

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 719 - Employee Benefits
 24-50-613, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance¹	\$357,534	\$395,240	\$488,869	\$544,183	\$578,816
Actual / anticipated accounts receivable collections	\$1,077	\$6,333	\$0	\$0	\$0
Actual / anticipated fees collections	\$1,089,116	\$1,289,136	\$1,289,136	\$1,289,136	\$1,289,136
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$1,090,193	\$1,295,469	\$1,289,136	\$1,289,136	\$1,289,136
Actual / appropriated / projected cash expenditures	\$1,047,249	\$1,187,651	\$1,233,821	\$1,254,503	\$1,278,199
Actual / anticipated cash used to pay short-term liabilities	\$5,238	\$14,189	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$0	\$0	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$1,052,487	\$1,201,840	\$1,233,821	\$1,254,503	\$1,278,199
Available Liquid Fund Balance Prior to New Requests	\$395,240	\$488,869	\$544,183	\$578,816	\$589,753
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$395,240	\$488,869	\$544,183	\$578,816	\$589,753

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. Benefits Administration Fees					

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Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$0	\$0	\$0	\$0	\$0
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$171,976	\$194,098	\$203,581	\$206,993	\$210,903
Excess Uncommitted Fee Reserve Balance	NA	NA	NA	NA	NA
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance (non-fee fund balance) <input type="checkbox"/> Statute Change ² <input type="checkbox"/> <input type="checkbox"/> Planned Fee Reduction ² <input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)
2. If plan is needed to meet compliance deadline, attach Form 9.B.
3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	Surcharge to employees for the administration of the State's group health and dental insurance program.
Fee Sources	Employee payroll deduction
Non-Fee Sources	N/A
Long Bill Groups Supported by Fund	Employee Benefits program appropriations and allocations of central appropriations from EDO.
Non-appropriated Fund Obligations	Compensated absences.
Statutory or Other Restriction on Use of Fund	24-50-605 through 613
Revenue Drivers	Inflation of medical premiums. Costs passed on to employees.
Expenditure Drivers	Inflation of medical premiums.

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 FY 2011-12 Budget Request
 Fund 719 - Employee Benefits
 24-50-613, C.R.S. (2010)

Explanation of any Long-term Liability Funding Requirements	N/A
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Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Human Resources					
Employee Benefits					
Personal Services	\$740,527	\$672,084	\$770,579	\$789,861	\$813,557
Operating Expenses	\$28,225	\$64,990	\$56,924	\$58,324	\$58,324
Property, Liability, WC	\$18,081	\$22,593	\$22,593	\$22,593	\$22,593
Indirect Cost	\$170,263	\$300,459	\$250,261	\$250,261	\$250,261
Legal Services	\$6,218	\$10,522	\$10,522	\$10,522	\$10,522
Capitol Complex Leased Space	\$24,103	\$32,942	\$32,942	\$32,942	\$32,942
Leased Space	\$6,612	\$3,891	\$3,891	\$3,891	\$3,891
Utilization Review	\$29,320	\$31,773	\$40,000	\$40,000	\$40,000
Purchase of Services - GGCC	\$22,375	\$44,601	\$44,601	\$44,601	\$44,601
Management and Administration of OIT	\$1,525	\$1,508	\$1,508	\$1,508	\$1,508
Rollforward	\$0	\$2,287	\$0	\$0	\$0
SUBTOTAL	\$1,047,249	\$1,187,651	\$1,233,821	\$1,254,503	\$1,278,199
Off Budget					
Compensated Absences	\$4,969	\$11,304	\$0	\$0	\$0
User Fees to EDO	\$0	\$0	\$0	\$0	\$0
SUBTOTAL	\$4,969	\$11,304	\$0	\$0	\$0
Division Subtotal	\$1,052,218	\$1,198,956	\$1,233,821	\$1,254,503	\$1,278,199
TOTAL	\$1,052,218	\$1,198,956	\$1,233,821	\$1,254,503	\$1,278,199

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 11L - Liability Fund
 24-30-1510, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance¹	\$12,856,389	\$5,751,037	\$8,173,800	\$1,370,992	\$1,483,327
Actual / anticipated accounts receivable collections	(\$91)	\$70	\$70	\$0	\$0
Actual / anticipated fees collections	\$11,536,065	\$9,629,748	\$2,916,595	\$7,688,701	\$8,112,168
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$11,535,974	\$9,629,818	\$2,916,665	\$7,688,701	\$8,112,168
Actual / appropriated / projected cash expenditures	\$18,932,188	\$7,111,071	\$9,719,473	\$7,576,366	\$8,112,168
Actual / anticipated cash used to pay short-term liabilities	(\$286,731)	\$95,984	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	(\$4,131)	\$0	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$18,641,326	\$7,207,055	\$9,719,473	\$7,576,366	\$8,112,168
Available Liquid Fund Balance Prior to New Requests	\$5,751,037	\$8,173,800	\$1,370,992	\$1,483,327	\$1,483,327
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$5,751,037	\$8,173,800	\$1,370,992	\$1,483,327	\$1,483,327

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2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. Risk Management Billings per Common Policy					

Schedule 9A: Cash Funds Reports
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 24-30-1510, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	N/A	N/A	\$0	\$0	\$0
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$3,123,811	\$1,173,327	\$1,603,713	\$1,250,100	\$1,338,508
Excess Uncommitted Fee Reserve Balance	\$0	\$0	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ² <input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³ <input checked="" type="checkbox"/> N/A per 24-75-402(5)(e), C.R.S.				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)
2. If plan is needed to meet compliance deadline, attach Form 9.B.
3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	Provides self-funded general liability coverage for State agencies and employees for tort and federal claims, including those arising out of the scope of employment.
Fee Sources	N/A
Non-Fee Sources	All State agencies and institutions of higher education excluding entities who have opted out under HB 04-1009.
Long Bill Groups Supported by Fund	Risk Management appropriations and central allocations from EDO for typical operating costs.
Non-appropriated Fund Obligations	N/A
Statutory or Other Restriction on Use of Fund	24-30-1510(1), C.R.S.
Revenue Drivers	Actuarial based premium increase calculations based upon actual claims payouts
Expenditure Drivers	Claims payments

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 11L - Liability Fund
 24-30-1510, C.R.S. (2010)

Explanation of any Long-term Liability Funding Requirements	N/A
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Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Human Resources					
Risk Management					
Personal Services	100,952	145,767	100,375	73,967	76,186
Operating Expenses	9,400	7,481	7,803	5,559	5,559
Indirect Cost	36,943	28,223	25,035	17,896	17,896
Property, Liability, WC, and OIT Administration	3,564	3,123	2,695	1,445	1,445
Liability Premiums	6,435,247	4,705,904	7,179,256	5,067,594	5,414,423
Cap Complex Leased Space	4,884	4,967	3,500	5,228	5,228
Legal Services	2,325,703	2,209,469	2,399,058	2,400,722	2,587,476
Leased Space (private)	256	358	209	316	316
Purchase of Svc from GGCC	4,640	5,780	1,542	3,639	3,639
Transfer to GF - SB 09-279	10,010,599	-	-	-	-
Division Subtotal	\$18,932,188	\$7,111,071	\$9,719,473	7,576,366	\$8,112,168
TOTAL	\$18,932,188	\$7,111,071	\$9,719,473	\$7,576,366	\$8,112,168

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 11P - Property Fund
 24-30-1510.5, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance ¹	\$3,079,764	\$6,265,725	\$8,306,349	\$1,606,223	\$1,479,277
Actual / anticipated accounts receivable collections	\$5,013	(\$6,980)	\$0	\$0	\$0
Actual / anticipated fees collections	\$12,560,966	\$10,355,569	\$2,667,289	\$8,984,631	\$9,115,485
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$53,920	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$12,619,900	\$10,348,589	\$2,667,289	\$8,984,631	\$9,115,485
Actual / appropriated / projected cash expenditures	\$9,459,427	\$8,241,727	\$9,367,415	\$9,111,577	\$9,115,485
Actual / anticipated cash used to pay short-term liabilities	\$36,559	\$4,191	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	(\$62,047)	\$62,047	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$9,433,939	\$8,307,965	\$9,367,415	\$9,111,577	\$9,115,485
Available Liquid Fund Balance Prior to New Requests	\$6,265,725	\$8,306,349	\$1,606,223	\$1,479,277	\$1,479,277
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$6,265,725	\$8,306,349	\$1,606,223	\$1,479,277	\$1,479,277

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. Risk Management billings per Common Policy					

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 11P - Property Fund
 24-30-1510.5, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	N/A	NA	\$0	\$0	\$0
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$1,560,805	\$1,359,885	\$1,545,624	\$1,503,410	\$1,504,055
Excess Uncommitted Fee Reserve Balance	\$0	\$0	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³ <input checked="" type="checkbox"/> N/A per 24-75-402(5)(e), C.R.S.				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	Premiums from state agencies collected to provide insurance coverage for loss or damage to state property.
Fee Sources	N/A
Non-Fee Sources	All state agencies and institutions of higher education excluding entities who have opted out under HB 04-1009.
Long Bill Groups Supported by Fund	Risk Management appropriations and central allocations from EDO for typical operating costs.
Non-appropriated Fund Obligations	N/A
Statutory or Other Restriction on Use of Fund	24-30-1510(1), C.R.S.
Revenue Drivers	Actuarial based premium increase calculations based upon actual claims payouts.
Expenditure Drivers	Claims payouts.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 11P - Property Fund
 24-30-1510.5, C.R.S. (2010)

Explanation of any Long-term Liability Funding Requirements	N/A
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Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Human Resources					
Risk Management					
Personal Services	\$105,597	\$64,554	\$126,148	\$130,280	\$134,188
Operating Expenses	\$9,400	\$8,153	\$9,806	\$9,791	\$9,791
Indirect Cost	\$36,943	\$32,255	\$31,463	\$31,521	\$31,521
Property, Liability, WC, and OIT Administration	\$4,718	\$3,492	\$3,387	\$2,334	\$2,334
Property Premiums	\$7,997,934	\$8,121,258	\$9,189,910	\$8,925,709	\$8,925,709
Cap Complex Leased Space	\$4,884	\$5,137	\$4,398	\$4,975	\$4,975
Leased Space (private)	\$256	\$415	\$263	\$557	\$557
Purchase of Svc from GGCC	\$4,640	\$6,463	\$2,040	\$6,410	\$6,410
Transfer to GF pursuant to SB09-279	\$1,295,055	\$0	\$0	\$0	\$0
Division Subtotal	\$9,459,427	\$8,241,727	\$9,367,415	\$9,111,577	\$9,115,485
TOTAL	\$9,459,427	\$8,241,727	\$9,367,415	\$9,111,577	\$9,115,485

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 11W - Worker's Compensation Fund
 24-30-1510.7, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance ¹	\$22,945,439	\$13,765,254	\$6,821,354	\$4,739,475	\$6,682,231
Actual / anticipated accounts receivable collections	\$0	(\$623)	\$0	\$0	\$0
Actual / anticipated fees collections	\$35,379,166	\$37,986,525	\$38,360,043	\$41,815,405	\$40,630,269
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$35,379,166	\$37,985,902	\$38,360,043	\$41,815,405	\$40,630,269
Actual / appropriated / projected cash expenditures	\$47,997,620	\$38,235,268	\$36,964,341	\$39,872,649	\$40,630,269
Actual / anticipated cash used to pay short-term liabilities	(\$3,648,722)	\$3,216,952	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$210,453	\$0	\$0	\$0	\$0
Actual / anticipated Current Portion of Liabilities	\$0	\$3,477,581	\$3,477,581	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$44,559,351	\$44,929,801	\$40,441,922	\$39,872,649	\$40,630,269
Available Liquid Fund Balance Prior to New Requests	\$13,765,254	\$6,821,354	\$4,739,475	\$6,682,231	\$6,682,231
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$13,765,254	\$6,821,354	\$4,739,475	\$6,682,231	\$6,682,231

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. Worker's Compensation billings per Common Policy					

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 11W - Worker's Compensation Fund
 24-30-1510.7, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$13,765,254	\$6,821,354	\$4,739,475	\$6,682,231	\$6,682,231
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	NA	NA	NA	NA	NA
Excess Uncommitted Fee Reserve Balance	NA	NA	NA	NA	NA
Assessment of Potential for Compliance (check all that apply)	<input type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³ <input checked="" type="checkbox"/> N/A per 24-75-402(5)(e), C.R.S.				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)
2. If plan is needed to meet compliance deadline, attach Form 9.B.
3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	Provides workers' compensation coverage for State employees. Workers' Compensation is self funded and claims are processed via a contract between the Department and Pinnacle
Fee Sources	N/A
Non-Fee Sources	All State agencies and institutions of higher education excluding entities who have opted out under HB 04-1009.
Long Bill Groups Supported by Fund	Workers' Compensation appropriations and central allocations from EDO for typical operating costs
Non-appropriated Fund Obligations	N/A
Statutory or Other Restriction on Use of Fund	24-30-1510(1) C.R.S.
Revenue Drivers	Actuarial based premium increase calculations based upon actual claims payouts.
Expenditure Drivers	Claims payments

Schedule 9A: Cash Funds Reports
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 Fund 11W - Worker's Compensation Fund
 24-30-1510.7, C.R.S. (2010)

Explanation of any Long-term Liability Funding Requirements	N/A
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Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Human Resources					
Risk Management					
Personal Services	\$ 359,929.00	\$ 363,400.45	\$ 499,330.00	\$ 555,788.00	\$ 572,462.00
Operating Expenses	\$ 33,422.00	\$ 39,379.73	\$ 39,702.00	\$ 41,771.00	\$ 41,771.00
Indirect Cost	\$ 131,351.00	\$ 141,113.58	\$ 127,389.00	\$ 134,471.00	\$ 134,471.00
Property, Liability, WC, and OIT Administration	\$ 12,686.00	\$ 15,073.00	\$ 13,712.00	\$ 9,976.00	\$ 9,976.00
Workers' Comp Premiums	\$ 36,202,854.00	\$ 36,639,243.54	\$ 36,660,150.00	\$ 38,077,962.00	\$ 38,818,908.00
Cap Complex Leased Space	\$ 15,939.00	\$ 15,543.00	\$ 17,809.00	\$ 15,053.00	\$ 15,053.00
Leased Space (private)	\$ 919.00	\$ 1,831.23	\$ 1,066.53	\$ 2,378.00	\$ 2,378.00
Revenue Transfer (CSEAP)	\$ 907,961.00	\$ -	\$ 995,398.00	\$ 1,007,905.00	\$ 1,007,905.00
Purchase of Svc from GCCC	\$ 16,498.00	\$ 27,898.00	\$ 5,486.00	\$ 27,345.00	\$ 27,345.00
Transfer to GF pursuant to SB 09-279	\$ 10,316,060.00	\$ -	\$ -	\$ -	\$ -
Revenue from WC	\$ -	\$ 991,785.76	\$ -	\$ -	\$ -
Division Subtotal	\$47,997,619	\$38,235,268	\$38,360,043	\$39,872,649	\$40,630,269
TOTAL	\$47,997,619	\$38,235,268	\$38,360,043	\$39,872,649	\$40,630,269

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 20H - Supplemental State Contribution
 24-50-122, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance¹	\$172,208	\$424,392	\$450,215	\$423,943	\$397,671
Actual / anticipated accounts receivable collections	\$0	\$0	\$0	\$0	\$0
Actual / anticipated fees collections	\$0	\$0	\$0	\$0	\$0
Actual / anticipated cash transferred in	\$1,681,958	\$1,600,420	\$1,443,528	\$1,443,528	\$1,443,528
Actual / anticipated other noncash assets converted to cash ²	\$0	\$2,726	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$1,681,958	\$1,603,146	\$1,443,528	\$1,443,528	\$1,443,528
Actual / appropriated / projected cash expenditures	\$1,562,730	\$1,553,915	\$1,469,800	\$1,469,800	\$1,469,800
Actual / anticipated cash used to pay short-term liabilities	(\$132,956)	\$23,408	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$0	\$0	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$1,429,775	\$1,577,323	\$1,469,800	\$1,469,800	\$1,469,800
Available Liquid Fund Balance Prior to New Requests	\$424,392	\$450,215	\$423,943	\$397,671	\$371,399
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$424,392	\$450,215	\$423,943	\$397,671	\$371,399

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Contribution from Short Term Innovative Health Fund					

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 20H - Supplemental State Contribution
 24-50-122, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$424,392	\$450,215	\$423,943	\$397,671	\$371,399
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$257,851	\$256,396	\$242,517	\$242,517	\$242,517
Excess Uncommitted Fee Reserve Balance	NA	NA	NA	NA	NA
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance (non-fee fund balance) <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	The Fund supports a disease management program aimed at lower-income state employees and their dependents who have had at least one asthma-related hospital admission or emergency room visit. These funds were appropriated from the short-term innovative health program grant fund.
Fee Sources	None.
Non-Fee Sources	Short Term Innovative Health Fund
Long Bill Groups Supported by Fund	Division of Human Resources, Employee Benefits Services
Non-appropriated Fund Obligations	None.
Statutory or Other Restriction on Use of Fund	None.
Revenue Drivers	Short Term Innovative Health Fund

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 20H - Supplemental State Contribution
 24-50-122, C.R.S. (2010)

Expenditure Drivers	This is a grant program, so expenditure drivers are typical operating costs.
Explanation of any Long-term Liability Funding Requirements	None.

Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Human Resources					
Employee Benefit Services					
State Contribution Fund	\$1,562,730	\$1,553,915	\$1,469,800	\$1,469,800	\$1,469,800
Division Subtotal	\$1,562,730	\$1,553,915	\$1,469,800	\$1,469,800	\$1,469,800
TOTAL	\$1,562,730	\$1,553,915	\$1,469,800	\$1,469,800	\$1,469,800

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 22Y - Professional Development
 24-50-122, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance¹	\$0	\$0	\$99,039	\$48,039	\$48,039
			\$0		
Actual / anticipated accounts receivable collections	\$0	(\$5,055)	\$0	\$0	\$0
Actual / anticipated fees collections	\$0	\$383,669	\$241,815	\$364,313	\$374,519
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$0	\$378,614	\$241,815	\$364,313	\$374,519
Actual / appropriated / projected cash expenditures	\$0	\$292,212	\$292,815	\$364,313	\$374,519
Actual / anticipated cash used to pay short-term liabilities	\$0	(\$12,638)	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$0	\$0	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$0	\$279,574	\$292,815	\$364,313	\$374,519
Available Liquid Fund Balance Prior to New Requests	\$0	\$99,039	\$48,039	\$48,039	\$48,039
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$0	\$99,039	\$48,039	\$48,039	\$48,039

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Tier One Class - Half Day Classes		\$100	\$100	\$100	\$100
Tier Two Class - One Day Classes		\$125 - \$195	\$125 - \$195	\$125 - \$195	\$125 - \$195
Tier One Class - Two Day Classes		\$275 - \$395	\$275 - \$395	\$275 - \$395	\$275 - \$395

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 22Y - Professional Development
 24-50-122, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	NA	NA	\$48,039	\$48,039	\$48,039
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	NA	NA	\$48,314	\$60,112	\$61,796
Excess Uncommitted Fee Reserve Balance	NA	NA	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	The Professional Development Center (aka "the PDC"), housed in the Division of Human Resources within the Department of Personnel and Administration, offers many cost-effective training and professional development opportunities for State employees. Classes offered through the PDC are taught by instructors employed within the Division of Human Resources, the Department of Personnel and Administration, or by contracted instructors. State agencies pay a fee for employees to attend the classes offered by the PDC, which are deposited into this fund.
Fee Sources	State agencies pay a fee per employee registered in the class.
Non-Fee Sources	NA
Long Bill Groups Supported by Fund	Training Services within the Division of Human Resources
Non-appropriated Fund Obligations	None.
Statutory or Other Restriction on Use of Fund	None.
Revenue Drivers	Number of employees enrolling in classes.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 22Y - Professional Development
 24-50-122, C.R.S. (2010)

Expenditure Drivers	Typical operating and personal services costs, in addition to the number of classes offered and general attendance levels.
Explanation of any Long-term Liability Funding Requirements	NA

Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Executive Director's Office					
Department Administration					
Capitol Complex Leased Space	\$0	\$24,121	\$24,121	\$24,121	\$24,121
Division of Human Resources					
Human Resource Services					
Training Services	\$0	\$268,091	\$268,694	\$340,192	\$350,398
Division Subtotal	\$0	\$292,212	\$292,815	\$364,313	\$374,519
TOTAL	\$0	\$292,212	\$292,815	\$364,313	\$374,519

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 24R - Statewide E-Procurement
 24-102-202.5., C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance ¹	\$0	\$0	\$865,451	\$111,291	\$84,007
Actual / anticipated accounts receivable collections	\$0	(\$384,947)	\$0	\$0	\$0
Actual / anticipated fees collections	\$0	\$0	\$0	\$0	\$0
Actual / anticipated cash transferred in	\$0	\$1,308,023	\$1,200,000	\$1,200,000	\$1,200,000
Actual / anticipated other noncash assets converted to cash ²	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$0	\$923,076	\$1,200,000	\$1,200,000	\$1,200,000
Actual / appropriated / projected cash expenditures	\$0	\$62,887	\$1,954,160	\$1,227,284	\$1,227,527
Actual / anticipated cash used to pay short-term liabilities	\$0	(\$5,263)	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$0	\$0	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$0	\$57,625	\$1,954,160	\$1,227,284	\$1,227,527
Available Liquid Fund Balance Prior to New Requests	\$0	\$865,451	\$111,291	\$84,007	\$56,480
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$0	\$865,451	\$111,291	\$84,007	\$56,480

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 24R - Statewide E-Procurement
 24-102-202.5., C.R.S. (2010)

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. State Administrative Fee	\$0	1% on state contracts.	1% on state contracts.	1% on state contracts.	1% on state contracts.
2. Access Fees for Local Governments (Implementation Optional)	\$0	Not yet established or anticipated in the near future.	Not yet established or anticipated in the near future.	Not yet established or anticipated in the near future.	Not yet established or anticipated in the near future.
Cash Fund Reserve Balance ¹					
	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	N/A	N/A	\$111,291	\$84,007	\$56,480
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	N/A	N/A	\$322,436	\$202,502	\$202,542
Excess Uncommitted Fee Reserve Balance	N/A	N/A	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	SB 09-99 required the Department of Personnel and Administration to implement a centralized electronic procurement system for use by state agencies, local governments, and vendors. The Executive Director of DPA is authorized to set and collect fees from vendors and local governments to cover the costs of the system. Fee revenue is deposited into a new account in the Supplier Database Case Fund and must be annually appropriated to the DPA for implementing and maintaining the electronic procurement system.
Fee Sources	Fees from vendors from purchasing contracts under the Western States Contract Alliance; only for those contracts in which amendments were negotiated to price agreements requiring vendors to pay retroactive fees from August 1, 2008. The State also has the option to impose fees from local governments accessing the electronic procurement system, if vendor fee is insufficient.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 24R - Statewide E-Procurement
 24-102-202.5., C.R.S. (2010)

Non-Fee Sources	N/A
Long Bill Groups Supported by Fund	Division of Accounts and Controls - Controller, (C) Supplier Database
Non-appropriated Fund Obligations	N/A
Statutory or Other Restriction on Use of Fund	N/A
Revenue Drivers	Number of contracts allowing for payment of fee.
Expenditure Drivers	Personal services, operating expenses and capital outlay; system implementation and operation
Explanation of any Long-term Liability Funding Requirements	N/A

Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Accounts and Control - Controller					
Supplier Database					
Personal Services	\$0	\$60,749	\$92,032	\$120,156	\$120,399
Operating Expense	\$0	\$2,139	\$7,128	\$7,128	\$7,128
System Implementation and Operation	\$0	\$0	\$1,855,000	\$1,100,000	\$1,100,000
Division Subtotal	\$0	\$62,887	\$1,954,160	\$1,227,284	\$1,227,527
TOTAL	\$0	\$62,887	\$1,954,160	\$1,227,284	\$1,227,527

Schedule 9A: Cash Funds Reports
Department of Personnel and Administration
FY 2011-12 Budget Request
Fund 24Y - State Archives and Public Records
24-80-102, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance ¹	\$0	\$0	\$1	\$5,106	\$11,311
Actual / anticipated accounts receivable collections	\$0	\$0	\$0	\$0	\$0
Actual / anticipated fees collections	\$0	\$128,634	\$133,738	\$134,838	\$139,797
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$0	\$128,634	\$133,738	\$134,838	\$139,797
Actual / appropriated / projected cash expenditures	\$0	\$128,633	\$128,633	\$128,633	\$132,492
Actual / anticipated cash used to pay short-term liabilities	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$0	\$0	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$0	\$128,633	\$128,633	\$128,633	\$132,492
Available Liquid Fund Balance Prior to New Requests	\$0	\$1	\$5,106	\$11,311	\$18,616
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$0	\$1	\$5,106	\$11,311	\$18,616

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 24Y - State Archives and Public Records
 24-80-102, C.R.S. (2010)

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
General Request - Colorado Residents	NA	NA	NA	\$15.00 per search or name to include 3 pages of copies with additional pages of copy work at \$1.25 per page.	\$15.00 per search or name to include 3 pages of copies with additional pages of copy work at \$1.25 per page.
General Request - Out of State	NA	NA	NA	\$25.00 per search or name to include 3 pages of copies with additional pages of copy work at \$1.25 per page.	\$25.00 per search or name to include 3 pages of copies with additional pages of copy work at \$1.25 per page.
General Request - Certified Copies	NA	NA	NA	\$10.00 and up per document	\$10.00 and up per document
General Request - Professional Assistance	NA	NA	NA	\$32.00 per hour charged in fifteen minute intervals	\$32.00 per hour charged in fifteen minute intervals
Specific Request - Corporation Searches	NA	NA	NA	\$25.00 per search or name to include 3 pages of copies with additional pages of copy work at \$1.25 per page.	\$25.00 per search or name to include 3 pages of copies with additional pages of copy work at \$1.25 per page.
Specific Request - Radon Searches	NA	NA	NA	\$25.00 per search or name to include 3 pages of copies with additional pages of copy work at \$1.25 per page.	\$25.00 per search or name to include 3 pages of copies with additional pages of copy work at \$1.25 per page.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 24Y - State Archives and Public Records
 24-80-102, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	NA	NA	\$5,106	\$11,311	\$18,616
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	NA	NA	\$21,224	\$21,224	\$21,861
Excess Uncommitted Fee Reserve Balance	NA	NA	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ² <input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	Colorado State Archives is charged with ensuring the preservation of the State's permanent legal records and information, as well as assisting Colorado citizens with the use of these records. The Colorado General Assembly has directed that fees be charged for information and genealogy search requests per 24-80-102 (10), C.R.S. (2010). During the 2010 session, the Legislature passed HB 10-1181. The bill allowed the Archives program to establish a charge for state agencies that used the programs services, reversing the previous statute that precluded this fee.
Fee Sources	Fees are charged based on information and genealogy search requests. Fees are for research and copies by Archives staff whether the information is found or not.
Non-Fee Sources	None.
Long Bill Groups Supported by Fund	Colorado State Archives, personal services and operating
Non-appropriated Fund Obligations	None.
Statutory or Other Restriction on Use of Fund	None.
Revenue Drivers	Number and size of public and state agency requests for searches on state archives.
Expenditure Drivers	Typical operating costs.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 24Y - State Archives and Public Records
 24-80-102, C.R.S. (2010)

Explanation of any Long-term Liability Funding Requirements	NA.
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Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Expenditures are under \$200,000 annually.					

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 281 - Supplier Database
 24-102-202.5, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance¹	\$69,894	\$101,477	\$195,403	\$199,188	\$199,188
Actual / anticipated accounts receivable collections	(\$1,160)	(\$240)	\$0	\$0	\$0
Actual / anticipated fees collections	\$329,077	\$351,620	\$328,000	\$330,275	\$334,575
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$327,917	\$351,380	\$328,000	\$330,275	\$334,575
Actual / appropriated / projected cash expenditures	\$283,795	\$261,753	\$324,215	\$330,275	\$334,575
Actual / anticipated cash used to pay short-term liabilities	\$12,539	\$11,029	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$0	(\$15,328)	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$296,334	\$257,454	\$324,215	\$330,275	\$334,575
Available Liquid Fund Balance Prior to New Requests	\$101,477	\$195,403	\$199,188	\$199,188	\$199,188
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$101,477	\$195,403	\$199,188	\$199,188	\$199,188

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. BIDS Registration Fees	\$40	\$40	\$40	\$40	\$40

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 281 - Supplier Database
 24-102-202.5, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$84,480	\$185,758	\$199,188	\$199,188	\$199,188
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$46,827	\$43,189	\$53,495	\$54,495	\$55,205
Excess Uncommitted Fee Reserve Balance	\$37,653	\$142,569	\$145,693	\$144,693	\$143,983
Assessment of Potential for Compliance (check all that apply)	<input type="checkbox"/> Already in Compliance <input checked="" type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ² <input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	An annual registration fee is collected from businesses interested in providing goods and services to the State; the State notifies the appropriate business whenever the State issues requests for proposals for bids for goods or services.
Fee Sources	Vendors registering with the State Purchasing Office; photocopies of BIDS.
Non-Fee Sources	N/A
Long Bill Groups Supported by Fund	Supplier Database program appropriations and allocations of central appropriations from the EDO.
Non-appropriated Fund Obligations	Depreciation expense.
Statutory or Other Restriction on Use of Fund	N/A
Revenue Drivers	Number of vendors registering and fee level.
Expenditure Drivers	Typical operating costs and development of new systems through vendor.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 281 - Supplier Database
 24-102-202.5, C.R.S. (2010)

Explanation of any Long-term Liability Funding Requirements	N/A
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Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Accounts and Control - Controller					
Supplier Database					
Personal Services	\$217,323	\$206,798	\$143,346	\$143,346	\$147,646
Operating Expense	\$42,114	\$41,982	\$43,382	\$43,382	\$43,382
Property, Liability, WC	\$0	\$2,985	\$1,594	\$9,398	\$9,398
Leased Space	\$15,474	\$9,799	\$12,285	\$10,544	\$10,544
Purchase of Svc from GGCC	\$8,592	\$0	\$122,678	\$122,678	\$122,678
OIT Management and Administration	\$292	\$188	\$930	\$927	\$927
Division Subtotal	\$283,795	\$261,753	\$324,215	\$330,275	\$334,575
TOTAL	\$283,795	\$261,753	\$324,215	\$330,275	\$334,575

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 601 - Central Services Fund
 24-30-1108, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance ¹	\$692,388	\$1,422,203	\$1,064,050	\$1,064,050	\$1,064,050
Actual / anticipated accounts receivable collections	(\$2,231)	\$100,331	\$0	\$0	\$0
Actual / anticipated fees collections	\$21,567,821	\$21,008,383	\$30,198,813	\$29,433,643	\$30,203,790
Actual / anticipated cash transferred in	\$0		\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$381,197	(\$338,243)	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$21,946,787	\$20,770,471	\$30,198,813	\$29,433,643	\$30,203,790
Actual / appropriated / projected cash expenditures	\$21,302,902	\$21,143,701	\$30,198,813	\$29,433,643	\$30,203,790
Actual / anticipated cash used to pay short-term liabilities	(\$57,444)	(\$13,580)	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	(\$28,487)	(\$1,496)	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$21,216,972	\$21,128,625	\$30,198,813	\$29,433,643	\$30,203,790
Available Liquid Fund Balance Prior to New Requests	\$1,422,203	\$1,064,050	\$1,064,050	\$1,064,050	\$1,064,050
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$1,422,203	\$1,064,050	\$1,064,050	\$1,064,050	\$1,064,050

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. Central Services (IDS) Fees					
2. Fee Name					
3. Fee Name					

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$7,995	(\$216,824)	\$1,064,050	\$1,064,050	\$1,064,050
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$3,531,843	\$3,469,099	\$4,982,804	\$4,856,551	\$4,983,625
Excess Uncommitted Fee Reserve Balance	\$0	\$0	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ² <input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	Charges to cover the cost of providing services to state agencies. Some of the services provided include centralized mail processing, messenger, copying, printing, graphic design, and data entry.
Fee Sources	Sales of services to State agencies recovered via direct billings.
Non-Fee Sources	N/A
Long Bill Groups Supported by Fund	Division of Central Services Administration, Reprographics, Document Solutions Group and Mail Services.
Non-appropriated Fund Obligations	Depreciation expense and compensated absences.
Statutory or Other Restriction on Use of Fund	N/A
Revenue Drivers	Demand for support services
Expenditure Drivers	Operating costs (salaries, operating and equipment) to support service demands.
Explanation of any Long-term Liability Funding Requirements	N/A

Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Central Services					
Administration					
Personal Services	\$734,888	\$807,872	\$822,927	\$751,883	\$751,883
Operating Expenses	\$67,400	\$41,033	\$77,427	\$77,427	\$77,427
Indirect Cost	\$52,406	\$95,920	\$139,025	\$139,025	\$139,025
Purchase of Services - GGCC	\$1,001,024	\$859,910	\$1,562,443	\$859,910	\$859,910
MNT Payments	\$59,711	\$59,711	\$70,718	\$59,711	\$59,711
PDEC Payments	\$0				
Property, Liability, WC	\$421,009	\$379,737	\$164,646	\$379,737	\$379,737
Legal Services	\$15,800	\$15,352	\$22,235	\$15,352	\$15,352
Leased Space	\$294,917	\$267,267	\$282,873	\$267,267	\$267,267
Cap Com Leased space	\$103,298	\$151,811	\$314,623	\$151,811	\$151,811
Vehicle Leases	\$43,200	\$66,371	\$60,557	\$66,371	\$66,371
Management and Administration of OIT	\$18,036	\$18,638	\$34,828	\$18,638	\$18,638
IDF - Reprographics					
Personal Services	\$1,062,781	\$1,072,270	\$1,654,929	\$1,654,929	\$1,704,577
Operating Expenses	\$2,907,820	\$3,265,776	\$4,396,591	\$4,396,591	\$4,528,489
Indirect Cost	\$169,705	\$141,442	\$214,955	\$214,955	\$214,955
IDF - DSG (Denver/Pueblo)					
Personal Services	\$3,038,967	\$2,893,588	\$3,811,686	\$3,811,686	\$3,926,037
Operating Expenses	\$419,425	\$482,217	\$996,350	\$996,350	\$1,026,241
Indirect Cost	\$136,708	\$165,530	\$261,123	\$261,123	\$261,123
Utilities	\$43,912	\$44,139	\$69,000	\$69,000	\$69,000
IDF - Mail Services					
Personal Services	\$2,356,388	\$2,238,625	\$2,712,284	\$2,712,284	\$2,793,653
Operating Expenses	\$8,118,292	\$7,845,978	\$12,099,683	\$12,099,683	\$12,462,673
Indirect Cost	\$237,215	\$158,748	\$252,286	\$252,286	\$252,286
Mail Equipment Purchase	\$0	\$70,090	\$177,624	\$177,624	\$177,624
SUBTOTAL	\$21,302,902	\$21,142,023	\$30,198,813	\$29,433,643	\$30,203,790
Off Budget					
Depreciation & Comp Absences	\$184,808	\$169,092	\$0	\$0	\$0
Rollforwards	\$0	\$1,678	\$0	\$0	\$0
Capitalized Property Purchases	\$0	\$0	\$0	\$0	\$0
SUBTOTAL	\$184,808	\$170,770	\$0	\$0	\$0
Division Subtotal	\$21,487,710	\$21,312,794	\$30,198,813	\$29,433,643	\$30,203,790
TOTAL	\$21,487,710	\$21,312,794	\$30,198,813	\$29,433,643	\$30,203,790

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 604 - Debt Collection
 24-30-202.4, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance ¹	\$478,755	\$274,913	\$506,306	\$418,384	\$228,271
Actual / anticipated accounts receivable collections	(\$490)	(\$3,342)	\$0	\$0	\$0
Actual / anticipated fees collections	\$2,374,968	\$2,641,860	\$2,694,697	\$2,748,591	\$2,776,077
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$2,374,478	\$2,638,518	\$2,694,697	\$2,748,591	\$2,776,077
Actual / appropriated / projected cash expenditures	\$2,565,682	\$2,393,855	\$2,782,619	\$2,938,703	\$2,720,366
Actual / anticipated cash used to pay short-term liabilities	\$12,638	\$13,269	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$0	\$0	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$2,578,320	\$2,407,124	\$2,782,619	\$2,938,703	\$2,720,366
Available Liquid Fund Balance Prior to New Request	\$274,913	\$506,306	\$418,384	\$228,271	\$283,982
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$274,913	\$506,306	\$418,384	\$228,271	\$283,982

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. Central Collections Fees	15%	15%	18%	18%	18%

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 604 - Debt Collection
 24-30-202.4, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$74,503	\$321,719	\$418,384	\$228,271	\$283,982
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$425,729	\$396,407	\$459,132	\$484,886	\$448,860
Excess Uncommitted Fee Reserve Balance	\$0	\$0	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> X_ Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)
2. If plan is needed to meet compliance deadline, attach Form 9.B.
3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	To provide internal collections related services to other state agencies and local governments. Collection fees are assessed to individuals for collection of past due debts owed to the State. Moneys are used to fund the operations of Central Collections
Fee Sources	Collection of debts owed to the State
Non-Fee Sources	N/A
Long Bill Groups Supported by Fund	Division of Accounts and Controls - Controller, (D) Collections Services
Non-appropriated Fund Obligations	Depreciation expense, overhead and compensated absences.
Statutory or Other Restriction on Use of Fund	24-30-202.4(e) Central Collections
Revenue Drivers	Demand for collection services; ability to recover debts owed

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 604 - Debt Collection
 24-30-202.4, C.R.S. (2010)

Expenditure Drivers	Operating costs including salaries, operating and equipment to support service demands, and allocation of central appropriations from the EDO.
Explanation of any Long-term Liability Funding Requirements	N/A

Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Accounts and Controls - Controller					
Collections Services					
Personal Services	\$1,083,175	\$1,000,830	\$1,038,574	\$1,038,574	\$1,069,731
Operating Expenses	\$333,398	\$253,545	\$285,000	\$285,000	\$285,000
Collection of Debts	\$0	\$0	\$0	\$0	\$0
Property, Liability, WC	\$43,674	\$19,898	\$6,325	\$6,325	\$6,325
Legal Services	\$268	\$86	\$574	\$574	\$574
Purchase of Services - GGCC	\$92,543	\$89,202	\$194,223	\$194,223	\$194,223
Leased Space	\$76,383	\$70,005	\$80,515	\$80,515	\$80,515
OIT Management and Administration	\$2,919	\$1,257	\$4,648	\$4,648	\$4,648
Administrative Law Judge	\$1,569	\$4,024	\$5,226	\$5,226	\$5,226
Private Collection Agency Fees	\$671,148	\$790,457	\$825,000	\$804,000	\$804,000
Indirect Cost	\$260,606	\$164,551	\$342,534	\$270,124	\$270,124
Off Budget					
Depreciation & Overhead	\$7,824	\$8,612	\$8,612	\$8,612	\$8,612
Compensated Absences	\$6,669		\$0	\$0	\$0
Proposed Cash Fund Transfer				\$249,494	
Division Subtotal	\$2,580,176	\$2,402,467	\$2,791,231	\$2,947,315	\$2,728,978
TOTAL	\$2,580,176	\$2,402,467	\$2,791,231	\$2,947,315	\$2,728,978

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 607 - Fleet Management
 24-30-1115, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance¹	\$1,419,754	\$1,305,447	\$3,013,442	\$2,293,705	\$341,269
Actual / anticipated accounts receivable collections	\$33,665	(\$21,013)	\$42,101,025	\$44,044,108	\$44,044,108
Actual / anticipated fees collections	\$35,597,587	\$34,832,162	\$0	\$0	\$0
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	(\$40,244)	\$11,433	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$35,591,008	\$34,822,582	\$42,101,025	\$44,044,108	\$44,044,108
Actual / appropriated / projected cash expenditures	\$35,200,920	\$33,701,255	\$42,820,762	\$43,971,491	\$43,997,620
Actual / anticipated cash used to pay short-term liabilities	(\$791,037)	(\$586,669)	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$1,295,434	\$0	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$35,705,316	\$33,114,586	\$42,820,762	\$43,971,491	\$43,997,620
Available Liquid Fund Balance Prior to New Requests	\$1,305,447	\$3,013,442	\$2,293,705	\$2,366,322	\$387,758
FY 2011-12 SW DI - 1 "Annual Fleet Vehicle Replacement"	N/A	N/A	N/A	\$2,025,053	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$2,025,053	\$0
Actual / Anticipated Liquid Fund Balance	\$1,305,447	\$3,013,442	\$2,293,705	\$341,269	\$387,758

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 607 - Fleet Management
 24-30-1115, C.R.S. (2010)

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. Fixed & Variable SFM Operating Fees					
Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	(\$10,376,200)	(\$10,516,005)	\$2,293,705	\$341,269	\$387,758
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$5,811,732	\$5,691,964	\$7,065,426	\$7,255,296	\$7,259,607
Excess Uncommitted Fee Reserve Balance	\$0	\$0	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Schedule 9A: Cash Funds Reports
Department of Personnel and Administration
FY 2011-12 Budget Request
 Fund 607 - Fleet Management
 24-30-1115, C.R.S. (2010)

Cash Fund Narrative Information	
Purpose/Background of Fund	Charges to State agencies to cover the costs of maintenance and operation of the State's motor vehicle fleet. Services provided include leasing new and used vehicles to State agencies and authorizing all vehicle related maintenance expenses.
Fee Sources	Lease of vehicles
Non-Fee Sources	Sale/auction of vehicles
Long Bill Groups Supported by Fund	State Fleet Management program operating appropriations and allocation of central appropriations from the EDO.
Non-appropriated Fund Obligations	Depreciation expense and overhead.
Statutory or Other Restriction on Use of Fund	N/A
Revenue Drivers	Appropriations to State agencies and SFM based on JBC action on annual fleet replacements "common policy".
Expenditure Drivers	Traditional operating costs (maintenance) and volatile fuel costs.
Explanation of any Long-term Liability Funding Requirements	N/A

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 607 - Fleet Management
 24-30-1115, C.R.S. (2010)

Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Central Services - Fleet Management					
Administration					
Personal Services	\$1,005,313	\$918,515	\$889,136	\$870,951	\$897,080
Worker's Comp	\$0	\$11,296	\$11,730	\$9,246	\$9,246
Operating Expense	\$19,656,617	\$18,469,863	\$24,131,346	\$24,131,346	\$24,131,346
Indirect Cost	\$302,858	\$433,688	\$641,731	\$641,731	\$641,731
Legal Services	\$1,906	\$0	\$5,361	\$3,773	\$3,773
Leased Space	\$17,498	\$14,631	\$16,324	\$14,641	\$14,641
Cap Complex Leased Space	\$17,364	\$25,519	\$21,478	\$20,207	\$20,207
MNT	\$0	\$0	\$35,359	\$35,359	\$35,359
OIT Mgmt & Administration	\$2,043	\$2,111	\$3,945	\$3,246	\$3,246
Property, Liability	\$0	\$0	\$8,057	\$23,466	\$23,466
Vehicle Lease/Purchase	\$11,880,388	\$12,188,713	\$15,441,157	\$16,602,387	\$16,602,387
Overhead transfer (DCS Admin)	\$1,241,621	\$1,216,959	\$1,615,138	\$1,615,138	\$1,615,138
Transfer to General Fund	\$0	\$397,143	\$0	\$0	\$0
SB09-208-CSH	\$1,000,000	\$0	\$0	\$0	\$0
SUBTOTAL	\$35,125,608				
Off Budget					
Depreciation	\$10,293,440	\$805,492	\$0	\$0	\$0
Compensated Absences	\$1,880	\$9,998	\$0	\$0	\$0
Division Subtotal	\$80,546,535	\$34,493,929	\$42,820,762	\$43,971,491	\$43,997,620
TOTAL	\$80,546,535	\$34,493,929	\$42,820,762	\$43,971,491	\$43,997,620

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 610 - Capitol Complex Facilities
 24-30-1108, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance ¹	\$2,730,199	\$1,262,681	\$1,631,287	\$1,631,287	\$1,631,287
Actual / anticipated accounts receivable collections	\$23,701	\$24,927	\$0	\$0	\$0
Actual / anticipated fees collections	\$11,235,405	\$12,244,833	\$10,062,454	\$10,104,233	\$10,190,453
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	(\$215,007)	(\$29,513)		\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$11,044,099	\$12,240,247	\$10,062,454	\$10,104,233	\$10,190,453
Actual / appropriated / projected cash expenditures	\$12,240,894	\$10,192,206	\$10,062,454	\$10,104,233	\$10,190,453
Actual / anticipated cash used to pay short-term liabilities	\$270,723	(\$306,671)	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$0	\$1,986,106	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$12,511,617	\$11,871,640	\$10,062,454	\$10,104,233	\$10,190,453
Available Liquid Fund Balance Prior to New Requests	\$1,262,681	\$1,631,287	\$1,631,287	\$1,631,287	\$1,631,287
Decision Item #1 - "Sample A"	N/A	N/A	N/A	\$0	\$0
Decision Item #2 - "Sample B"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$1,262,681	\$1,631,287	\$1,631,287	\$1,631,287	\$1,631,287

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. Capitol Complex Leased Space billings per Common Policy					

Schedule 9A: Cash Funds Reports
 Department of Personnel and Administration
 FY 2011-12 Budget Request
 Fund 610 - Capitol Complex Facilities
 24-30-1108, C.R.S. (2010)

Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	(\$33,054)	(\$26,570)	(\$27,500)	(\$27,500)	(\$27,500)
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$2,181,820	\$1,868,228	\$1,660,305	\$1,667,198	\$1,681,425
Excess Uncommitted Fee Reserve Balance	\$0	\$0	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)

2. If plan is needed to meet compliance deadline, attach Form 9.B.

3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	Charges to State agencies for leased space occupied in the Capitol Complex and auxiliary locations (Grand Junction State Services Building and the Camp George West campus). Moneys are used to cover the cost of the physical operation and maintenance for buildings and grounds.
Fee Sources	State agency tenants occupying space
Non-Fee Sources	N/A
Long Bill Groups Supported by Fund	Facilities Maintenance section of Central Services plus allocation of central appropriations and Central Services divisional overhead costs.
Non-appropriated Fund Obligations	Depreciation expense and overhead.
Statutory or Other Restriction on Use of Fund	N/A
Revenue Drivers	Appropriations to State agencies and vacant space.
Expenditure Drivers	Base operating appropriations with additional impact based upon the volatile utility market.

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Explanation of any Long-term Liability Funding Requirements	N/A
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Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Division of Central Services					
Facilities Maintenance (Capitol Complex) - Administration					
Personal Services - Denver	\$3,003,735	\$2,822,662	\$2,695,992	\$2,873,996	\$2,960,216
Personal Services - GJ	\$55,690	\$58,383	\$48,459	\$0	\$0
Personal Services - CGW	\$90,905	\$78,777	\$79,641	\$0	\$0
DCS Overhead Allocation			\$236,465	\$406,373	\$406,373
Property, Liability, WC	\$0	\$44,537	\$0	\$0	\$0
Operating Expenses - Denver	\$1,710,961	\$1,842,994	\$1,565,875	\$1,884,034	\$1,884,034
Operating Expenses - GJ	\$76,001	\$76,121	\$76,873	\$0	\$0
Operating Expenses - CGW	\$121,049	\$146,173	\$103,586	\$0	\$0
Indirect Cost	\$273,929	\$416,060	\$525,058	\$525,058	\$525,058
Utilities - Denver	\$3,266,203	\$3,290,609	\$3,732,802	\$3,930,718	\$3,930,718
Utilities - GJ	\$81,181	\$83,061	\$87,554	\$0	\$0
Utilities - CGW	\$392,730	\$406,361	\$421,940	\$0	\$0
Legal Services	\$0	\$0	\$0	\$0	\$0
Purchase of Services from Computer Center (GGCC)	\$0	\$0	\$0	\$0	\$0
OIT Management and Administration	\$8,055	\$8,324	\$0	\$0	\$0
Vehicle Lease Payments	\$8,155	\$7,932	\$8,975	\$10,657	\$10,657
Capitol Complex Repairs	\$56,509	\$56,519	\$56,520	\$56,520	\$56,520
Capitol Complex Security	\$304,163	\$323,000	\$353,365	\$353,365	\$353,365
Leased Space	\$4,127	\$758	\$4,757	\$765	\$765
Capitol Complex Leased space	\$30,071	\$30,001	\$29,972	\$30,502	\$30,502
SUBTOTAL	\$9,483,464	\$9,692,275	\$10,027,834	\$10,071,988	\$10,158,208
Off Budget					
Depreciation & Overhead	\$857,101	\$1,198,148	\$34,620	\$32,245	\$32,245
Compensated Absences	\$32,878	\$4,119	\$0	\$0	\$0
Insurance Proceeds	\$16,409	\$23,062	\$0	\$0	\$0
HOMELAND Security Grant related	\$7,017	\$98,371	\$0	\$0	\$0
Interest Expense Adjustment	\$0	\$0	\$0	\$0	\$0
Overhead Transfer	\$355,350	\$314,857	\$0	\$0	\$0
Rollforward to FY 2008-09	\$2,674	\$0	\$0	\$0	\$0

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 Department of Personnel and Administration
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 Fund 610 - Capitol Complex Facilities
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Transfer to GF pursuant to SB 09-279	\$2,300,000	\$0	\$0	\$0	\$0
<i>SUBTOTAL</i>	\$3,571,429	\$1,638,557	\$34,620	\$32,245	\$32,245
Division Subtotal	\$22,538,357	\$21,023,107	\$20,090,288	\$20,176,221	\$20,348,661
TOTAL	\$13,054,893	\$11,330,832	\$10,062,454	\$10,104,233	\$10,190,453

Schedule 9A: Cash Funds Reports
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Fund 611 - Administrative Hearings
24-30-1002, C.R.S. (2010)

Available Liquid Cash Fund Balance	Actual	Actual	Estimated	Requested	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Cash in Beginning Fund Balance¹	\$1,208,913	\$896,144	\$1,132,637	\$1,132,699	\$132,699
Actual / anticipated accounts receivable collections	\$5,943	(\$1,319)	\$0	\$0	\$0
Actual / anticipated fees collections	\$4,051,800	\$4,610,744	\$4,424,302	\$4,734,447	\$4,849,352
Actual / anticipated cash transferred in	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other noncash assets converted to cash ²	\$0	\$0	\$0	\$0	\$0
Actual / Anticipated Cash Inflow During Fiscal Year	\$4,057,743	\$4,609,425	\$4,424,302	\$4,734,447	\$4,849,352
Actual / appropriated / projected cash expenditures	\$4,328,041	\$4,410,088	\$4,424,240	\$5,734,447	\$4,849,352
Actual / anticipated cash used to pay short-term liabilities	\$7,581	(\$2,267)	\$0	\$0	\$0
Actual / anticipated nonappropriated debit service payments	\$0	\$0	\$0	\$0	\$0
Actual / anticipated nonappropriated loan issuances	\$0	\$0	\$0	\$0	\$0
Actual / anticipated other uses of cash ³	\$34,890	(\$34,890)	\$0	\$0	\$0
Actual / Appropriated Cash Outflow During Fiscal Year	\$4,370,512	\$4,372,932	\$4,424,240	\$5,734,447	\$4,849,352
Available Liquid Fund Balance Prior to New Requests	\$896,144	\$1,132,637	\$1,132,699	\$132,699	\$132,699
Decision Item #4 - "Funding for Upgraded Joint Cases Management System with E-filing Component"	N/A	N/A	N/A	\$0	\$0
Change Requests Using Liquid Assets	N/A	N/A	N/A	\$0	\$0
Actual / Anticipated Liquid Fund Balance	\$896,144	\$1,132,637	\$1,132,699	\$132,699	\$132,699

1 - Include only cash - exclude all other assets such as, receivables, investments, prepaids, capital assets, accumulated depreciation, and all short-term and long-term liabilities

2 - Includes sales of capital assets, sales of investments, collections of loans, etc.

3 - Includes nonappropriated purchases of capital assets and investments, new prepaid expense recorded, etc.

Fee Levels (if applicable)	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
1. ALJ billings per Common Policy					

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Cash Fund Reserve Balance ¹	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$6,382	\$4,216	\$5,200	\$5,500	\$5,800
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$715,308	\$728,846	\$730,000	\$946,184	\$800,143
Excess Uncommitted Fee Reserve Balance	\$0	\$0	\$0	\$0	\$0
Assessment of Potential for Compliance (check all that apply)	<input checked="" type="checkbox"/> Already in Compliance <input type="checkbox"/> Statute Change ² <input type="checkbox"/> Planned Fee Reduction ²				
	<input type="checkbox"/> Planned One-time Expenditure(s) ¹ <input checked="" type="checkbox"/> Planned Ongoing Expenditure(s) ² <input type="checkbox"/> Waiver ³				

1. This section is not required for funds outlined in 24-75-402 (5), C.R.S. (2009)
2. If plan is needed to meet compliance deadline, attach Form 9.B.
3. If pursuing a waiver, attach Form 9.C.

Cash Fund Narrative Information	
Purpose/Background of Fund	Charges for providing adjudication services and administrative law hearings for State agencies in order to resolve cases that deal with worker's compensation, human services, and regulatory law.
Fee Sources	Fees are based on an annual cost allocation methodology and the resulting Common Policy. Total estimated costs are recovered based on agency utilization in monthly increments.
Non-Fee Sources	N/A
Long Bill Groups Supported by Fund	All long bill line items or the Division of Administrative hearings and central appropriations allocated from the EDO.
Non-appropriated Fund Obligations	Depreciation expense, compensated absences and losses primarily.
Statutory or Other Restriction on Use of Fund	N/A

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Revenue Drivers	Increased caseload by Department will impact user charges/billings in the following year.
Expenditure Drivers	Typical operating costs.
Explanation of any Long-term Liability Funding Requirements	N/A

Fund Expenditures Line Item Detail	Actual	Actual	Estimated	Request	Projected
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13
Office of Administrative Courts					
Personal Services	\$3,355,368	\$3,291,456	\$3,589,463	\$3,698,479	\$3,809,433
Operating Expenses	\$152,687	\$139,158	\$134,597	\$134,597	\$134,597
Indirect Cost	\$239,271	\$326,407	\$258,320	\$258,320	\$258,320
Property, Liability, WC	\$85,163	\$90,366	\$37,627	\$92,350	\$90,366
Cap Com Leased space	\$16,363	\$11,802	\$12,204	\$12,037	\$11,802
Leased Space	\$282,290	\$335,221	\$333,616	\$304,950	\$335,221
Legal Services	\$4,857	\$17,341	\$426	\$8,430	\$17,341
Management & Administration of OIT	\$5,691	\$6,032	\$3,565	\$10,147	\$6,032
Purchase of Services - GGCC	\$168,416	\$178,404	\$35,113	\$195,850	\$178,404
MNT	\$7,836	\$7,836	\$19,309	\$19,287	\$7,836
<i>SUBTOTAL</i>	\$4,317,943	\$4,404,023	\$4,424,240	\$4,734,447	\$4,849,352
Off Budget					
Depreciation	\$7,159	\$7,159	\$0	\$0	\$0
Rollforward	\$0	\$193	\$0	\$0	\$0
Compensated Absences	\$10,097	\$5,873	0	0	0
Proposed Cash Fund Transfer	\$0	\$0	\$0	\$741,800	\$0
FY 2011-12 NP - 11 "Repayment of Federal Participation in Fund 611 - Technical"	\$0	\$0	\$0	\$258,200	\$0
<i>SUBTOTAL</i>	\$17,257	\$13,225	\$0	\$1,000,000	\$0

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Division Subtotal	\$4,335,200	\$4,417,247	\$4,424,240	\$5,734,447	\$4,849,352
TOTAL	\$4,335,200	\$4,417,247	\$4,424,240	\$5,734,447	\$4,849,352