

Schedule 9: Cash Funds Reports
Department of Personnel & Administration
FY 2018-19 Budget Request
Fund 11L0 - Liability Fund
24-30-1510, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$968,179	\$1,791,068	\$4,201,549	\$4,419,649
Changes in Cash Assets	\$769,244	\$3,119,977	\$218,100	-\$3,308,626
Changes in Non-Cash Assets	-\$2,290	-\$3,700	\$0	\$0
Changes in Long-Term Assets	\$2,456	\$10,547	\$0	\$0
Changes in Total Liabilities	\$53,479	-\$716,342	\$0	\$0
TOTAL CHANGES TO FUND BALANCE	\$822,889	\$2,410,482	\$218,100	-\$3,308,626
Assets Total	\$2,014,109	\$5,140,933	\$5,359,033	\$2,050,407
Cash (B)	\$1,991,530	\$5,111,507	\$5,329,607	\$2,020,981
Other Assets(Detail as necessary)	\$16,800	\$13,100	\$13,100	\$13,100
Receivables	\$5,779	\$16,326	\$16,326	\$16,326
Liabilities Total	\$223,042	\$939,384	\$939,384	\$939,384
Cash Liabilities (C)	\$223,042	\$939,384	\$939,384	\$939,384
Long Term Liabilities	\$0	\$0		\$0
Ending Fund Balance (D)	\$1,791,068	\$4,201,549	\$4,419,649	\$1,111,023
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$1,768,489	\$4,172,123	\$4,390,223	\$1,081,597
Change from Prior Year Fund Balance (D-A)	\$822,889	\$2,410,482	\$218,100	-\$3,308,626
Cash Flow Summary				
Revenue Total	\$10,709,700	\$12,609,951	\$12,736,226	\$9,160,301
Fees	\$10,709,700	\$12,609,951	\$12,736,226	\$8,773,798
Cybersecurity Liability Insurance Policy Decision Item				\$375,000
Departmental Operating Request (CSEAP Operating Increase)				\$11,503
Expenses Total	\$9,886,811	\$10,199,470	\$12,518,126	\$12,468,927
Cash Expenditures	\$9,886,811	\$10,199,470	\$12,518,126	\$12,082,424
Cybersecurity Liability Insurance Policy Decision Item				\$375,000
Departmental Operating Request (CSEAP Operating Increase)				\$11,503
Net Cash Flow	\$822,889	\$2,410,482	\$218,100	-\$3,308,626

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$1,791,068	\$4,201,549	\$4,419,649	\$1,111,023
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$3,515,955	\$1,367,635	\$1,175,124	\$1,019,893
Excess Uncommitted Fee Reserve Balance	Not Applicable	\$2,833,914	\$3,244,525	\$91,130
Compliance Plan (narrative)	The methodology used to calculate the fund balance adjustments for the risk management common policies (which includes the liability fund) uses the lower of either the cash balance or the fund balance. Because the fund balance calculation for FY 2018-19 assumed the cash balance, there is a small difference between the targeted fund balance in the requested common policy versus the calculated target reserve balance above. The Department notes the FY 2018-19 common policy request includes a downward fund balance adjustment of \$3.3M and the excess uncommitted reserve will be addressed in future common policy requests. Until then, a waiver is requested for this fund.			

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	All State agencies and Institutions of Higher Education excluding entities who have opted out under HB 04-1009.
Non-Fee Sources	None.
Long Bill Groups Supported by Fund	Risk Management appropriations and central allocations from EDO for operating expenditures.

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 11P0 - Property Fund
 24-30-1510.5, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19	Projected FY 2019-20
Year Beginning Fund Balance (A)	\$1,907,932	\$1,034,048	\$1	\$3,190,502	\$1,875,983
Changes in Cash Assets	-\$158,094	-\$2,419,406	\$3,190,501	-\$1,314,519	-\$1,314,519
Changes in Non-Cash Assets	\$84,510	\$21,467	\$0	\$0	\$0
Changes in Long-Term Assets	\$12,032	\$500,483	\$0	\$0	\$0
Changes in Total Liabilities	-\$812,332	\$863,410	\$0	\$0	\$0
TOTAL CHANGES TO FUND BALANCE	-\$873,885	-\$1,034,047	\$3,190,501	-\$1,314,519	-\$1,314,519
Assets Total	\$1,906,796	\$9,339	\$3,199,840	\$1,885,321	\$570,802
Cash (B)	\$1,719,465	-\$699,941	\$2,490,560	\$1,176,041	-\$138,478
Other Assets(Detail as necessary)	\$103,600	\$125,067	\$125,067	\$125,067	\$125,067
Receivables	\$83,730	\$584,213	\$584,213	\$584,213	\$584,213
Liabilities Total	\$872,748	\$9,338	\$9,338	\$9,338	\$9,338
Cash Liabilities (C)	\$872,748	\$9,338	\$9,338	\$9,338	\$9,338
Long Term Liabilities	\$0	\$0	\$0	\$0	\$0
Ending Fund Balance (D)	\$1,034,048	\$1	\$3,190,502	\$1,875,983	\$561,464
Logical Test	TRUE	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$846,717	-\$709,279	\$2,481,222	\$1,166,703	-\$147,816
Change from Prior Year Fund Balance (D-A)	-\$873,885	-\$1,034,047	\$3,190,501	-\$1,314,519	-\$1,314,519
Cash Flow Summary					
Revenue Total	\$10,141,149	\$13,655,524	\$11,956,524	\$10,606,302	\$10,606,302
Fees	\$10,141,149	\$13,655,524	\$11,956,524	\$10,606,302	\$10,606,302
Interest	\$0	\$0	\$0	\$0	\$0
Expenses Total	\$11,015,034	\$14,689,571	\$8,766,023	\$11,920,821	\$11,920,821
Cash Expenditures	\$11,015,034	\$14,689,571	\$8,766,023	\$11,920,821	\$11,920,821
Change Requests (If Applicable)	\$0		\$0	\$0	\$0
Net Cash Flow	-\$873,885	-\$1,034,047	\$3,190,501	-\$1,314,519	-\$1,314,519

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$1,034,048	\$1	\$3,190,502	\$1,875,983
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$656,544	\$672,557	\$724,301	\$1,176,041
Excess Uncommitted Fee Reserve Balance	\$377,504	Not Applicable	\$2,466,201	\$699,942
Compliance Plan (narrative)	The methodology used to calculate the fund balance adjustments for the risk management common policies (which includes the property fund) uses the lower of either the cash balance or the fund balance. Because the fund balance calculation for FY 2018-19 assumed the cash balance, there is a small difference between the targeted fund balance in the requested common policy versus the calculated target reserve balance above. The Department notes the FY 2018-19 common policy request includes a downward fund balance adjustment of \$1.3M and the excess uncommitted reserve will be addressed in future common policy requests. Until then, a waiver is requested for this fund.			

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	All State agencies and institutions of higher education excluding entities who have opted out under HB 04-1009.
Non-Fee Sources	None.
Long Bill Groups Supported by Fund	Risk Management appropriations and central allocations from EDO for typical operating costs.

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2017-18 Budget Request
 Fund 11W0 - Workers' Compensation Fund
 24-30-1510.7, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$16,196,130	\$18,526,659	\$18,384,431	\$11,021,090
Changes in Cash Assets	\$3,159,444	-\$510,824	-\$7,363,341	-\$3,906,413
Changes in Non-Cash Assets	\$510	\$8,514	\$0	\$0
Changes in Long-Term Assets	-\$794	\$0	\$0	\$0
Changes in Total Liabilities	-\$828,631	\$360,083	\$0	\$0
TOTAL CHANGES TO FUND BALANCE	\$2,330,529	-\$142,228	-\$7,363,341	-\$3,906,413
Assets Total	\$19,507,344	\$19,005,034	\$11,641,693	\$7,735,280
Cash (B)	\$19,486,755	\$18,975,931	\$11,612,590	\$7,706,177
Other Assets(Detail as necessary)	\$19,600	\$28,114	\$28,114	\$28,114
Receivables	\$989	\$989	\$989	\$989
Liabilities Total	\$980,686	\$620,603	\$620,603	\$620,603
Cash Liabilities (C)	\$980,686	\$620,603	\$620,603	\$620,603
Long Term Liabilities	\$0	\$0	\$0	\$0
Ending Fund Balance (D)	\$18,526,659	\$18,384,431	\$11,021,090	\$7,114,677
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$18,506,070	\$18,355,328	\$10,991,987	\$7,085,574
Change from Prior Year Fund Balance (D-A)	\$2,330,529	-\$142,228	-\$7,363,341	-\$3,906,413
Cash Flow Summary				
Revenue Total	\$38,799,461	\$36,714,482	\$34,783,858	\$38,789,881
Fees	\$38,799,461	\$36,714,482	\$34,783,858	\$38,789,881
Interest	\$0	\$0	\$0	\$0
Expenses Total	\$36,468,932	\$36,856,710	\$42,147,199	\$42,696,294
Cash Expenditures	\$36,468,932	\$36,856,710	\$42,147,199	\$42,696,294
Change Requests (If Applicable)	\$0	\$0	\$0	\$0
Net Cash Flow	\$2,330,529	-\$142,228	-\$7,363,341	-\$3,906,413

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$18,526,659	\$18,384,431	\$11,021,090	\$7,114,677
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$5,866,885	\$5,616,749	\$5,678,618	\$5,766,749
Excess Uncommitted Fee Reserve Balance	\$12,659,774	\$12,767,682	\$5,342,472	\$1,347,928
Compliance Plan (narrative)	The methodology used to calculate the fund balance adjustments for the risk management common policies (which include the workers' compensation fund) uses the lower of either the cash balance or the fund balance. Because the fund balance calculation for FY 2018-19 assumed the cash balance, there is a difference between the targeted fund balance in the requested common policy versus the calculated target reserve balance above. Additionally, a smaller number of claims were paid from the fund than actuarially estimated in FY17. The FY19 request includes a \$3.9M decrease to the common policy in an effort to further draw down the fund balance. The Department requests a waiver for this fund.			

Cash Fund Narrative Information

Purpose/Background of Fund	Provides workers' compensation coverage for State employees.
Fee Sources	All State agencies and institutions of higher education excluding entities who have opted out under HB 04-1009.
Non-Fee Sources	None.
Long Bill Groups Supported by Fund	Workers' Compensation appropriations and central allocations from EDO for operating expenses.

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 20H0 - Supplemental State Contribution Fund
 24-50-609, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$1,264,246	\$1,272,965	\$2,178,954	\$2,178,954
Changes in Cash Assets	-\$17,941	\$905,989	\$0	\$0
Changes in Non-Cash Assets	\$0	\$0	\$0	\$0
Changes in Long-Term Assets	\$0	\$0	\$0	\$0
Changes in Total Liabilities	\$26,660	\$0	\$0	\$0
TOTAL CHANGES TO FUND BALANCE	\$8,719	\$905,989	\$0	\$0
Assets Total	\$1,272,965	\$2,178,954	\$2,178,954	\$2,178,954
Cash (B)	\$1,272,965	\$2,178,954	\$2,178,954	\$2,178,954
Other Assets(Detail as necessary)	\$0	\$0	\$0	\$0
Receivables	\$0	\$0	\$0	\$0
Liabilities Total	\$0	\$0	\$0	\$0
Cash Liabilities (C)	\$0	\$0	\$0	\$0
Long Term Liabilities				\$0
Ending Fund Balance (D)	\$1,272,965	\$2,178,954	\$2,178,954	\$2,178,954
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$1,272,965	\$2,178,954	\$2,178,954	\$2,178,954
Change from Prior Year Fund Balance (D-A)	\$8,719	\$905,989	\$0	\$0
Cash Flow Summary				
Revenue Total	\$1,154,099	\$2,143,164	\$1,756,622	\$1,756,622
Non-Fee Revenue	\$1,154,099	\$2,143,164	\$1,756,622	\$1,756,622
Interest				\$0
Expenses Total	\$1,145,379	\$1,237,175	\$1,756,622	\$1,756,622
Cash Expenditures	\$1,145,379	\$1,237,175	\$1,756,622	\$1,756,622
Change Requests (If Applicable)	\$0	\$0	\$0	\$0
Net Cash Flow	\$8,719	\$905,989	\$0	\$0

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
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
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$188,988	\$204,134	\$289,843	\$289,843
Excess Uncommitted Fee Reserve Balance	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Compliance Plan (narrative)	The Supplemental State Contribution Fund has a non-fee fund balance.			

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

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 21A0 - Address Confidentiality Program Fund
 24-30-2101, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	-	16,014.00	53,142.00	77,423.00
Changes in Cash Assets	2,351.48	48,120.76	24,281.00	(18,826.00)
Changes in Non-Cash Assets	-	-	-	-
Changes in Long-Term Assets	1,100.64	(351.41)	-	-
Changes in Total Liabilities	12,561.66	(10,641.55)	-	-
TOTAL CHANGES TO FUND BALANCE	16,014.00	37,128.00	24,281.00	(18,826.00)
Assets Total	18,948.78	66,718.13	90,999.13	72,173.13
Cash (B)	6,702.71	54,823.47	79,104.47	60,278.47
Other Assets (Detail as necessary)	-	-	-	-
Receivables	12,246.07	11,894.66	11,894.66	11,894.66
Liabilities Total	2,934.74	13,576.00	13,576.00	13,576.00
Cash Liabilities (C)	2,934.74	13,576.43	13,576.43	13,576.43
Long Term Liabilities	-	-	-	-
Ending Fund Balance (D)	16,014.00	53,142.00	77,423.00	58,597.00
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	3,767.97	41,247.04	65,528.04	46,702.04
Change from Prior Year Fund Balance (D-A)	16,014.00	37,128.00	24,281.00	(18,826.00)
Cash Flow Summary				
Revenue Total	142,630.04	166,341.33	159,522.00	136,415.00
Fees	142,283.00	165,937.12	159,146.00	156,039.00
Interest	347.04	404.21	376.00	376.00
Overhead Transfer	-	-	-	(20,000.00)
Expenses Total	126,616.00	129,213.67	135,241.00	155,241.00
Cash Expenditures	126,616.00	129,213.67	135,241.00	135,241.00
Change Requests (If Applicable)	-	-	-	20,000.00
Net Cash Flow	16,014.04	37,127.66	24,281.00	(18,826.00)

Cash Fund Reserve Balance		Actual	Actual	Estimated	Requested
		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)		\$16,014	\$53,142	\$77,423	\$58,597
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)		\$20,892	\$21,320	\$22,315	\$25,615
Excess Uncommitted Fee Reserve Balance		Not Applicable	\$31,822	\$55,108	\$32,982
Compliance Plan (narrative)	The Department has submitted a decision item which includes a request for cash fund spending authority. As a result, the cash fund is projected to be in compliance in FY 2019-20. The Department requests a waiver until the fund balance comes into compliance in FY 2019-20.				
Cash Fund Narrative Information					
Purpose/Background of Fund	The Address Confidentiality Program Fund collects revenue from a specific group of the criminal offender population to support a program that provides anonymous address protection to the victims of those crimes.				
Fee Sources	Cash Funds from fees collected through the Judicial Branch.				
Non-Fee Sources	N/A				
Long Bill Groups Supported by Fund	Department of Personnel & Administration: (4) Central Services				

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 22Y0 - Professional Development Fund
 24-50-122, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$156,790	\$270,471	\$178,031	\$225,861
Changes in Cash Assets	\$42,560	-\$49,495	\$14,285	\$0
Changes in Non-Cash Assets	\$0	\$0	\$0	\$0
Changes in Long-Term Assets	\$31,182	-\$27,565	\$5,184	\$0
Changes in Total Liabilities	\$39,939	-\$15,380	\$28,361	\$0
TOTAL CHANGES TO FUND BALANCE	\$113,681	-\$92,440	\$47,830	\$0
Assets Total	\$362,433	\$285,373	\$304,842	\$304,842
Cash (B)	\$312,768	\$263,273	\$277,558	\$277,558
Other Assets(Detail as necessary)	\$0	\$0	\$0	\$0
Receivables	\$49,665	\$22,100	\$27,284	\$27,284
Liabilities Total	\$91,962	\$107,342	\$78,981	\$78,981
Cash Liabilities (C)	\$91,962	\$107,342	\$78,981	\$78,981
Long Term Liabilities	\$0	\$0	\$0	\$0
Ending Fund Balance (D)	\$270,471	\$178,031	\$225,861	\$225,861
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$220,806	\$155,931	\$198,577	\$198,577
Change from Prior Year Fund Balance (D-A)	\$113,681	-\$92,440	\$47,830	\$0
Cash Flow Summary				
Revenue Total	\$1,009,747	\$817,402	\$1,997,075	\$1,997,075
Fees	\$1,009,747	\$817,402	\$1,997,075	\$1,997,075
Interest	\$0	\$0	\$0	\$0
Expenses Total	\$896,066	\$909,842	\$1,982,790	\$1,997,075
Cash Expenditures	\$896,066	\$909,842	\$1,982,790	\$1,997,075
Change Requests (If Applicable)	\$0	\$0	\$0	\$0
Net Cash Flow	\$113,681	-\$92,440	\$14,285	\$0

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$270,471	\$178,031	\$225,861	\$225,861
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$147,851	\$150,124	\$327,160	\$329,517
Excess Uncommitted Fee Reserve Balance	\$122,620	\$27,907	Not Applicable	Not Applicable
Compliance Plan (narrative)	Professional Development Fund 22Y0 is projected to be in compliance with the excess uncommitted reserve requirements contained in Section 24-75-402, C.R.S. for both FY 2017-18 FY 2018-19.			

Cash Fund Narrative Information

Purpose/Background of Fund	The Professional Development Fund within the Center for Organizational Effectiveness, housed in the Division of Human Resources within the Department of Personnel & Administration, offers many cost-effective training and professional development opportunities for State employees. Classes offered through the COE are taught by instructors employed within the Division of Human Resources, the Department of Personnel & Administration, or by contracted instructors. State agencies pay a fee for employees to attend the classes offered by the COE, which are deposited into this fund.
Fee Sources	Enrollment fees paid by state agencies.
Non-Fee Sources	None.
Long Bill Groups Supported by Fund	Training Services within the Division of Human Resources

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 24Y0 - State Archives and Public Records Fund
 24-80-102, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$81,349	\$229,030	\$320,619	\$287,075
Changes in Cash Assets	If the Archives FY 1	\$100,031	-\$15,769	-\$102,006
Changes in Non-Cash Assets	\$0	\$0	\$0	\$0
Changes in Long-Term Assets	\$0	-\$3,123	-\$951	\$0
Changes in Total Liabilities	\$11,334	-\$5,319	-\$16,824	\$0
TOTAL CHANGES TO FUND BALANCE	\$11,334	\$91,589	-\$33,544	-\$102,006
Assets Total	\$229,031	\$325,939	\$309,219	\$207,213
Cash (B)	\$224,263	\$324,294	\$308,525	\$206,519
Other Assets(Detail as necessary)	\$0	\$0	\$0	\$0
Receivables	\$4,768	\$1,645	\$694	\$694
Liabilities Total	\$1	\$5,320	\$22,144	\$22,144
Cash Liabilities (C)	\$1	\$5,320	\$22,144	\$22,144
Long Term Liabilities	\$0	\$0	\$0	\$0
Ending Fund Balance (D)	\$229,030	\$320,619	\$287,075	\$185,069
Logical Test	FALSE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$224,262	\$318,974	\$286,381	\$184,375
Change from Prior Year Fund Balance (D-A)	\$147,681	\$91,589	-\$33,544	-\$102,006
Cash Flow Summary				
Revenue Total	\$150,598	\$137,291	\$109,784	\$87,523
Fees	\$149,774	\$134,291	\$106,777	\$104,523
Interest	\$824	\$3,000	\$3,007	\$3,000
DCS Overhead Transfer	\$0	\$0	\$0	-\$20,000
Expenses Total	\$2,917	\$45,702	\$143,004	\$189,529
Cash Expenditures	\$2,917	\$45,702	\$143,004	\$147,529
Change Requests (If Applicable)	\$0	\$0	\$0	\$42,000
Net Cash Flow	\$147,681	\$91,589	-\$33,220	-\$102,006

Percent of Revenue Attributed to Fees	100%	100%	100%	100%
Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$229,030	\$320,619	\$287,075	\$185,069
Uncommitted Reserve Balance from SCO Report (Year End Fund Balance minus Non-fee Fund Balance)	\$189,693	\$253,155		
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$481	\$7,541	\$23,596	\$31,272
Excess Uncommitted Fee Reserve Balance	\$189,212	\$245,614	\$263,479	\$153,797
Compliance Plan (narrative)	If the Archives FY 2018-19 Decision Item is approved, it is expected that the Archives excess uncommitted fee reserve balance will be in compliance by the end of FY 2018-19 due to the cash component of the Decision Item. The Department requests a waiver until the end of FY 2018-19.			

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	N/A
Long Bill Groups Supported by Fund	Colorado State Archives, personal services and operating

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 26L0 - Recovery Audit Cash Fund
 24-30-203.5, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$750	\$750	\$750	\$750
Changes in Cash Assets	\$0	\$0	\$0	\$0
Changes in Non-Cash Assets	\$0	\$0	\$0	\$0
Changes in Long-Term Assets	\$0	\$0	\$0	\$0
Changes in Total Liabilities	\$0	\$0	\$0	\$0
TOTAL CHANGES TO FUND BALANCE	\$0	\$0	\$0	\$0
Assets Total	\$750	\$750	\$750	\$750
Cash (B)	\$750	\$750	\$750	\$750
Other Assets (Detail as necessary)	\$0	\$0	\$0	\$0
Receivables	\$0	\$0	\$0	\$0
Liabilities Total	\$0	\$0	\$0	\$0
Cash Liabilities (C)	\$0	\$0	\$0	\$0
Long Term Liabilities				\$0
Ending Fund Balance (D)	\$750	\$750	\$750	\$750
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$750	\$750	\$750	\$750
Change from Prior Year Fund Balance (D-A)	\$0	\$0	\$0	\$0
Cash Flow Summary				
Revenue Total	\$0	\$0	\$0	\$0
Non-Fee Revenue	\$0	\$0	\$0	\$0
Interest				\$0
Expenses Total	\$0	\$0	\$0	\$0
Cash Expenditures	\$0	\$0	\$0	\$0
Change Requests (If Applicable)	\$0	\$0	\$0	\$0
Net Cash Flow	\$0	\$0	\$0	\$0

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
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
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$0	\$0	\$0	\$0
Excess Uncommitted Fee Reserve Balance	\$0	\$0	\$0	\$0
Compliance Plan (narrative)	This fund has a non-fee fund balance.			

Cash Fund Narrative Information

Purpose/Background of Fund	This fund supports distributions of funds recovered through the Recovery Audit Program.
Fee Sources	None.
Non-Fee Sources	Recoveries of improper payments issues by a state agency that are identified and collected through the Recovery Audit process.
Long Bill Groups Supported by Fund	Division of Accounts and Control, Financial Operations and Reporting

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 27Y0 - Disability Support Fund
 24-30-2205.5, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$770,958	\$454,630	\$464,407	\$469,846
Changes in Cash Assets	-\$321,402	\$12,168	\$5,439	\$5,216
Changes in Non-Cash Assets	\$0	\$0	\$0	\$0
Changes in Long-Term Assets	\$0	\$0	\$0	\$0
Changes in Total Liabilities	\$5,075	-\$2,391	\$0	\$0
TOTAL CHANGES TO FUND BALANCE	-\$316,327	\$9,777	\$5,439	\$5,216
Assets Total	\$454,630	\$466,798	\$472,237	\$477,453
Cash (B)	\$454,630	\$466,798	\$472,237	\$477,453
Other Assets(Detail as necessary)	\$0	\$0	\$0	\$0
Receivables	\$0	\$0	\$0	\$0
Liabilities Total	\$0	\$2,391	\$2,391	\$2,391
Cash Liabilities (C)	\$0	\$2,391	\$2,391	\$2,391
Long Term Liabilities	\$0	\$0	\$0	\$0
Ending Fund Balance (D)	\$454,630	\$464,407	\$469,846	\$475,062
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$454,630	\$464,407	\$469,846	\$475,062
Change from Prior Year Fund Balance (D-A)	-\$316,327	\$9,777	\$5,439	\$5,216
Cash Flow Summary				
Revenue Total	\$33,051	\$38,216	\$38,216	\$38,216
Fees	\$0	\$4,200	\$4,200	\$4,200
Interest	\$33,051	\$34,014	\$34,016	\$34,016
Transfer from Coordinated Care for People with Disabilities Fund (HCPF)		\$2		
Expenses Total	\$349,379	\$28,440	\$32,930	\$33,000
Cash Expenditures	\$349,379	\$28,440	\$32,930	\$33,000
Change Requests (If Applicable)	\$0	\$0	\$0	\$0
Net Cash Flow	-\$316,327	\$9,777	\$5,286	\$5,216

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$0	\$51,038	\$51,637	\$52,210
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$57,648	\$4,693	\$5,433	\$5,445
Excess Uncommitted Fee Reserve Balance	Not Applicable	\$46,346	\$46,203	\$46,765
Compliance Plan (narrative)	Disability Support Fund has been in compliance with the excess uncommitted reserve requirements contained in Section 24-75-402, C.R.S. for both FY 2015-16 and FY 2016-17. The fund is projected to remain in compliance.			

Cash Fund Narrative Information

Purpose/Background of Fund	The fund is for the direct and indirect costs associated with the implementation of the Laura Hershey Disability Support Act, with the goal of aiding persons with disabilities in accessing disability benefits.
Fee Sources	Moneys generated from the sale of registration numbers pursuant to 25.5-5-308 (8), C.R.S.
Non-Fee Sources	Moneys transferred to the fund pursuant to section 25.5-5-308 (8), C.R.S., an appropriation by the General Assembly, any gifts, grants, or donations received by the Department of Personnel, and interest or income derived from the investments of the fund.
Long Bill Groups Supported by Fund	Department of Personnel & Administration: (1) Executive Director's Office

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 2810 - Supplier Database Fund (Includes E-Procurement beginning FY 2013-14)
 24-102-202.5, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$3,844,805	\$3,783,902	\$1,841,139	\$2,492,939
Changes in Cash Assets	\$200,897	-\$1,942,763	\$651,800	-\$587,640
Changes in Non-Cash Assets	\$0	\$0	\$0	\$0
Changes in Long-Term Assets	-\$345,180	\$0	\$0	\$0
Changes in Total Liabilities	\$83,380	\$0	\$0	\$0
TOTAL CHANGES TO FUND BALANCE	-\$60,903	-\$1,942,763	\$651,800	-\$587,640
Assets Total	\$3,783,902	\$1,841,139	\$2,492,939	\$1,905,299
Cash (B)	\$3,554,082	\$1,611,319	\$2,263,119	\$1,675,479
Other Assets(Detail as necessary)	\$0	\$0	\$0	\$0
Receivables	\$229,820	\$229,820	\$229,820	\$229,820
Liabilities Total	\$0	\$0	\$0	\$0
Cash Liabilities (C)	\$0	\$0	\$0	\$0
Long Term Liabilities	\$0	\$0	\$0	\$0
Ending Fund Balance (D)	\$3,783,902	\$1,841,139	\$2,492,939	\$1,905,299
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$3,554,082	\$1,611,319	\$2,263,119	\$1,675,479
Change from Prior Year Fund Balance (D-A)	-\$60,903	-\$1,942,763	\$651,800	-\$587,640
Cash Flow Summary				
Revenue Total	\$2,143,784	\$2,191,158	\$2,100,000	\$2,100,000
Revenue 281	\$2,143,784	\$2,191,158	\$2,100,000	\$2,100,000
Revenue 24R	\$0	\$0	\$0	\$0
Interest 24R	\$0	\$0	\$0	\$0
Transfer from Fund 24R				
Expenses Total	\$2,204,687	\$4,133,921	\$1,448,200	\$2,687,640
Cash Expenditures	\$2,204,687	\$4,133,921	\$1,448,200	\$2,687,640
Change Requests (If Applicable)	\$0	\$0	\$0	\$0
Net Cash Flow	-\$60,903	-\$1,942,763	\$651,800	-\$587,640

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$3,783,902	\$1,841,139	\$1,454,939	\$1,111,978
Uncommitted Reserve Balance from SCO Report (Year End Fund Balance minus Non-fee Fund Balance)	\$2,168,910	\$1,093,736	\$1,454,939	\$1,111,978
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$363,773	\$321,632	\$151,894	\$205,667
Excess Uncommitted Fee Reserve Balance	\$1,805,136	\$772,104	\$1,303,045	\$906,311
Compliance Plan (narrative)	The Department eliminated the \$40 BIDS fee in late FY 2013-14 that was one revenue stream for this fund to stem the flow of excess cash. The Department has received approval to use this fund as a revenue source to support the ongoing business needs of the State's financial system, CORE. In FY 2017-18, the Department provided an additional \$1.4 million in funds to offset CORE allocations through the CORE common policy request. The Department notes that this excess uncommitted reserve will be addressed in a future common policy request. The Department requests a waiver for this fund.			

Cash Fund Narrative Information

Purpose/Background of Fund	This fund supports the statewide procurement and eProcurement operations that are overseen by the Department of Personnel & Administration.
Fee Sources	The annual BIDS fee has been eliminated and is no longer a revenue source. Future revenues are generated through a 1% rebate the State is given based upon statewide price agreement total spend.
Non-Fee Sources	N/A
Long Bill Groups Supported by Fund	Supplier Database program appropriations and allocations of central appropriations from the EDO.

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 6010 - Central Services Fund
 24-30-1108, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$1,363,092	\$1,213,881	\$572,891	\$1,889,950
Changes in Cash Assets	-\$294,895	-\$971,880	\$1,174,419	\$2,325,713
Changes in Non-Cash Assets	-\$73,748	-\$327,064	-\$705,300	\$0
Changes in Long-Term Assets	-\$164,169	-\$10,472	\$0	\$0
Changes in Total Liabilities	\$383,601	\$668,425	\$847,940	\$0
TOTAL CHANGES TO FUND BALANCE	-\$149,211	-\$640,990	\$1,317,059	\$2,325,713
Assets Total	\$6,644,032	\$5,334,616	\$5,803,736	\$8,129,449
Cash (B)	\$1,478,121	\$506,242	\$1,680,661	\$4,006,374
Inventory	\$409,906	\$474,316	\$474,316	\$474,316
Other Assets	\$0	\$0	\$0	\$0
Capital Assets	\$4,483,867	\$4,092,394	\$3,387,094	\$3,387,094
Receivables	\$272,137	\$261,665	\$261,665	\$261,665
Liabilities Total	\$5,430,151	\$4,761,726	\$3,913,786	\$3,913,786
Cash Liabilities (C)	\$2,672,389	\$2,179,944	\$1,573,535	\$1,573,535
Long Term Liabilities	\$2,757,762	\$2,581,781	\$2,340,251	\$2,340,251
Ending Fund Balance (D)	\$1,213,881	\$572,891	\$1,889,950	\$4,215,663
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	-\$1,194,267	-\$1,673,703	\$107,126	\$2,432,839
Change from Prior Year Fund Balance (D-A)	-\$149,211	-\$640,990	\$1,317,059	\$2,325,713
Cash Flow Summary				
Revenue Total	\$23,781,782	\$24,956,016	\$24,206,080	\$28,324,535
Fees	\$23,781,782	\$24,956,016	\$24,206,080	\$24,933,507
Change Requests (If Applicable)	\$0	\$0	\$0	\$3,391,028
Expenses Total	\$23,930,992	\$25,597,007	\$22,470,976	\$25,998,822
Cash Expenditures	\$23,930,992	\$25,597,007	\$22,470,976	\$22,607,794
Change Requests (If Applicable)	\$0	\$0	\$0	\$3,391,028
Net Cash Flow	-\$149,211	-\$640,990	\$1,735,104	\$2,325,713

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$1,213,881	\$572,891	\$1,889,950	\$4,215,663
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$3,948,614	\$4,223,506	\$3,707,711	\$4,289,806
Excess Uncommitted Fee Reserve Balance	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Compliance Plan (narrative)	Central Services Fund has been in compliance with the excess uncommitted reserve requirements contained in Section 24-75-402, C.R.S. for both FY 2015-16 FY 2016-17. The fund is projected to remain in compliance.			

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.
Non-Fee Sources	None.
Long Bill Groups Supported by Fund	Division of Central Services Administration, Reprographics, Document Solutions Group and Mail Services.

Schedule 9: Cash Funds Reports
Department of Personnel & Administration
FY 2018-19 Budget Request
Fund 6040 - Debt Collection Fund
24-30-202.4, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$777,763	\$1,383,307	\$449,973	\$892,944
Changes in Cash Assets	\$562,499	\$158,243	-\$585,783	-\$12,903
Changes in Non-Cash Assets	\$493,689	-\$493,689	\$0	\$0
Changes in Long-Term Assets	\$0	\$0	\$0	\$0
Changes in Total Liabilities	-\$450,644	-\$597,888	\$1,028,754	\$0
TOTAL CHANGES TO FUND BALANCE	\$605,545	-\$933,334	\$442,971	-\$12,903
Assets Total	\$2,046,938	\$1,711,491	\$1,125,708	\$1,112,805
Cash (B)	\$1,550,953	\$1,709,196	\$1,123,413	\$1,110,510
Construction in Progress	\$493,689	\$0	\$0	\$0
Receivables	\$2,295	\$2,295	\$2,295	\$2,295
Liabilities Total	\$663,630	\$1,261,518	\$232,764	\$232,764
Cash Liabilities (C)	\$639,895	\$1,226,613	\$197,859	\$197,859
Long Term Liabilities	\$23,735	\$34,905	\$34,905	\$34,905
Ending Fund Balance (D)	\$1,383,307	\$449,973	\$892,944	\$880,041
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$911,058	\$482,583	\$925,554	\$912,651
Change from Prior Year Fund Balance (D-A)	\$605,545	-\$933,334	\$442,971	-\$12,903
Cash Flow Summary				
Revenue Total	\$3,503,503	\$3,586,692	\$3,586,692	\$3,586,692
Commissions	\$3,503,503	\$3,586,692	\$3,586,692	\$3,586,692
Interest	\$0	\$0	\$0	\$0
Expenses Total	\$2,897,958	\$4,520,026	\$4,289,077	\$3,599,595
Cash Expenditures	\$2,897,958	\$4,520,026	\$3,789,077	\$3,599,595
Collections Module	\$0	\$0	\$500,000	\$0
Transfer to General Fund	\$0	\$0	\$0	\$0
Net Cash Flow	\$605,545	-\$933,334	-\$702,385	-\$12,903

Schedule 9: Cash Funds Reports	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$1,020,755	\$87,421	\$892,944	\$880,041
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$4,305,627	\$4,305,627	\$4,266,870	\$4,039,602
Excess Uncommitted Fee Reserve Balance	(\$3,284,871)	(\$4,218,205)	(\$3,373,925)	(\$3,159,560)
Compliance Plan (narrative)	This fund is statutorily required to revert any fund balance in excess of 25% of its appropriated expenditures to the General Fund on an annual basis. The fund appears to be drastically below its target because of a capital appropriation out of this fund for replacement of the collections system.			
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	A percentage based fee on the debts owed to the State.			
Non-Fee Sources	None.			
Long Bill Groups Supported by Fund	Division of Accounts and Controls - Controller, (D) Collections Services			

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 6070 - Fleet Management Fund
 24-30-1115, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$2,865,069	\$7,840,626	\$9,735,815	\$8,800,998
Changes in Cash Assets	\$5,283,828	-\$1,632,472	-\$4,000,060	\$0
Changes in Non-Cash Assets	\$2,510,882	\$6,347,788	\$3,033,945	\$0
Changes in Long-Term Assets	-\$120,376	-\$169,878	\$0	\$0
Changes in Total Liabilities	-\$2,698,777	-\$2,650,249	\$31,298	\$0
TOTAL CHANGES TO FUND BALANCE	\$4,975,557	\$1,895,189	-\$934,817	\$0
Assets Total	\$75,308,771	\$79,854,209	\$78,888,094	\$78,888,094
Cash (B)	\$10,785,101	\$9,152,629	\$5,152,569	\$5,152,569
Inventories	\$9,350	\$7,723	\$7,723	\$7,723
Other Current Assets	\$5,875	\$8,153	\$8,153	\$8,153
Capital Assets	\$63,989,135	\$70,338,550	\$73,372,495	\$73,372,495
Receivables	\$519,310	\$347,154	\$347,154	\$347,154
Liabilities Total	\$67,468,146	\$70,118,395	\$70,087,096	\$70,087,096
Cash Liabilities (C)	\$16,509,687	\$17,594,966	\$17,563,668	\$17,563,668
Long Term Liabilities	\$50,958,459	\$52,523,428	\$52,523,428	\$52,523,428
Ending Fund Balance (D)	\$7,840,626	\$9,735,815	\$8,800,998	\$8,800,998
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	-\$5,724,585	-\$8,442,337	-\$12,411,099	-\$12,411,099
Change from Prior Year Fund Balance (D-A)	\$4,975,557	\$1,895,189	-\$934,817	\$0
Cash Flow Summary				
Revenue Total	\$44,352,394	\$41,137,663	\$41,073,558	\$41,073,558
Fees	\$44,352,394	\$41,137,663	\$41,073,558	\$41,073,558
Interest	\$0	\$0	\$0	\$0
Expenses Total	\$39,376,838	\$39,236,376	\$41,073,558	\$41,073,558
Cash Expenditures	\$39,376,838	\$39,236,376	\$41,073,558	\$41,073,558
Depreciation			\$0	\$0
Change Requests (If Applicable)				
Net Cash Flow	\$4,975,557	\$1,901,287	\$0	\$0

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
FY 2016-17 Budget Request	\$7,840,626	\$9,735,815	\$8,800,998	\$8,800,998
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$6,497,178	\$6,474,002	\$6,777,137	\$6,777,137
Excess Uncommitted Fee Reserve Balance	\$1,343,447	\$3,261,813	\$2,023,861	\$2,023,861
Compliance Plan (narrative)	<p>State Fleet Management has taken steps to adjust the management fee to accommodate growth in the program and eliminate excess reserves. Following the separation of the DCS Administrative line items, and subsequent creation of the Capital Assets Division, the Department anticipates the fund will be brought into compliance through the Departmental rate setting process. The Department requests a waiver until that time.</p>			

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 allocations of central appropriations from the EDO.

Schedule 9: Cash Funds Reports
Department of Personnel & Administration
FY 2018-19 Budget Request
Fund 6100 - Capitol Complex Facilities Fund
24-30-1108, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$2,585,615	\$1,552,643	\$3,225,962	\$6,753,409
Changes in Cash Assets	\$1,396,585	\$1,841,198	\$4,315,208	-\$202,683
Changes in Non-Cash Assets	-\$2,537,771	-\$2,241,830	-\$2,250,220	\$0
Changes in Long-Term Assets	-\$40,593	\$3,010	\$0	\$0
Changes in Total Liabilities	\$148,806	\$2,070,942	\$1,462,458	\$0
TOTAL CHANGES TO FUND BALANCE	-\$1,032,973	\$1,673,320	\$3,527,447	-\$202,683
Assets Total	\$18,947,099	\$18,549,477	\$20,614,465	\$20,411,782
Cash (B)	\$1,740,851	\$3,582,049	\$7,897,257	\$7,694,574
Inventories	\$166,305	\$158,688	\$158,688	\$158,688
Other Current Assets	\$0	\$0	\$0	\$0
Capital Assets	\$17,033,770	\$14,799,557	\$12,549,337	\$12,549,337
Receivables	\$6,173	\$9,183	\$9,183	\$9,183
Liabilities Total	\$17,394,456	\$15,323,514	\$13,861,056	\$13,861,056
Cash Liabilities (C)	\$2,279,700	\$2,890,149	\$2,776,417	\$2,776,417
Long Term Liabilities	\$15,114,757	\$12,433,365	\$11,084,639	\$11,084,639
Ending Fund Balance (D)	\$1,552,643	\$3,225,962	\$6,753,409	\$6,550,726
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	-\$538,849	\$691,899	\$5,120,840	\$4,918,157
Change from Prior Year Fund Balance (D-A)	-\$1,032,973	\$1,673,320	\$3,527,447	-\$202,683
Cash Flow Summary				
Revenue Total	\$11,241,787	\$15,459,760	\$16,985,835	\$15,566,586
Fees	\$11,241,787	\$15,459,760	\$16,985,835	\$15,566,586
Interest	\$0	\$0	\$0	\$0
Expenses Total	\$13,755,432	\$14,975,900	\$15,508,150	\$15,769,269
Cash Expenditures	\$13,871,675	\$14,975,900	\$15,508,150	\$15,769,269
Post Closing Entry	-\$116,243		\$0	\$0
Net Cash Flow	-\$2,513,646	\$483,860	\$1,477,685	-\$202,683

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$1,552,643	\$1,625,962	\$3,553,409	\$3,350,726
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$2,269,646	\$2,835,512	\$4,479,422	\$4,500,965
24-30-1108, C.R.S. (2013)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Compliance Plan (narrative)	Capitol Complex Facilities Fund has been in compliance with the excess uncommitted reserve requirements contained in Section 24-75-402, C.R.S. for both FY 2015-16 FY 2016-17. The fund is projected to remain in compliance.			

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.

Schedule 9: Cash Funds Reports
 Department of Personnel & Administration
 FY 2018-19 Budget Request
 Fund 6110 - Administrative Hearings Fund
 24-30-1002, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$155,713	\$483,549	\$565,049	\$587,812
Changes in Cash Assets	\$337,227	\$113,187	-\$311,796	-\$112,323
Changes in Non-Cash Assets	\$0	\$2,268	-\$2,268	\$0
Changes in Long-Term Assets	\$4,551	-\$1,030	-\$17,599	\$17,599
Changes in Total Liabilities	-\$13,942	-\$32,925	\$354,426	\$0
TOTAL CHANGES TO FUND BALANCE	\$327,836	\$81,500	\$22,763	-\$94,724
Assets Total	\$1,130,385	\$1,244,810	\$913,147	\$818,423
Cash (B)	\$1,111,756	\$1,224,943	\$913,147	\$800,824
Other Assets(Detail as necessary)	\$0	\$2,268	\$0	\$0
Receivables	\$18,628	\$17,599	\$0	\$17,599
Liabilities Total	\$646,836	\$679,761	\$325,335	\$325,335
Cash Liabilities (C)	\$377,872	\$360,150	\$5,724	\$5,724
Long Term Liabilities	\$268,964	\$319,611	\$319,611	\$319,611
Ending Fund Balance (D)	\$483,549	\$565,049	\$587,812	\$493,088
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$733,885	\$864,793	\$907,423	\$795,100
Change from Prior Year Fund Balance (D-A)	\$327,836	\$81,500	\$22,763	-\$94,724
Cash Flow Summary				
Revenue Total	\$5,407,956	\$5,389,055	\$5,746,156	\$5,703,204
Fees	\$5,407,956	\$5,389,055	\$5,746,156	\$5,697,204
Change Requests	\$0	\$0	\$0	\$6,000
Expenses Total	\$5,118,092	\$5,307,555	\$5,777,521	\$5,815,527
Cash Expenditures	\$5,118,092	\$5,307,555	\$5,777,521	\$5,809,527
Change Requests	\$0	\$0	\$0	\$6,000
Net Cash Flow	\$289,864	\$81,501	-\$31,365	-\$112,323

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$483,549	\$565,049	\$587,812	\$493,088
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$446,156	\$444,597	\$474,058	\$470,514
Excess Uncommitted Fee Reserve Balance	\$37,392	\$120,452	\$113,754	\$22,573
Compliance Plan (narrative)	The Department has requested in the FY 2018-19 common policy a downward fund balance adjustment of \$112,323. The excess uncommitted fee reserve will continue to be addressed in future common policy requests. The Department requests a waiver until that time.			

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	None
Long Bill Groups Supported by Fund	All long bill line items or the Division of Administrative hearings and central appropriations allocated from the EDO.

Schedule 9: Cash Funds Reports
Department of Personnel & Administration
FY 2018-19 Budget Request
Fund 6140 - Statewide Financial Information Technology Systems Cash Fund
24-30-209(2)(a), C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$0	-\$178,028	\$1,736,180	\$1,148,116
Changes in Cash Assets	\$1,886,582	\$135,446	-\$588,064	-\$461,260
Changes in Non-Cash Assets	\$0	\$22,137	\$0	\$0
Changes in Long-Term Assets	\$0	\$0	\$0	\$0
Changes in Total Liabilities	-\$2,064,610	\$1,583,027	\$0	\$0
TOTAL CHANGES TO FUND BALANCE	-\$178,028	\$1,740,610	-\$588,064	-\$461,260
Assets Total	\$1,886,582	\$2,217,763	\$1,629,699	\$1,168,439
Cash (B)	\$1,886,582	\$2,022,028	\$1,433,964	\$972,704
Other Assets(Detail as necessary)	\$0	\$22,137	\$22,137	\$22,137
Receivables	\$0	\$0	\$0	\$0
Construction in Progress		\$173,598	\$173,598	\$173,598
Liabilities Total	\$2,064,610	\$481,583	\$481,583	\$481,583
Cash Liabilities (C)	\$744	\$93,503	\$93,503	\$93,503
Long Term Liabilities	\$2,063,866	\$388,080	\$388,080	\$388,080
Ending Fund Balance (D)	-\$178,028	\$1,736,180	\$1,148,116	\$686,856
Logical Test	TRUE	FALSE	TRUE	TRUE
Net Cash Assets - (B-C)	\$1,885,838	\$1,928,525	\$1,340,461	\$879,201
Change from Prior Year Fund Balance (D-A)	-\$178,028	\$1,914,208	-\$588,064	-\$461,260
Cash Flow Summary				
Revenue Total	\$12,584,831	\$14,037,368	\$11,375,705	\$11,638,740
Revenue	\$12,553,264	\$14,025,070	\$11,375,705	\$11,638,740
Interest	\$31,567	\$12,298	\$0	\$0
Transfer from Fund				
Expenses Total	\$12,762,860	\$12,123,161	\$11,963,769	\$12,100,000
Cash Expenditures	\$12,762,860	\$12,123,161	\$11,963,769	\$12,100,000
Change Requests (If Applicable)	\$0	\$0	\$0	\$0
Net Cash Flow	-\$178,028	\$1,914,207	-\$588,064	-\$461,260

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	(\$178,028)	\$1,736,180	\$1,148,116	\$686,856
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$2,105,872	\$1,000,161	\$987,011	\$998,250
Excess Uncommitted Fee Reserve Balance	Not Applicable	\$736,019	\$161,105	Not Applicable
Compliance Plan (narrative)	Fund 6140 was created in CORE in FY16, and was in the statutory grace period in which the Office of the State Controller did not calculate excess uncommitted reserves for FY16 and FY17. Beginning in FY18, this fund is included in the calculation of excess uncommitted reserves. The FY18 projected excess uncommitted reserve balance is less than the threshold of \$200K and is projected to be in compliance in FY19 with the excess uncommitted reserve requirements contained in Section 24-75-402, C.R.S.			
Cash Fund Narrative Information				
Purpose/Background of Fund	This fund supports the Colorado Resource Engine (CORE) operations that are overseen by the Department of Personnel & Administration. Since FY 2015-16 is the first year that DPA has managed the CORE Operations Common Policy, the fund began the fiscal year with no fund balance.			
Fee Sources	State agencies, billed through the common policy submission.			
Non-Fee Sources	N/A			
Long Bill Groups Supported by Fund	(5) Division of Accounts and Control (C) CORE Operations plus allocation of central appropriations.			

Schedule 9: Cash Funds Reports
Department of Personnel & Administration
FY 2018-19 Budget Request
Fund 7190 - Employee Benefits Fund
24-50-613, C.R.S. (2017)

	Actual FY 2015-16	Actual FY 2016-17	Appropriated FY 2017-18	Requested FY 2018-19
Year Beginning Fund Balance (A)	\$1	\$218,798	\$586,294	\$1,081,024
Changes in Cash Assets	\$200,551	\$385,041	\$481,969	\$107,100
Changes in Non-Cash Assets	\$0	\$0	\$0	\$0
Changes in Long-Term Assets	-\$293	\$0	\$0	\$0
Changes in Total Liabilities	\$18,539	-\$17,545	\$12,761	\$0
TOTAL CHANGES TO FUND BALANCE	\$218,797	\$367,496	\$494,730	\$107,100
Assets Total	\$330,427	\$715,468	\$1,197,437	\$1,304,537
Cash (B)	\$330,427	\$715,468	\$1,197,437	\$1,304,537
Other Assets(Detail as necessary)	\$0	\$0	\$0	\$0
Receivables	\$0	\$0	\$0	\$0
Liabilities Total	\$111,629	\$129,174	\$116,413	\$116,413
Cash Liabilities (C)	\$73,653	\$78,848	\$78,438	\$78,438
Long Term Liabilities	\$37,976	\$50,326	\$37,976	\$37,976
Ending Fund Balance (D)	\$218,798	\$586,294	\$1,081,024	\$1,188,124
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	\$256,774	\$636,620	\$1,119,000	\$1,226,100
Change from Prior Year Fund Balance (D-A)	\$218,797	\$367,496	\$494,730	\$107,100
Cash Flow Summary				
Revenue Total	\$1,469,357	\$1,641,593	\$1,830,946	\$1,608,387
Non-Fee Revenue	\$1,468,226	\$1,637,224	\$1,830,597	\$1,598,914
Interest	\$1,131	\$4,369	\$349	\$9,473
Expenses Total	\$1,250,560	\$1,274,097	\$1,348,977	\$1,501,287
Cash Expenditures	\$1,250,560	\$1,274,097	\$1,348,977	\$1,501,287
Change Requests (If Applicable)	\$0	\$0	\$0	\$0
Net Cash Flow	\$218,797	\$367,496	\$481,969	\$107,100

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
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
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$206,342	\$210,226	\$222,581	\$247,712
Excess Uncommitted Fee Reserve Balance	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Compliance Plan (narrative)	The Employee Benefits Fund has a non-fee fund balance.			

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	None.
Non-Fee Sources	Employee Payroll Deductions.
Long Bill Groups Supported by Fund	Employee Benefits program appropriations and allocations of central appropriations from EDO.