

# COLORADO HISTORICAL SOCIETY

**Fiscal Year 2008-2009  
Budget Request**

Submitted by:

---

Edward C. Nichols, President and CEO

November 1, 2007

**Schedule 1  
Table of Contents  
Colorado Historical Society**

<b>Schedule</b>	<b>Title</b>	<b>Pages</b>
1	Budget Request Table of Contents	1
	Strategic Plan	2-37
2	Summary by Long Bill Group	38
3	Reconciliation by Line Item	39-51
4	Source of Funding	52-54
5	Line Item Statute	55-57
6	Special Bills Summary	58
7	Supplemental Bills Summary	59
8	Common Policy Summary	60-63
9	Cash Funds Reports	64-67
10	Summary of Change Requests	68
13	Summary of CHS HR-1	69
	CHS HR-1 Salary Study Implementation Funding for Non-classified Staff	70-77
13	Summary of CHS IT	78
	CHS IT Extend CHS Network to Regionals	79-84



COLORADO HISTORICAL SOCIETY

## STRATEGIC PLAN

July 13, 2007

(Revised 10/11/07)



# COLORADO HISTORICAL SOCIETY

## Section 1. Introduction and Organization Chart

An educational institution of the State of Colorado, the Colorado Historical Society is entrusted to care for the State's historical items and places, for the benefit of our citizens (CRS 24-80-401 et seq.). Over its 128-year existence, the Society has assembled a superb collection of artifacts, photographs, manuscripts, and research records which we use today to meet the challenge of educating Colorado citizens on their history. Our resources include world-class collections, talented and caring staff, and generations of work, effort and reward that we share with Colorado residents, tourists, students and researchers.

The Society is as complex and wide-reaching as Colorado's historical past. As an organization, CHS spans facilities from the Colorado History Museum in Denver to regional museums including Fort Garland and Fort Vasquez, Leadville's Healy House and the Ute Indian Museum in Montrose. Offerings range from action facilities such as the Georgetown Loop Railroad® to more sedate house tours at Trinidad's Bloom Mansion and classrooms in the education department in Denver. We also manage the research facilities of the Stephen H. Hart Library and the state historic preservation office, including extensive archaeological records, which assist us as stewards of Colorado's historical past. Through the State Historical Fund, CHS administers the grant program awarding millions of dollars in preservation grants each year to deserving projects throughout Colorado.

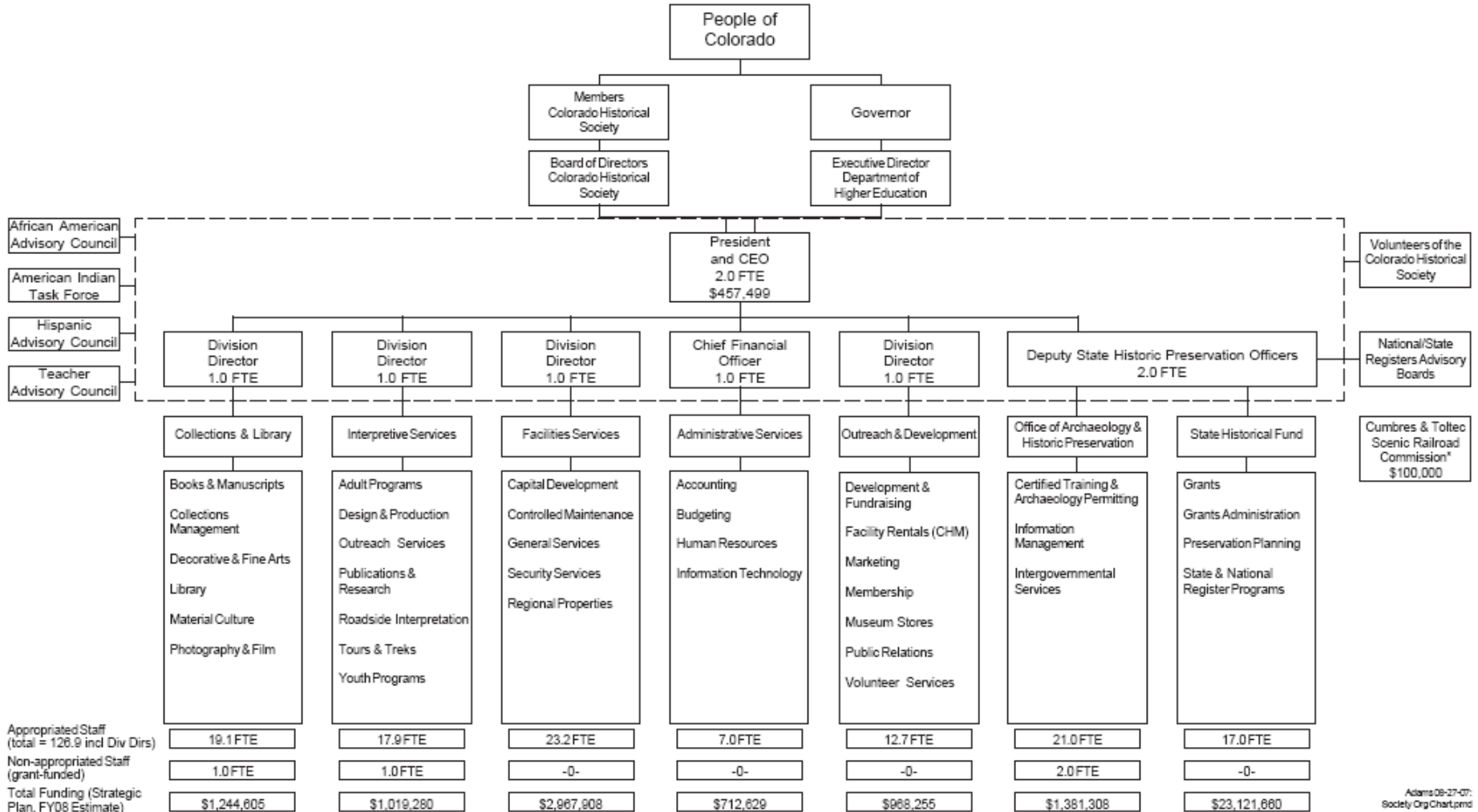
As we continue our mission—to collect, preserve, and discover the history of Colorado--we are seeing many changes. The Board of Directors has approved Ed Nichols as the new President and CEO of the Society, a new branding and marketing program has been initiated (see the new CHS logo), the website design and capabilities are being enhanced, and discussions about a relocation of the Colorado History Museum are underway.

As a State agency and a 501(c) (3) non-profit educational institution, the Society is a hybrid. As such, we continue to do a commendable job managing the State's historical collections, system of regional museums, Office of Archaeology and Historic Preservation, educational programs, exhibitions, Stephen H. Hart Library, publications, and the State Historical Fund grants program.



# COLORADO HISTORICAL SOCIETY

## ORGANIZATIONAL CHART COLORADO HISTORICAL SOCIETY



Appropriated Staff (total = 128.9 incl Div Dirs)  
 Non-appropriated Staff (grant-funded)  
 Total Funding (Strategic Plan, FY08 Estimate)  
 (Total = \$31,973,144)

\* Cumbres & Toltec Scenic Railroad Commission operates on an inter-governmental agreement between Colorado and New Mexico. Funding of \$100,000 from Colorado General Fund passes through the Colorado Historical Society.



# COLORADO HISTORICAL SOCIETY

## Section 2. Mission and Vision Statements

### **Mission Statement**

As the designated steward of Colorado history, we aspire to engage people in our State's heritage through collecting, preserving, and discovering the past in order to inspire, educate and provide perspectives for the future.

### **Vision Statement**

The Colorado Historical Society will be recognized as the state's premier resource for the education, collection and preservation of Colorado history. It will continue to provide leadership and support to our partners in education, archaeology and historic preservation statewide through the education and emphasis on local participation, decision-making, and responsibility in the preservation and protection of the full spectrum of Colorado's cultural heritage, buildings, places, objects and traditions.



## Section 3. Objectives

### 1. Education

To promote Colorado and western history, engaging people in our State's heritage through education. This is accomplished through a publications program, resources for elementary and secondary schools and teachers, innovative public programs, exhibitions, and websites.

### 2. Stewardship

To improve physical care and cataloguing of the State's history collections, and public access to these items. This enables research leading to new discoveries about our heritage. We strive to maintain the excellence and continuing relevance of our collections. The Colorado Historical Society collects and preserves objects to document the essential evidence of the State's past and to insure there is a continuing and publicly accessible record of the people and events that have shaped Colorado's present.

### 3. Preservation

To protect and preserve Colorado's significant historic and prehistoric properties, including buildings, structures, sites, objects, and districts. Historic and prehistoric resources provide a physical link to our past, helping us to maintain community identity. They represent past events, people, and ideas that we as Coloradans feel are important to honor and understand. They contribute to the quality of life of all Coloradans, and to the state's economy through heritage tourism and job creation.



## Section 4. Agency-Wide Performance Measures

**CHS 1. Number of participants in educational programs,** to engage people in our State’s heritage through education and promotion of Colorado and western history. Educate the public, serving as the premier resource for Colorado history. Increase overall participation in Society programs.

A major goal of CHS is to support teachers statewide by providing resources that complement the Colorado Model Standards specifically for Social Sciences, Literacy, Visual Arts, Economics, and Geography to enhance the classroom curricula. Other educational programs are targeted to adult learners. This measure includes: participation in public programs including school programs, lectures, workshops, instructional kits; exhibition visitors; and adult classes in archaeology. Participation in publications is not directly measurable. CHS has at least 7,004 members who receive publications.

Performance Measure	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Total number of participants	Benchmark	New Measure	New Measure	405,590	442,600
	Actual	381,881	384,906	Unknown	Unknown

**CHS 2. Number of contacts with history research tools and facilities,** to enable citizens to learn independently and apply their new knowledge for a variety of purposes, including community planning. Increase public use of research materials. This measure includes: Office of Archaeology and Historic Preservation site file searches; library/curatorial inquiries; and website use.

Performance Measure	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Total Number of Contacts	Benchmark	New Measure	New Measure	887,300	1,161,500
	Actual	538,813	639,095	Unknown	Unknown





# COLORADO HISTORICAL SOCIETY

**CHS 3. Number of records generated,** to document the essential evidence of the state’s past. This includes object records for the state’s collection of historic artifacts and archival materials, plus site and survey records documenting the Colorado’s historic places.

Performance Measure	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Total number of records generated	Benchmark	New Measure	New Measure	37,016	38,000
	Actual	27,049	27,549	Unknown	Unknown

**CHS 4. Dollars leveraged by State Historical Fund grants.** The *Economic Benefits of Historic Preservation in Colorado*<sup>1</sup>, published in 2005, reports that for each \$1 million in grants for ‘bricks and mortar projects’ distributed by the SHF between 1993 and 2003, approximately \$5.7 million in additional funds were leveraged. In addition, a multiplier of 1.28 can be applied to determine the indirect impacts of these investments resulting in \$8.6 million in impacts for every \$1 million awarded in SHF grants.

Performance Measure	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Total support for the state’s economy by distributing SHF grants for building restoration and rehabilitation	Benchmark	New Measure	New Measure	\$125,000,000	\$130,000,000
	Actual	\$105,780,000 to economy	\$120,400,000	Unknown	Unknown

In FY05-06, 78 grant projects fell into this category. In FY06-07, 85 grants fell into this category. However, the number of grants is not as directly connected to the economic impact of grant expenditures as the total amount awarded, and so has not been incorporated as a performance measure. Also note that the same multiplier applies to property owner investment in restoration and rehabilitation projects that qualify for the State and Federal Investment Tax Credits, also administered through the Office of Archaeology and Historic Preservation.

<sup>1</sup> Clarion Associates, *The Economic Benefits of Historic Preservation in Colorado, 2005 update* (Denver: Colorado Historical Foundation, 2005), 7-11.



# COLORADO HISTORICAL SOCIETY

**CHS 5. Public Participation in the Regional Museum Network.** In addition to the main Colorado History Museum, the Regional Museums are a vital historic resource in the statewide operations of the Society. Collectively, they are one of three departmental responsibilities in the Facilities and Regional Museum Division (FaRM). The Division maintains a network of museums, historic sites, and support facilities while exhibiting a model of historic preservation practices. Museums and historic sites provide a sense of place evoking the past in a real and exciting way, supporting the delivery of the Society’s newly branded *History Colorado* outreach, educational, and interpretive products. The network engages people in our State’s heritage through experiencing the historic environment while learning about Colorado’s rich legacy within the broader history of the West. Visiting the CHS regional museums enables the public to observe historic preservation as it occurs, experience the historic site in an active and sensory manner, and learn the cultural diversity of the state’s rich history.

Performance Measure	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Regional Museum visitation and usage numbers.	Benchmark	170,000	170,000	170,000	175,000
	Actual	168,312	154,810	Unknown	Unknown

Based on the Colorado Historical Society’s Heritage Tourism Funding Update, Winter 2007<sup>2</sup>, within Colorado, heritage tourism generates \$7.3 billion in visitor spending, \$1.1 billion in total household earnings and 138,400 jobs. The heritage tourism industry is one of the most important in the State’s economy. It is the fastest growing segment of the U.S. domestic leisure travel sector. Based on the Tourism Office’s Marketing Plan FY 2005-2006<sup>3</sup>, the heritage tourist tends to be more educated, more affluent and, not surprisingly, spends more money while on vacation. Tour trips account for 34% of the marketable heritage trips, compared to 18% of the national norm. The average heritage traveler spends \$355 per day in Colorado.

<sup>2</sup> Colorado Historical Society – State Historical Fund, “Heritage Tourism Funding Update” (Denver: Colorado Historical Society, 2007).

<sup>3</sup> “Colorado Tourism Office Marketing Plan for FY2005-2006,” (Colorado: Praco).



# COLORADO HISTORICAL SOCIETY

## Section 5. Division Plans

### A. Interpretive Services Division

**Description:** The Interpretive Services Division includes the following departments: Education and Public Programs; Design and Production (Exhibitions); Publications; Research; and the Historic Marker Program. The Division takes the lead in providing the educational framework and programs for CHS.

**Mission:** To provide educational opportunities for all ages and learning styles.

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
<b>Education Resources</b> (participants)	Benchmark	N/A	N/A	215,000	225,000
	Actual	208,770	211,108	Unknown	Unknown
This measure specifically includes all school and teacher related programs of CHS. Education resources include: on-site school programs; off-site school programs; teacher workshops and programs; and use of outreach resources					
<b>Public Programs</b> (participants)	Benchmark	N/A	N/A	15,000	17,000
	Actual	14,607	11,435	Unknown	Unknown
This measure includes all public programs specifically developed for adults; families; children; and special interest groups to participate and appreciate Colorado and western history through programs at the Colorado History Museum and the regional museums. FY06-07 saw a decrease in lecture series attendance due to staff turnover.					
Participation in <b>publications</b> is not directly measurable. CHS has at least 7,004 members who receive publications. This measure includes three publications ( <i>Colorado History NOW</i> , <i>Colorado Heritage</i> , and <i>Colorado History Journal</i> ), in addition to other books published on specific topics. Authors throughout the United States submit articles on Colorado and western history to <i>Colorado Heritage</i> and <i>Colorado History Journal</i> each year. Articles highlight both historical and contemporary issues, and authors are from diverse backgrounds.					



# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
<b>Exhibitions attendance</b>	Benchmark	N/A	N/A	325,595	341,875
	Actual	325,279	310,091	Unknown	Unknown
The attendance measure includes the exhibitions at the Colorado History Museum and regional museums. Exhibits provide informal and formal learning opportunities for both students and the public.					

Workload Indicators	FY05-06 Actual	FY06-07 Actual	FY07-08 Est.	FY08-09 Est.
Expect increased attendance in elementary school programs by 5% each year	144,592	186,485	195,809	205,597
Expect increased attendance in secondary school programs by 5% each year	250	263	276	290
Expect increased attendance in public programs	5,404	5,674	5,957	6,255



# COLORADO HISTORICAL SOCIETY

## B. Collections and Library Division

**Description:** The Collections and Library Division of the Colorado Historical Society is comprised of four curatorial departments (Books and Manuscripts, Decorative and Fine Arts, Material Culture, and Photography and Film) which acquire, preserve, and interpret collections. In addition, Collections Management and Registration manage the physical care, documentation and legal records relating to the collections, and the Stephen H. Hart Library provides free public access to the Society’s archives and photography collections.

**Statutory Authority:** C.R.S. 24-80-210 “Collections of a scientific or historical nature shall be properly classed and catalogued and shall be at all reasonable hours open for public inspection and examination.”

**Mission:** To collect, document, care for, and interpret the essential evidence of the State’s past, and to insure there is a continuing and publicly accessible record of the people and events that have shaped Colorado’s present and which provide a national and regional context for understanding what is going on around us.

**Performance Measures** are based on our statutory responsibility per C.R.S. 24-80-210 (see above)

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Use of Library and curatorial resources	Benchmark	30,000	30,000	39,000	40,000
	Actual	32,129	38,603	Unknown	Unknown
Staff provides access to collections and associated resources and information through Library patron visits, Collections behind-the-scenes tours, and responding to phone, e-mail and mail inquiries. Library e-mail inquiries increased significantly in FY06-07.					



# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
<b>Document collections</b> through cataloguing and physical inventory	Benchmark	5500 records created 25,000 physically inventoried	10,000 records created 25,000 physically inventoried	8,000 records 25,000 inventoried	9,000 records 25,000 inventoried
	Actual	9,738 records created 25,842 items inventoried	7,820 records created 25,175 items inventoried	Unknown	Unknown
Documentation is critical to providing responsible care and access to Society collections and to insuring that present and future generations will understand the full range of the collections' historical significance and societal role. Catalog records are created for new and backlog collection items, and updated locations and current condition reports are entered into the database as part of the ongoing inventory process.					
<b>Improve physical care</b> of the collections	Benchmark	New Measure	1000	1300	1500
	Actual	New Measure	1364 items moved to improved storage conditions	Unknown	Unknown
Storage of objects in archivally sound conditions is integral to their long-term preservation. Storage boxes and mounts are custom fabricated for fragile and environmentally vulnerable collections.					
<b>Develop partnerships</b> with American Indian tribes and with other cultural institutions to encourage and enhance the stewardship of and public access to collections.	Benchmark/Tribal	30	30	80	85
	Benchmark/Other	New Measure	New Measure	30	35
	Actual/Tribal	703 total consultations with 46 different tribes*	400 total consultations with 47 different tribes*	Unknown	Unknown
Actual/Other	outgoing loans to 35 other institutions	outgoing loans to 28 other institutions	Unknown	Unknown	
Tribal partnerships and consultation are critical to the successful implementation of federal repatriation law 25USC 3001 (Native American Graves Protection and Repatriation Act). CHS also partners with other museums by providing loans of collection objects for exhibition purposes. * The number of tribal consultations was unusually high in FY05-06 and 06-07 due to a grant-funded NAGPRA project.					



# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Initiate research for upcoming exhibits	Benchmark	New Measure	New Measure	3	3
	Actual	3 active exhibit projects	4 active exhibit projects	Unknown	Unknown
<p>The curatorial staff actively researches historic events and topics and the associated collections. These are developed as educational exhibits for public display in the temporary and core exhibit galleries of the Colorado History Museum and regional properties. FY06-07 exhibit projects: Tribal Paths (opened), Italians of Denver (opened), Denver Artists' Club (opened), and Imagine a Great City: Denver's 150<sup>th</sup> Anniversary (ongoing).</p>					

Workload Indicators (operating at staff capacity)	FY05-06 Actual	FY06-07 Actual	FY07-08 Est.	FY08-09 Est.
Stephen H. Hart Library patron visits	5399	4969	5000	5000
Stephen H. Hart Library e-mail inquiries	2194	8189	8500	10,000
Stephen H. Hart Library and general information phone inquiries	18,048	18,208	18,000	18,000
Stephen H. Hart Library mail inquiries	988	1137	1000	1000
Curatorial inquiries (all 4 curatorial departments)	5500	6100	5500	6000
New and backlog collections catalogued	9738	7820	8000	8500
Collection items inventoried	25,842	25,175	25,000	25,000
Collection items photographed	6438	5022	5000	5000
New collection items acquired (all 4 curatorial departments)	5145	4476	4000	3500
Consultations with Native American Tribes as per federal law, 25USC 3001, Native American Graves Protection and Repatriation Act * Number of NAGPRA consultations was high in FY05-06 & 06-07 due to a grant-funded project.	703*	400*	80	80
Outgoing loans to other institutions	35	28	30	30
Total number of loaned objects	2685	2000+	2000	2000
Exhibit projects in research and development	3	4	3	3



## C. Office of Archaeology and Historic Preservation

**Description:** The Office of Archaeology and Historic Preservation (OAHP) documents, studies, and protects Colorado's historic places, fulfilling statutory responsibilities assigned to the State Archaeologist and the State Historic Preservation Officer, in order to heighten awareness and raise public appreciation for these cultural resources. The work units are: Cultural Resource Information Management Unit, Intergovernmental Services Unit, Office of the State Archaeologist, and Preservation Planning. Through publications, data searches, and websites, the Cultural Resources Information Management Unit provides current and accurate information for planning, research, and educational purposes. This includes information on sites, projects, procedures, and a variety of archaeological and architectural topics. The Intergovernmental Services Unit consults with federal and state agencies regarding the effects of their actions on historic properties, reviews rehabilitation tax credit projects, instructs and certifies local preservation commissions, and administers the annual Historic Preservation Fund federal grant to the State Historic Preservation Officer. The Office of the State Archaeologist encourages study of the state's archaeological resources through a variety of means, including educational programs, permits for archaeological and paleontological work on state lands, and coordination of response to discoveries of unmarked human graves. Finally, the Preservation Planning Unit oversees the development of the statewide historic preservation plan articulating 5-year goals for the preservation community, the survey and identification of historic sites, and the designation of such sites to the State Register of Historic Properties and the National Register of Historic Places. These properties contribute to an understanding of the historical and cultural foundations of the nation.

### **Statutory Authority:**

State: CRS 24-80 Part 4, Historical, Prehistorical, and Archaeological Resources  
CRS 24-80-1301, Unmarked Human Graves  
CRS 24-80.1, Register of Historic Places  
CRS 39-22-514, Income Tax Credits for Qualified Costs Incurred in Preservation of Historic Properties

Federal: 16 USC 470, National Historic Preservation Act  
25 USC 3001, Native American Graves Protection and Repatriation Act  
26 USC 47, Section 47 of the Internal Revenue Code (Rehabilitation Credit)

**Mission:** The Office of Archaeology and Historic Preservation provides statewide leadership and support in archaeology and historic preservation to engage Coloradans and their guests in partnerships to discover, preserve, and take pride in our architectural, archaeological, and other historic places.





# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Responses to inquiries from developers and planners, as <b>searches of the state's historic sites files</b>	Benchmark	1,000 by staff + 60,000 on-line	1,200 by staff + 70,000 on-line	1,300 by staff + 100,000 on-line	1,500 by staff + 120,000 on-line
	Actual	1,610 by staff + 78,090 on-line	1,382 by staff + 101,305 on-line	Unknown	Unknown
Checking existing site records demonstrates increased attention to historic places during development planning. Qualified consultants and government employees are increasingly doing this research through our on-line interface with the digital site files.					
<b>Projects reviewed</b>	Benchmark	2,100 projects	2,400 projects	2,500 projects	2,600 projects
	Actual	2,762 projects; new or revised programmatic agreements = 4	2,464 projects; new or revised programmatic agreements = 8	Unknown	Unknown
<p>The state historic preservation office advises project proponents to balance development with site protection. These reviews are mandated by the National Historic Preservation Act Section 106, the National Environmental Policy Act, or the Colorado Register of Historic Places Act. Negotiated programmatic agreements with other government agencies allow for collective, streamlined review of similar projects, and thus lower individual project counts. Some of the notable projects considered in FY06-07 were:</p> <ul style="list-style-type: none"> <li>○ Complex transportation projects including the I-70 Mountain Corridor, I-70 East (through the Globeville area), all lines of FasTracks, I-25 expansion through Pueblo, I-25 from Denver to the Wyoming state line, and US 50 from Pueblo to the Kansas state line.</li> <li>○ Extensive archaeological work at the Rueter-Hess Reservoir.</li> <li>○ Several gas pipelines traversing the northern portion of the state.</li> <li>○ Drilling in Western Colorado including the Roan Plateau.</li> <li>○ Cell tower projects.</li> </ul>					



# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Burials reported to the State Archaeologist	Benchmark	9 cases	9 cases	15 cases (18 weeks)	18 cases (22 weeks)
	Actual	8 cases=10 weeks of effort	12 cases=14 weeks	Unknown	Unknown
Investigation of archaeological sites including unmarked burials proceeds according to statutory requirements and an intertribal protocol negotiated in 2006 with the Colorado Commission of Indian Affairs and 38 tribes with a legacy in Colorado. This protocol accelerates the timeline for field recovery and analysis from one year to 60 days. Effort estimates include staff time spent in fieldwork and reporting; additional specialized physical anthropological analysis is contracted.					

Workload Indicators	FY05-06 Actual	FY06-07 Actual	FY07-08 Est.	FY08-09 Est.
Technical advice requests from the general public (includes website hits)	24,009	23,147	25,000	27,000
Archaeology classes for avocational archaeologists (operating at staff capacity)	116	104	110	110
Preservation tax credit reviews (state and federal) by OAHP staff	32	38	38	38
Number of properties evaluated for National & State register eligibility through the National Historic Preservation Act section 106 process	2,261	3,170	2,200	2,200
Sites added to the National & State historical registers	24 National/ 34 State	24 National/ 29 State	25 National/ 30 State	25 National/ 30 State
Number of archaeology and paleontology permits issued	96	100	100	100
Number of preservation law (National Historic Preservation Act section 106) presentations to government agencies	14	16	20	20
Number of site forms and survey documents processed for newly recorded archaeological and historic sites	17,311	19,729	29,016	29,316
Archaeological sites inspected in the field	48	68	70	72
Architectural sites inspected in the field	167	117	120	125
Number of Certified Local Governments	38	40	40	42
Properties designated on National and/or State Registers	34	29	30	31



## D. State Historical Fund

**Description:** The State Historical Fund (SHF) was created by Colorado voters through the passage of the 1990 constitutional amendment legalizing limited stakes gaming in Black Hawk, Central City and Cripple Creek. The amendment decreed that nearly one-fourth of the state tax revenue generated by gaming activity would be used for historic preservation efforts around the state. Subsequent legislation placed these funds under the guidance of the Colorado Historical Society, which administers the SHF program in conjunction with its Office of Archaeology and Historic Preservation. In 1993 the SHF awarded its first grants, and since then hundreds of Colorado's treasures have been saved for future generations. There are four work units within the SHF program. The Public Outreach Unit conducts grant application workshops, provides direct on-site advice and guidance to grant applicants, reviews draft applications, administers the application process, and provides public relations services to grant recipients. The Preservation Projects Unit oversees the performance of all funded projects by reviewing plans and specifications for compliance with the applicable Standards, providing on-site advice and guidance, and negotiating changes to scopes of work and budgets as necessary. The Contracts Unit oversees the issuance of grant award contracts, conducts reviews and audits, and handles contract amendments and due diligence. The Grants Administration Unit provides office management and reception services and provides support services to the grant application and award process.

**Constitutional and Statutory Authority:**

Constitution: Article XVIII Section 9(5) (a) (III)

Statutes: CRS 12-47.1, Colorado Limited Gaming Act

**Mission:** To foster heritage preservation through tangible and highly visible projects for direct and demonstrable public benefit.



# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
<b>Help to create jobs</b> in Colorado by distributing SHF grants for building restoration and rehabilitation	Benchmark	New measure	New measure	3,200	3,350
	Actual	2,638 new jobs created	3,003	Unknown	Unknown
<p>The <i>Economic Benefits of Historic Preservation in Colorado</i>, published in 2005, reports that for each \$1 million in grants for ‘bricks and mortar projects’ distributed by the SHF between 1993 and 2003, 32 new jobs were created. The study also states that these jobs are typically more skilled than similar jobs in new construction, and are more likely to be filled by people from the local community.<sup>4</sup></p>					
<b>Support the state’s economy</b> by <b>distributing SHF grants for heritage tourism-related sites and programs</b>	Benchmark	Est. \$3.4 billion in direct and indirect expenditures by heritage tourists in Colorado	Survey data from 2006 = \$3.4 billion	Survey will not be repeated until 2008	\$3.5 billion
	Actual	\$3.4 billion	\$3.4 billion	Unknown	Unknown
<p>These statistics are drawn from surveys conducted for the Colorado Tourism Office by Longwoods International, paid for in part by a grant from SHF. These surveys support national data indicating that heritage tourists stay longer and spend more money per trip than other tourists.<sup>5</sup></p>					
<b>Support publicly-owned historic buildings</b> through the SHF grant process	Benchmark	New measure	New measure	\$11,000,000	\$12,000,000
	Actual	\$9,194,092 in grants for publicly owned properties	\$10,273,287	Unknown	Unknown
<p>A significant majority of SHF grant funds are awarded to projects involving publicly-owned properties including state buildings, county courthouses, public libraries, schools, and city halls.</p>					
<b>Positive customer experience</b> with the agency through the	Benchmark	100%	100%	100%	100%
	Actual	90%	96%	Unknown	Unknown

<sup>4</sup> Clarion Associates (2005), 7-11.

<sup>5</sup> Longwoods International, “Colorado Travel Year 2006 Draft Report,” prepared for the Colorado Tourism Office (2007).



# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
grant application process					
Surveys have been conducted for the past two years, with exceptional results. Customer service is a high priority for the SHF staff.					

Workload Indicators	FY05-06 Actual	FY06-07 Actual	FY07-08 Est.	FY08-09 Est.
Dollar amount for SHF grants awarded to building restoration and rehabilitation projects	\$12,300,000	\$14,000,000	\$15,000,000	\$16,000,000
Note that the statistics above for economic impacts were based only on projects involving the restoration and rehabilitation of historic buildings. Economic impact data are not available for other types of funded projects, such as education projects or survey and planning projects.				
Dollar amount for SHF grants awarded to projects and programs directly affecting heritage tourism destinations	\$9,492,678	\$8,570,449	\$8,500,000	\$9,000,000
Projects were considered to directly affect heritage tourism when they involved historic properties that are destinations for heritage tourists, such as the state capitol, theaters and museums. Note that these figures include direct support for the Colorado Tourism Office's heritage tourism program, including payment for staff support for that program. They also include direct support for the Explore Colorado program on Channel 9, a partnership with the National Trust for Historic Preservation.				
Dollar amount for SHF grants awarded to projects and programs indirectly affecting heritage tourism destinations	\$4,548,762	\$7,441,092	\$7,500,000	\$8,000,000
Projects were considered to indirectly affect heritage tourism when they involved historic properties that might be viewed and enjoyed by heritage tourists, but were not considered actual destinations, such as churches, campus classroom buildings, and county courthouses.				
Number of SHF grants awarded to projects at publicly-owned properties	76	71	78	85
This figure remains somewhat constant, but should increase when the state capitol project has been completed.				
Total amount awarded to competitive grant applicants	\$9,657,035	\$11,413,129	\$11,500,000	\$13,000,000
Note that these figures do not include grants awarded through noncompetitive processes, such as historic structure assessments, archaeological assessments, internal grants supporting work at the Colorado Historical Society, or grants negotiated with external applicants in an effort to further board priorities, such as the grants to the Colorado Tourism Office and grants supporting the life/safety project at the state capitol.				
Percentage of competitive grant applications funded	61.5%	65.5%	45%	62%
Note that increased funding for the last phase of the state capitol project in FY08 will likely result in a decrease in the SHF's ability to fund other				



# COLORADO HISTORICAL SOCIETY

<b>Workload Indicators</b>	<b>FY05-06 Actual</b>	<b>FY06-07 Actual</b>	<b>FY07-08 Est.</b>	<b>FY08-09 Est.</b>
<p>projects. Also note that word-of-mouth indicates that in recent years, the SHF's support for projects at state-owned buildings has resulted in a general impression that funds are no longer as readily available as they once were for non-state-owned projects. As a result, the number of grant applications has fallen from earlier levels. When the state capitol life/safety project is complete in FY08, we believe that the number of grant applications will increase.</p>				

<b>Workload Indicators</b>	<b>FY05-06 Actual</b>	<b>FY06-07 Actual</b>	<b>FY07-08 Est.</b>	<b>FY08-09 Est.</b>
Total amount of competitive grant applications not funded	\$5,788,213	\$5,684,358	\$12,000,000	\$6,000,000
<p>Again, note that increased funding for the last phase of the state capitol life/safety project in FY08 will likely result in an increase in the total amount of competitive grant applications that cannot be funded. Additional state requests which actually exceed the amount available for the entire grant round will also contribute to this figure.</p>				
Number of Colorado counties in which grants were made	47	43	45	45
<p>This figure remains fairly constant, although the actual counties in which projects take place may change from year to year. Grants have been awarded to projects in every county.</p>				
Percentage of grant applicants responding to customer survey on application process	50%	58%	60%	60%
<p>A very large proportion of our customers respond to our survey instrument. Their support for the program is very strong.</p>				



## E. Facilities and Regional Museums

**Description:** The Facilities and Regional Museums<sup>6</sup> Division (FaRM) has three departmental responsibilities: Facilities, Security and Regional Museum operations. FaRM maintains a statewide network of museums, historic sites, and support facilities while exhibiting a model of historic preservation practices. Museums and historic sites provide a sense of place evoking the past in a real and exciting way, supporting the delivery of the Society's outreach, educational, and interpretive products. The division works to meet the Society's mission and vision through the following:

- **Partnership and Community Relations**

The division engages in building community and business partnerships statewide by establishing inter-governmental and operational agreements with local governments, chambers and byway organizations. It coordinates with the National Park Service, U.S. Forest Service, and BLM on land management and historic preservation issues at Society's regional properties. It also coordinates consultation with the Southern Ute, Ute Mountain Ute, and Northern Ute tribes concerning the Ute Indian Museum. The division maintains good working relations with regional museum friends organizations offering local community support. The division establishes local planning committees to assist the Society in crafting master plans and program plans for each regional property. Through local work groups it brings forward ideas resulting in improvements in revenue generation and better service to the general public and State of Colorado.

- **Business Operations**

Regional museums business operations account for half of the Society's visitation and earned revenue. The division oversees operations of 10 regional museums. This includes preparation of business plans relating to visitation, gift shop, rentals, and program revenue. It coordinates business operations of the Georgetown Loop Railroad® with a contracted vendor, currently a million-dollar enterprise. Staff prepares business agreement documents for Attorney General and Controller's Office review and coordinates with State agencies including: State Motor Pool, Risk Management, and Department of Personnel and Administration. Also, the division assists Cumbres & Toltec Scenic Railroad Commission, an Interstate Commission between Colorado and New Mexico, on legislative and operational needs.

- **Financial Management**

Staff determines and estimates construction budgets for annual legislative requests and manages capital construction and controlled maintenance appropriations. Annual requests are drafted and submitted to the Colorado Commission on Higher Education (CCHE), Capital Development Committee (CDC), and Joint Budget Committee (JBC). Division oversees the grant administration of awarded funds from federal, state, and private organizations. Staff works with the State's accounting system (COFRS) and follows fiscal rules for contracted goods and services. Each regional museum's director manages the site's approved annual budget.

---

<sup>6</sup> Regional museums and sites of CHS include the Colorado History Museum, Byers-Evans House Museum, El Pueblo History Museum, Fort Garland Museum, Fort Vasquez Museum, Georgetown Loop Historic Mining & Railroad Park®, Grant-Humphreys Mansion, Healy House and Dexter Cabin, Pike's Stockade, Trinidad History Museum, and Ute Indian Museum, as well as museum support centers in Denver and Pueblo.



# COLORADO HISTORICAL SOCIETY

- **Land and Asset Management**

Division oversees land management and real estate needs of the Society, including 1900+ acres of land and 50 structures ranging from Denver facilities to railroad operations in Georgetown. Management entails wildfire mitigation, flood control, water rights, water and forest management, wildlife habitat, fuel containment, emergency response coordination, cultural property protection, EPA and Colorado Department of Health requirements, boiler inspections, State Risk Management coordination, building inspections, and ADA compliance. Division drafts and oversees master plans, agreement documents, and annual reports as well as prepares leases and easements in consultation with State Real Estate and Attorney General's Office following the Society's statutory responsibilities. Staff cares for and manages real estate, cash, and property assets at each regional property.

- **Capital Construction/Controlled Maintenance/Historic Preservation**

Division manages restoration, reconstruction, and rehabilitation of historic structures, archaeology, landscaping, and new construction needs of the Society. It prioritizes projects for funding and oversees all phases of construction from schematic design through construction closeout. Staff manages preparation of purchase orders, contracts, change orders, supplementals, and other legal contract documents for services. All work is done in coordination with State Architect's Office. Specific fiscal and legal issues are coordinated with State Controller's Office and Attorney General's Office. The museum network is a model of historic preservation and archaeological evaluation following required statutes and meeting the Society's mission and vision.

- **Security**

Security standards and procedures are maintained by the division for museum operations and cultural properties statewide. This is done in coordination with local police and fire jurisdictions on issues relating to asset management and public safety. Staff monitors and oversees security needs as well as manages installation and maintenance of systems which address daily operational needs of Society museums. This is done by working in partnership with each division to meet security needs through the Safety Committee as well as State Judicial Department, State Patrol and other oversight organizations on state, regional, and homeland security requirements and planning.

## **Statutory Authority:**

CRS 24-80-209 Title of property – disbursement of revenue

CRS 24-80-501 Monument enumerated – control

CRS 24-80-502 Survey- report- acquisition

**Mission:** Dedicated to regional museum operations, security, historic preservation, and the real estate needs of the Colorado Historical Society.





# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Help to create jobs in Colorado through <b>Controlled Maintenance/Capital Construction projects</b> at the regional museums and support facilities while providing a model of historic preservation practices.	Benchmark	N/A	N/A	N/A	\$5,736,098
	Actual	\$2,318,208	\$5,225,628	\$1,586,000	Unknown
<p>The <i>Economic Benefits of Historic Preservation in Colorado</i>, published in 2005<sup>7</sup>, reports that for each \$1 million for ‘bricks and mortar projects’ between 1993 and 2003, 32 new jobs were created. The study also states that these jobs are typically more skilled than similar jobs in new construction, and are more likely to be filled by people from the local community. It also reports that for each \$1 million in grants for ‘bricks and mortar projects’ distributed between 1993 and 2003, approximately \$5.7 million in additional funds were leveraged. In addition, a multiplier of 1.28 can be applied to determine the indirect impacts of these investments resulting in \$8.6 million in impacts for every \$1 million invested by the State. A future Certificate of Participation request will be submitted depending on the final site selection and funding availability for a new central Colorado History Museum. The project is directly related to the new Colorado Judicial Complex proposed to be built on the 1300 block of Broadway. Estimated costs for the new museum building range from \$90 million to \$115 million depending on site location.</p>					

<sup>7</sup> Clarion Associates (2005), 7-11.



# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY07-08 Appropriation	FY08-09 Request
Provide strong <b>community partnerships</b> through the Society's regional properties.	Benchmark	N/A	N/A	39	40
	Actual	30 agreement documents	35	Unknown	Unknown
<p>These include intergovernmental agreements, leases and other agreement documents to support statewide museum operations and land management. The measure also includes strong working relationships with the interstate Cumbres Toltec Scenic Railroad Commission and Georgetown Loop Railroad® operations with the selected vendor. The Society has intergovernmental agreements with Boulder, Breckenridge, Idaho Springs, Georgetown, Silver Plume, Clear Creek County, Pueblo, Pueblo County, Montrose, and Montrose County as well as operational agreements with State Byway organizations, Frontier Pathways, Santa Fe Trail, Highway of Legends, Gold Belt, and Los Caminos Antiguos.</p>					
Provide <b>revenue generation</b> for Society operations through admission, programs, store sales and rentals.	Benchmark	N/A	N/A	\$530,000	\$555,000
	Actual	\$446,992	\$575,115	Unknown	Unknown
<p>A significant amount of the Society's revenue is generated at the regional museums, support facilities and other property holdings.</p>					
Customers have a positive experience with the agency through regional museums History Colorado operations. Keep <b>customer complaints</b> to a minimum.	Benchmark	N/A	N/A	3	2
	Actual	3	4	Unknown	Unknown
<p>Surveys have been conducted for the past two years, with exceptional results. Customer service is a high priority for the Society.</p>					



# COLORADO HISTORICAL SOCIETY

<b>Workload Indicators</b>	<b>FY05-06 Actual</b>	<b>FY06-07 Actual</b>	<b>FY07-08 Est.</b>	<b>FY08-09 Est.</b>
Dollar amount for Capital Construction and Controlled Maintenance projects for museum and site construction, restoration and rehabilitation projects.	\$1,940,159	\$2,281,532	\$2,300,000	\$2,400,000
Dollar amount for insurance claims	\$1,000	\$304,485	\$10,000	\$10,000
Significant increase due to two winter blizzards and water pipe rupture at the Lowry museum support and storage facility.				
Grant administration and reporting	2	4	4	3
Projects had specific reporting requirements depending on funding source. Federal requirements are met on all projects with federal funds.				
Number of police and incident reports	13	19	23	29
Police reports increased due to staff oversight and vigilance. Also, staff is trained to respond to emergency situations in a more proactive manner.				
Regional museum operational hours	15,645	15,655	15,655	15,655
Regional museums operate seven days a week May through September. Hours are adjusted October through April to meet limited FTE and funding support.				
Regional museum business plans drafted and approved	0	2	3	3
Plans are drafted with board and community input. The work group is created with FaRM staff, board, and community experts in the field.				
Community and special events	9	12	20	21
This includes community events done in partnership with the local governments, friends groups or partners. This includes the Pueblo Chile Festival, Mercado, Chipeta Walk, Friends of Trinidad Picnic, Fort Garland Friends Dinner, Teddy Bear Picnic, First Friday Art Walk, etc. These events do not have specific CHS educational or exhibit components, but enhance community relations.				
Regional museum store sales	\$174,026	\$185,549	\$186,000	\$190,000
These figures have increased annually based on improved merchandizing and mix of goods provided.				
Regional museum rentals, total attendance at rental events	17,772	18,825	19,209	19,601
Rental program includes marketing, showing, contracting, set up and breakdown time demands.				
Code and Safety reviews	31	36	30	34
Projects were reviewed for compliance with State code requirements and other applicable standards for regional museum operations. This includes review by the State plumbing, electrical and boiler inspection divisions and all environmental requirements through the Colorado Department of Health.				



# COLORADO HISTORICAL SOCIETY

## Capital Construction Requests FY-09

Each project is supported with a program plan, business plan or master plan submitted with each request to the Colorado Commission on Higher Education (CCHE), Capital Construction Committee (CDC) and Joint Budget Committee (JBC).

1. Ute Indian Museum Expansion	\$2,494,598
2. CHS Regional Museums	\$1,000,000
3. Georgetown Loop Railroad® bridge	\$ 441,500

## Controlled Maintenance Requests FY-09

1. Grant-Humphreys Mansion Facility Improvements and Repairs	\$ 301,000
2. Fort Garland, Geothermal Heating Upgrade	\$ 425,000
3. Bloom House Structural Stabilization, Phase II	\$ 397,976
4. REGI Security Upgrades, Phase I or III	\$ 302,462
5. Trinidad Site Accessibility and Landscape Upgrade	\$ 289,628

## New Colorado History Museum Site Selection

The Colorado Historical Society is seeking a new location to build a state-of-the-art Colorado History Museum. Since 1991, the CHS has evaluated solutions to ongoing museum facilities and accessibility issues. The organization is currently searching for a location that will maximize the educational mission of the Colorado Historical Society and Colorado History Museum, and the funding allocated to build it. A future COP request will be submitted depending on the final site selection and funding availability. The project is directly related to the new Colorado Judicial Complex proposed to be built on the 1300 block of Broadway. Estimated costs for the new museum building range from \$90 million to \$115 million depending on site location. Below is a brief history and where the process is today:

### **1991-2002**

- The Colorado Historical Society began exploring major facility expansion and upgrades to its existing building at 1300 Broadway in accordance with the Venturi Scott and Brown Civic Center Cultural Complex Plan.
- Recommended facility upgrades included getting building up to code, expanding exhibit space from 130,000 to 240,000 to accommodate traveling exhibits, upgrades to the library, and more educational learning space within the museum where CHS collections could be exhibited.
- In 2000, after conducting a competitive search for an architect, the firm of David Owen Tryba Architects (DOTA) was selected. DOTA and the Society developed “Vision 2000,” which assessed the current and future needs of the Colorado Historical Society/Colorado History Museum.
- The expansion was designed by DOTA, but did not come to fruition due to rescinded capital construction funds in 2002.



# COLORADO HISTORICAL SOCIETY

## 2005

- In an Urban Land Institute (ULI) study concluded that the Judicial/Heritage Complex, which houses the Colorado History Museum and the Colorado Judicial Branch, is wholly inadequate to fit the needs of both organizations.
- The ULI study found the complex to be undersized and poorly designed, with serious health and safety concerns, and in need of millions of dollars in deferred maintenance.
- The ULI study found the two organizations to be incompatible – the Judicial building requires heavy security around its perimeter while the Colorado History Museum encourages public gatherings and maintains an open door – and should not live on the same block.
- The findings led the ULI to recommend the relocation of the Colorado History Museum to another area within the Civic Center/Golden Triangle Museum District while identifying the importance of keeping the state museum within the governmental and cultural center of the city.
- Trammell Crow was retained as the project manager for both the Colorado History Museum and Judicial Departments projects.

## 2006- 2007

- Recognizing these critical issues, the Colorado General Assembly approved a feasibility study to explore the construction of a multi-agency Colorado Center of Justice and a new Colorado Historical Society/Colorado History Museum.
- Eight potential sites were evaluated that best fit the requirements for the Colorado History Museum. From these eight, three are considered most viable.



# COLORADO HISTORICAL SOCIETY

## Sites

Eight sites were evaluated, but three of the eight are currently considered most viable. Below is a brief summary of the three sites and the benefits and deficits based on criteria used to evaluate the viability of each site.

### The “Permit Center site,” located off 14<sup>th</sup> and Bannock.

#### Benefits:

- Prominent location near Civic Center Park
- Adjacent to cultural institutions including the Byers-Evans House Museum
- Located within the rapidly growing Golden Triangle Museum District
- Good visibility from Bannock and 14<sup>th</sup>, City and County Building, Civic Center Park

#### Deficits:

- Limited land available, multiple owners
- Denver Art Museum back is to the site
- Site requires multiple story exhibit space, limited program efficiencies -- a difficult site to build
- Limited ability to have urban outdoor gathering space; lot line to lot line development

### The “Colfax and Lincoln site,” located on the corner of Colfax and Lincoln adjacent to the Attorney General building.

#### Benefits:

- Highly visible
- Adjacent to Capitol and 16<sup>th</sup> Street Mall
- Lincoln and Colfax interchange
- Active urban setting
- Good public transportation access
- Publicly owned site

#### Deficits:

- Not a pedestrian or student/child friendly site
- Removed from the Cultural Complex and Museum District
- Congested Lincoln and Colfax interchange
- The site would need to incorporate the State’s future space needs This will reduce identity of the museum within a larger office building complex
- Corner environment viewed as unsafe
- Site requires multiple story exhibit space, limited program efficiencies



# COLORADO HISTORICAL SOCIETY

The “Civic Center Park site,” located on the southwest side of the park off 14<sup>th</sup> and Bannock directly across from the historic Carnegie Library.

**Benefits:**

- Within the Civic Center and Golden Triangle Museum District
- Site reflects the Society’s core mission to preserve and provide active stewardship of a significant resource
- Prominent location, pedestrian friendly, and visible
- Activates the park and connects the City and County Building with Capitol
- Broadens the Society’s programming potential, interior and exterior
- Broader partnership opportunities—City and State cooperation

**Deficits:**

- Site has logistical challenges for program layout and design
- More public interaction and dialog needed, requiring more time and funds
- More extensive archaeological investigation plan needed than other sites
- Potential challenges for park users during the building period
- Current social and maintenance issues of park

The sites were evaluated using the following criteria:

**Location**

- Golden Triangle-Museum District
- Civic Center
- State Capitol
- Accommodate 190,000 square feet
- Accommodate Flexibility
- Public Visibility
- Pedestrian Access
- Vehicular Access
- Access to Public Transportation
- Access to Public Parking
- School Bus Access and Drop Off
- Service Access and Loading Dock
- Lends itself to phasing

**Civic Presence**

- Relation to State Capitol Complex
- Complement and Strengthen Civic Center Complex
- Enhance Civic and Public Urban Space
- Serve as a Celebration/Gathering Space
- Promotes Broader Partnerships

**Program**

- Supports Core Mission
- Presents Open/Inviting Facility
- Supports Public Outreach
- Leverage Fund Raising
- Provides Entrepreneurial Opportunities
- Accommodates Discovery Hall design
- Enhances Broad Education/Learning Opportunities



# COLORADO HISTORICAL SOCIETY

## F. Division of Outreach and Development

**Description:** The Division of Outreach and Development consists of four primary departments, Development, Marketing, Membership and Volunteers. The division supports the operational missions of the Colorado Historical Society as outlined in the Strategic Plan, relating to funding, visitation, communications, membership, brand identity, revenue generation, accessibility and volunteer support

**Mission:** The Division of Outreach and Development supports the Colorado Historical Society’s core mission and academically defined institutional priorities by developing, maintaining, and strengthening relationships with members and donors, promoting philanthropy to maximize the resources raised, recruiting new customers and retaining and expanding relationships with existing customers, coordinating the internal and external communication efforts, and recruiting, training and retaining volunteers.

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY 07-08 Appropriation	FY 08-09 Request
Cultivation events and programs hosted annually	Benchmark	N/A	5	5	7
	Actual	4	5	Unknown	Unknown
<p>The Development Department hosts a number of events and programs each year with the intent of creating lasting relationship between the patrons and the Colorado Historical Society. These events provide a venue for the patron to learn more about our mission and ways in which they can become involved in our educational and exhibit programs. We provide personal Behind the Scenes tours to introduce potential donors to the museum and to view our outstanding collection of artifacts. We host our History Salon lecture/luncheons at the Grant Humphrey Mansion for major gift prospects to hear more about our educational programs and upcoming exhibits. We invite members, donors and sponsors to our Exhibit Preview receptions to thank them for their continued support. These events and programs bring awareness of the funding needs of the Society and thank our donors and sponsors.</p>					





# COLORADO HISTORICAL SOCIETY

Performance Measures	Outcome	FY05-06 Actual	FY06-07 Actual	FY 07-08 Appropriation	FY 08-09 Request
Donations raised to support CHS programs, exhibits and stewardship	Benchmark	Unknown	Unknown	\$2,000,000	\$2,500,000
	Actual	\$672,822	\$593,993	Unknown	Unknown
<p>The development office raises support for the CHS educational programs, including exhibits, by providing opportunities for patrons to sponsor and support our mission through monetary gifts. We send two direct mail appeals: a calendar year-end and a fiscal year-end spring appeal. These appeals go to members, previous donors, sponsors and prospects. A major gifts program was created in 2003 to provide added benefits to our upper level donors. We conduct research for potential and viable donors. We solicit donations from foundations and corporate sponsorship. We hold fundraising events and send mailings to a targeted audience to increase revenue for specific exhibits and educational programs</p>					
Increase the <b>number of CHS members</b> and associated revenue	Benchmark	7,000/\$450,000	7,000/\$450,000	8,000/\$500,000	8,500/\$531,250
	Actual	7,004 members/\$480,160	6,210 members/\$479,869	Unknown	Unknown
<p>The membership department raises \$475-500,000 per year and serves more than 6000 members through engaging programs, cultivation events, and targeted membership acquisition strategies.</p>					
Increase the base of <b>Volunteers</b>	Benchmark	650	650	650	675
	Actual	575	663	Unknown	Unknown
<p>The Volunteer Program of the Colorado Historical Society recruits, trains, and retains volunteers to enable the Society to continue and expand its programs. In FY06-07 the 663 volunteers worked 49,087 hours. Volunteer wage based on Independent Sector<sup>8</sup> is \$18.77 an hour, totaling \$921,363, or 28 (FTE) employees. Additionally, the department supports the fundraising activities and events of the volunteers. In FY06-07 the Volunteers of the Colorado Historical Society raised and donated \$34,669 to 16 departments within the Society. These projects varied from educational tools to archive materials to upgrade and enhance the Society's, collections, programs and properties.</p>					

<sup>8</sup> [www.independentsector.org/programs/research/volunteer\\_time.html](http://www.independentsector.org/programs/research/volunteer_time.html)



# COLORADO HISTORICAL SOCIETY

Workload Indicators	FY05-06 Actual	FY06-07 Actual	FY 07-08 Appropriation	FY 08-09 Request
<b>Development</b>				
Cultivation Events	4	5	5	7
Personal Visits (at staff capacity)	NA	52	52	52
Annual Appeal Letters	Fall & Spring	Fall & Spring	Fall & Spring	Fall & Spring
Prospect Research	6/month	6/month	6/month	6/month
<b>Membership</b>				
Upgrade/Prospect Events	1	1	1	1
Direct Mail Campaigns	2	1	1	2
Upgrade Incentives Offered	0	1	1	1
Online Memberships Sold	n/a	151	250	260
Corporate Membership Events	2	2	4	4
<b>Volunteers</b>				
Volunteer Hours	53,000	49,087	50,000	52,000
Training Events	6	7	7	8
Support Volunteer Efforts resulting in Annual Donations	\$25,900	\$34,669	\$35,000	\$36,400
<b>Marketing</b>				
Visits resulting from redesign of CHS website	426,984 visits	497,805 visits	750,000 visits	1,000,000 visits
Market Research Survey Conducted	3	5	5	10
Strategic Marketing and Communication Plans for CHS sites & programs	5	5	10	10
Promotional Partnerships resulting in added marketing value	2	4	5	6



## G. Administrative Services

**Description:** Administrative Services is responsible for the overall support of the agency through the management of human resources, accounting, and information technology in accordance with the stated objectives of the strategic plan.

Specifically:

- Human Resources- Carries out all HR duties for the entire department. This includes all facets of maintaining our workforce. Activities include: position exemption and classification; recruitment and selection including announcements for vacancies and promotions; maintaining all personnel records and information; providing counseling and guidance on initial employment, career advancement, and retirement; administering the total compensation program including benefits for both classified and non-classified staff; and risk management activities including liability, ergonomics assessments, worker's compensation management, and personal safety issues. The office also assists in employee training, performance management coaching, and resolution of difficult employee relation situations. HR supports the CHS diverse workforce goals and the HR Director serves as the agency's EEOC Officer, FML Coordinator, ADA Coordinator, Open Records Manager, Risk Manager, Unemployment Insurance Witness, Injured Worker's Compensation Coordinator, and Ergonomic Assessor. The HR office ensures compliance with applicable laws and regulations. It also advises all levels of staff on statewide policy issues and establishes procedures for CHS on HR matters.
- Accounting- Directs, controls and manages the accounting/procurement operations and functions for an annual operating budget of \$ 31.8 million and a capital construction budget of \$ 1.6 million... Works closely with all staff, the State Controller and State Purchasing to ensure efficient and effective management of all financial resources and compliance with fiscal rules. Executes the annual budget process, responding to requests for financial information or analysis requested by the Office of State Planning and Budget and the Joint Budget Committee. Supports the divisions on a variety of revenue, expenditure, and financial analysis issues.
- Information Technology- Provides leadership as well as operational support of the information technology (IT) functions of the Agency. Supports the overall pursuit of agency and division strategies and objectives by providing an IT-based operational environment that is both effective and efficient. The IT section is responsible for the establishment, update and enforcement of IT strategies, plans, policies, standards and procedures as provided by guidance received from the Governor's Office of Information Technology (OIT) and the President of the Agency. In addition, this program provides for the direct delivery of several agency services such as infrastructure, network and system application operations, centralized Internet/Intranet operations and maintenance and project management. The IT strategic plan is submitted to both OIT and OSPB as part of the annual budget process. There is a decision item this year to extend the CHS network to the regional sites.



# COLORADO HISTORICAL SOCIETY

**Performance Measures:** Administrative Services is integrally involved in achieving the performance measures that are identified in this strategic plan.

<b>Workload Indicators</b>	<b>FY05-06</b>	<b>FY06-07</b>	<b>FY07-08 Estimate</b>	<b>FY08-09 Request</b>
<b>Human Resources</b>				
Create and update CHS HR procedures	7	12	8	8
Manage job evaluation	28	101	30	30
Ensure timely performance management	100 % complete, 94.4% on time	100% complete, 86.4% on time	100% complete, 98% on time	100% complete, 100% on time
<b>Accounting</b>				
Number of Purchase Vouchers	4,215	3,031	2,000	2,000
Number of Purchase Orders	39	32	30	30
Procurement Card \$	\$79,040	\$528,941	\$600,000	\$600,000
<b>Information Technology</b>				
Applications including Network Operating System, office productivity software, application availability and CHS Web site during required hours	N/A	N/A	97% availability	97% availability
Average time to restore services including desktop support (IT Help Desk):	N/A	N/A	45 minutes	45 minutes
Maintain hardware systems within State recommended lifecycle age plan	N/A	N/A	97%	97%



## H. Office of the President

**Description:** The Office of the President (Executive Director; CEO) is responsible for the overall administration of the agency and leading the implementation of the direction for the organization as set by the board. It provides leadership and support in meeting its strategic objectives, previously listed in this strategic plan. It concentrates on the priority resource management issues that develop as state, federal and local policies become known.

- Administration and Policy Development – Includes the overall administration of the agency, the administration of the office and the function of policy development and program implementation related to the various boards and divisions of the agency. The communication function for the agency provides complete information services to the President and in support of the divisions. The Office also supports the President and divisions in its dealings with local, county, and state agencies, the Governors Office, the General Assembly, federal land management agencies and Congress.

**Performance Measures:** Just as the President’s Office provides leadership and support to the entire Department in meeting its strategic objectives, the office is also integrally involved in achieving both the department-wide and division-level performance measures that are identified in this strategic plan.

Workload Indicators	FY05-06 Actual	FY06-07 Actual	FY07-08 Estimate	FY08-09 Request
Direct reporting relationships	7	7	7	4



## Section 6: Key Trends and Other Background Information

The Colorado Historical Society is comprised of 12 museums in 10 different Colorado locations. While CHS is holding steady in attendance overall at these facilities, there is a national trend of decreased visitations to museums. We cannot ignore the increased competition for leisure time from other non-profit organizations, as well as sporting and leisure for-profit alternatives.

Visitors tend to explore exiting, active destinations. New technology is playing a stronger role in influencing people's leisure and educational destination choices. CHS must address technology that involves visitors in virtual tours that stimulate actual visits and enhance research.

Improvements in technology will play a role in the future of museums and history education delivery. This trend results in a need to improve databases and their access, web sites, museum collection review and marketing through technology, as well. The Office of Archaeology and Historic Preservation (OAHP) has begun to apply their databases to formats that integrate Geographic Information System (GIS) information. The leadership OAHP has displayed is an example of increased service level for digital visitors and researchers.

While in-house museum visitations are trending down nationally, heritage tourism numbers are trending up. Tourists who visit historic places stay longer and spend more money. CHS activity is notable in many ways here, with its regional museums that interest heritage tourists and benefit the communities where they are located. The Georgetown Loop Railroad®, one of Colorado's most notable heritage tourism sites, demonstrates this increased demand. Further, the millions of dollars in State Historic Fund grants for preservation assist greatly in keeping and adding facilities of interest to these tourists, while creating jobs in local economies at the same time. Heritage tourists also tend to buy related publications and CHS is meeting this trend with bi-monthly newsletters, quarterly magazine publications and special interest journals published regularly.

Reduction in available funding for education puts an increased obligation on CHS education programs to be a single source on Colorado and Western History for all state schools. Furnishing Colorado schools a single resource for teaching all students improves efficiencies in each school, but this is threatened by the increased transportation costs for field trips. With that, a shift in large corporate philanthropy to projects and programs with increased emphasis on a return on investment is resulting in museums having to tailor programs to areas of special interest and away from general funding for history or collections. While this is resulting in funding for CHS exhibit projects like *Ancient Voices* and *Tribal Paths*, it is difficult to raise funds for general and on-going museum and society operations, or for competitive capital campaigns.

Finally, compliance with the Native American Graves Protection and Repatriation Act increases expenses in these areas but our successful completion of consultations has raised the reputation of CHS resulting in an increased level of trust and confidence. In the end, this yields a raised level for communication and speed in dealing with burial discoveries and other topical matters, and produces a stronger relationship with the American Indians in Colorado, yielding improved presentations on and access to information regarding the American Indian tribes.

**Schedule 2**  
**Colorado Historical Society**  
**Department Summary by Long Bill Group**

Long Bill Line Item Fund Source	Actual FY 2006		Actual FY 2007		Approp FY 2008		Estimate FY 2008		Request FY 2009	
	Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
<b>(A) Cumbres &amp; Toltec RR Commission</b>	<b>260,000</b>	<b>0.0</b>	<b>510,000</b>	<b>0.0</b>	<b>100,000</b>		<b>100,000</b>		<b>100,000</b>	
General Fund	260,000		510,000		100,000		100,000		100,000	
<b>(B) Sponsored Programs</b>	<b>259,126</b>	<b>2.9</b>	<b>227,985</b>	<b>0.9</b>	<b>250,000</b>	<b>3.5</b>	<b>250,000</b>	<b>3.5</b>	<b>250,000</b>	<b>3.5</b>
Cash Funds	1,100		0		0		0		0	
Cash Funds Exempt	15,182		0		20,000		20,000		20,000	
Federal Funds	242,844		227,985		230,000		230,000		230,000	
<b>(C) Auxiliary Programs</b>	<b>1,202,063</b>	<b>12.7</b>	<b>944,699</b>	<b>12.4</b>	<b>1,619,208</b>	<b>14.5</b>	<b>1,619,208</b>	<b>14.5</b>	<b>1,619,208</b>	<b>14.5</b>
Cash Funds	650,822		530,459		1,035,699		1,035,699		1,011,264	
Cash Funds (DOHE/CCHE Pots)	0		0		83,509		83,509		107,944	
Cash Funds Exempt	551,241		414,240		500,000		500,000		500,000	
<b>(D) Gaming Revenue</b>										
<b>Gaming Cities Distribution</b>	<b>5,204,091</b>		<b>5,608,258</b>		<b>5,878,129</b>		<b>5,878,129</b>		<b>5,878,129</b>	
Cash Funds Exempt	5,204,091		5,608,258		5,878,129		5,878,129		5,878,129	
<b>Statewide Preservation Grant Program</b>	<b>18,432,859</b>	<b>16.5</b>	<b>16,159,864</b>	<b>15.6</b>	<b>17,863,255</b>	<b>18.0</b>	<b>17,863,255</b>	<b>18.0</b>	<b>17,039,965</b>	<b>18.0</b>
Cash Funds Exempt	18,432,859		16,159,864		17,863,255		17,863,255		17,039,965	
Cash Funds Exempt (DOHE/CCHE Pots)	0		0		0		0		0	
<b>Society Museum &amp; Preservation Operations</b>	<b>6,150,425</b>	<b>79.3</b>	<b>6,510,046</b>	<b>83.1</b>	<b>6,882,276</b>	<b>90.9</b>	<b>6,882,276</b>	<b>90.9</b>	<b>7,562,928</b>	<b>90.9</b>
General Fund (Base)	none		none		none		none		none	
General Fund (DOHE/CCHE Pots)	none		none		none		none		none	
Cash Funds	537,371		792,942		692,748		692,748		731,269	
Cash Funds (DOHE/CCHE Pots)	0		0		38,521		38,521		0	
Cash Funds Exempt	4,954,849		5,059,357		4,843,309		4,843,309		5,275,843	
Cash Funds Exempt (DOHE/CCHE Pots)	0		0		619,724		619,724		822,588	
Federal Funds	658,205		657,747		653,107		653,107		687,974	
Federal Funds (DOHE/CCHE Pots)	0		0		34,867		34,867		45,254	
<b>Colorado Historical Society Totals</b>	<b>31,508,564</b>	<b>111.4</b>	<b>29,960,853</b>	<b>112.0</b>	<b>32,592,868</b>	<b>126.9</b>	<b>32,592,868</b>	<b>126.9</b>	<b>32,450,230</b>	<b>126.9</b>
<b>General Fund (Base)</b>	<b>260,000</b>		<b>510,000</b>		<b>100,000</b>		<b>100,000</b>		<b>100,000</b>	
<b>General Fund (DOHE/CCHE Pots)</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
<b>Cash Funds</b>	<b>1,189,293</b>		<b>1,323,401</b>		<b>1,728,447</b>		<b>1,728,447</b>		<b>1,742,533</b>	
<b>Cash Funds (DOHE/CCHE Pots)</b>					<b>122,030</b>		<b>122,030</b>		<b>107,944</b>	
<b>Cash Funds Exempt</b>	<b>29,158,222</b>		<b>27,241,719</b>		<b>29,104,693</b>		<b>29,104,693</b>		<b>28,713,937</b>	
<b>Cash Funds Exempt (DOHE/CCHE Pots)</b>	<b>0</b>		<b>0</b>		<b>619,724</b>		<b>619,724</b>		<b>822,588</b>	
<b>Federal Funds</b>	<b>901,049</b>		<b>885,732</b>		<b>883,107</b>		<b>883,107</b>		<b>917,974</b>	
<b>Federal Funds (DOHE/CCHE Pots)</b>	<b>0</b>		<b>0</b>		<b>34,867</b>		<b>34,867</b>		<b>45,254</b>	

**Schedule 3  
Colorado Historical Society  
Program Detail**

		Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
Item		Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
<b>(A) Cumbres &amp; Toltec RR Commission</b>											
5570	Distributions - Intergov't Entity	260,000		510,000		100,000		100,000		100,000	
<b>Total Cumbres &amp; Toltec RR Comm</b>		<b>260,000</b>		<b>510,000</b>		<b>100,000</b>		<b>100,000</b>		<b>100,000</b>	
General Fund		260,000		510,000		100,000		100,000		100,000	
<b>Calculation of Long Bill Appropriation/Request</b>											
Long Bill Appropriation		260,000		510,000		100,000		100,000		100,000	
Supplemental Appropriations		0		0				0		0	
Reversion/ (Overexpenditure)		0		0				0		0	
<b>Total Source of Funds</b>		<b>260,000</b>		<b>510,000</b>		<b>100,000</b>		<b>100,000</b>		<b>100,000</b>	
<b>(B) Sponsored Programs</b>											
<b>I. Position Detail Calculation</b>											
Staff Specialist (N)		50,124	1.7	28,745	0.9			74,000	2.0	74,000	2.0
Program Assistant II (N)		5,486	0.2	0	0.0			0	0.0	0	0.0
Program Director (N)		25,682	1.0	0	0.0			0	0.0	0	0.0
<b>I.A. Position Detail Total</b>		<b>81,292</b>	<b>2.9</b>	<b>28,745</b>	<b>0.9</b>			<b>74,000</b>	<b>2.0</b>	<b>74,000</b>	<b>2.0</b>
<b>Other Personal Services</b>											
PERA 10.15%		7,697		2,416				7,511		7,511	
Amortization Equalization Distribution 1.6%		120		138				118		118	
Medicare 1.45%		1,099		279				1,073		1,073	
Termination/Retirement Payouts		107		0				0		0	
Other Personal Services		74,801		93,974	2.5			75,000	1.5	75,000	1.5
<b>I.B. Other Personal Services Total</b>		<b>83,824</b>		<b>96,808</b>	<b>3.4</b>			<b>83,702</b>	<b>3.5</b>	<b>83,702</b>	<b>3.5</b>
<b>Personal Services Subtotal</b>		<b>165,116</b>	<b>2.9</b>	<b>125,553</b>	<b>3.4</b>			<b>157,702</b>	<b>3.5</b>	<b>157,702</b>	<b>3.5</b>
<b>Central POTS Expenditures</b>											
Salary Survey (non-add)		0		0				0		0	
Performance based Pay (non-add)		0		0				0		0	
Health/Life/Dental		6,980		2,905				5,000		5,000	
Short-Term Disability .13%		109		33				96		96	
<b>I.D. Central POTS Total</b>		<b>7,089</b>		<b>2,938</b>				<b>5,096</b>		<b>5,096</b>	
<b>I.E. Base Personal Services Total</b>		<b>172,205</b>	<b>2.9</b>	<b>128,491</b>	<b>3.4</b>			<b>162,799</b>	<b>3.5</b>	<b>162,799</b>	<b>3.5</b>
<b>II. Operating Expenses</b>											
2180	GROUNDS MAINTENANCE	0		209				0		0	
2254	RENTAL OF MOTOR VEHICLES	599		0				0		0	
2510	IN-STATE TRAVEL	173		799				800		800	
2512	IN-STATE PERS TRAVEL PER DIEM	55		597				600		600	
2513	IN-STATE PERS VEHICLE REIMBSMT	624		585				600		600	
2515	STATE-OWNED VEHICLE CHARGE	350		446				500		500	
2520	IN-STATE TRAVEL/NON-EMPLOYEE	2,821		8,981				3,000		3,000	
2522	IS/NON-EMPL - PERS PER DIEM	375		81				100		100	



**Schedule 3  
Colorado Historical Society  
Program Detail**

		Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
	Item	Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
2523	IS/NON-EMPL - PERS VEH REIMB	723		137				150		150	
2530	OUT-OF-STATE TRAVEL	4,134		1,020				1,500		1,500	
2531	OS COMMON CARRIER FARES	5,862		4,830				5,000		5,000	
2532	OS PERSONAL TRAVEL PER DIEM	1,234		418				500		500	
2533	OS PERS VEHICLE REIMBURSEMENT	1,032		286				300		300	
2540	OUT-OF-STATE TRAVEL/NON-EMPL	7,264		0				0		0	
2541	OS/NON-EMPL - COMMON CARRIER	708		0				0		0	
2542	OS/NON-EMPL - PERS PER DIEM	251		0				0		0	
2543	OS/NON-EMPL - PERS VEH REIMB	489		0				0		0	
2630	COMM SVCS FROM DIV OF TELECOM	210		75				100		100	
2680	PRINTING/REPRODUCTION SERVICES	1,124		9,583				5,000		5,000	
2820	OTHER PURCHASED SERVICES	13,198		1,740				1,800		1,800	
3110	OTHER SUPPLIES & MATERIALS	16,548		3,787				2,500		2,500	
3114	CUSTODIAL AND LAUNDRY SUPPLIES	186		0				0		0	
3116	NONCAP IT - PURCHASED PC SW	0		900				1,000		1,000	
3117	EDUCATIONAL SUPPLIES	6,108		13,701				0		0	
3120	BOOKS/PERIODICALS/SUBSCRIPTION	179		0				12,731		12,731	
3121	OFFICE SUPPLIES	1,044		245				300		300	
3122	PHOTOGRAPHIC SUPPLIES	0		6				0		0	
3123	POSTAGE	118		19				20		20	
4100	OTHER OPERATING EXPENSES	125		215				200		200	
4170	MISCELLANEOUS FEES AND FINES	0		425				500		500	
4180	OFFICIAL FUNCTIONS	23,969		48,110				48,000		48,000	
4220	REGISTRATION FEES	1,384		300				0		0	
5110	GRANTS-CITIES	0		1,250				1,250		1,250	
5120	GRANTS-COUNTIES	0		250				250		250	
5480	PURCH SERV-SPECIAL DISTRICTS	250		0				0		0	
5781	GRANTS TO NONGOV/ORGANIZATIONS	2,000		500				500		500	
EBGA	OT EX DOHE INTERNAL	(6,217)		0				0		0	
	<b>Total Operating Expenses</b>	<b>86,921</b>		<b>99,494</b>				<b>87,201</b>		<b>87,201</b>	
	<b>Total Sponsored Programs</b>	<b>259,126</b>	<b>2.9</b>	<b>227,985</b>	<b>3.4</b>	<b>250,000</b>	<b>3.5</b>	<b>250,000</b>	<b>3.5</b>	<b>250,000</b>	<b>3.5</b>
	Cash Funds	1,100		0		0		0		0	
	Cash Funds Exempt	15,182		0		20,000		20,000		20,000	
	Federal Funds	242,844		227,985		230,000		230,000		230,000	
	<b>Calculation of Long Bill Appropriation/Request</b>										
	Long Bill Appropriation	250,000	3.5	250,000	3.5	250,000	3.5	250,000	3.5	250,000	3.5
	Supplemental Appropriations	0		0		0		0		0	
	Increase/(Decrease) Cash Funds Exempt	0		(20,000)		0		0		0	
	Increase/(Decrease) Federal Funds	9,126		(2,015)		0		0		0	
	<b>Total Long Bill Appropriation/Request</b>	<b>259,126</b>		<b>227,985</b>		<b>250,000</b>		<b>250,000</b>		<b>250,000</b>	
<b>(C)</b>	<b>Auxiliary Programs</b>										
<b>I.</b>	<b>Position Detail Calculation</b>										
	<b>Collections &amp; Library</b>										
	Staff Specialist (N)	22,026	0.5	23,634	0.5			23,870	0.5	24,409	0.5
	Arts Professional II	19,698	0.5	16,341	0.4			21,984	0.5	21,831	0.5

**Schedule 3  
Colorado Historical Society  
Program Detail**

		Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
Item		Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
	Library Technician I	15,126	0.5	6,440	0.4			15,048	0.5	15,542	0.5
	<b>Interpretive Services</b>										
	Editor (N)	44,937	0.9	53,820	1.0			59,950	1.0	61,609	1.0
	Assistant Program Director (N)	18,510	0.8	4,800	0.3			10,029	0.3	10,358	0.3
	Staff Specialist (N)	130,774	3.0	74,987	2.5			104,206	2.4	107,185	2.4
	<b>Outreach &amp; Development</b>										
	Division Director (N)	81,264	1.0	48,685	0.6			87,204	1.0	90,064	1.0
	Program Director (N)	53,064	1.0	46,212	1.0			56,928	1.0	58,795	1.0
	Assistant Program Director (N)	47,655	1.0	54,492	1.0			48,288	1.0	49,872	1.0
	Staff Specialist (N)	90,954	3.2	108,246	3.0			125,205	3.0	129,001	3.0
	Sales Manager I	7,280	0.2	0	0.0			0	0.0	0	0.0
	Material Handler I	5,122	0.2	0	0.0			0	0.0	0	0.0
	<b>I.A. Position Detail Total</b>	<b>536,409</b>	<b>12.7</b>	<b>437,657</b>	<b>10.6</b>			<b>552,713</b>	<b>11.2</b>	<b>568,666</b>	<b>11.2</b>
	<b>Other Personal Services</b>										
	PERA 10.15%	52,432		43,245				56,100		57,720	
	Amortization Equalization Distribution 1.6%	1,279		2,920				884		9,451	
	Supplemental AED .75%	0		0				4,145		3,020	
	Medicare 1.45%	6,429		6,028				8,014		8,246	
	Termination/Retirement Payouts	11,557		18,721	1.0			0		0	
	Other Personal Services	29,965		24,776	2.9			30,000	3.3	30,000	3.3
	<b>I.B. Other Personal Services Total</b>	<b>101,662</b>		<b>95,690</b>	<b>14.5</b>			<b>99,144</b>	<b>14.5</b>	<b>108,436</b>	<b>14.5</b>
	<b>Personal Services Subtotal</b>	<b>638,071</b>	<b>12.7</b>	<b>533,347</b>	<b>14.5</b>			<b>651,858</b>	<b>14.5</b>	<b>677,102</b>	<b>14.5</b>
	<b>Central POTS Expenditures</b>										
	Salary Survey (*non-add)	0		0				17,710*		20,771*	
	Performance based Pay (*non-add)	0		0				8,770*		7,016	
	Health/Life/Dental	28,349		32,928				47,670		64,833	
	Short-Term Disability .13%	763		491				789		768	
	<b>I.D. Central POTS Total</b>	<b>29,112</b>		<b>33,418</b>				<b>48,459</b>		<b>72,617</b>	
	<b>I.E. Base Personal Services Total</b>	<b>667,183</b>	<b>12.7</b>	<b>566,765</b>	<b>14.5</b>			<b>700,317</b>	<b>14.5</b>	<b>677,102</b>	<b>14.5</b>
	<b>II. Operating Expenses</b>										
	2110 WATER AND SEWERAGE SERVICES	527		1,111				1,000		1,000	
	2170 WASTE DISPOSAL SERVICES	527		693				1,000		1,000	
	2180 GROUNDS MAINTENANCE	1,020		1,000				2,000		2,000	
	2220 BLDG MAINTENANCE/REPAIR SVCS	1,348		7,234				1,500		1,500	
	2230 EQUIP MAINTENANCE/REPAIR SVCS	1,845		0				2,000		2,000	
	2231 IT HARDWARE MAINT/REPAIR SVCS	781		864				800		800	
	2232 IT SOFTWARE MNTC/UPGRADE SVCS	76		5,926				10,000		10,000	
	2250 MISCELLANEOUS RENTALS	308		0				500		500	
	2253 RENTAL OF EQ	0		68				0		0	
	2510 IN-STATE TRAVEL	185		619				500		500	
	2512 IN-STATE PERS TRAVEL PER DIEM	148		169				500		500	
	2513 IN-STATE PERS VEHICLE REIMBSMT	43		332				500		500	

**Schedule 3  
Colorado Historical Society  
Program Detail**

	Item	Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
		Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
2515	STATE-OWNED VEHICLE CHARGE	672		986				1,000		1,000	
2520	IN-STATE TRAVEL/NON-EMPLOYEE	1,665		1,645				2,000		2,000	
2522	IS/NON-EMPL - PERS PER DIEM	32		25				100		100	
2523	IS/NON-EMPL - PERS VEH REIMB	125		51				300		300	
2530	OUT-OF-STATE TRAVEL	2,611		2,413				3,000		3,000	
2531	OS COMMON CARRIER FARES	4,060		1,351				5,000		5,000	
2532	OS PERSONAL TRAVEL PER DIEM	623		501				700		700	
2540	OUT-OF-STATE TRAVEL/NON-EMPL	115		640				200		200	
2541	OS/NON-EMPL - COMMON CARRIER	1,527		1,052				2,000		2,000	
2542	OS/NON-EMPL - PERS PER DIEM	200		376				200		200	
2610	ADVERTISING	4,581		4,633				5,000		5,000	
2612	OTHER MARKETING EXPENSES	6,038		12,253				15,000		15,000	
2630	COMM SVCS FROM DIV OF TELECOM	7,965		8,963				10,000		10,000	
2631	COMM SVCS FROM OUTSIDE SOURCES	1,183		1,481				1,500		1,500	
2680	PRINTING/REPRODUCTION SERVICES	118,961		79,894				150,000		150,000	
2810	FREIGHT	110		91				200		200	
2820	OTHER PURCHASED SERVICES	56,501		7,334				100,000		100,000	
3110	OTHER SUPPLIES & MATERIALS	9,184		4,209				15,000		15,000	
3115	DATA PROCESSING SUPPLIES	454		175				500		500	
3116	NONCAP IT - PURCHASED PC SW	143		747				200		200	
3117	EDUCATIONAL SUPPLIES	618		1,818				700		700	
3120	BOOKS/PERIODICALS/SUBSCRIPTION	27,344		9,829				40,000		40,000	
3121	OFFICE SUPPLIES	4,220		8,461				5,000		5,000	
3122	PHOTOGRAPHIC SUPPLIES	11,507		8,264				12,000		12,000	
3123	POSTAGE	62,431		54,309				65,000		65,000	
3124	PRINTING/COPY SUPPLIES	0		928				0		0	
3126	REPAIR & MAINTENANCE SUPPLIES	99		1,244				100		100	
3140	NONCAPITALIZED IT - PC'S	0		729				0		0	
3143	NONCAPITALIZED IT - OTHER	0		272				42,390		42,390	
3940	ELECTRICITY	4,261		4,217				5,500		5,500	
3970	NATURAL GAS	9,391		4,882				12,000		12,000	
4100	OTHER OPERATING EXPENSES	942		21				1,000		1,000	
4111	PRIZES AND AWARDS	200		100				200		200	
4140	DUES AND MEMBERSHIPS	380		60				400		400	
4170	MISCELLANEOUS FEES AND FINES	0		10				0		0	
4180	OFFICIAL FUNCTIONS	36,454		34,609				50,000		50,000	
4220	REGISTRATION FEES	3,068		490				5,000		5,000	
4230	ROYALTIES	1,031		0				1,500		1,500	
4910	COST OF GOODS SOLD	149,378		100,856				345,901		369,116	
	<b>Total Operating Expenses</b>	<b>534,880</b>		<b>377,934</b>				<b>918,891</b>		<b>942,106</b>	
	<b>Total Auxiliary Programs</b>	<b>1,202,063</b>	<b>12.7</b>	<b>944,699</b>	<b>14.5</b>	<b>1,619,208</b>	<b>14.5</b>	<b>1,619,208</b>	<b>14.5</b>	<b>1,619,208</b>	<b>14.5</b>
	Cash Funds	650,822		530,459		1,119,208		1,119,208		1,119,208	
	Cash Funds Exempt	551,241		414,240		500,000		500,000		500,000	

**Schedule 3  
Colorado Historical Society  
Program Detail**

Item	Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
	Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
<b>Calculation of Long Bill Appropriation/Request</b>										
Long Bill Appropriation	1,478,135	14.5	1,535,699	14.5	1,535,699	14.5	1,535,699	14.5	1,535,699	14.5
CCHE Allocated POTS:										
Health/Life Insurance Allocation	38,241		45,502		47,670		47,670		64,833	
S-T Disability Allocation	1,695		1,152		789		789		768	
Amortization Equalization Disbursement	2,883		7,647		7,092		7,092		9,451	
Supplemental AED	0		0		1,478		1,478		3,020	
Salary Survey Allocation	21,760		14,978		17,710		17,710		20,771	
Performance Pay Allocations	0		0		8,770		8,770		7,016	
Less: Unused Appropriation	(340,651)		(664,005)		0		0		(22,350)	
<b>Total Long Bill Appropriation/Request</b>	<b>1,202,063</b>		<b>940,973</b>		<b>1,619,208</b>		<b>1,619,208</b>		<b>1,619,208</b>	
<b>(D) Gaming Revenue</b>										
<b>Gaming Cities Distribution</b>	<b>5,204,091</b>		<b>5,608,258</b>		<b>5,878,129</b>		<b>5,878,129</b>		<b>5,878,129</b>	
Cash Funds Exempt	5,204,091		5,608,258		5,878,129		5,878,129		5,878,129	
<b>(D) Gaming Revenue</b>										
<b>Statewide Preservation Grant Program</b>										
<b>State Historical Fund</b>										
<b>I. Position Detail Calculation</b>										
Division Director (N)	65,352	1.0	67,116	1.0			70,479	1.0	72,428	1.0
Program Director (N)	152,796	3.0	115,212	2.0			120,666	2.0	124,333	2.0
Staff Specialist (N)	326,430	7.9	362,899	8.9			466,510	11.0	480,872	11.0
General Professional III/Contracts Officer	58,908	1.0	63,501	1.0			67,729	1.0	69,602	1.0
Program Assistant I	0	0.0	39,828	1.0			42,448	1.0	42,981	1.0
Administrative Assistant II	80,951	2.6	57,326	1.8			37,020	1.0	38,234	1.0
Administrative Assistant III/Grants System Coordinator	36,916	1.0	0	0.0			37,340	1.0	38,565	1.0
<b>I.A. Position Detail Total</b>	<b>721,353</b>	<b>16.5</b>	<b>705,882</b>	<b>15.7</b>			<b>842,192</b>	<b>18.0</b>	<b>867,015</b>	<b>18.0</b>
<b>Other Personal Services</b>										
PERA 10.15%	71,462		68,879				85,482		88,002	
Other Retirement Plans	0		1,370				1,370		1,370	
Amortization Equalization Distribution 1.6%	1,767		5,208				13,475		13,902	
Supplemental AED .75%	0		0				6,316		4,443	
Medicare 1.45%	8,490		8,175				12,212		12,572	
Non-Base Building Performance	400		0				0		0	
Termination/Retirement Payouts	3,501		6,257				0		0	
Other Employee Benefits (ECO Pass Program)	4,410		4,159				4,000		4,000	
Other Personal Services	3,399		2,911				5,000		5,000	
<b>I.B. Other Personal Services Total</b>	<b>93,429</b>		<b>96,959</b>				<b>127,856</b>		<b>129,289</b>	
<b>Personal Services Subtotal</b>	<b>814,782</b>	<b>16.5</b>	<b>802,842</b>	<b>15.7</b>			<b>970,047</b>	<b>18.0</b>	<b>996,304</b>	<b>18.0</b>

**Schedule 3  
Colorado Historical Society  
Program Detail**

		Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
Item		Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
<b>Central POTS Expenditures</b>											
Salary Survey (*non-add)		0		0				23,880*		30,373*	
Performance based Pay (*non-add)		0		0				11,500*		9,200	
Health/Life/Dental		38,798		45,728				67,233		67,349	
Short-Term Disability .13%		1,035		794				934		1,130	
<b>I.D. Central POTS Total</b>		<b>39,833</b>		<b>46,522</b>				<b>68,167</b>		<b>77,679</b>	
<b>I.E. Base Personal Services Total</b>		<b>854,615</b>	<b>16.5</b>	<b>849,363</b>	<b>15.7</b>			<b>1,038,214</b>	<b>18.0</b>	<b>1,073,983</b>	<b>18.0</b>
<b>II. Operating Expenses</b>											
2230	EQUIP MAINTENANCE/REPAIR SVCS	266		0				500		500	
2231	IT HARDWARE MAINT/REPAIR SVCS	202		0				500		500	
2232	IT SOFTWARE MNTC/UPGRADE SVCS	7,785		7,773				11,500		11,500	
2250	MISCELLANEOUS RENTALS	200		0				250		250	
2255	RENTAL OF BUILDINGS	99,546		111,486				116,500		116,500	
2259	PARKING FEE REIMBURSEMENT	0		0				0		0	
2510	IN-STATE TRAVEL	4,228		4,045				7,500		7,500	
2511	IS-STATE - COMMON CARRIER	0		0				500		500	
2512	IN-STATE PERS TRAVEL PER DIEM	20		1,936				3,750		3,750	
2513	IN-STATE PERS VEHICLE REIMBSMT	1,900		616				2,000		2,000	
2515	STATE-OWNED VEHICLE CHARGE	1,182		10,269				13,500		13,500	
2520	IN-STATE TRAVEL/NON-EMPLOYEE	11,310		1,156				1,000		1,000	
2521	IS/NON-EMPL - COMMON CARRIER	872		832				850		850	
2522	IS/NON-EMPL - PERS PER DIEM	282		144				850		850	
2523	IS/NON-EMPL - PERS VEH REIMB	231		1,341				1,500		1,500	
2530	OUT-OF-STATE TRAVEL	1,098		3,314				9,000		9,000	
2531	OS COMMON CARRIER FARES	2,025		2,371				4,000		4,000	
2532	OS PERSONAL TRAVEL PER DIEM	1,203		629				3,000		3,000	
2533	OS PERS VEHICLE REIMBURSEMENT	0		18				0		0	
2610	ADVERTISING	412		460				750		750	
2630	COMM SVCS FROM DIV OF TELECOM	12,473		12,790				15,000		15,000	
2631	COMM SVCS FROM OUTSIDE SOURCES	98		664				0		0	
2680	PRINTING/REPRODUCTION SERVICES	1,975		18,117				30,000		30,000	
2690	LEGAL SERVICES	2,430		4,271				7,000		7,000	
2820	OTHER PURCHASED SERVICES	25,394		10,913				4,000		4,000	
3110	OTHER SUPPLIES & MATERIALS	2,167		432				1,000		1,000	
3115	DATA PROCESSING SUPPLIES	869		1,797				1,500		1,500	
3116	NONCAP IT - PURCHASED PC SW	670		0				0		0	
3120	BOOKS/PERIODICALS/SUBSCRIPTION	425		436				750		750	
3121	OFFICE SUPPLIES	1,384		4,421				6,500		6,500	
3122	PHOTOGRAPHIC SUPPLIES	6,167		0				200		200	
3123	POSTAGE	11,555		12,254				14,000		14,000	
3128	NONCAPITALIZED EQUIPMENT	85		0				1,000		1,000	
3132	NONCAP OFFICE FURN/OFFICE SYST	0		403				0		0	
3140	NONCAPITALIZED IT - PC'S	74		1,930				8,400		8,400	
3141	NONCAPITALIZED IT - SERVERS	0		4,267				0		0	
3143	NONCAPITALIZED IT - OTHER	619		1,090				0		0	

**Schedule 3  
Colorado Historical Society  
Program Detail**

		Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
	Item	Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
4100	OTHER OPERATING EXPENSES	7		27				0		0	
4111	PRIZES AND AWARDS	130		455				2,500		2,500	
4180	OFFICIAL FUNCTIONS	9,171		7,997				10,000		10,000	
4220	REGISTRATION FEES	(658)		7,464				5,000		5,000	
6212	IT SERVERS - DIRECT PURCHASE	0		15,885				0		0	
6213	IT PC SW - DIRECT PURCHASE	0		39,754				0		0	
EZGA	INDIRECT COST ALLOCATION	138,938		140,578				180,629		180,629	
<b>Total Operating Expenses</b>		<b>346,735</b>		<b>432,332</b>				<b>464,929</b>		<b>464,929</b>	
<b>Total SHF Administration</b>		<b>1,201,350</b>	<b>16.5</b>	<b>1,281,695</b>	<b>15.7</b>			<b>1,503,143</b>	<b>18.0</b>	<b>1,538,912</b>	<b>18.0</b>
<b>Preservation Grants</b>											
2820	OTHER PURCHASED SERVICES	3,962		3,107							
5110	GRANTS-CITIES	2,128,160		1,162,287							
5120	GRANTS-COUNTIES	943,318		709,273							
5170	GRANTS-SCHOOL DISTR	280,735		172,054							
5180	GRANTS-SPECIAL DIST	0		76,500							
5776	GRANTS-PRIMARILY STATE CAPITAL	4,987,041		5,283,085							
5781	GRANTS TO NONGOV/ORGANIZATIONS	7,641,717		5,751,078							
ABGA	CAPITAL CONSTRUCTION-REGIONAL MUSEUM	651,089		1,295,256							
EBGA	CUMBRES TOLTEC	117,039		162,961							
various	CHS Preservation Grants	478,448		262,569							
<b>Total Preservation Grants</b>		<b>17,231,509</b>		<b>14,878,169</b>		<b>17,863,255</b>		<b>17,863,255</b>		<b>17,314,395</b>	
<b>Total Preservation Grant Program</b>		<b>18,432,859</b>	<b>16.5</b>	<b>16,159,864</b>	<b>15.7</b>	<b>17,863,255</b>	<b>18.0</b>	<b>17,863,255</b>	<b>18.0</b>	<b>17,314,395</b>	<b>18.0</b>
Cash Funds Exempt		18,432,859		16,159,864		17,863,255		17,863,255		17,314,395	
<b>Calculation of Long Bill Appropriation/Request</b>											
Long Bill Appropriation		16,436,324	18.0	17,270,244	18.0	17,863,255	18.0	17,863,255	18.0	17,314,395	18.0
Supplemental Appropriations		0		99,925							
CCHE Allocated POTS:											
	Health/Life Insurance Allocation	302,580		376,404		426,498		426,498		521,011	
	S-T Disability Allocation	4,006		3,359		5,525		5,525		5,981	
	Amortization Equalization Disbursement	6,814		22,295		50,996		50,996		73,612	
	Supplemental AED	0		0		10,624		10,624		23,557	
	Salary Survey Allocation	133,115		126,579		150,482		150,482		176,332	
	Performance Pay Allocations	0		0		75,954		75,954		60,763	
	Workers Comp	9,040		3,104		13,628		13,628		16,861	
	Legal Services	7,218		7,590		5,822		5,822		5,822	
	GGCC Services	3,219		3,202		4,647		4,647		10,668	
	Risk Management	28,318		22,779		28,052		28,052		48,438	
	Fund Balance Spending Authority	(494,310)		(665,237)		(772,228)		(772,228)		(943,045)	
<b>Total Long Bill Appropriation/Request</b>		<b>16,436,324</b>		<b>17,270,244</b>		<b>17,863,255</b>		<b>17,863,255</b>		<b>17,314,395</b>	

**Schedule 3  
Colorado Historical Society  
Program Detail**

	Item	Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
		Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
	<b>Change Requests</b>										
	CHS HR1 Salary Study Implementation									(199,330)	
	CHS IT Extend CHS Network to Regionals									(75,100)	
	<b>Total Change Requests</b>									<b>(274,430)</b>	
	Cash Funds Exempt									(274,430)	
	<b>Total Preservation Grant Program Including Change Requests</b>	<b>18,432,859</b>	<b>16.5</b>	<b>16,159,864</b>	<b>15.7</b>	<b>17,863,255</b>	<b>18.0</b>	<b>17,863,255</b>	<b>18.0</b>	<b>17,039,965</b>	<b>18.0</b>
	Cash Funds Exempt	18,432,859		16,159,864		17,863,255		17,863,255		17,039,965	
<b>(D)</b>	<b>Gaming Revenue (continued)</b>										
	<b>Society Museum &amp; Preservation Operations</b>										
<b>I.</b>	<b>Position Detail Calculation</b>										
	<b>Collections &amp; Library</b>										
	Division Director/Curator (N)	58,836	1.0	60,420	1.0			63,448	1.0	65,203	1.0
	Assistant Program Director (N)	96,984	2.0	99,600	2.0			104,333	2.0	107,477	2.0
	Curator (N)	188,346	3.7	203,496	4.0			214,590	4.0	221,102	4.0
	Associate Curator (N)	37,716	1.0	38,736	1.0			40,678	1.0	41,804	1.0
	Assistant Curator (N)	93,972	2.0	136,644	3.0			143,029	3.0	147,459	3.0
	Staff Specialist (N)	134,245	4.3	185,900	6.5			200,965	5.1	207,019	5.1
	Administrative Assistant I	29,076	1.0	29,712	1.0			31,445	1.0	30,828	1.0
	Library Technician I	32,174	1.1	18,998	0.5			15,048	0.5	15,542	0.5
	<b>Collections &amp; Library</b>	<b>671,348</b>	<b>16.2</b>	<b>773,506</b>	<b>19.0</b>			<b>813,537</b>	<b>17.6</b>	<b>836,433</b>	<b>17.6</b>
	<b>Interpretive Services</b>										
	Division Director (N)	52,650	1.0	59,772	1.0			62,448	1.0	64,496	1.0
	Program Director (N)	25,961	0.4	54,228	1.0			56,935	1.0	58,510	1.0
	Assistant Program Director (N)	27,196	0.7	47,664	1.0			30,288	0.8	31,074	0.8
	Staff Specialist (N)	124,517	2.6	107,350	3.0			109,686	2.0	112,720	2.0
	Arts Technician II	22,613	0.6	28,618	0.8			29,697	0.8	30,070	0.8
	General Professional II	105,012	2.0	98,436	2.0			107,700	2.0	109,051	2.0
	Structural Trades I/General Professional IV	43,572	1.0	55,248	1.0			58,874	1.0	59,613	1.0
	Administrative Assistant III	38,268	1.0	39,108	1.0			41,396	1.0	41,915	1.0
	<b>Interpretive Services</b>	<b>439,788</b>	<b>9.3</b>	<b>490,424</b>	<b>10.8</b>			<b>497,024</b>	<b>9.6</b>	<b>507,450</b>	<b>9.6</b>
	<b>Facilities Services</b>										
	Division Director (N)	65,736	1.0	67,512	1.0			70,889	1.0	72,850	1.0
	Program Director-Security (N)	42,576	1.0	46,188	1.0			48,494	1.0	49,835	1.0
	Regional Museum Administrator (N)	333,360	8.0	345,516	7.5			361,463	7.5	372,824	7.5
	Assistant Program Director (N)	90,198	1.7	97,428	2.0			91,315	2.0	94,030	2.0
	Staff Specialists (N)	147,960	4.0	184,899	4.0			243,414	5.0	251,175	5.0
	Museum Guides	7,500	0.4	4,607	0.2			4,437	0.2	4,583	0.2
	Arts Professional II	19,698	0.5	20,232	0.5			21,138	0.5	21,831	0.5
	Security Guard I	79,786	2.9	52,572	2.0			54,072	2.0	55,846	2.0
	Security Guard II	0	0.0	31,535	1.0			34,835	1.0	35,272	1.0
	Administrative Assistant I	19,767	1.0	17,838	0.5			18,513	0.8	19,120	0.8
	Structural Trades I (N)	49,056	1.5	14,331	0.5			14,670	0.5	15,151	0.5
	Structural Trades II (N)	31,399	0.7	67,561	2.0			69,967	1.7	72,262	1.7
	<b>Facilities Services</b>	<b>887,037</b>	<b>22.7</b>	<b>950,219</b>	<b>22.2</b>			<b>1,033,206</b>	<b>23.1</b>	<b>1,064,779</b>	<b>23.1</b>

**Schedule 3  
Colorado Historical Society  
Program Detail**

Item	Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
	Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
<b>Administrative Services</b>										
President & Historic Pres Officer (N)	104,100	1.0	107,999	1.0			125,376	1.0	129,488	1.0
Chief Financial Officer (N)	85,428	1.0	87,732	1.0			91,668	1.0	94,675	1.0
Staff Specialist (N)	60,981	1.0	70,344	1.0			73,868	1.0	75,911	1.0
IT Professional I/IT Tech /Deputy CTO	60,007	1.0	43,087	0.5			60,612	1.0	62,600	1.0
IT Professional III	25,348	0.3	0	0.0			0	0.0	0	0.0
IT Professional IV/CTO	44,605	0.5	87,288	1.0			91,656	1.0	94,191	1.0
Accounting Technician II	15,310	0.4	0	0.0			0	0.0	0	0.0
Junior Accountant	36,603	1.0	37,491	1.0			37,740	1.0	38,978	1.0
Business Analyst	25,325	0.5	59,088	1.0			65,100	1.0	66,901	1.0
Accountant/PR Administrator (N)	48,239	0.9	54,012	1.0			57,068	1.0	58,647	1.0
Program Assistant I/Executive Assistant	45,876	1.0	46,344	1.0			48,662	1.0	50,008	1.0
<b>Administrative Services</b>	<b>551,821</b>	<b>8.6</b>	<b>593,385</b>	<b>8.5</b>			<b>651,749</b>	<b>9.0</b>	<b>671,398</b>	<b>9.0</b>
<b>Outreach &amp; Development</b>										
Director of Marketing (N)	57,024	1.0	63,560	1.0			74,085	1.0	76,134	1.0
Program Director (N)	46,212	1.0	52,596	1.0			55,223	1.0	56,750	1.0
Staff Specialist (N)	49,816	2.0	28,241	0.3			60,609	1.5	62,495	1.5
<b>Outreach &amp; Development</b>	<b>153,052</b>	<b>4.0</b>	<b>144,397</b>	<b>2.3</b>			<b>189,917</b>	<b>3.5</b>	<b>195,379</b>	<b>3.5</b>
<b>Historic Preservation</b>										
Division Directors (N)	65,388	1.0	68,107	1.0			70,515	1.0	72,465	1.0
Program Director (N)	141,428	2.7	164,604	3.0			173,096	3.0	177,885	3.0
Assistant Program Director (N)	54,552	1.0	56,028	1.0			58,829	1.0	60,456	1.0
Staff Specialist (N)	397,349	10.5	469,885	11.4			550,372	14.0	566,846	14.0
Program Assistant I	26,003	0.7	0	0.0			0	0.0	0	0.0
Program Assistant II	72,053	1.3	50,508	1.0			52,776	1.0	54,507	1.0
Administrative Assistant II/Executive Assistant	37,806	1.3	49,746	1.0			38,556	1.0	39,821	1.0
<b>Historic Preservation</b>	<b>794,579</b>	<b>18.5</b>	<b>858,878</b>	<b>18.4</b>			<b>944,143</b>	<b>21.0</b>	<b>971,980</b>	<b>21.0</b>
<b>I.A. Position Detail SubTotal</b>	<b>3,497,624</b>	<b>79.3</b>	<b>3,810,808</b>	<b>81.1</b>			<b>4,129,576</b>	<b>83.8</b>	<b>4,247,419</b>	<b>83.8</b>
<b>Other Personal Services</b>										
PERA 10.15%	354,384		361,226				419,152		431,113	
Other Retirement Plans	0		11,395				11,395		11,395	
Amortization Equalization Distribution 1.6%	8,520		27,705				66,073		69,587	
Supplemental AED .75%	0		0				30,972		22,271	
Medicare 1.45%	42,797		46,141				59,879		61,588	
Shift Differential	3,066		0				0		0	
Temporary Salaries	84,852		0				0		0	
Termination/Retirement Payouts	44,611		19,083				0		0	
Unemployment Insurance	0		3,039				0		0	
Workers Compensation	9,802		9,413				13,628		16,861	
Other Employee Benefits (ECO Pass Program)	6,770		3,232				3,000		3,000	
Other Personal Services (Regional Museums summer temps)	318,642		300,403	9.8			250,000	7.1	300,000	7.1
Other Personal Services- CHM Security	53,517		144,356				150,000		150,000	
0.2% Vacancy Savings Adjustment	0		0				0		(9,664)	
<b>I.B. Other Personal Services Total</b>	<b>926,961</b>		<b>925,992</b>				<b>1,004,099</b>		<b>1,065,815</b>	



**Schedule 3  
Colorado Historical Society  
Program Detail**

	Item	Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
		Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
	<b>Personal Services Subtotal</b>	<b>4,424,586</b>	<b>79.3</b>	<b>4,736,801</b>	<b>90.9</b>			<b>5,133,675</b>	<b>90.9</b>	<b>5,313,234</b>	<b>90.9</b>
	<b>Central POTS Expenditures</b>										
	Salary Survey (*non-add)	0		0				145,195*		167,868	
	Performance based Pay (*non-add)	0		0				73,768*		59,014	
	Health/Life/Dental	220,617		300,557				359,265		453,662	
	Short-Term Disability .13%	5,043		4,105				5,169		5,653	
	<b>I.D. Central POTS Total</b>	<b>225,660</b>		<b>304,662</b>				<b>364,434</b>		<b>459,315</b>	
	<b>I.E. Base Personal Services Total</b>	<b>4,650,246</b>	<b>79.3</b>	<b>5,041,463</b>	<b>90.9</b>			<b>5,498,109</b>	<b>90.9</b>	<b>5,772,549</b>	<b>90.9</b>
	<b>I.F. Difference</b>							<b>(122,782)</b>		<b>(17,407)</b>	
	<b>Personal Services Request</b>	<b>4,650,246</b>	<b>79.3</b>	<b>5,041,463</b>	<b>90.9</b>			<b>5,375,327</b>	<b>90.9</b>	<b>5,755,142</b>	<b>90.9</b>
	<b>II. Operating Expenses</b>										
	2110 WATER AND SEWERAGE SERVICES	18,305		12,381				15,950		15,950	
	2160 CUSTODIAL SERVICES	32,249		35,442				37,900		37,900	
	2170 WASTE DISPOSAL SERVICES	6,981		7,020				7,000		7,000	
	2180 GROUNDS MAINTENANCE	10,717		7,403				10,000		10,000	
	2190 SNOW PLOWING SERVICES	1,518		3,874				4,000		4,000	
	2210 OTHER MAINTENANCE/REPAIR SVCS	70		400				0		0	
	2220 BLDG MAINTENANCE/REPAIR SVCS	52,303		70,563				70,563		70,563	
	2230 EQUIP MAINTENANCE/REPAIR SVCS	9,624		13,047				11,300		11,300	
	2231 IT HARDWARE MAINT/REPAIR SVCS	1,931		3,356				4,000		4,000	
	2232 IT SOFTWARE MNTC/UPGRADE SVCS	39,970		21,084				31,900		31,900	
	2250 MISCELLANEOUS RENTALS	1,441		420				1,358		1,358	
	2251 RENTAL/LEASE MOTOR POOL VEH	14,385		19,296				15,000		15,000	
	2253 RENTAL OF EQUIPMENT	1,592		1,251				1,013		1,013	
	2254 RENTAL OF MOTOR VEHICLES	4,360		474				600		600	
	2255 RENTAL OF BUILDINGS	13,442		4,450				5,080		5,080	
	2510 IN-STATE TRAVEL	835		21,816				18,000		18,000	
	2511 IN-STATE COMMON CARRIER FARES	6,026		810				487		487	
	2512 IN-STATE PERS TRAVEL PER DIEM	5,387		7,743				7,129		7,129	
	2513 IN-STATE PERS VEHICLE REIMBSMT	243		8,609				9,000		9,000	
	2515 STATE-OWNED VEHICLE CHARGE	15,731		9,552				15,005		15,005	
	2520 IN-STATE TRAVEL/NON-EMPLOYEE	1,287		3,813				835		835	
	2521 IS/NON-EMPL - COMMON CARRIER	1,464		432				1,058		1,058	
	2522 IS/NON-EMPL - PERS PER DIEM	156		146				210		210	
	2523 IS/NON-EMPL - PERS VEH REIMB	1,289		1,165				1,349		1,349	
	2530 OUT-OF-STATE TRAVEL	12,428		19,435				20,000		20,000	
	2531 OS COMMON CARRIER FARES	10,457		11,461				9,167		9,167	
	2532 OS PERSONAL TRAVEL PER DIEM	2,165		3,631				4,384		4,384	
	2533 OS PERS VEHICLE REIMBURSEMENT	1,006		1,986				225		225	
	2541 OS/NON-EMPL - COMMON CARRIER	848		295				0		0	
	2550 OUT-OF-COUNTRY TRAVEL	1,626		0				500		500	

**Schedule 3  
Colorado Historical Society  
Program Detail**

		Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
	Item	Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
2551	OC COMMON CARRIER FARES	88		0				0		0	
2552	OC PERS TRAVEL REIMBURSEMENT	53		0				325		325	
2610	ADVERTISING	90,916		35,449				40,000		40,000	
2630	COMM SVCS FROM DIV OF TELECOM	47,946		50,214				50,000		50,000	
2631	COMM SVCS FROM OUTSIDE SOURCES	56,320		39,375				40,000		40,000	
2632	MNT PAYMENTS TO DPA	1,791		0				0		0	
2640	GGCC BILLINGS-PURCH SERV	788		5,620				4,647		10,668	
2641	OTHER ADP BILLINGS-PURCH SERV	0		600				600		600	
2660	INSURANCE, OTHER THAN EMP BENE	20,239		12,075				20,000		20,000	
2660	INSURANCE (RISK MANAGEMENT)	18,073		32,534				28,052		48,438	
2680	PRINTING/REPRODUCTION SERVICES	92,910		102,084				100,000		100,000	
2690	LEGAL SERVICES	23,151		16,133				15,000		15,000	
2810	FREIGHT	13		0				0		0	
2820	OTHER PURCHASED SERVICES	41,232		33,511				33,000		33,000	
3110	OTHER SUPPLIES & MATERIALS	29,349		65,267				65,000		65,000	
3114	CUSTODIAL AND LAUNDRY SUPPLIES	5,512		6,744				7,250		7,250	
3115	DATA PROCESSING SUPPLIES	10,955		3,729				2,864		2,864	
3116	NONCAP IT - PURCHASED PC SW	6,265		5,485				6,250		6,250	
3117	EDUCATIONAL SUPPLIES	164,532		47,011				47,824		47,824	
3118	FOOD AND FOOD SERV SUPPLIES	0		588				0		0	
3120	BOOKS/PERIODICALS/SUBSCRIPTION	24,767		20,252				21,925		21,925	
3121	OFFICE SUPPLIES	31,491		40,768				40,000		40,000	
3122	PHOTOGRAPHIC SUPPLIES	456		2,743				385		385	
3123	POSTAGE	30,903		34,848				35,000		35,000	
3124	PRINTING/COPY SUPPLIES	4,013		0				0		0	
3126	REPAIR & MAINTENANCE SUPPLIES	19,275		12,415				12,415		12,415	
3128	NONCAPITALIZED EQUIPMENT	844		3,710				540		540	
3132	NONCAPITALIZED FURNITURE	418		1,800				102		102	
3140	NONCAPITALIZED IT - PC'S	10,907		23,073				25,000		25,000	
3141	NONCAPITALIZED IT - SERVERS	8,010		15,786				15,000		15,000	
3142	NONCAPITALIZED IT - NETWORK	2,286		1,524				5,000		5,000	
3143	NONCAPITALIZED IT - OTHER	4,571		19,641				19,000		19,000	
3146	PURCH SRV SW	0		9,895				9,895		9,895	
3147	NONCAP IT-PURCHASED NETWORK SW	0		1,507				0		0	
3920	BOTTLED GAS	12,617		10,125				11,000		11,000	
3940	ELECTRICITY	87,470		83,457				85,000		85,000	
3970	NATURAL GAS	41,804		41,473				42,000		42,000	
4100	OTHER OPERATING EXPENSES	539		715				0		0	
4111	PRIZES AND AWARDS	39		0				0		0	
4118	GROSS PROCEEDS TO ATTORNEYS	15,000		0				0		0	
4140	DUES AND MEMBERSHIPS	16,533		15,239				16,331		16,331	
4170	MISCELLANEOUS FEES AND FINES	1,205		215				350		350	
4180	OFFICIAL FUNCTIONS	17,820		19,556				18,385		18,385	
4220	REGISTRATION FEES	13,261		17,012				12,448		12,448	
5110	GRANTS-CITIES	64,706		97,554				95,000		95,000	
5120	GRANTS-COUNTIES	6,586		0				0		0	
5570	DISTRIBUTIONS-INTERGOV ENTITY	1,500		0				0		0	

**Schedule 3  
Colorado Historical Society  
Program Detail**

		Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
Item		Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
5781	GRANTS-NON GOV ORGS	0		2,996				2,500		2,500	
EBJM	TRANSFER TO JUDICIAL-CHM MAINTENANCE	203,193		244,510				275,848		275,848	
<b>Total Operating Expenses</b>		<b>1,500,179</b>		<b>1,468,584</b>				<b>1,506,949</b>		<b>1,533,356</b>	
<b>Total Society Operations Base</b>		<b>6,150,425</b>	<b>79.3</b>	<b>6,510,046</b>	<b>90.9</b>	<b>6,882,276</b>	<b>90.9</b>	<b>6,882,276</b>	<b>90.9</b>	<b>7,288,498</b>	<b>90.9</b>
General Fund		none		none		none		none		none	
Cash Funds		537,371		792,942		731,269		731,269		731,269	
Cash Funds Exempt		4,954,849		5,059,357		5,463,033		5,463,033		5,824,001	
Federal Funds		658,205		657,747		687,974		687,974		733,228	
<b>Change Requests</b>											
CHS HR1 Salary Study Implementation Funding for Non-CHS IT Extend CHS Network to Regionals										199,330	
<b>Total Change Requests</b>										<b>274,430</b>	
General Funds											
Cash Funds											
Cash Funds Exempt											
Federal Funds											
<b>Total Society Operations Including Change Requests</b>		<b>6,150,425</b>	<b>79.3</b>	<b>6,510,046</b>	<b>90.9</b>	<b>6,882,276</b>	<b>90.9</b>	<b>6,882,276</b>	<b>90.9</b>	<b>7,562,928</b>	<b>90.9</b>
General Funds		0		0		0		0		0	
Cash Funds		537,371		792,942		731,269		731,269		731,269	
Cash Funds Exempt		4,954,849		5,059,357		5,463,033		5,463,033		6,098,431	
Federal Funds		658,205		657,747		687,974		687,974		733,228	
<b>Calculation of Long Bill Appropriation/Request</b>											
Prior Year Long Bill Appropriation				<b>5,801,705</b>		<b>5,969,330</b>		<b>5,969,330</b>		<b>6,189,164</b>	
<b>Change Requests</b>											
#2 Maintenance				50,807		0		0		0	
Facilities Services - Security Services				0		50,000		50,000		0	
Facilities Services - Utilities				0		49,675		49,675		0	
Salary Survey				126,451		143,438		143,438		167,868	
80% prior year Performance Pay				0		0		0		59,014	
SSAED				0		0		0		22,271	
-0.02% Base Reduction				(9,633)		(23,279)		(23,279)		(9,664)	
<b>Total Society Operations Including Change Requests</b>				<b>5,969,330</b>		<b>6,189,164</b>		<b>6,189,164</b>		<b>6,428,653</b>	
<b>Source of Funds Reconciliation:</b>											
Long Bill Appropriation		<b>5,801,705</b>		<b>5,969,330</b>		<b>6,189,164</b>		<b>6,189,164</b>		<b>6,428,653</b>	
Supplemental Appropriation SB 7-164		0		99,675		0		0		0	
CHS HR1 Salary Study Implementation Funding for Non-CHS IT Extend CHS Network to Regionals		0		0		0		0		199,330	
Base Subtotals		<b>5,801,705</b>		<b>6,069,005</b>		<b>6,189,164</b>		<b>6,189,164</b>		<b>6,703,083</b>	
CCHE Allocated POTS:											
Health/Life Insurance Allocation		220,616		300,557		359,265		359,265		453,662	
S-T Disability Allocation		5,043		4,105		5,169		5,169		5,653	
Amortization Equalization Disbursement		8,520		20,711		47,652		47,652		69,587	

**Schedule 3  
Colorado Historical Society  
Program Detail**

	Item	Actual FY 2005-2006		Actual FY 2006-2007		Approp FY 2008		Estimate FY 2007-2008		Request FY 2008-2009	
		Total	FTE	Total	FTE	Total	FTE	Total	FTE	Total	FTE
	Supplemental AED	0		0		9,914		9,914		22,271	
	Salary Survey Allocation	62,727		62,929		145,195		145,195		167,868	
	Performance Pay Allocations	0		0		73,768		73,768		59,014	
	Workers Comp	9,802		9,413		13,628		13,628		16,861	
	Legal Services	23,151		7,590		5,822		5,822		5,822	
	GGCC Services	788		3,202		4,647		4,647		10,668	
	Risk Management	18,073		32,534		28,052		28,052		48,438	
	<b>Total Long Bill Appropriation/Request</b>	<b>6,150,425</b>		<b>6,510,046</b>		<b>6,882,276</b>		<b>6,882,276</b>		<b>7,562,928</b>	
	<b>Colorado Historical Society Totals</b>	<b>31,508,564</b>	<b>111.4</b>	<b>29,960,853</b>	<b>124.5</b>	<b>32,592,868</b>	<b>126.9</b>	<b>32,592,868</b>	<b>126.9</b>	<b>32,450,230</b>	<b>126.9</b>
	General Fund	260,000		510,000		100,000		100,000		100,000	
	Cash Funds	1,189,293		1,323,401		1,850,477		1,850,477		1,850,477	
	Cash Funds Exempt	29,158,222		27,241,719		29,724,417		29,724,417		29,536,525	
	Federal Funds	901,049		885,732		917,974		917,974		963,228	

**Schedule 4  
Colorado Historical Society  
Source of Funding**

Long Bill Group/Division/Line Item Source of Revenue	Fund	Actual FY 2006	Actual FY 2007	Approp FY 2008	Estimate FY 2008	Request FY 2009
<b>(A) Cumbres &amp; Toltec RR Commission</b>						
<b>Schedule 3 Total Cumbres &amp; Toltec RR Commission</b>	<b>100</b>	<b>260,000</b>	<b>510,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
General Fund		260,000	510,000	100,000	100,000	100,000
<b>(B) Sponsored Programs</b>						
<b>Schedule 3 Total Sponsored Programs</b>	<b>100</b>	<b>259,126</b>	<b>227,985</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>
Cash Funds		1,100	0	0	0	0
Cash Funds Exempt		15,182	0	20,000	20,000	20,000
Federal Funds		242,844	227,985	230,000	230,000	230,000
<b>Cash Funds</b>						
<b>Cash Funds Exempt</b>						
EBGA State Historical Fund Grants		21,398	0	20,000	20,000	20,000
5000 Other Education Fees		1,100	0	0	0	0
6600 Donations to Grant Funded Projects/Programs		0	0	0	0	0
7800 Private Grants & Contracts-Other		(6,216)	0	0	0	0
Prospective Cash Fund Exempt Grants/Contracts		0	0	0	0	0
<b>Federal Funds</b>						
7400 National Endowment for the Humanities (YOUTH Grant)		114,011	88,185	120,000	120,000	120,000
7400 National Park Service (NAGPRA Grants)		50,584	18,751	0	0	0
7400 National Park Service (YOUTH Grant)		0	2,629	0	0	0
7400 National Park Service (AHPM Grant)		2,000	2,000	2,000	2,000	2,000
7400 National Park Service (Preserve America Grant)		0	36,485	78,000	78,000	78,000
7400 Bureau of Land Management (GIS Grant)		18,049	4,645	30,000	30,000	30,000
7400 Bureau of Reclamation (GIS Grant)		8,974	18,256	0	0	0
7400 USDA - Forest Service (GIS Grant)		0	0	0	0	0
7508 Federal Grant Subrecipient - CDOT		49,226	57,034	0	0	0
Prospective Federal Grants/Contracts		0	0	0	0	0

**Schedule 4  
Colorado Historical Society  
Source of Funding**

Long Bill Group/Division/Line Item Source of Revenue	Fund	Actual FY 2006	Actual FY 2007	Approp FY 2008	Estimate FY 2008	Request FY 2009
<b>(C) Auxiliary Programs</b>						
<b>Schedule 3 Total Auxiliary Programs</b>	<b>509</b>	<b>1,202,063</b>	<b>995,381</b>	<b>1,619,208</b>	<b>1,619,208</b>	<b>1,619,208</b>
Cash Funds		650,822	581,141	1,119,208	1,119,208	1,119,208
Cash Funds Exempt		551,241	414,240	500,000	500,000	500,000
<b>Cash Funds</b>						
5000 Membership Dues		147,572	134,323	160,000	160,000	160,000
5000 Public Education Fees		180,016	136,092	200,000	200,000	200,000
5000 Special Event Fees		9,661	9,918	10,000	10,000	10,000
5200 Photo Service Fees		85,697	88,169	100,000	100,000	100,000
5300 Museum Store Sales		208,674	185,679	250,000	250,000	250,000
5300 Publications Sales		15,370	13,202	20,000	20,000	20,000
6400 Rental Fees		12,771	21,693	13,000	13,000	13,000
8300 Misc Revenues		4,161	8,069	0	0	0
5208 Credit Card Fees/Discounts		(13,100)	(16,003)	(20,000)	(20,000)	(20,000)
Reserved for Revenue Growth			0	386,208	386,208	386,208
<b>Cash Funds Exempt</b>						
6600 Donations and Gifts		410,816	414,240	500,000	500,000	500,000
9523 Cash Reserve Authority		140,425	0	0	0	0

**Schedule 4  
Colorado Historical Society  
Source of Funding**

Long Bill Group/Division/Line Item Source of Revenue	Fund	Actual FY 2006	Actual FY 2007	Approp FY 2008	Estimate FY 2008	Request FY 2009
<b>(D) Gaming Revenue</b>						
<b>Schedule 3 Total Gaming Cities Distribution</b>	<b>401</b>	<b>5,204,091</b>	<b>5,608,258</b>	<b>5,878,129</b>	<b>5,878,129</b>	<b>5,878,129</b>
9523 Cash Reserve Authority (Cash Funds Exempt)		5,204,091	5,608,258	5,878,129	5,878,129	5,878,129
<b>Schedule 3 Total Preservation Grant Program</b>	<b>401</b>	<b>18,432,589</b>	<b>16,159,864</b>	<b>17,863,255</b>	<b>17,863,255</b>	<b>17,039,965</b>
9523 Cash Reserve Authority (Cash Funds Exempt)		18,432,589	16,159,864	17,863,255	17,863,255	17,039,965
<b>Schedule 3 Society Museum &amp; Preservation Operations</b>	<b>401</b>	<b>6,150,426</b>	<b>6,500,633</b>	<b>6,189,164</b>	<b>6,882,276</b>	<b>7,562,928</b>
General Fund		none	none	none	none	none
Cash Funds		537,371	792,942	692,748	731,269	731,269
Cash Funds Exempt		4,954,850	5,049,944	4,843,309	5,463,033	6,098,431
Federal Funds		658,205	657,747	653,107	687,974	733,228
<b>Cash Funds</b>						
5000 Museum Admissions		259,499	351,441	360,000	360,000	360,000
5200 Charge for Services		36,436	30,090	35,000	35,000	35,000
6400 Rental Income		241,436	411,412	297,748	336,269	336,269
<b>Cash Funds Exempt</b>						
6600 Miscellaneous Donations		624	35	0	0	0
9523 Cash Reserve Authority - Prior Year Gaming Revenue		4,954,226	5,049,909	4,843,309	5,463,033	6,098,431
<b>Federal Funds</b>						
7400 National Park Service (HPF Grant)		658,205	657,747	653,107	687,974	733,228
<b>Cash Fund Exempt Revenues Earned/Accrued (information only)</b>						
ABTD Transfer from Division of Gaming	<b>401</b>	28,041,290	23,823,904	28,584,693	29,204,417	29,016,525
5903 Interest Income - Exempt		1,337,064	1,724,198	1,724,198	1,724,198	1,724,198
<b>Total Revenues Earned/Accrued</b>		<b>29,378,354</b>	<b>25,548,102</b>	<b>30,308,891</b>	<b>30,928,615</b>	<b>30,740,723</b>
Note: Gaming revenue is accrued at 6/30 FYE close during the month of July. Actual transfers are made in late August the fiscal year following the accrual.						
The Society's share of gaming revenue is continuously appropriated. Current year expenditures funded from prior year revenues/fund balance.						
Actuals and Estimates include POTs.						

**Schedule 5  
Colorado Historical Society  
Line Item to Statute  
FY 2008-09**

<b>Long Bill Line Item Group</b>	<b>Long Bill Line Item</b>	<b>Brief Long Bill Line Item Description</b>	<b>Specific State Statutory Citation (if applicable)</b>
<b>STATE HISTORICAL SOCIETY</b>	<b>(A) Cumbres &amp; Toltec RR Commission</b>	Pass-through funds for operations and legal costs	CRS 24-60
	<b>(B) Sponsored Programs</b>	Funding for various exhibits, conservation of artifacts, publications; includes gifts and donations and inter-agency contracts	CRS 24-80-210 CRS 24-80-211(1)(d) CRS 24-80-405(2)
	<b>(C) Auxiliary Programs</b>	Earned income from a variety of services including, shop sales, microphoto services, public education programs, membership and publication services, traveling exhibits, facility rentals, public programs, special event fees	See statutes below



**Schedule 5  
Colorado Historical Society  
Line Item to Statute  
FY 2008-09**

Long Bill Line Item Group	Long Bill Line Item	Brief Long Bill Line Item Description	Specific State Statutory Citation (if applicable)
STATE HISTORICAL SOCIETY	(D) Gaming Revenue		
	Gaming Cities Distribution	Historic Preservation for gaming cities (20% of gaming revenue returned to the 3 gaming cities)	CRS 12-47.1(10) SB 99-232
	Statewide Preservation Grant Program	Statewide Historic Preservation, State Historical Fund, administration of State Historical Fund	CRS 12-47.1(10) SB 99-232
Society Museum & Perservation Operations	Salaries, core programs at Colorado History Museum, Regional Museums including Byers-Evans House, Grant-Humphreys Mansion, Pearce-McAllister Cottage, Healy House, Dexter Cabin, Georgetown Loop and Lebanon Mine, Fort Garland, Fort Vasquez, El Pueblo, Ute	CRS 24-80-101 (2) CRS 24-80-211(1)(c)(d) CRS 24-80-210 CRS 24-80-301 CRS 24-80-401 CRS 24-80-403(1) (2)(b) CRS 24-80-405 CRS 24-80-501 CRS 24-80-502 CRS 1973/ 24-80-401  CRS 1973/24-80-1301 CRS 1975/24-80-1.101 CRS 39-22-514 CRS 1973/ 24-80-1201 CRS 1973/24-80-130 HB 99-1345 CRS 12-47.1 (10) SB 99-232; 16-USC-470 25-USC-3001 42-USC-4321 49-USC-1651	

**Schedule 5  
Colorado Historical Society  
Line Item to Statute  
FY 2008-09**

<b>Long Bill Line Item Group</b>	<b>Long Bill Line Item</b>	<b>Brief Long Bill Line Item Description</b>	<b>Specific State Statutory Citation (if applicable)</b>
<b>COLORADO HISTORICAL SOCIETY</b>	<b>Controlled Maintenance Projects</b>	Maintenance of all Society facilities listed above	CRS 80-501 1990 Title II (ADA)
	<b>Capital Construction Projects</b>	Capital projects of all Society facilities listed above	CRS 80-501 1990 title II (ADA)

**Schedule 6  
Colorado Historical Society  
Special Bills Summary**

Bill #	Line Item	Explanation	Total Funds	FTE	GF	CF	CFE	FF
<b>Actual FY 2006</b>								
	None		0					
			0					
<b>Agency Total FY 2006</b>			<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Does not include special bills related to capital construction/controlled maintenance CCFE.

<b>Actual FY 2007</b>								
	None		0					
			0					
<b>Agency Total FY 2007</b>			<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Does not include special bills related to capital construction/controlled maintenance CCFE.

<b>Appropriation FY 2008</b>								
	None to Date		0					
			0					
<b>Agency Total FY 2008</b>			<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Does not include special bills related to capital construction/controlled maintenance CCFE.

**Schedule 7  
Colorado Historical Society  
Supplemental Bills Summary**

Bill #	Line Item	Explanation	Total Funds	FTE	GF	CF	CFE	FF
<b>Actual FY 2006</b>								
	None		0					
			0					
<b>Agency Total FY 2006</b>			<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Does not include supplementals related to capital construction/controlled maintenance CCFE.

<b>Actual FY 2007</b>								
SB7-164	(D) Gaming Revenue							
	Statewide Preservation Grant Program	Transfer to Society Museum and Preservation Operations	(99,925)				(99,925)	
	Society Museum and Preservation Operations	Increased Security expense	50,000				50,000	
	Society Museum and Preservation Operations	Increased utilities expense	49,925				49,925	
<b>Agency Total FY 2007</b>			<b>99,925</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>99,925</b>	<b>0</b>

Note: Does not include supplementals related to capital construction/controlled maintenance CCFE.

<b>Appropriation FY 2008</b>								
	None to Date		0					
			0					
<b>Agency Total FY 2008</b>			<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Does not include supplementals related to capital construction/controlled maintenance CCFE.

**Schedule 8  
Colorado Historical Society  
Common Policy Summary  
FY 2007-08**

Note: Information only - common policies (pots) are appropriated through, and transferred from DOHE/CCHE.

Line Item	Common Policy	Total Funds	CF	CFE	FF
<b>Actual FY 2006</b>					
<b>(C) Auxiliary Programs</b>					
	Salary Survey	14,831	14,831	0	0
	Performance Based Pay	8,361	8,361	0	0
	Health, Life & Dental	39,302	39,302	0	0
	Short Term Disability	1,051	1,051	0	0
	<b>Total Auxiliary Programs</b>	<b>63,545</b>	<b>63,545</b>	<b>0</b>	<b>0</b>
<b>(D) Gaming Revenue</b>					
<b>Statewide Preservation Grant Program</b>					
	Salary Survey	16,214	0	16,214	0
	Performance Based Pay	9,261	0	9,261	0
	Health, Life & Dental	34,659	0	34,659	0
	Short Term Disability	1,161	0	1,161	0
	<b>Total Preservation Grant Program</b>	<b>61,295</b>	<b>0</b>	<b>61,295</b>	<b>0</b>
	Note: No pots appropriations are actually transferred because this fund is continuously appropriated.				
<b>Society Museum &amp; Preservation Operations</b>					
	Salary Survey	83,394	0	83,394	0
	Performance Based Pay	48,059	0	48,059	0
	Shift Differential	0	0	0	0
	Health, Life & Dental	229,596	0	229,596	0
	Short Term Disability	5,988	0	5,988	0
	GGCC Services	5,674	0	5,674	0
	Legal Services	6,896	0	6,896	0
	Workers Compensation	11,539	0	11,539	0
	Risk Management	34,231	0	34,231	0
	<b>Total Society Museum &amp; Pres Oper</b>	<b>425,377</b>	<b>0</b>	<b>425,377</b>	<b>0</b>
<b>FY 2006 Agency Totals</b>		<b>550,217</b>	<b>63,545</b>	<b>486,672</b>	<b>0</b>

**Schedule 8  
Colorado Historical Society  
Common Policy Summary  
FY 2007-08**

Note: Information only - common policies (pots) are appropriated through, and transferred from DOHE/CCHE.

Line Item	Common Policy	Total Funds	CF	CFE	FF
<b>Actual FY 2007</b>					
<b>(C) Auxiliary Programs</b>					
	Salary Survey	14,978	14,978	0	0
	Amortization Equalization Disbursement	7,647	7,647	0	0
	Health, Life & Dental	45,501	45,501	0	0
	Short Term Disability	1,152	1,152	0	0
	<b>Total Auxiliary Programs</b>	<b>69,278</b>	<b>69,278</b>	<b>0</b>	<b>0</b>
<b>(D) Gaming Revenue</b>					
<b>Statewide Preservation Grant Program</b>					
	Salary Survey	19,784	0	19,784	0
	Amortization Equalization Disbursement	3,663	0	3,663	0
	Health, Life & Dental	52,821	0	52,821	0
	Short Term Disability	550	0	550	0
	<b>Total Preservation Grant Program</b>	<b>76,818</b>	<b>0</b>	<b>76,818</b>	<b>0</b>
	Note: No pots appropriations are actually transferred because this fund is continuously appropriated.				
<b>Society Museum &amp; Preservation Operations</b>					
	Salary Survey	123,654	0	106,795	16,859
	Amortization Equalization Disbursement	20,388	0	18,632	1,756
	Health, Life & Dental	323,583	0	323,583	0
	Short Term Disability	3,221	0	2,809	412
	GGCC Services	3,202	0	3,202	0
	Legal Services	7,590	0	7,590	0
	Workers Compensation	10,018	6,914	3,104	0
	Risk Management	23,318	539	22,779	0
	<b>Total Society Museum &amp; Pres Oper</b>	<b>514,974</b>	<b>7,453</b>	<b>488,494</b>	<b>19,027</b>
<b>FY 2007 Agency Totals</b>		<b>661,070</b>	<b>76,731</b>	<b>565,312</b>	<b>19,027</b>

**Schedule 8  
Colorado Historical Society  
Common Policy Summary  
FY 2007-08**

Note: Information only - common policies (pots) are appropriated through, and transferred from DOHE/CCHE.

Line Item	Common Policy	Total Funds	CF	CFE	FF
<b>Estimate FY 2008</b>					
<b>(C) Auxiliary Programs</b>					
	Salary Survey	17,710	17,710	0	0
	Performance Pay	8,770	8,770	0	0
	Amortization Equalization Disbursement	7,092	7,092	0	0
	Supplemental AED	1,478	1,478	0	0
	Health, Life & Dental	47,670	47,670	0	0
	Short Term Disability	789	789	0	0
	<b>Total Auxiliary Programs</b>	<b>83,509</b>	<b>83,509</b>	<b>0</b>	<b>0</b>
<b>(D) Gaming Revenue</b>					
<b>Statewide Preservation Grant Program</b>					
	Salary Survey	23,880	0	23,880	0
	Performance Pay	11,500	0	11,500	0
	Amortization Equalization Disbursement	8,625	0	8,625	0
	Supplemental AED	1,811	0	1,811	0
	Health, Life & Dental	67,233	0	67,233	0
	Short Term Disability	934	0	934	0
	<b>Total Preservation Grant Program</b>	<b>113,983</b>	<b>0</b>	<b>113,983</b>	<b>0</b>
	Note: No pots appropriations are actually transferred because this fund is continuously appropriated.				
<b>Society Museum &amp; Preservation Operations</b>					
	Salary Survey	145,195	0	126,602	18,593
	Performance Pay	73,768	0	64,454	9,314
	Amortization Equalization Disbursement	47,652	0	42,371	5,281
	Supplemental AED	9,914	0	8,813	1,101
	Health, Life & Dental	359,265	0	359,265	0
	Short Term Disability	5,169	0	4,591	578
	GGCC Services	4,647	0	4,647	0
	Legal Services	5,822	0	5,822	0
	Workers Compensation	13,628	0	13,628	0
	Risk Management	28,052	0	28,052	0
	<b>Total Society Museum &amp; Pres Oper</b>	<b>693,112</b>	<b>0</b>	<b>658,245</b>	<b>34,867</b>
<b>FY 2008 Agency Totals</b>		<b>890,604</b>	<b>83,509</b>	<b>772,228</b>	<b>34,867</b>

**Schedule 8  
Colorado Historical Society  
Common Policy Summary  
FY 2007-08**

Note: Information only - common policies (pots) are appropriated through, and transferred from DOHE/CCHE.

Line Item	Common Policy	Total Funds	CF	CFE	FF
<b>Estimate FY 2009 (preliminary estimates for information only - actually requested by/through DOHE/CCHE)</b>					
<b>(C) Auxiliary Programs</b>	Salary Survey	20,771	0	20,771	0
	Performance Pay	9,101	0	9,101	0
	Amortization Equalization Disbursement	9,451	0	9,451	0
	Supplemental AED	3,020	0	3,020	0
	Health, Life & Dental	64,833	0	64,833	0
	Short Term Disability	768	0	768	0
	<b>Total Auxiliary Programs</b>	<b>107,944</b>	<b>0</b>	<b>107,944</b>	<b>0</b>
<b>(D) Gaming Revenue</b>					
<b>Statewide Preservation Grant Program</b>	Salary Survey	30,373	0	30,373	0
	Performance Pay	13,389	0	13,389	0
	Amortization Equalization Disbursement	13,902	0	13,902	0
	Supplemental AED	4,443	0	4,443	0
	Health, Life & Dental	67,349	0	67,349	0
	Short Term Disability	1,130	0	1,130	0
	<b>Total Preservation Grant Program</b>	<b>130,586</b>	<b>0</b>	<b>130,586</b>	<b>0</b>
	Note: No pots appropriations are actually transferred because this fund is continuously appropriated.				
<b>Society Museum &amp; Preservation Operations</b>	Salary Survey	167,868	0	145,959	21,909
	Performance Pay	67,012	0	57,503	9,509
	Amortization Equalization Disbursement	69,587	0	59,710	9,877
	Supplemental AED	22,271	0	19,114	3,157
	Health, Life & Dental	453,662	0	453,662	0
	Short Term Disability	5,653	0	4,851	802
	GGCC Services	10,668	0	10,668	0
	Legal Services	5,822	0	5,822	0
	Workers Compensation	16,861	0	16,861	0
	Risk Management	48,438	0	48,438	0
	<b>Total Society Museum &amp; Pres Oper</b>	<b>867,842</b>	<b>0</b>	<b>822,588</b>	<b>45,254</b>
<b>FY 2009 Agency Totals</b>		<b>1,106,372</b>	<b>0</b>	<b>1,061,118</b>	<b>45,254</b>



Schedule 9.A  
Higher Education – Colorado Historical Society

<b>Schedule 9.A</b>					
<b>Cash Fund Status for: Limited Gaming Fund -- Fund 401</b>					
<b>C.R.S. Citation: 12-47.1-1201.(5)(a)(I)(D)(c)(I) - 2003</b>					
<b>Cash Fund Revenue and Expenditure Trend Information</b>					
	Actual FY 2005-06	Actual FY 2006-07	Estimate FY 2007-08	Request FY 2008-09	Projected FY 2009-10
Beginning Balance <small>CRS12-47.1-1201(5)(a)(I)(D) (II)</small>	0	0	0	0	0
Exempt Revenue	5,613,055	5,717,105	6,151,007	6,151,007	6,151,007
Non-Exempt Revenue	537,371	792,942	731,269	731,269	731,269
Total Expenditures	6,150,426	6,510,047	6,882,276	6,882,276	6,882,276
Ending Balance	0	0	0	0	0
Ending Balance – Cash Assets	0	0	0	0	0
Reserves Increase/Decrease	0	0	0	0	0
<b>Fee Levels</b>					
	Actual FY 2005-06	Actual FY 2006-07	Estimate FY 2007-08	Request FY 2008-09	Projected FY 2009-10
1. Admission fees	Varies by type	Varies by type	Varies by type	Varies by type	Varies by type
2. Facility Rental Fees	Varies by type	Varies by type	Varies by type	Varies by type	Varies by type
3. Other fees for services	Varies by type	Varies by type	Varies by type	Varies by type	Varies by type
<b>Cash Fund Reserve Balance</b>					
	Actual FY 2005-06	Actual FY 2006-07	Estimate FY 2007-08	Request FY 2008-09	Projected FY 2009-10
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	N/A <small>Fund Balance is used for the State Historical Fund Preservation Grants Program CRS12-47.1-1201(5)(a)(I)(D) (II)</small>				
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)					
Excess Uncommitted Fee Reserve Balance					
Deadline for Complying with the Target/Alternative Reserve Balance:					
<b>Cash Fund Narrative Information</b>					
Purpose/Background of Fund	The appropriation for Society Museum and Preservation Operations consists of cash funds, cash fund exempt (Gaming Revenue) and federal funds. Prior to 2004, a General Fund appropriation covered the Gaming Revenue portion. CRS12-47.1-1201(5)(a)(I)(C) states, "The use of a portion of the state historical fund for the support needs of the state historical society is consistent with the preservation purposes of the fund and the society."				
Fee Sources	Museum admissions, rental, other services				
Non-Fee Sources	Gifts and donations				
Long Bill Groups Supported by Fund	Society Museum and Preservation Operations				
Statutory or Other Restriction on Use of Fund	CRS12-47.1-1201(5)(a)(I)(D) (II) Accordingly, it is the intent of the general assembly that the majority of gaming revenues deposited in and available for distribution from the eighty percent portion of the state historical fund administered by the society shall continue to be used in such grants.				
Revenue Drivers					
Expenditure Drivers					
Assessment of Potential for Compliance					
Action	<input checked="" type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change <sup>1</sup> <input type="checkbox"/> Planned Fee Reduction <sup>1</sup> <input type="checkbox"/> Planned One-time Expenditure(s) <sup>1</sup> <input type="checkbox"/> Planned Ongoing Expenditure(s) <sup>1</sup> <input type="checkbox"/> Waiver <sup>2</sup>				
1. If plan is needed to meet compliance deadline, attach Form 9.B.      2. If pursuing a waiver, attach Form 9.C.					

**Schedule 9.A (continued)**  
**Cash Fund Status for: : Limited Gaming Fund -- Fund 401**  
**C.R.S. Citation: 12-47.1-1201.(5)(a)(l)(D)(c)(l) – 2003**

**Cash Fund Expenditure Line Item Detail and Change Requests**

	Actual FY 2005-06	Actual FY 2006-07	Estimate FY 2007-08	Request FY 2008-09	Projected FY 2009-10
<b>Division Name</b>					
Society Museum and Preservation Operations	537,371	792,942	731,269	731,269	731,269
Decision Item # (*) and Title					
<b>Division Subtotal</b>	537,371	792,942	731,269	731,269	731,269
<b>TOTAL</b>	537,371	792,942	731,269	731,269	731,269

Schedule 9.A  
Higher Education – Colorado Historical Society

**Schedule 9.A**  
**Cash Fund Status for: Enterprise Services – Fund 509**  
**C.R.S. Citation: 24-80-209 - 1963**

**Cash Fund Revenue and Expenditure Trend Information**

	Actual FY 2005-06	Actual FY 2006-07	Estimate FY 2007-08	Request FY 2008-09	Projected FY 2009-10
Beginning Balance	203,823	60,926	111,607	93,025	93,025
Exempt Revenue	410,816	414,240	422,400	430,000	430,000
Non-Exempt Revenue	650,822	581,141	637,444	640,000	640,000
Total Expenditures	1,204,535	944,700	1,078,426	1,070,000	1,070,000
Ending Balance	60,926	111,607	93,025	93,025	93,025
Ending Balance – Cash Assets	15,462	16,508	16,000	16,000	16,000
Reserves Increase/Decrease	(142,897)	50,681	18,582	0	0

**Fee Levels**

	Actual FY 2005-06	Actual FY 2006-07	Estimate FY 2007-08	Request FY 2008-09	Projected FY 2009-10
1. Museum store sales markup	Approx 63%	Approx 63%	Approx 63%	Approx 63%	Approx 63%
2. Photo service fees	Varies	Varies	Varies	Varies	Varies
3. Education program fees	Varies by program	Varies by program	Varies by program	Varies by program	Varies by program
4. Membership dues & events	Varies by level	Varies by level	Varies by level	Varies by level	Varies by level
5. Publications	Varies by type	Varies by type	Varies by type	Varies by type	Varies by type

**Cash Fund Reserve Balance**

	Actual FY 2005-06	Actual FY 2006-07	Estimate FY 2007-08	Request FY 2008-09	Projected FY 2009-10
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	30,000	50,000	45,000	45,000	45,000
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	198,748	155,875	177,940	176,550	176,550
Excess Uncommitted Fee Reserve Balance	0	0	0	0	0

Deadline for Complying with the Target/Alternative Reserve Balance:

**Cash Fund Narrative Information**

Purpose/Background of Fund	Revenue generating, self-sustaining programs
Fee Sources	Sales revenue, membership dues, program & service fees
Non-Fee Sources	Gifts and donations
Long Bill Groups Supported by Fund	C. Auxiliary Programs
Statutory or Other Restriction on Use of Fund	24-80-209 Title to property – disbursement of revenues
Revenue Drivers	Society/history museum interest and attendance
Expenditure Drivers	Attendance, sales volume and number of members
Assessment of Potential for Compliance	Full compliance assured

Action  Already in Compliance  Statute Change<sup>1</sup>  Planned Fee Reduction<sup>1</sup>  
 Planned One-time Expenditure(s)<sup>1</sup>  Planned Ongoing Expenditure(s)<sup>1</sup>  Waiver<sup>2</sup>

1. If plan is needed to meet compliance deadline, attach Form 9.B.      2. If pursuing a waiver, attach Form 9.C.

**Schedule 9.A (continued)**  
**Cash Fund Status for: Enterprise Services – Fund 509**  
**C.R.S. Citation: 24-80-209 – 1963**

**Cash Fund Expenditure Line Item Detail and Change Requests**

	Actual FY 2005-06	Actual FY 2006-07	Estimate FY 2007-08	Request FY 2008-09	Projected FY 2009-10
<b>Division Name</b>					
Auxiliary Programs	1,204,535	944,699	1,535,699	1,535,699	1,327,402
Decision Item #CHS1	0	0	0	(208,297)	0
<b>Division Subtotal</b>	1,204,535	944,699	1,535,699	1,327,402	1,327,402
<b>TOTAL</b>	1,204,535	944,699	1,535,699	1,327,402	1,327,402

**Schedule 10  
Summary of Change Requests**

Department Name: Higher Education - Colorado Historical Society  
 Submission Date: November 1, 2007  
 Total Number of Decision Items: 2  
 Total Number of Base Reduction Items: 0

Priority Number	IT Request	Title	Total	FTE	GF	CF	CFE	FF
1 of 2	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Salary Survey Funding for Non-classified Staff	\$ -	0.0	\$ -	\$0	\$ -	\$ -
2 of 2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Extend CHS Network to Regionals (D) Society Museum & Preservation Operations	\$ -	0.0	\$ -	\$ -	\$ -	\$ -
<b>Decision Item Subtotal</b>			<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<input type="checkbox"/> Yes <input type="checkbox"/> No							
	<input type="checkbox"/> Yes <input type="checkbox"/> No							
	<input type="checkbox"/> Yes <input type="checkbox"/> No							
	<input type="checkbox"/> Yes <input type="checkbox"/> No							
	<input type="checkbox"/> Yes <input type="checkbox"/> No							
<b>Base Reduction Item Subtotal</b>			<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL CHANGE REQUESTS</b>			<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Schedule 13**  
**Change Request for FY 08-09 Budget Request Cycle**

Decision Item FY 08-09  Base Reduction Item FY 08-09  Supplemental FY 07-08  Budget Request Amendment FY 08-09   
 Request Title: Salary Study Implementation Funding for Non-classified Staff  
 Department: Higher Education - Colorado Historical Society Dept. Approval by: *Deputy Director*  
 Priority Number: CHS HR1 OSPB Approval: *Jim M 3* Date: 10-3-07  
 Date: 10/16/07 for 11/1/07

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Actual FY 06-07	Appropriation FY 07-08	Supplemental Request FY 07-08	Total Revised Request FY 07-08	Base Request FY 08-09	Decision/ Base Reduction FY 08-09	November 1 Request FY 08-09	Budget Amendment FY 08-09	Total Revised Request FY 08-09	Change from Base (Column 5) FY 09-10
<b>Total of All Line Items</b>	<b>Total</b>	22,660,198	24,052,519	0	24,052,519	24,052,519	0	24,052,519	0	24,052,519	0
	FTE	108.9	108.9	0.0	108.9	108.9	0.0	108.9	0.0	108.9	0.0
	GF	0	0	0	0	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	792,942	692,848	0	692,848	692,848	0	692,848	0	692,848	0
	CFE	21,209,508	22,706,564	0	22,706,564	22,706,564	0	22,706,564	0	22,706,564	0
	FF	657,747	653,107	0	653,107	653,107	0	653,107	0	653,107	0
<b>(D) Gaming Revenue Statewide Preservation Grant Program</b>	<b>Total</b>	16,159,564	17,863,255	0	17,863,255	17,863,255	(199,330)	17,663,925	0	17,663,925	(199,330)
	FTE	18.0	18.0	0.0	18.0	18.0	0.0	18.0	0.0	18.0	0.0
	GF	0	0	0	0	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	CFE	16,159,564	17,863,255	0	17,863,255	17,863,255	(199,330)	17,663,925	0	17,663,925	(199,330)
	FF	0	0	0	0	0	0	0	0	0	0
<b>(D) Gaming Revenue Society Museum and Preservation Operations</b>	<b>Total</b>	6,500,634	6,189,264	0	6,189,264	6,189,264	199,330	6,388,594	0	6,388,594	199,330
	FTE	90.9	90.9	0.0	90.9	90.9	0.0	90.9	0.0	90.9	0.0
	GF	0	0	0	0	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	792,942	692,848	0	692,848	692,848	0	692,848	0	692,848	0
	CFE	5,049,944	4,843,309	0	4,843,309	4,843,309	199,330	5,042,639	0	5,042,639	199,330
	FF	657,747	653,107	0	653,107	653,107	0	653,107	0	653,107	0

Letternote revised text: a. These amounts shall be from Limited Gaming Revenues deposited in the State Historical Fund, pursuant to Section 12-47.1-1201, C.R.S.

Cash Fund name/number, Federal Fund Grant name: Limited Gaming Fund/401

IT Request:  Yes  No **NO**

Request Affects Other Departments:  Yes  No **If Yes, List Other Departments Here:**

**CHANGE REQUEST for FY 08-09 BUDGET REQUEST CYCLE**

Department:	Higher Education - Colorado Historical Society
Priority Number:	CHS HR1
Change Request Title:	Salary Study Implementation Funding for Non-classified Staff

**SELECT ONE (click on box):**

- Decision Item FY 08-09
- Base Reduction Item FY 08-09
- Supplemental Request FY 07-08
- Budget Request Amendment FY 08-09

**SELECT ONE (click on box):**

Supplemental or Budget Request Amendment Criterion:

- Not a Supplemental or Budget Request Amendment
- An emergency
- A technical error which has a substantial effect on the operation of the program
- New data resulting in substantial changes in funding needs
- Unforeseen contingency such as a significant workload change

Short Summary of Request:

This request reallocates \$199,330 within Long Bill line (D) Gaming Revenue in order to comply with a mandate from the Office of the State Auditor to conduct a study of non-classified staff salaries and implement the findings and recommendations from that study. \$199,330 CFE is requested to be transferred from (D) Gaming Revenue - Statewide Preservation Grant Program to (D) Gaming Revenue - Society Museum and Preservation Operations.

Background and Appropriation History:

The Office of the State Auditor issued a report titled “Higher Education Personnel System, Performance Audit May 2006” that included a recommendation to the institutions of higher education to “ensure institutions implement salary setting policies that consider market data and data for comparable positions within institutions” with an implementation date of July 2009. The Colorado Historical Society (CHS) had not

completed such a study since 1992. 84.6% of the staff is non-classified. The Society experienced turnover rates of 13.3% in 2004, 23.4% in 2005, 16.4% in 2006, and as of July 2007, 6.3% turnover (10.80% annualized) that can be directly associated with non-competitive compensation. These double digit turnover rates have known costs associated with the turnover as well as negative impacts to the workplace such as lowered morale.

CHS contracted with Mountain States Employers Council Inc. (MSEC) in December of 2006 to conduct a study considering market data and to make recommendations for base pay for non-classified staff. MSEC completed the study in June 2007 and prepared a compensation philosophy, a corresponding set of pay grades, and matched each position to a pay grade. MSEC provides the Department of Personnel and Administration with three of the same surveys used in this study.

General Description of Request:

CHS has evaluated the impact of employee turnover on the organization by measuring turnover and calculating the costs related to turnover. These costs include decreased productivity due to workflow interruptions, the expense and effort required to recruit and train a new employee, decline in the quality of service, loss of expertise and business opportunities, impact on job satisfaction and morale of remaining employees, and agency image. Exit interviews revealed that the number one reason for ending employment was a non-competitive salary. A retention program to specifically address non-competitive salary includes providing an equitable, competitive compensation and benefits package. MSEC conducted internal and external analyses to determine the fairness and competitiveness of the CHS' current compensation and benefits packages. The direct correlation between non-competitive base salaries and double digit turnover can be reduced by implementing salary setting policies that consider market data to acceptable turnover levels of approximately 8% per year can be found in recent Society for Human Resources Management (SHRM) articles ("Ward Off Unwanted Attrition by Honing Retention Programs" by Michelle Whitehead, SHRM, July 2006 and "Specialized HR for IT Organizations" by Maria Schafer, SHRM, March 2005). The difference in total



compensation when compared to CHS classified employees is that non-classified employees are granted higher rates for accruing annual leave (vacation) in exchange for relinquishing the property right to a position protected by the Constitution that classified employees have privilege of.

MSEC determined that CHS had 10 positions that were paid below their established pay grade minimum. The cost to bring these positions to the minimum for fiscal year 07-08 was \$17,111. Additionally, MSEC recommended a compensation plan to prevent salary compression, whereby employees who have at least one year of state experience up to five years would be placed at 90% of the pay grade midpoint unless their existing pay was already higher, employees with five years of state experience up to ten years would be placed at 95% of the pay grade midpoint unless their pay was already higher, and any employee with ten years or more of state experience would be placed at the pay grade midpoint unless their pay was already at or above the pay grade midpoint. The annualized cost to implement this compensation plan is \$199,330. CHS intends to conduct the salary study again for the fiscal year 2009-2010 and every five years thereafter to avoid large funding requests of this nature in the future.

Consequences if Not Funded:

The consequences for not funding this request are multifaceted. They include non-compliance with the recommendations from the Office of the State Auditor and continuing double digit turnover with the corresponding direct, liability exposure for unfair compensation practices, and other costs to the organization if the salary study results are not implemented. See Table 3 “Calculating Turnover Costs” below.

Table 1 “Calculations for Request”:

<b>Summary of Request FY 08-09</b>	<b>Total Funds</b>	<b>General Fund</b>	<b>Cash Funds</b>	<b>Cash Funds Exempt</b>	<b>Federal Funds</b>	<b>FTE</b>
Total Request [Items below total to this]	0			0		
Salary Study - (D) Gaming Revenue - Statewide Preservation Grant Program	(199,330)			(199,330)		
Salary Study - (D) Gaming Revenue - Society Museum and Preservation Operations	199,330			199,330		

<b>Summary of Request FY 09-10</b>	<b>Total Funds</b>	<b>General Fund</b>	<b>Cash Funds</b>	<b>Cash Funds Exempt</b>	<b>Federal Funds</b>	<b>FTE</b>
Total Request [Items below total to this]	0			0		
Salary Study - (D) Gaming Revenue - Statewide Preservation Grant Program	(199,330)			(199,330)		
Salary Study - (D) Gaming Revenue - Society Museum and Preservation Operations	199,330			199,330		

Assumptions for Calculations:

Calculations for salaries are from the salary study conducted by Mountain States Employers Council in June 2007 with salary rates projected at July 1, 2008. All other salaries are projected for new positions at the minimum of the salary range.

Impact on Other Government Agencies:

N/A

Table 2 “Cost Benefit Analysis”:

In addition to compliance with the Office of the State Auditor report, the following analysis is provided.

<b>Benefits</b>	<b>Cost</b>	<b>Comments</b>
Reduced turnover.	\$199,330 in Gaming Revenue that would not be used for the Preservation Grant Program.	The total number of employees who left the Colorado Historical Society in 2006 was 21 at a cost of \$64,995.00. Without factoring in salary savings, the cost increases to \$115,920.
Increased efficiency by retention of job-knowledgeable workforce		

\* Turnover costs:

The table below illustrates the cost of turnover for an individual employee. The calculations assume that salaries are the average salary for the agency for all employees. Some recruitments are more expensive and some are less expensive to conduct. The cost of benefits is not factored into the costs but will generally add 20% to 25% more to the actual cost.

Table 3 “Calculating Turnover Costs”

Average hourly rate for a CHS Employee July 2007	
<b>Calculating Turnover Costs (not including benefits)</b>	
<b>(Sample for one average CHS position in Denver/Boulder area)</b>	
<b>Separation Processing Costs: \$1,000.50</b>	
+ cost of exit interviewer's time (60 minutes @ \$23)	\$23.00
+ cost of departing employee's time (30 minutes @ \$23)	\$11.50
+ cost of administrative functions relating to the departure (2 hours @ \$23)	\$46.00
+ cost of annual leave pay associated with the departure (40 hours @ \$23)	\$920.00
<b>Replacement Hiring Costs: \$1,055.50</b>	
+ cost of attracting applicants (advertising / salary cost for networking)	\$500.00
+ pre-employment administrative expenses (3 hours @ \$23)	\$69.00
+ cost of entrance interviews (5 interviews @ 1 hour x 3 interviewers @ \$23)	\$345.00
+ cost of background checks, etc. (\$15 plus 30 minutes @ \$23)	\$26.50
+ cost of hiring decisions meetings (1 hour x 3 interviewers @ \$23)	\$69.00
+ post-employment information gathering (records, payroll, etc.) (2 hours @ \$23)	\$46.00
<b>Training New Hire Costs: \$194.00</b>	

STATE OF COLORADO FY 08-09 BUDGET REQUEST CYCLE: Higher Education – Colorado Historical Society

---

+ cost of information literature (manuals, brochures, policies, etc.)	\$10.00
+ cost of orientation (4 hours x 2 employees @ \$23)	\$184.00
<b>Lost Productivity and Lost Business Costs: \$226.00</b>	
+ cost of additional overtime to cover the vacancy (10 hours @ \$23 x 1.5 x 6 weeks)	\$2,070.00
+ cost of additional temporary help (10 hours @ \$23 x 6 weeks)	\$1,380.00
- wages and without benefits saved due to the vacancy (40 hours @ \$23 x 6 weeks)	<\$5,520.00>
+ cost of performance differential while new employee gets up to speed (80 hours @ \$23 x 20%)	\$368.00
+ cost of low morale-related time wasted due to "water cooler grumbling" (1 hour @ \$23 x 5 days x 6 weeks)	\$690.00
+ cost of additional employee departures related to the departure (if just one other employee leaves, the cost is equal to the total of these costs)	\$1,238.00
<b>Total</b>	<b>\$2,476.00</b>

Implementation Schedule:

<b>Task</b>	<b>Month/Year</b>
Internal Research/Planning Period	June 2007
FTE Hired	July 2008

Statutory and Federal Authority:

CRS 12-47.1-1201 (5)(a)(I)(C) The use of a portion of the state historical fund for the support needs of the state historical society is consistent with the preservation purposes of the fund and of the society.

CRS 12-47.1-1201 (5)(a)(I)(II) Accordingly, it is the intent of the general assembly that the majority of the gaming revenues deposited in and available for distribution from the eighty percent portion of the state historical fund administered by the society shall continue to be used for such grants.

CRS 12-47.1-1201 (5)(a)(I)(II) All interest and income derived from the deposit and investment of moneys in the state historical fund or other funds authorized by law shall remain in such fund and funds and shall not be transferred or revert to the general fund or any other fund at the end of any fiscal year.

Performance Measures:

Future compliance with recommendations from the Office of the State Auditor.

Reduced turnover.

**Schedule 13**  
**Change Request for FY 08-09 Budget Request Cycle**

Request Title: **Decision Item FY 08-09**  **Base Reduction Item FY 08-09**  **Supplemental FY 07-08**  **Budget Request Amendment FY 08-09**   
 Extend CHS Network to Regionals  
 Department: Higher Education - Colorado Historical Society  
 Priority Number: CHS IT  
 Dept. Approval by: *Deanne M. Rudee*  
 OSPB Approval: *Shirley J.*  
 Date: 10-3-07  
 Date: 10/14/07 for 4/4/07

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Actual FY 06-07	Appropriation FY 07-08	Supplemental Request FY 07-08	Total Revised Request FY 07-08	Base Request FY 08-09	Decision/ Base Reduction FY 08-09	November 1 Request FY 08-09	Budget Amendment FY 08-09	Total Revised Request FY 08-09	Change from Base (Column 5) FY 09-10
Total of All Line Items	<b>Total</b>	22,660,198	24,052,519	0	24,052,519	24,052,519	0	24,052,519	0	24,052,519	0
	FTE	108.9	108.9	0.0	108.9	108.9	0.0	108.9	0.0	108.9	0.0
	GF	0	0	0	0	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	792,942	692,848	0	692,848	692,848	0	692,848	0	692,848	0
	CFE	21,209,508	22,706,564	0	22,706,564	22,706,564	0	22,706,564	0	22,706,564	0
	FF	657,747	653,107	0	653,107	653,107	0	653,107	0	653,107	0
(D) Gaming Revenue Statewide Preservation Grant Program	<b>Total</b>	16,159,564	17,863,255	0	17,863,255	17,863,255	(75,100)	17,788,155	0	17,788,155	(15,600)
	FTE	18.0	18.0	0.0	18.0	18.0	0.0	18.0	0.0	18.0	0.0
	GF	0	0	0	0	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	CFE	16,159,564	17,863,255	0	17,863,255	17,863,255	(75,100)	17,788,155	0	17,788,155	(15,600)
	FF	0	0	0	0	0	0	0	0	0	0
(D) Gaming Revenue Society Museum and Preservation Operations	<b>Total</b>	6,500,634	6,189,264	0	6,189,264	6,189,264	75,100	6,264,364	0	6,264,364	15,600
	FTE	90.9	90.9	0.0	90.9	90.9	0.0	90.9	0.0	90.9	0.0
	GF	0	0	0	0	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	792,942	692,848	0	692,848	692,848	0	692,848	0	692,848	0
	CFE	5,049,944	4,843,309	0	4,843,309	4,843,309	75,100	4,918,409	0	4,918,409	15,600
	FF	657,747	653,107	0	653,107	653,107	0	653,107	0	653,107	0

Letternote revised text: a. These amounts shall be from Limited Gaming Revenues deposited in the State Historical Fund, pursuant to Section 12-47.1-1201, C.R.S.  
 Cash Fund name/number, Federal Fund Grant name: Limited Gaming Fund/401  
 IT Request:  Yes  No **NO**  
 Request Affects Other Departments:  Yes  No **If Yes, List Other Departments Here:**

**CHANGE REQUEST for FY 08-09 BUDGET REQUEST CYCLE**

Department:	Higher Education – Colorado Historical Society
Priority Number:	CHS IT
Change Request Title:	Extend CHS Network to Regionals

**SELECT ONE (click on box):**

- Decision Item FY 08-09
- Base Reduction Item FY 08-09
- Supplemental Request FY 07-08
- Budget Request Amendment FY 08-09

**SELECT ONE (click on box):**

Supplemental or Budget Request Amendment Criterion:

- Not a Supplemental or Budget Request Amendment
- An emergency
- A technical error which has a substantial effect on the operation of the program
- New data resulting in substantial changes in funding needs
- Unforeseen contingency such as a significant workload change

Short Summary of Request:

The decision item is to extend the Colorado Historical Society network to our Regional Museums and museum storage facilities located across the state in Montrose, Leadville, Fort Garland, Fort Vasquez, Georgetown, Trinidad and El Pueblo.

This is a one-time request in FY2008-09 to transfer \$75,100 in CFE Gaming Revenue from the Statewide Preservation Grant Program to Society and Museum Preservation Operations. This will fund the hardware, software and telecommunications services required to install the network.

From FY2009-10 and forward, a \$15,600 annual transfer is requested to cover the annual telecommunications costs.



Background and Appropriation History:

During the past 18 months, CHS has used its operating budget to improve its IT infrastructure and conform to state mandated data security requirements by:

- Establishment of a systems lifecycle approach to desktop computer replacement
- Asset Tracking
- Standardization of desktop operating systems
- Standardization of desktop software
- Standardization of server operating systems
- Standardization of database software
- Establishment of IT Policies
- Implementation of Cyber Security (as outlined by the State CISO) Policies
- Upgrade of Network Operating System
- Upgrade of E-mail services
- Implementation of firewalls at those locations with MNT access
- Upgrade of most server hardware.

Now that we have stabilized our IT infrastructure at our primary location in Denver, we are positioned to support the added connectivity to our outlying Regional Museums and properties, but we lack the necessary funding.

General Description of Request:

Our Regional Properties are on a combination of Qwest dial-up, private DSL and local phone dial-up connectivity with e-mail from different providers. Dial-up connectivity takes up to five minutes to download a 6 page pdf document. Most of the hardware in the field is more than 6 years old and there is no way to implement data security in these isolated locations. Curatorial staff is currently unable to access and update the collections database from the storage facilities. Artifacts must be transported to and from a location with database access or the updates must be re-keyed from paper logs in a location with database access. We have limited physical security over our collections at the Regional sites. Security cameras have been installed, but remote monitoring cannot be implemented without a connection to our network.

In the past 12 months, we have had two incidents of hacking into the network in El Pueblo that have required numerous trips by our two-person IT staff to secure the network and rebuild infected computers. This has resulted in significant loss of productivity for site staff and IT. We have had two after hour robberies at a site that cannot be monitored real-time.

We would like to provide consistent high-speed network access, State/CHS e-mail and file services (so that duplication of files is reduced), and network security to our outlying sites. In the future application (e.g. membership database, collections database, financial data warehouse) access will be made available to the sites. The network would permit CHS Security to monitor each of the sites with networked security cameras.

In order to accomplish these technology upgrades, we require:

- FY2008-09 one-time transfer of \$75,100 in CFE Gaming Revenue from the Statewide Preservation Grant Program to Society and Museum Preservation Operations. This will fund the hardware, software and telecommunications services required to install the network.
- FY2009-10 and forward, a \$15,600 annual transfer is requested to cover the annual telecommunications costs.

Consequences if Not Funded:

The Regional Museums will continue to be disconnected from the Denver headquarters and unable to function as full members of the CHS organization. The simple act of emailing a colleague will continue to be complex because you are not on the same email system and do not have the email address readily available. Working on an exhibit will continue to require emailing, storing, tracking versions of project plans and exhibit materials because there is no access to the shared folders on the network. Curators will spend needless time transporting artifacts and re-keying data.

Calculations for Request:

<b>Summary of Request FY 08-09</b>	<b>Total Funds</b>	<b>General Fund</b>	<b>Cash Funds</b>	<b>Cash Funds Exempt</b>	<b>Federal Funds</b>	<b>FTE</b>
Total Request [Items below total to this]	75,100			75,100		0
Hardware	26,200			26,200		0
Software	10,000			10,000		0
Services (incl Telecom)	38,900			38,900		0

<b>Summary of Request FY 09-10</b>	<b>Total Funds</b>	<b>General Fund</b>	<b>Cash Funds</b>	<b>Cash Funds Exempt</b>	<b>Federal Funds</b>	<b>FTE</b>
Total Request [Items below total to this]	15,600			15,600		0
Telecommunications Services	15,600			15,600		0

Assumptions for Calculations:

Hardware Costs	\$26,200
Software Costs	\$10,000
Services (including telecommunications)	\$38,900
<b>Total</b>	<b>\$75,100</b>

Impact on Other Government Agencies: N/A

Cost Benefit Analysis:

<b>Benefits</b>	<b>Cost</b>	<b>Comments</b>
Improve Regional sites internet access – speed, email, file sharing- saves 2,400 hours/year that can be used for revenue generating activities	\$75,100 in Gaming Revenue that would not be used for the Preservation Grant Program. This is .4% of the FY2007-08 appropriation for the program.	At approximately \$50,000 in salaries and benefits for one FTE, the savings would be a recurring \$70,200 every year for Regional staff and curators after the initial cost to implement.
Curators able to update collections database onsite- - saves 520 hours/year that can be used to catalogue more items		
IT able to manage sites remotely, reducing need to travel to remote locations.		
Real-time site monitoring to better safeguard state assets- cash, artifacts		Cash lost to date- \$2,500.

Implementation Schedule:

<b>Task</b>	<b>Month/Year</b>
Internal Research/Planning Period	6/07 (complete)
Start-Up Date	10/01/08

Statutory and Federal Authority:

Section 12-47.1-1201 (5)(a)(I)(C), C.R.S. (2007) The use of a portion of the state historical fund for the support needs of the state historical society is consistent with the preservation purposes of the fund and of the society.

Section 12-47.1-1201 (5)(b), C.R.S. (2007) Subject to annual appropriation, the society may make expenditures for reasonable costs incurred by the society in connection with fulfilling the society's mission as a state educational institution to collect, preserve, and interpret the history of Colorado and the west and carrying out other activities and programs authorized by statute or rule.

Performance Measures:

Visitation to the CHS properties  
Participation in CHS programs  
Increase use of Library and curatorial resources