

Assumptions and Calculations

**COLORADO DEPARTMENT OF PERSONNEL AND ADMINISTRATION
ASSUMPTIONS AND CALCULATIONS**

A. GENERAL ASSUMPTIONS

Authoritative Guidance

Authoritative guidance for the development of the Department's budget request is found in the Office of State Planning and Budgeting's (OSPB) "Strategic Plan and Budget Request Instructions" (OSPB-BI) for FY 2005-06. Additional direction for the application of Common Policies is provided by the OSPB and the Department of Personnel and Administration (DPA) in the OSPB's "Common Policy Instructions for the FY 2005-06 Budget Submission" (OSPB-CP).

Appropriation Requests for Personal Services

Personal Services appropriation requests are calculated in accordance with the guidelines set forth in the OSPB-BI (pp. 8.5 – 8.9). These include base-building increments for Salary Survey and Performance-based Pay Awards, as well as a reduction of 0.2%. The fund splits are consistent with program line fund splits for FY 2004-05. Any variance from these instructions is noted below with specific programmatic assumptions.

Appropriation Requests for Operating Expenses

Continuation of the FY 2004-05 Long Bill is requested for lines associated with operating expenses. In accordance with the OSPB guidelines, calculations for operating expense appropriation requests do not include adjustments for inflation factors (OSPB-CP p. 9). Any exceptions to these instructions are noted below with specific assumptions in the divisional narratives.

Appropriation Requests for Indirect Cost Assessments

The Indirect Cost Assessment line requests reflect the indirect cost allocations plan established by the State Controller's Office for the Department. These collections total \$3,741,090 (cash funds exempt) as follows:

DHR - Employee Benefits Services	\$85,785	DCS - Administration	120,130
DHR - Risk Management Services	111,768	DCS - Document Solutions Group	158,898
DHR - Deferred Compensation Plans	15,791	DCS - Mail Services	315,413
DHR - CSEAP	55,592	DCS - Reprographics	183,917
DHR - Training Services	30,868	DCS - Fleet Management	610,215
DoIT - Computer Services	595,768	DCS - Capitol Complex Facilities	311,204
DoIT - Network Services	444,707	DFP - Collections Services	165,820
DoIT - Communications Services	300,166	Administrative Hearings	235,049

It is suggested with this request that a single line item in the Executive Director's Office be appropriated for FY 2005-06 to reflect the Department's entire (aggregate) indirect cost allocation plan and that the separate divisional lines for indirect cost assessments be eliminated. This method simplifies booking and accounting procedures since the allocation plan already serves to differentiate the programmatic sources of revenues for transfer.

For FY 2005-06, the Department requests that these revenues be used to offset General Fund in the following line items:

Executive Office, Personal Services	\$1,568,273
-------------------------------------	-------------

Executive Office, Operating Expenses	\$99,842	
DHR, State Agency Services, Personal Services	\$1,872,653	
DHR, State Agency Services, Operating Expenses	\$88,462	
Personnel Board, Personal Services	\$111,860	
	<hr/>	
	\$3,741,090	Total Indirect Cost Recoveries

Central Appropriation Requests for Personal Services Common Policies

Requests for centrally appropriated personal services "pots" items are calculated in accordance with the OSPB-BI and OSPB-CP for FY 2005-06. For the appropriation requests, the calculated increments are added to the prior year appropriations and labeled as "FY06 Common Policy Calculated Increment":

Health, Life and Dental - The appropriation request for Health, Life and Dental (HLD) is made in accordance with the OSPB Common Policy for Health, Life and Dental (OSPB-CP pp. 7-8), which incorporates the split rates for health premiums provided by the Division of Human Resources at the DPA. Please note that the number of employees enrolled in each category is likely to change in December after the open-enrollment period for benefits is completed. The Department will submit a final HLD request to the OSPB reflecting these changes in December.

Short-Term Disability - The appropriation request for Short-Term Disability is made in accordance with the OSPB Common Policy for Short-Term Disability (OSPB-CP p. 7), incorporating the revised rate of 0.16% for FY 2005-06.

Salary Survey - The appropriation request for Salary Survey is made in accordance with the OSPB Common Policy for Salary Survey (OSPB-CP p. 6). Salary increases are calculated with appropriate rates for various classifications as recommended in the DPA's Total Compensation Survey published on August 1, 2004. The request represents occupational group increases as well as range minimum increases for relevant positions. Medicare (1.45%) and PERA (10.15%) are calculated and included in this request per the OSPB-CP (pp. 5-6). The fund splits are based proportionately by program according to the FY 2005-06 personal services requests.

Performance-based Pay Awards - The appropriation request for Performance-based Pay Awards is based on the allocation calculated by the DPA per Common Policy (OSPB-CP p. 6). PERA and Medicare allocations were included in the pot from the DPA (OSPB-CP pp. 5-6). The fund splits determined by the Department are proportionate to the FY 2005-06 personal services requests.

Shift Differential - In accordance with Common Policy, the request for Shift Differential is calculated at 80 percent of the sum of the total actual expenditures in FY 2003-04 plus the incremental change for occupational groups affected by the shift rate adjustment recommended in the DPA's Total Compensation Survey published on August 1, 2004. Expenditures totaling \$87,281 were reported in object codes for Shift Differential in FY 2003-04.

Amortization Equalization Distribution - This appropriation request per SB04-257 is made in accordance with the OSPB Common Policy for the Amortization Equalization Distribution (OSPB-CP p. 6), incorporating the calculated rate of 0.5% beginning January 2006. A new line item is requested for this in the Executive Director's Office.

Central Appropriation Requests for Operating Expenses Common Policies

Requests for centrally appropriated operating items are calculated in accordance with the OSPB-BI and OSPB-CP for FY 2005-06. Where adjustments are incorporated in the Base Request, the allocated increments with appropriate fund splits are added to the prior year appropriations and labeled as "FY06 Common Policy Allocation Increment." Where fund splits have been adjusted in relation to prior year or anticipated experience, changes appear with the label "Fund Split Adjustment." These items include the following:

Workers' Compensation

Administrative Law Judge Services
Legal Services
Payments to Risk Management (includes premiums for both Property and Liability)
Purchase of Services from the Computer Center
Capitol Complex Leased Space
Communications Services
Indirect Cost Allocations

In addition to these allocations, the following adjustments to the Vehicle Lease Payments and Multi-use Network Payments line items are incorporated with separate change requests and labeled as follows:

Statewide BR #1: MNT Telecomm Truth-in-Rates (DPA Allocation)
Statewide BR #2: Vehicle Lease Line Reconciliation (DPA Allocation)
Statewide DI #1: FY 2005-06 Vehicle Replacements (DPA Allocation)

Finally, for line items involving leased space, Common Policies allow for appropriation request increments to incorporate leased space escalators as indicated in leasing agreements (OSPB-CP p. 9). These adjustments are labeled with the notation "FY06 Common Policy Lease Escalator."

B. SPECIFIC ASSUMPTIONS AND CALCULATIONS FOR APPROPRIATION REQUESTS

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(1) EXECUTIVE OFFICE

Personal Services

The request for personal services in the Executive Director's Office is calculated in accordance with guidelines established by the OSPB. Indirect cost recoveries are the requested revenue source for this line item. Additionally, a base reduction of 4.5 FTE is requested to align FTE levels with funding reductions (~\$200,000) that have occurred since FY 2002-03. The department notes that 5.2 FTE were reverted in FY 2003-04 (even though all funding was used) and anticipates a similar level of FTE reversion for FY 2004-05. The appropriation request is calculated as follows:

FY05 Long Bill Appropriation	\$1,514,702	26.0			1,514,702	
Salary Survey	\$34,395		34,395			
Performance-based Pay	\$22,319		22,319			
Convert base-building salary pots to Cash Funds Exempt	\$0		(56,714)		56,714	
OSPB Base Adjustment (-0.2 percent)	(\$3,143)		0	0	(3,143)	0
FTE Reduction (alignment with funding)	\$0	(4.5)				
Personal Services Request Total	\$1,568,273	21.5	0	0	1,568,273^a	0

Health, Life, and Dental

FY05 Long Bill Appropriation	\$1,255,873			51,622	1,204,251	
FY06 Common Policy Calculated Increment	\$143,548		397,009	(42,680)	(210,781)	
Health, Life, and Dental Request Total	\$1,399,421		397,009	8,942^b	993,470^c	0

Short-term Disability

FY05 Long Bill Appropriation	\$43,916			2,148	41,768	
FY06 Common Policy Calculated Increment	\$1,069		15,074	(1,884)	(12,121)	
Short-term Disability Request Total	\$44,985		15,074	264^b	29,647^c	0

Salary Survey (includes Range Minimum Adjustments)

FY05 Long Bill Appropriation	\$609,695		215,475	16,376	377,844	
FY06 Common Policy Calculated Increment	\$95,973		25,529	(12,586)	83,030	
Salary Survey Total	\$705,668		241,004	3,790^b	460,874^c	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Performance-based Pay Awards</u>						
FY05 Long Bill Appropriation	\$354,769		168,515	3,548	182,706	
FY06 Common Policy Calculated Increment	(\$36,824)		(61,758)	(1,680)	26,614	
Performance-based Pay Awards Request Total	\$317,945		106,757	1,868^b	209,320^c	0
<u>Shift Differential</u>						
FY05 Long Bill Appropriation	\$92,251				92,251	
FY06 Common Policy Calculated Increment	(\$22,426)				(22,426)	
Shift Differential Request Total	\$69,825		0	0	69,825^c	0
<u>Amortization Equalization Disbursement (new line)</u>						
FY06 Common Policy Calculation	\$70,306		9,228	2,288	58,791	
Amortization Equalization Disbursement Request Total	\$70,306		9,228	2,288^b	58,791^c	0
<u>Workers' Compensation</u>						
FY05 Long Bill Appropriation	\$257,322		95,466	2,316	159,540	
FY06 Common Policy Allocation Increment	(\$65,521)		(43,138)	(1,142)	(21,241)	
Workers' Compensation Request Total	\$191,801		52,328	1,174^b	138,299^c	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$103,311				103,311	
Prior Year Change Request - Budget Staff Position	(\$3,469)				(3,469)	
Operating Expenses Request Total	\$99,842		0	0	99,842^a	0
<u>Legal Services for 3,432 hours</u>						
FY05 Long Bill Appropriation	\$211,308		180,055	5,388	25,865	
SB04-257 Modify Public Employee Retirement Plans	\$2,736			2,736		
Fund Split Adjustment	\$0		6,021	(8,124)	2,103	
Legal Services Request Total	\$214,044		186,076	0	27,968^c	0
<u>Administrative Law Judge Services</u>						
FY05 Long Bill Appropriation	\$0					
FY06 Common Policy Allocation Increment	\$1,969		1,969			
Administrative Law Judge Services Request Total	\$1,969		1,969	0	0	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Purchase of Services from Computer Center</u>						
FY05 Long Bill Appropriation	\$1,390,871		1,311,591		79,280	
FY06 Common Policy Allocation Increment	(\$71,771)		(67,680)		(4,091)	
Purchase of Services from Computer Center Request Total	\$1,319,100		1,243,911	0	75,189^c	0
<u>Multi-use Network Payments</u>						
FY05 Long Bill Appropriation	\$586,337				586,337	
Statewide BR #1: MNT Telecomm Truth-in-Rates (DPA Allocation)	(\$287,744)				(287,744)	
Multiuse Network Payments Request Total	\$298,593		0	0	298,593^c	0
<u>Payment to Risk Management and Property Funds</u>						
FY05 Long Bill Appropriation	\$811,349		278,455	7,869	525,025	
FY06 Common Policy Allocation Increment	(\$193,948)		(110,011)	(4,089)	(79,848)	
Payment to Risk Management and Property Funds Request Total	\$617,401		168,444	3,780^b	445,177^c	0
<u>Vehicle Lease Payments</u>						
FY05 Long Bill Appropriation	\$145,096		3,629		141,467	
Statewide DI #1: FY 2005-06 Vehicle Replacements (DPA Allocation)	\$40,230				40,230	
Statewide BR #2: Vehicle Lease Line Reconciliation (DPA Allocation)	\$25,567				25,567	
Vehicle Lease Payments Request Total	\$210,893		3,629	0	207,264^c	0
<u>Leased Space</u>						
FY05 Long Bill Appropriation	\$996,271		308,949		687,322	
FY06 Common Policy Lease Escalator	\$140,573				140,573	
Fund Split Adjustment	\$0		(1,034)	27,762	(26,728)	
Leased Space Request Total	\$1,136,844		307,915	27,762^b	801,167^c	0
<u>Capitol Complex Leased Space</u>						
FY05 Long Bill Appropriation	\$1,208,673		542,694	7,251	658,728	
FY06 Common Policy Allocation Increment	(\$42,578)		135,192	(7,251)	(170,519)	
Capitol Complex Leased Space Request Total	\$1,166,095		677,886	0	488,209^c	0
<u>Communications Services Payments</u>						
FY05 Long Bill Appropriation	\$296				296	
FY06 Common Policy Allocation Increment	\$257				257	
Communications Services Payments Request Total	\$553		0	0	553^c	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Test Facility Lease</u>						
FY05 Long Bill Appropriation	\$116,351		116,351			
FY06 Common Policy Lease Escalator	\$3,491		3,491			
Test Facility Lease Request Total	\$119,842		119,842	0	0	0
<u>Employment Security Contract Payment</u>						
FY05 Long Bill Appropriation	\$17,400		10,889		6,511	
Employment Security Contract Payment Request Total	\$17,400		10,889	0	6,511^c	0
<u>Employees Emeritus Retirement</u>						
FY05 Long Bill Appropriation	\$11,039		11,039			
FY05 Salary Survey Allocation Increment (2.0%)	\$221		221			
Employees Emeritus Retirement Request Total	\$11,260		11,260	0	0	0
<u>Health Insurance Portability and Accountability - Security Remediation</u>						
FY05 Long Bill Appropriation	\$577,026	2.0	96,145		480,881	
Prior Year Change Request - HIPAA Security Remediation	(\$426,029)		(32,475)		(393,554)	
OSPB Base Adjustment (-0.2 percent on personal services costs)	(\$302)		(127)	0	(175)	
Health Insurance Portability and Accountability - Security Remediation Request Total	\$150,695	2.0	63,543	0	87,152^d	0
(1) EXECUTIVE OFFICE Total	\$9,732,755	23.5	3,616,763	49,868	6,066,124	0

^a Indirect cost recoveries.

^b Various sources of cash funds.

^c Various exempt sources of cash funds.

^d Computer Services Revolving Fund.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(2) DIVISION OF HUMAN RESOURCES

(A)(1) State Agency Services

Personal Services

The request for personal services in State Agency Services is calculated in accordance with guidelines established by the OSPB. Additionally, a base reduction of 1.5 FTE is requested to align FTE levels with estimated utilization in this line item for FY 2004-05 and the request year. The appropriation request is calculated as follows:

FY05 Long Bill Appropriation	\$1,822,366	30.7			1,822,366	
Salary Survey	\$31,519		31,519			
Performance-based Pay	\$22,521		22,521			
Convert base-building salary pots to Cash Funds Exempt	\$0		(54,040)		54,040	
OSPB Base Adjustment (-0.2 percent)	(\$3,753)		0	0	(3,753)	0
FTE Reduction (alignment with funding)	\$0	(1.5)				
Personal Services Request Total	\$1,872,653	29.2	0	0	1,872,653	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$88,462				88,462	
Operating Expenses Request Total	\$88,462		0	0	88,462	0
(A)(1) State Agency Services Total	\$1,961,115	29.2	0	0	1,961,115	0

^a Indirect cost recoveries.

(A)(2) Training Services

Personal Services

The request for personal services in Training Services is calculated in accordance with guidelines established by the OSPB. Additionally, a base reduction of 1.0 FTE is requested to align FTE levels with historic and estimated utilization in this line item. The fund split is adjusted for alignment with historic revenue sources; approximately 25% of revenues for the Training Services program are from cash sources. The appropriation request is calculated as follows:

FY05 Long Bill Appropriation	\$170,505	3.0		52,075	118,430	
OSPB Base Adjustment (-0.2 percent)	(\$341)		0	(104)	(237)	0
Fund Split Adjustment	\$0			18,076	(18,076)	
FTE Reduction (alignment with utilization)	\$0	(1.0)				
Personal Services Request Total	\$170,164	2.0	0	70,047	100,117	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$79,573				79,573	
Operating Expenses Request Total	\$79,573		0	0	79,573	0
<u>Indirect Cost Assessment</u>						
FY05 Long Bill Appropriation	\$33,476				33,476	
FY06 Common Policy Allocation Increment	(\$2,608)				(2,608)	
Indirect Cost Assessment Request Total	\$30,868		0	0	30,868	0
(A)(2) Training Services Total	\$280,605	2.0	0	70,047 ^a	210,558 ^a	0
^a Various exempt and non-exempt sources of cash funds (Training Revenues).						
(A)(3) Colorado State Employees Assistance Program						
<u>Personal Services</u>						
FY05 Long Bill Appropriation	\$273,045	4.5			273,045	
Salary Survey	\$5,096				5,096	
Performance-based Pay	\$4,700				4,700	
OSPB Base Adjustment (-0.2 percent)	(\$566)		0	0	(566)	0
Personal Services Request Total	\$282,275	4.5	0	0	282,275	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$37,233				37,233	
Operating Expenses Request Total	\$37,233		0	0	37,233	0
<u>Indirect Cost Assessment</u>						
FY05 Long Bill Appropriation	\$68,475				68,475	
FY06 Common Policy Allocation Increment	(\$12,883)				(12,883)	
Indirect Cost Assessment Request Total	\$55,592		0	0	55,592	0
(A)(3) Colorado State Employees Assistance Program Total	\$375,100	4.5	0	0	375,100 ^a	0

^a Various sources per Section 24-50-604 (1)(k)(IV), C.R.S.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(B) Employee Benefits Services

In consultation with the State Controller's Office, the Department determined that the entire appropriation for DHR Employee Benefits Services should be booked as Cash Funds Exempt in accordance with GASB reporting principles governing pension trust funds. This change is necessary to ensure proper and consistent accounting treatment of these funds. These fund split adjustments are labeled as "Fund Split Adjustment (GASB)."

Personal Services

FY05 Long Bill Appropriation	\$807,635	11.0		215,982	591,653	
SB04-257 Modify Public Employee Retirement Plans	\$104,761	1.0		104,761		
Salary Survey	\$9,097			9,097		
Performance-based Pay	\$3,204			876	2,328	
OSPB Base Adjustment (-0.2 percent)	(\$1,849)		0	(661)	(1,188)	0
Fund Split Adjustment (GASB)	\$0			(330,055)	330,055	
Personal Services Request Total	\$922,848	12.0	0	0	922,848^a	0

Operating Expenses

FY05 Long Bill Appropriation	\$51,355			23,574	27,781	
SB04-257 Modify Public Employee Retirement Plans	\$870			870		
Fund Split Adjustment (GASB)	\$0			(24,444)	24,444	
Operating Expenses Request Total	\$52,225		0	0	52,225^a	0

Utilization Review

FY05 Long Bill Appropriation	\$40,000				40,000	
Utilization Review Request Total	\$40,000		0	0	40,000^b	0

Deferred Compensation Plans

FY05 Long Bill Appropriation	\$182,977			182,977		
Prior Year Change Request - Deferred Compensation Contract Position	(\$98,477)			(98,477)		
Fund Split Adjustment (GASB)	\$0			(84,500)	84,500	
Deferred Compensation Plans Request Total	\$84,500		0	0	84,500^c	0

Defined Contribution Plans

FY05 Long Bill Appropriation	\$6,226			6,226		
SB04-257 Modify Public Employee Retirement Plans	\$5,000			5,000		
Fund Split Adjustment (GASB)	\$0			(11,226)	11,226	
Defined Contribution Plans Request Total	\$11,226		0	0	11,226^d	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Indirect Cost Assessment</u>						
FY05 Long Bill Appropriation	\$141,154				141,154	
FY06 Common Policy Allocation Increment	(\$39,578)				(39,578)	
Indirect Cost Assessment Request Total	\$101,576		0	0	101,576^a	0
(B) Employee Benefits Services Total	\$1,212,375	12.0	0	0	1,212,375	0

^a Amounts are from the Group Benefits Plan Reserve Fund, the Deferred Compensation Plan Administration Fund, and the Defined Contribution Plan Administration Fund.

^b Group Benefits Plan Reserve Fund

^c Deferred Compensation Plan Administration Fund.

^d Defined Contribution Plan Administration Fund.

(C) Risk Management Services

Personal Services

FY05 Long Bill Appropriation	\$558,589	9.0			558,589	
Salary Survey	\$7,274				7,274	
Performance-based Pay	\$4,067				4,067	
OSPB Base Adjustment (-0.2 percent)	(\$1,140)		0	0	(1,140)	0
Personal Services Request Total	\$568,790	9.0	0	0	568,790^a	0

Operating Expenses

FY05 Long Bill Appropriation	\$57,104				57,104	
Operating Expenses Request Total	\$57,104		0	0	57,104^a	0

Audit Expense

FY05 Long Bill Appropriation	\$63,120				63,120	
Off-year Audit Request (funded quadrennially - next needed FY 2007-08)	(\$63,120)				(63,120)	
Audit Expense Request Total	\$0		0	0	0	0

Legal Services for 31,860 hours

The calculation for legal services includes an additional request for funding of 1,222 hours (from the Risk Management Fund). This level represents actual expenditures in recent years and anticipated expenditures in FY 2004-05.

FY05 Long Bill Appropriation	\$1,961,620				1,961,620	
Funding for additional 1,222 hours at \$61.57/hr (current rate)	\$75,240				75,240	
Legal Services Request Total (33,082 hours)	\$2,036,860		0	0	2,036,860^b	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Liability Premiums</u>						
FY05 Long Bill Appropriation	\$10,220,094			1,173,267	9,046,827	
FY06 Common Policy Base Adjustment	(\$183,525)			(492,982)	309,457	
Liability Premiums Request Total	\$10,036,569		0	680,285^b	9,356,284^b	0
<u>Property Premiums</u>						
FY05 Long Bill Appropriation	\$11,586,965			569,726	11,017,239	
FY06 Common Policy Base Adjustment	(\$4,689,383)			(40,806)	(4,648,577)	
Property Premiums Request Total	\$6,897,582		0	528,920^c	6,368,662^c	0
<u>Workers' Compensation Premiums</u>						
FY05 Long Bill Appropriation	\$35,083,244		155,990	2,953,953	31,973,301	
FY06 Common Policy Base Adjustment	(\$4,656,777)		(155,990)	769,358	(5,270,144)	
Workers' Compensation Premiums Request Total	\$30,426,467		0	3,723,311^d	26,703,157^d	0
<u>Indirect Cost Assessment</u>						
FY05 Long Bill Appropriation	\$172,154				172,154	
FY06 Common Policy Allocation Increment	(\$60,386)				(60,386)	
Indirect Cost Assessment Request Total	\$111,768		0	0	111,768^a	0
(C) Risk Management Services Total	\$50,135,140	9.0	0	4,932,515	45,202,625	0
(2) DIVISION OF HUMAN RESOURCES Total	\$53,964,335	56.7	0	5,002,562	48,961,773	0

^a Amounts are from the Risk Management Fund, the Self-Insured Property Fund, and the Workers' Compensation Account.

^b Risk Management Fund.

^c Self-Insured Property Fund.

^d Workers' Compensation Account.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(3) PERSONNEL BOARD

Personal Services

FY05 Long Bill Appropriation	\$387,829	4.8	196,531	1,200	190,098	
Salary Survey	\$7,547		7,547			
Performance-based Pay	\$10,275		10,275			
OSPB Base Adjustment (-0.2 percent)	(\$811)		(811)			0
Refinance from Cash Funds Exempt (Indirect Cost Recoveries)	\$0		77,438		(77,438)	
Personal Services Request Total	\$404,840	4.8	290,980	1,200	112,660	0

Operating Expenses

FY05 Long Bill Appropriation	\$29,033		29,033			
Operating Expenses Request Total	\$29,033		29,033	0	0	0

(3) PERSONNEL BOARD Total	\$433,873	4.8	320,013	1,200^a	112,660^b	0
----------------------------------	------------------	------------	----------------	--------------------------	----------------------------	----------

^a From receipts for copies of documentation.

^b \$111,860 from indirect cost recoveries (as indicated above in the General Assumptions) and \$800 from receipts for copies of documentation.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(4) CENTRAL SERVICES

(A) Administration

Personal Services

FY05 Long Bill Appropriation	\$635,930	10.0			635,930	
Salary Survey	\$14,277				14,277	
Performance-based Pay	\$12,041				12,041	
OSPB Base Adjustment (-0.2 percent)	(\$1,324)		0	0	(1,324)	0
Personal Services Request Total	\$660,924	10.0	0	0	660,924	0

Operating Expenses

FY05 Long Bill Appropriation	\$77,427			42,782	34,645	
Operating Expenses Request Total	\$77,427		0	42,782	34,645	0

Indirect Cost Assessment

FY05 Long Bill Appropriation	\$1,800,334				1,800,334	
FY06 Common Policy Allocation Increment	(\$93,636)				(93,636)	
Indirect Cost Assessment Request Total	\$1,706,698		0	0	1,706,698	0

(A) Administration Total	\$2,445,049	10.0	0	42,782^a	2,402,267^a	0
---------------------------------	--------------------	-------------	----------	---------------------------	------------------------------	----------

^a User fees (exempt and non-exempt) deposited in the Department of Personnel Revolving Fund and the Motor Fleet Management Fund.

(B)(1) Reprographics Services

Personal Services

FY05 Long Bill Appropriation	\$1,119,230	26.1			1,119,230	
Salary Survey	\$16,011				16,011	
Performance-based Pay	\$7,439				7,439	
OSPB Base Adjustment (-0.2 percent)	(\$2,285)		0	0	(2,285)	0
Personal Services Request Total	\$1,140,395	26.1	0	0	1,140,395	0

Operating Expenses

FY05 Long Bill Appropriation	\$2,080,722			305,456	1,775,266	
Operating Expenses Request Total	\$2,080,722		0	305,456	1,775,266	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(B)(1) Reprographics Services Total	\$3,221,117	26.1	0	305,456 ^a	2,915,661 ^a	0
--	--------------------	-------------	----------	-----------------------------	-------------------------------	----------

^a User fees (exempt and non-exempt) deposited in the Department of Personnel Revolving Fund.

(B)(2) Document Solutions Group

Personal Services

FY05 Long Bill Appropriation	\$4,301,221	49.7			4,301,221	
Prior Year Change Request - DNR Land Board Imaging Project	(\$175,320)				(175,320)	
Prior Year Change Request - DNR Geological Survey Imaging Project	(\$85,249)				(85,249)	
Prior Year Change Request - DHS CBMS Project	(\$1,732,042)				(1,732,042)	
Salary Survey	\$30,928				30,928	
Performance-based Pay	\$16,005				16,005	
OSPB Base Adjustment (-0.2 percent)	(\$4,711)		0	0	(4,711)	0
Personal Services Request Total	\$2,350,832	49.7	0	0	2,350,832	0

Operating Expenses

FY05 Long Bill Appropriation	\$355,749			35,917	319,832	
Prior Year Change Request - DNR Land Board Imaging Project	(\$24,157)				(24,157)	
Prior Year Change Request - DNR Geological Survey Imaging Project	(\$11,746)				(11,746)	
Operating Expenses Request Total	\$319,846		0	35,917	283,929	0

Utilities

FY05 Long Bill Appropriation	\$10,763				10,763	
Utilities Request Total	\$10,763		0	0	10,763	0

Indirect Cost Assessment

FY05 Long Bill Appropriation	\$471,582				471,582	
FY06 Common Policy Allocation Increment	(\$312,684)				(312,684)	
Indirect Cost Assessment Request Total	\$158,898		0	0	158,898	0

(B)(2) Document Solutions Group Total	\$2,840,339	49.7	0	35,917 ^a	2,804,422 ^a	0
--	--------------------	-------------	----------	----------------------------	-------------------------------	----------

^a User fees (exempt and non-exempt) deposited in the Department of Personnel Revolving Fund.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
(B)(3) Mail Services						
<u>Personal Services</u>						
FY05 Long Bill Appropriation	\$1,079,394	32.0			1,079,394	
Salary Survey	\$16,720				16,720	
Performance-based Pay	\$7,795				7,795	
OSPB Base Adjustment (-0.2 percent)	(\$2,208)		0	0	(2,208)	0
Personal Services Request Total	\$1,101,701	32.0	0	0	1,101,701	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$4,821,747			697,515	4,124,232	
Operating Expenses Request Total	\$4,821,747		0	697,515	4,124,232	0
(B)(3) Mail Services Total	\$5,923,448	32.0	0	697,515 ^a	5,225,933 ^a	0

^a User fees (exempt and non-exempt) deposited in the Department of Personnel Revolving Fund.

(C) Fleet Management Program And Motor Pool Services

<u>Personal Services</u>						
FY05 Long Bill Appropriation	\$741,121	16.0			741,121	
Salary Survey	\$14,437				14,437	
Performance-based Pay	\$7,910				7,910	
OSPB Base Adjustment (-0.2 percent)	(\$1,527)		0	0	(1,527)	0
Personal Services Request Total	\$761,941	16.0	0	0	761,941	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$12,305,933				12,305,933	
DI #1: Fleet Base Operating Increase	\$2,912,176				2,912,176	
Operating Expenses Request Total	\$15,218,109		0	0	15,218,109	0

Vehicle Replacement Lease, Purchase or Lease/Purchase

The fund split is adjusted in this line for alignment with historic and anticipated revenue sources.

FY05 Long Bill Appropriation	\$16,623,921			2,142,180	14,481,741	
Fund Split Adjustment	\$0			424,671	(424,671)	

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
Statewide DI #1: FY 2005-06 Vehicle Replacements	\$1,774,033				1,774,033	
Statewide BR #2: Statewide Vehicle Lease Line Reconciliation	(\$1,292,278)				(1,292,278)	
Vehicle Replacement Lease, Purchase or Lease/Purchase Request Total	\$17,105,676		0	2,566,851	14,538,825	0
(C) Fleet Management Program And Motor Pool Services Total	\$33,085,726	16.0	0	2,566,851 ^a	30,518,875 ^a	0

^a User fees (exempt and non-exempt) deposited in the Motor Fleet Management Fund.

(D)(1) Capitol Complex Facilities

Personal Services

FY05 Long Bill Appropriation	\$2,435,823	55.2			2,435,823	
Salary Survey	\$46,363				46,363	
Performance-based Pay	\$19,275				19,275	
OSPB Base Adjustment (-0.2 percent)	(\$5,003)		0	0	(5,003)	0
Personal Services Request Total	\$2,496,458	55.2	0	0	2,496,458	0

Operating Expenses

FY05 Long Bill Appropriation	\$1,637,466				1,637,466	
Operating Expenses Request Total	\$1,637,466		0	0	1,637,466	0

Capitol Complex Repairs

FY05 Long Bill Appropriation	\$56,520				56,520	
Capitol Complex Repairs Request Total	\$56,520		0	0	56,520	0

Capitol Complex Security

The Common Policy base adjustment for Capitol Complex Security is based on estimates provided by the Department of Public Safety. The request represents the costs for security services that are built into the recoverable allocations provided to departments in the Capitol Complex Leased Space Common Policy.

FY05 Long Bill Appropriation	\$442,011				442,011	
FY06 Common Policy Base Adjustment	(\$165,281)				(165,281)	
Capitol Complex Security Request Total	\$276,730		0	0	276,730	0

Utilities

FY05 Long Bill Appropriation	\$2,689,354				2,689,354	
Utilities Request Total	\$2,689,354		0	0	2,689,354	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(D)(1) Capitol Complex Facilities Total	\$7,156,528	55.2	0	0^a	7,156,528^a	0
--	--------------------	-------------	----------	----------------------	------------------------------	----------

^a User fees (exempt and non-exempt) deposited in the Department of Personnel Revolving Fund.

(D)(2) Grand Junction State Services Building

Personal Services

FY05 Long Bill Appropriation	\$42,165	1.0			42,165	
Salary Survey	\$1,165				1,165	
Performance-based Pay	\$256				256	
OSPB Base Adjustment (-0.2 percent)	(\$87)		0	0	(87)	0
Personal Services Request Total	\$43,499	1.0	0	0	43,499	0

Operating Expenses

FY05 Long Bill Appropriation	\$76,873			5,130	71,743	
Operating Expenses Request Total	\$76,873		0	5,130	71,743	0

Utilities

FY05 Long Bill Appropriation	\$68,449				68,449	
Utilities Request Total	\$68,449		0	0	68,449	0

(D)(2) Grand Junction State Services Building Total	\$188,821	1.0	0	5,130^a	183,691^a	0
--	------------------	------------	----------	--------------------------	----------------------------	----------

^a User fees (exempt and non-exempt) deposited in the Department of Personnel Revolving Fund.

(D)(3) Camp George West

Personal Services

FY05 Long Bill Appropriation	\$58,340	1.0			58,340	
Salary Survey	\$1,176				1,176	
Performance-based Pay	\$439				439	
OSPB Base Adjustment (-0.2 percent)	(\$120)		0	0	(120)	0
Personal Services Request Total	\$59,835	1.0	0	0	59,835	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$122,102			48,950	73,152	
Statewide DI #2: Herbicide Program/Noxious Weeds	\$42,505				42,505	
Operating Expenses Request Total	\$164,607		0	48,950	115,657	0
<u>Utilities</u>						
FY05 Long Bill Appropriation	\$339,662				339,662	
Utilities Request Total	\$339,662		0	0	339,662	0
(D)(3) Camp George West Total	\$564,104	1.0	0	48,950^a	515,154^a	0
(4) CENTRAL SERVICES Total	\$55,425,131	191.0	0	3,702,601	51,722,530	0

^a User fees (exempt and non-exempt) deposited in the Department of Personnel Revolving Fund.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(5) FINANCE AND PROCUREMENT

(A) State Controller's Office And Procurement Services

Personal Services

FY05 Long Bill Appropriation	\$2,716,492	38.0	410,848		2,305,644	
Salary Survey	\$44,361		44,361			
Performance-based Pay	\$41,870		41,870			
Convert base-building salary pots to Cash Funds Exempt	\$0		(86,231)		86,231	
OSPB Base Adjustment (-0.2 percent)	(\$5,605)		(822)	0	(4,784)	0
Personal Services Request Total	\$2,797,118	38.0	410,026	0	2,387,091	0

Operating Expenses

FY05 Long Bill Appropriation	\$142,176		142,176			
Operating Expenses Request Total	\$142,176		142,176	0	0	0

(A) State Controller's Office And Procurement Services Total \$2,939,294 38.0 552,202 0 2,387,091^a 0

^a Amounts are from rebates from the Procurement Card Program, statewide indirect cost recoveries, and available reserve balances (if any) from the Debt Collection and Supplier Database funds.

(B) Supplier Database

Personal Services

FY05 Long Bill Appropriation	\$164,123	3.5		164,123		
Salary Survey	\$7,279			7,279		
Performance-based Pay	\$2,672			2,672		
OSPB Base Adjustment (-0.2 percent)	(\$348)		0	(348)	0	0
Personal Services Request Total	\$173,726	3.5	0	173,726	0	0

Operating Expenses

FY05 Long Bill Appropriation	\$85,799			85,799		
Operating Expenses Request Total	\$85,799		0	85,799	0	0

(B) Supplier Database Total \$259,525 3.5 0 259,525^a 0 0

^a Supplier Database Cash Fund.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
(C) Collections Services						
<u>Personal Services</u>						
FY05 Long Bill Appropriation	\$758,357	17.0		426,247	332,110	
SB04-138 Repeal Children's HCBS Program Fee	(\$25,499)			(25,499)		
Salary Survey	\$9,415				9,415	
Performance-based Pay	\$11,195				11,195	
OSPB Base Adjustment (-0.2 percent)	(\$1,507)		0	(801)	(705)	0
Personal Services Request Total	\$751,961	17.0	0	399,947	352,015	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$347,585			270,152	77,433	
Operating Expenses Request Total	\$347,585		0	270,152	77,433	0
<u>Collection of Debts Due to the State</u>						
FY05 Long Bill Appropriation	\$20,702				20,702	
Collection of Debts Due to the State Request Total	\$20,702		0	0	20,702	0
(C) Collections Services Total	\$1,120,248	17.0	0	670,099 ^a	450,150 ^a	0
^a Amounts are from collection fees (previously booked as cash or assessed to individuals).						
(D) Real Estate Services Program						
<u>Coordination of Capitol Construction, Controlled Maintenance Requests, and Building Lease Review</u>						
FY05 Long Bill Appropriation	\$479,925	7.0	479,925			
Salary Survey	\$6,327		6,327			
Performance-based Pay	\$7,628		7,628			
OSPB Base Adjustment (-0.2 percent)	(\$966)		(966)			
Coordination of Capitol Construction, Controlled Maintenance Requests, and Building Lease Review Request Total	\$492,914	7.0	492,914	0	0	0
(D) Real Estate Services Program Total	\$492,914	7.0	492,914	0	0	0
(5) FINANCE AND PROCUREMENT Total	\$4,811,980	65.5	1,045,116	929,623	2,837,241	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(6) DIVISION OF INFORMATION TECHNOLOGY

(A) Administration

Personal Services

FY05 Long Bill Appropriation	\$358,422	6.0			358,422	
Salary Survey	\$16,102				16,102	
Performance-based Pay	\$4,549		4,549			
Convert base-building salary pots to Cash Funds Exempt	\$0		(4,549)		4,549	
OSPB Base Adjustment (-0.2 percent)	(\$758)		0	0	(758)	0
Personal Services Request Total	\$378,315	6.0	0	0	378,315	0

Operating Expenses

FY05 Long Bill Appropriation	\$6,450				6,450	
Operating Expenses Request Total	\$6,450		0	0	6,450	0

(A) Administration Total \$384,765 6.0 0 0 384,765^a 0

^a Telecommunications Revolving Fund and Computer Services Revolving Fund.

(B) Customer Services

Personal Services

FY05 Long Bill Appropriation	\$829,429	13.0			829,429	
Salary Survey	\$14,432				14,432	
Performance-based Pay	\$6,312				6,312	
OSPB Base Adjustment (-0.2 percent)	(\$1,700)		0	0	(1,700)	0
Personal Services Request Total	\$848,473	13.0	0	0	848,473	0

Operating Expenses

FY05 Long Bill Appropriation	\$14,625				14,625	
Operating Expenses Request Total	\$14,625		0	0	14,625	0

(B) Customer Services Total \$863,098 13.0 0 0 863,098^a 0

^a Telecommunications Revolving Fund and Computer Services Revolving Fund.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
(C) Order Billing						
<u>Personal Services</u>						
FY05 Long Bill Appropriation	\$594,460	10.0			594,460	
Salary Survey	\$13,404				13,404	
Performance-based Pay	\$12,229				12,229	
OSPB Base Adjustment (-0.2 percent)	(\$1,240)		0	0	(1,240)	0
Personal Services Request Total	\$618,853	10.0	0	0	618,853	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$10,750				10,750	
Operating Expenses Request Total	\$10,750		0	0	10,750	0
(C) Order Billing Total	\$629,603	10.0	0	0	629,603	0

⁴ Telecommunications Revolving Fund and Computer Services Revolving Fund.

(D) Communications Services

For FY 2005-06, Common Policy allocations for Communications Services were developed to include all recoverable costs, resulting in the indicated General Fund reduction labeled "Fund Split Adjustment."

<u>Personal Services</u>						
FY05 Long Bill Appropriation	\$3,261,450	48.0	369,361	333,170	2,558,919	
Salary Survey	\$63,316		27,533		35,783	
Performance-based Pay	\$18,006		18,006			
OSPB Base Adjustment (-0.2 percent)	(\$6,686)		(830)	(666)	(5,189)	0
Fund Split Adjustment	\$0		(414,070)		414,070	
Personal Services Request Total	\$3,336,086	48.0	0	332,504	3,003,583	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$126,631				126,631	
Operating Expenses Request Total	\$126,631		0	0	126,631	0
<u>Training</u>						
FY05 Long Bill Appropriation	\$22,000				22,000	
Training Request Total	\$22,000		0	0	22,000	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
Utilities						
FY05 Long Bill Appropriation	\$98,957				98,957	
Utilities Request Total	\$98,957		0	0	98,957	0
Local Systems Development						
FY05 Long Bill Appropriation	\$71,531					71,531
Local Systems Development Request Total	\$71,531		0	0	0	71,531
Indirect Cost Assessment						
FY05 Long Bill Appropriation	\$363,451				363,451	
FY06 Common Policy Allocation Increment	(\$63,285)				(63,285)	
Indirect Cost Assessment Request Total	\$300,166		0	0	300,166	0
(D) Communications Services Total	\$3,955,371	48.0	0	332,504^a	3,551,337^b	71,531

^a User fees from non-exempt sources.

^b User fees from exempt sources and \$68,400 transferred from unexpended monies in the EMS Account of the Highway Users Tax Fund.

(E) Network Services

Personal Services

FY05 Long Bill Appropriation	\$1,363,645	18.0			1,363,645	
Salary Survey	\$23,393				23,393	
Performance-based Pay	\$15,513				15,513	
OSPB Base Adjustment (-0.2 percent)	(\$2,805)		0	0	(2,805)	0
Statewide BR #1: MNT Telecomm Truth-in-Rates	\$87,264				87,264	
Personal Services Request Total	\$1,487,010	18.0	0	0	1,487,010	0

Operating Expenses

The fund split is adjusted in Operating Expenses for alignment with historic and anticipated revenue sources.

FY05 Long Bill Appropriation	\$16,085,022			1,739,646	14,345,376	
Prior Year Change Request - DHS SNA Decommissioning	(\$278,482)				(278,482)	
Statewide BR #1: MNT Telecomm Truth-in-Rates	(\$1,228,580)				(1,228,580)	
Fund Split Adjustment	\$0			(717,647)	717,647	
Operating Expenses Request Total	\$14,577,960		0	1,021,999	13,555,961	0

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Telecommunications Audit Expense</u>						
FY05 Long Bill Appropriation	\$250,000				250,000	
Prior Year Change Request - Telecommunications	(\$250,000)				(250,000)	
Telecommunications Audit Expense Request Total	\$0		0	0	0	0
<u>Toll-free Telephone Access to Members of the General Assembly</u>						
FY05 Long Bill Appropriation	\$25,000				25,000	
Toll-free Telephone Access to Members of the General Assembly Request Total	\$25,000		0	0	25,000	0
<u>Indirect Cost Assessment</u>						
FY05 Long Bill Appropriation	\$0					
FY06 Common Policy Allocation Increment	\$444,707				444,707	
Indirect Cost Assessment Request Total	\$444,707		0	0	444,707	0
(E) Network Services Total	\$16,534,677	18.0	0	1,021,999^a	15,512,678^b	0
(F) Computer Services						
<u>Personal Services</u>						
FY05 Long Bill Appropriation	\$2,452,302	41.8			2,452,302	
Salary Survey	\$61,480				61,480	
Performance-based Pay	\$22,712				22,712	
OSPB Base Adjustment (-0.2 percent)	(\$5,073)		0	0	(5,073)	0
Personal Services Request Total	\$2,531,421	41.8	0	0	2,531,421	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$6,628,083			28,749	6,599,334	
Prior Year Change Request - DHS Kronos Implementation	(\$446,733)				(446,733)	
Operating Expenses Request Total	\$6,181,350		0	28,749	6,152,601	0

^a User fees from non-exempt sources deposited to the Telecommunications Revolving Fund.

^b User fees from exempt sources deposited to the Telecommunications Revolving Fund and \$25,000 transferred from the Legislature.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
<u>Rental, Lease, or Lease/Purchase of Central Processing Unit</u>						
FY05 Long Bill Appropriation	\$336,034				336,034	
Rental, Lease, or Lease/Purchase of Central Processing Unit Request Total	\$336,034		0	0	336,034	0
<u>Indirect Cost Assessment</u>						
FY05 Long Bill Appropriation	\$701,326				701,326	
FY06 Common Policy Allocation Increment	(\$105,558)				(105,558)	
Indirect Cost Assessment Request Total	\$595,768		0	0	595,768	0
(F) Computer Services Total	\$9,644,573	41.8	0	28,749 ^a	9,615,824 ^a	0

^a User fees deposited to the Computer Services Revolving Fund.

(G) Information And Archival Services

Personal Services

The fund split is adjusted in Personal Services for alignment with historic and anticipated revenue sources.

FY05 Long Bill Appropriation	\$450,851	9.0	337,398	89,024	24,429	
Salary Survey	\$7,997		7,997			
Performance-based Pay	\$4,400		4,400			
OSPB Base Adjustment (-0.2 percent)	(\$926)		(700)	(178)	(49)	0
Fund Split Adjustment	\$0			19,537	(19,537)	
Personal Services Request Total	\$462,322	9.0	349,095	108,383	4,843	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$56,794		50,879		5,915	
Operating Expenses Request Total	\$56,794		50,879	0	5,915	0
(G) Information And Archival Services Total	\$519,116	9.0	399,974	108,383 ^a	10,758 ^a	0

^a User fees from various exempt and non-exempt sources.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(H) Technology Management Unit

Personal Services

The request for personal services in the Technology Management Unit is calculated in accordance with guidelines established by the OSPB. Additionally, a base reduction of 5.0 FTE is requested to further align FTE levels with prior reductions (~\$630,000 and 5.0 FTE) that have occurred since FY 2002-03. The department notes that 4.4 FTE were reverted in FY 2003-04 (even though all funding was used) and anticipates a similar level of FTE reversion for FY 2004-05. The appropriation request is calculated as follows:

FY05 Long Bill Appropriation	\$2,586,165	39.5	2,586,165			
Salary Survey	\$55,796		55,796			
Performance-based Pay	\$36,947		36,947			
OSPB Base Adjustment (-0.2 percent)	(\$5,358)		(5,358)	0	0	0
FTE Reduction (alignment with funding)	\$0	(5.0)				
Personal Services Request Total	\$2,673,550	34.5	2,673,550	0	0	0
<u>Operating Expenses</u>						
FY05 Long Bill Appropriation	\$295,871		295,871			
Operating Expenses Request Total	\$295,871		295,871	0	0	0
(H) Technology Management Unit Total	\$2,969,421	34.5	2,969,421	0	0	0
(6) DIVISION OF INFORMATION TECHNOLOGY Total	\$35,500,623	180.3	3,369,396	1,491,635	30,568,062	71,531

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
---------------------	-------------	-----	--------------	------------	-------------------	---------------

(7) ADMINISTRATIVE HEARINGS

Personal Services

The request for personal services in Administrative Hearings is calculated in accordance with guidelines established by the OSPB. Additionally, a fund split adjustment between Cash and Cash Funds Exempt is requested to account for non-exempt cash revenues received through the allocation to Miscellaneous School Districts in FY 2005-06. The appropriation request is calculated as follows:

FY05 Long Bill Appropriation	\$2,794,256	39.0			2,794,256	
Salary Survey	\$50,388				50,388	
Performance-based Pay	\$32,490				32,490	
OSPB Base Adjustment (-0.2 percent)	(\$5,754)		0	0	(5,754)	0
Fund Split Adjustment (for allocation to School Districts)	\$0			28,704	(28,704)	
Personal Services Request Total	\$2,871,380	39.0	0	28,704	2,842,676	0

Operating Expenses

The request for Operating Expenses represents base level funding (\$137,042) plus continuation funding (\$10,958) for Hearing Room upgrades (rooms 7 and 8 of 8 rooms).

FY05 Long Bill Appropriation	\$348,000				348,000	
Prior Year Change Request - Case Management Software/System	(\$200,000)				(200,000)	
Operating Expenses Request Total	\$148,000		0	0	148,000	0

Indirect Cost Assessment

FY05 Long Bill Appropriation	\$240,866				240,866	
FY06 Common Policy Allocation Increment	(\$5,817)				(5,817)	
Indirect Cost Assessment Request Total	\$235,049		0	0	235,049	0

(7) ADMINISTRATIVE HEARINGS Total	\$3,254,429	39.0	0	28,704^a	3,225,725^a	0
--	--------------------	-------------	----------	---------------------------	------------------------------	----------

^a User fees from various exempt and non-exempt sources.

Long Bill Line Item	Total Funds	FTE	General Fund	Cash Funds	Cash Funds Exempt	Federal Funds
DEPARTMENT PERSONNEL AND ADMINISTRATION TOTAL *	\$163,123,127	560.8	8,351,288	11,206,194	143,494,114	71,531
Prior Year Long Bill	\$173,707,459	571.8	8,393,430	11,690,338	153,552,160	71,531
Difference	(\$10,584,332)	(11.0)	(42,142)	(484,144)	(10,058,046)	0
	-6.1%	-1.9%	-0.5%	-4.1%	-6.6%	0.0%

* Totals may be \$1 either way of the Schedule 3 totals due to rounding.