	5010003	21,827	16,702	27,843	16,621	22,477	22,477	16,621	22,477	22,477
Operating Expenses	5020002	1,725	6,161	20,313	6,161	20,313	20,313	6,161	20,313	20,313
Conference & Travel Expenses	5050009	0	0	2,000	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
<b>Total</b>		<b>155,872</b>	<b>89,793</b>	<b>149,271</b>	<b>89,363</b>	<b>169,371</b>	<b>169,371</b>	<b>89,363</b>	<b>169,371</b>	<b>169,371</b>
<b>Funding Sources</b>										
Federal Revenue	4000020	155,872	89,793		89,363	169,371	169,371	89,363	169,371	169,371
Total Funding		155,872	89,793		89,363	169,371	169,371	89,363	169,371	169,371
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
<b>Grand Total</b>		<b>155,872</b>	<b>89,793</b>		<b>89,363</b>	<b>169,371</b>	<b>169,371</b>	<b>89,363</b>	<b>169,371</b>	<b>169,371</b>

## Change Level by Appropriation

**Appropriation:** 722 - Northwest TI-Federal  
**Funding Sources:** FTN - Federal Operations - NTI

### Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>89,363</b>	<b>1</b>	<b>89,363</b>	<b>100.0</b>	<b>89,363</b>	<b>1</b>	<b>89,363</b>	<b>100.0</b>
C01	Existing Program	80,008	0	169,371	189.5	80,008	0	169,371	189.5

### Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>89,363</b>	<b>1</b>	<b>89,363</b>	<b>100.0</b>	<b>89,363</b>	<b>1</b>	<b>89,363</b>	<b>100.0</b>
C01	Existing Program	80,008	0	169,371	189.5	80,008	0	169,371	189.5

### Justification

C01	The agency requests \$80,008 in additional federal appropriation. \$60,000 in additional extra help and \$5,856 in personnal service matching. This is needed for instruction of English as a Second Language (ESL) classes. The best use of our federal funds is to teach these short term classes. Also, \$14,152 of appropriation is requested to purchase educational supplies & materials for the classroom.								
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## **Analysis of Budget Request**

**Appropriation:** B60 - Northwest TI-Cash

**Funding Sources:** 173 - Cash Operations - NTI

Funding for this cash appropriation is received from tuition (\$36 to \$100 per hour), resale from the bookstore, and reimbursement programs such as Apprenticeship. These funds supplement and enhance general revenue funding.

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

Northwest Technical Institute (NTI) requests Base Level appropriation of \$2,016,286 and Change Level appropriation of \$300,000 for both years of the 2011-2013 biennium. Change Level request breaks down as follows:

- \$50,000 in Operating Expenses for educational supplies and materials to support NTI's 40% increase in enrollment.
- \$50,000 in Resale (Cost of Good Sold) to support increased sales activity resulting from NTI's Book Store operations.
- \$200,000 in Capital Outlay to restore the previous biennium's authorized level and to permit the purchase of equipment as necessary.

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

## Appropriation Summary

**Appropriation:** B60 - Northwest TI-Cash

**Funding Sources:** 173 - Cash Operations - NTI

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		2009-2010	2010-2011	2010-2011	2011-2012			2012-2013		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	174,793	299,300	299,489	297,001	297,001	297,001	297,001	297,001	297,001
<b>#Positions</b>		<b>9</b>	<b>10</b>	<b>11</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
Extra Help	5010001	386,244	556,450	556,450	556,450	556,450	556,450	556,450	556,450	556,450
<b>#Extra Help</b>		<b>44</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>64</b>
Personal Services Matching	5010003	116,159	167,539	153,822	169,335	169,335	169,335	169,335	169,335	169,335
Operating Expenses	5020002	127,747	353,500	353,500	353,500	403,500	403,500	353,500	403,500	403,500
Conference & Travel Expenses	5050009	12,905	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Professional Fees	5060010	154,700	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Resale (COGS)	5090017	248,125	275,000	275,000	275,000	325,000	325,000	275,000	325,000	325,000
Capital Outlay	5120011	59,257	200,000	200,000	0	200,000	200,000	0	200,000	200,000
<b>Total</b>		<b>1,279,930</b>	<b>2,216,789</b>	<b>2,203,261</b>	<b>2,016,286</b>	<b>2,316,286</b>	<b>2,316,286</b>	<b>2,016,286</b>	<b>2,316,286</b>	<b>2,316,286</b>

Funding Sources										
Fund Balance	4000005	528,978	665,934		585,508	585,508	585,508	486,011	486,011	486,011
Cash Fund	4000045	1,416,886	2,136,363		1,916,789	2,216,789	2,216,789	1,916,789	2,216,789	2,216,789
Total Funding		1,945,864	2,802,297		2,502,297	2,802,297	2,802,297	2,402,800	2,702,800	2,702,800
Excess Appropriation/(Funding)		(665,934)	(585,508)		(486,011)	(486,011)	(486,011)	(386,514)	(386,514)	(386,514)
<b>Grand Total</b>		<b>1,279,930</b>	<b>2,216,789</b>		<b>2,016,286</b>	<b>2,316,286</b>	<b>2,316,286</b>	<b>2,016,286</b>	<b>2,316,286</b>	<b>2,316,286</b>

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



## Change Level by Appropriation

**Appropriation:** B60 - Northwest TI-Cash

**Funding Sources:** 173 - Cash Operations - NTI

### Agency Request

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>2,016,286</b>	<b>10</b>	<b>2,016,286</b>	<b>100.0</b>	<b>2,016,286</b>	<b>10</b>	<b>2,016,286</b>	<b>100.0</b>
C01	Existing Program	300,000	0	2,316,286	114.9	300,000	0	2,316,286	114.9

### Executive Recommendation

Change Level		2011-2012	Pos	Cumulative	% of BL	2012-2013	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>2,016,286</b>	<b>10</b>	<b>2,016,286</b>	<b>100.0</b>	<b>2,016,286</b>	<b>10</b>	<b>2,016,286</b>	<b>100.0</b>
C01	Existing Program	300,000	0	2,316,286	114.9	300,000	0	2,316,286	114.9

### Justification

C01	Cash appropriation is requested to restore Equipment Expense in the amount of \$200,000. This will allow the procurement of equipment for instructional purposes. Also we are requesting additional cash appropriation for Resale in the amount of \$50,000 and additional appropriation of \$50,000 for Operations. With an increase in our post-secondary enrollment, the additional resale is needed for textbook sales to students. Also we have two new secondary programs that has caused an increase in Educational Supplies & Materials.								
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