

Request to divide a question. A request to divide a question is a privilege, not a motion. If a question involves two or more propositions so distinct that they can be separated and at least one substantive question remains after one substantive question is removed, the question may be divided. The request is nondebatable. The presiding officer may rule that a question is nondivisible.

Motion to reconsider. A motion to bring up a bill previously voted on but that has not yet been reported from the committee. The motion to reconsider action is usually made for the purpose of attempting to change a prior committee vote or to allow reconsideration of adopted or defeated amendments. Proxies may be used for a motion to reconsider.

Helpful Tips

A request to any motion offered in a committee is not required.

If a fiscal note is required, a committee cannot report the bill out of the committee without the fiscal note. For amended fiscal notes see HR 40-109.

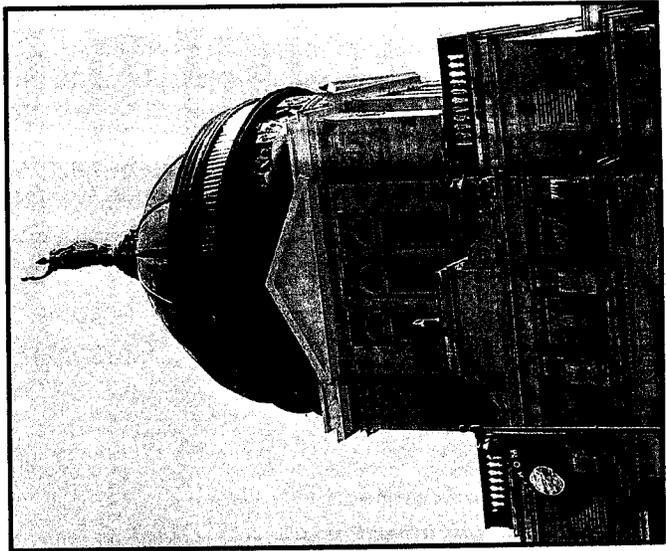
A committee may request a substitute bill that strikes every section in the bill and replaces them with new material. The new material is relevant to the bill and subject of the original bill. The substitute bill is an amendment.

Committee Rules

Joint Rules – Chapter 30
House Rules – Chapter 3
Senate Rules – Chapter 3

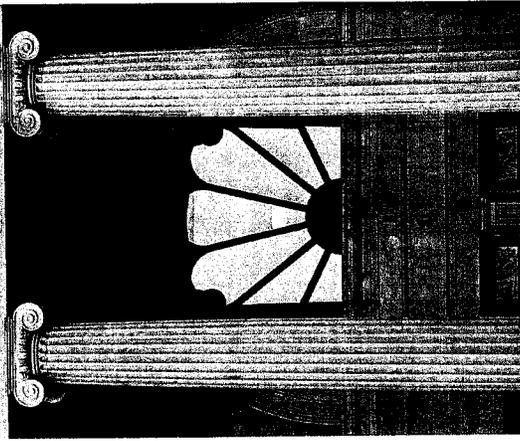
Other motions that are allowed but are rarely used because they will consume Committee of the Whole time and resolve:

- do not pass
- do not pass as amended
- be not concurred in (bill from other house) and
- be not concurred in as amended (bill from other house)



Motions in Committee

MONTANA



Montana
Legislature

EXHIBIT 1
DATE Jan. 8, 2015
HB n/a

Do pass. The bill (in the originating house) is recommended to be placed on second reading as received by the committee.

"I move that _____ Bill No. _____ do pass."

To amend. The motion is to propose to change the bill in a specified manner.

"I move an amendment (sometimes it is necessary to refer to the number in the lower corner) to _____ Bill No. _____"

Do pass as amended. The bill (in the originating house) is recommended to be placed on second reading with amendments adopted by the committee to be engrossed into the second reading copy.

"I move that _____ Bill No. _____ do pass as amended."

To table. A nondebatable motion to set aside consideration of a bill. The bill remains in committee and is not reported to the floor. This motion is often used to finally dispose of a bill without requiring consideration by the Committee of the Whole.

"I move that _____ Bill No. _____ be tabled."

To take from the table. A motion to resume the consideration of a bill previously set aside by a majority of the committee members present (proxies not allowed). The motion is nondebatable. Previously adopted amendments come with the bill when it is taken from the table.

"I move to take _____ Bill No. _____ from the table."

Postpone action. Consideration of the bill is delayed, often to a date certain. Sometimes an explanation is provided.

"I move to postpone action on _____ Bill No. _____ until (a date certain)."

Previous question. A motion to stop debate and vote on the motion. This motion is nondebatable.

"I call the question."

Be concurred in. The bill received from the other house is recommended to be placed on second reading in the form received by the committee.

"I move that _____ Bill No. _____ be concurred in."

Be concurred in as amended. The bill received from the other house is recommended to be placed on second reading with amendments adopted by the committee to be engrossed into the second reading copy.

"I move that _____ Bill No. _____ be concurred in as amended."

To segregate. A motion usually used to separate amendments for voting purposes.

"I move to segregate amendment(s) No. _____."

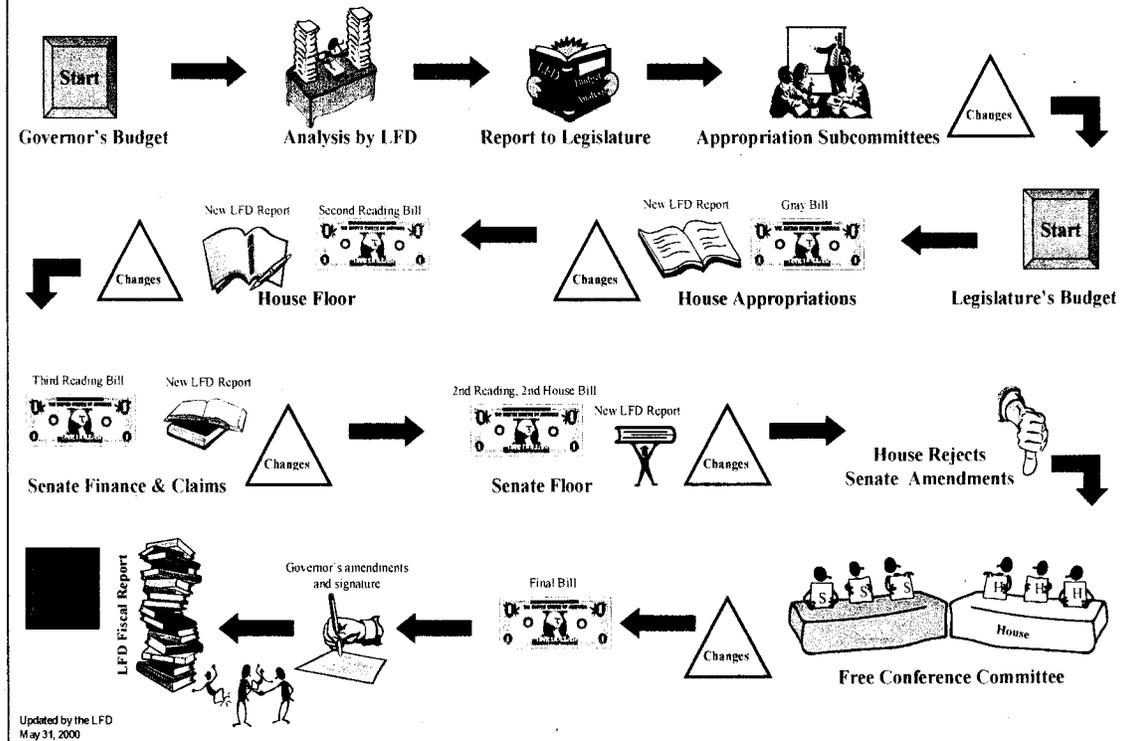
Substitute motion. A motion to substitute one motion for another. If passed, the original motion may be moot. If the substitute motion does not pass, the committee should move to the previous motion.

"I move to substitute motion (name of original motion) for a motion to (name of new motion)."

The House Bill 2 Appropriation Process

Article VIII, Section 14, Montana Constitution: *Prohibited payments. Except for interest on the public debt, no money shall be paid out of the treasury unless upon an appropriation made by law and a warrant drawn by the proper officer in pursuance thereof.*

It's been said that "perhaps the greatest power of the legislature is the power to appropriate money."



The above chart shows the process through which the temporary General Appropriations Act, or House Bill 2 (HB2), is reviewed and acted upon by the legislature.

- Step 1) On November 15 of even years the Governor's budget proposal is provided to the Legislative Fiscal Division (LFD). The LFD perform an analysis of the Governor's budget and report the findings to the legislature in the Budget Analysis
- Step 2) First week of January in odd years the legislative session begins and HB2 is introduced, including the provisions of the executive budget, and assigned to the House Appropriations Committee. The complexity and size of HB 2 require that sections of the bill be assigned to various joint subcommittees of the Appropriations Committee
- Step 3) Joint subcommittees meet until approximately the 42nd legislative day to deliberate on HB 2. Subcommittees are composed of members of the House Appropriations and Senate Finance and Claims Committees
- Step 4) Just after the general transmittal break, the joint subcommittees report each of their budget recommendations to the House Appropriations Committee
- Step 5) The Appropriations Committee consolidates the separate subcommittee recommendations into a comprehensive appropriations bill. To assist the legislature in this process, the LFD produces a committee study bill and an appropriations narrative. The narrative is a written report explaining the recommendations and major policy decisions of the appropriations subcommittees

- Step 6) The House Appropriations Committee hears specific appeals from state agencies concerning subcommittee action, compares subcommittee recommendations to projected revenues, and considers amendments to subcommittee recommendations from committee members. This process takes 3-5 days immediately following the general transmittal break, or 45th legislative day. The committee then moves the bill to the full House for debate
- Step 7) Just prior to the bill moving to the House for debate, the Legislative Fiscal Division staff drafts amendments at the request of the House members
- Step 8) Around the 50th legislative day, the full House debates HB 2. To assist the legislature in this process, the Legislative Fiscal Division produces a second written copy of the bill and updates the narrative for presentation to all members of the House. Floor debate in the House generally requires at least one entire legislative day, and can take several days. The chair of the Appropriations Committee introduces the bill and subcommittee chairs summarize each section. Legislative Fiscal Division staff is on the floor to assist subcommittee chairs. Staff is also present to assist any legislators who may have questions or wish to introduce additional amendments
- Step 9) After the full House passes HB 2 it is transmitted to the Senate and assigned to the Senate Finance and Claims Committee. This committee generally takes several days to review the bill. Each subcommittee chair summarizes each section. The committee may generate a series of amendments that provide the basis for much of the debate on the Senate Floor. State agency input is generally confined to specific appeals from House Floor action, and to answering committee questions
- Step 10) Just prior to the bill moving to the full Senate for debate, Legislative Fiscal Division staff prepare a final updated narrative and draft amendments to the bill as requested by Senate members
- Step 11) Senate Floor debate of HB 2 begins with subcommittee vice-chairs summarizing each section of the bill. Legislative Fiscal Division staff is on the floor to assist vice-chairs, as well as any Senate member who may have questions or who wishes to introduce amendments. Debate on the Senate Floor generally focuses on amendments generated by the Finance and Claims Committee, a process that traditionally takes about a day
- Step 12) The bill is then returned to the House, which either accepts or rejects the amendments of the Senate
- Step 13) Conference committee is traditionally a free conference committee to allow amendments to any item in the bill. This step only occurs if the House rejects the Senate's amendments to HB 2. If a conference committee is needed, the committee may recommend amending HB 2 to conform to other legislation that carries an estimated fiscal impact, but does not carry appropriations. The conference committee reports to the full legislature. Each house then rejects or approves the conference committee report. If either chamber fails to approve the committee report, the bill is returned to the conference committee for further work
- Step 14) If both chambers accept the conference committee report, HB 2 is transmitted to the Governor
- Step 15) The Governor has full, line-item, and amendatory veto power over HB 2. The Governor can reject or sign the bill in total, remove specific line items, or propose amendments to the bill. The legislature must vote on any proposed amendments. If the legislature rejects the amendments, the Governor must sign or veto the bill

Glossary

A number of terms are used extensively in budgeting and appropriations. The most common terms, which are used throughout the budget analysis and in other fiscal materials, are listed and defined below.

Adjusted Base – The base budget, the level of funding authorized by the previous legislature, modified by annualization of personal services costs, inflationary or deflationary factors, changes in fixed costs, etc.

Appropriations – An authorization by law for the expenditure of funds or to acquire obligations. Types of appropriations are listed below.

Biennial – A biennial appropriation is an appropriation made in the first year of the biennium, where the appropriated amount can be spent in either year of the biennium. In HB 2, it can be split between years, but still be biennial if so indicated.

Budget Amendment – See “Budget Amendment” below.

Continuing – An appropriation that continues beyond one biennium.

Language – An appropriation made in the language of the general appropriations act for a non-specific or limited dollar amount. Language appropriations are generally used when an agency knows that it will be receiving federal or state special revenue funds but is uncertain as to the amount.

Line Item – An appropriation made for a specific purpose. A line item appropriation highlights certain appropriation and ensures that it can be separately tracked on the state accounting system.

One-time – Appropriations for a one-time purpose that are excluded from the base budget in the next biennium.

Restricted – An appropriation designated for a specific purpose or function.

Statutory – Funds appropriated in permanent law rather than a temporary bill. All statutory appropriations references are listed in 17-7-502, MCA.

Temporary – An appropriation authorized by the legislature in the general appropriations act or in a “cat and dog” bill that is valid only for the biennium.

Appropriation Transfers (also see “Supplemental Appropriation”) – The transfer of funds appropriated for the second year of the biennium to the first year if the Governor or other approving authority determines that due to an unforeseen or unanticipated emergency there are insufficient funds in the first year for the operation of an agency.

Approving Authority – The entity designated in law as having the authority to approve certain budgetary changes during the interim. The approving authorities are:

- The Governor or his/her designated representative for executive branch agencies
- The Chief Justice of the Supreme Court or his/her designated representative for the judicial branch agencies
- The Speaker of the House of Representatives for the House
- The President of the Senate for the Senate
- The appropriate standing legislative committees or designated representative for the legislative branch divisions
- The Board of Regents of Higher Education or their designated representative for the university system

Average Daily Population (ADP) – The population measure used to calculate population in a state facility. ADP is equivalent to one person served for one year.

Average Number Belonging (ANB) – The enrollment measure used for K-12 BASE aid calculations. ANB is the equivalent of one full-time student enrolled in school for the full school year.

Base – The level of funding authorized by the previous legislature for on-going spending, such as one-time appropriations and supplementals.

Base Budget – The resources needed for the operation of state government that provide for expenses of an ongoing and non-extraordinary nature in the current biennium.

Benefits – An expenditure category used to account for the provision of payments or services by the government to individuals who qualify for receipt of those payments or services, such as Medicaid benefits. Personal services benefits for state employees are included in the personal services expenditure category.

Benefits and Claims – A category of expenditure that accounts for provision of direct financial assistance or provision of services to specific individuals. Persons must meet eligibility criteria such as income limits and end of disability to receive services.

Biennial Appropriation – An appropriation that can be expended in either or both years of the biennium.

Biennium – A two-year period. For the state, this period begins July 1 of the odd-numbered years and ends June 30 of the following odd-numbered year.

Budget Amendments – Temporary authority to spend unanticipated non-general fund revenue received after the legislature adjourns. The funds must be used to provide additional services and cannot make a commitment of general fund support for the present or future.

Cat and Dog Appropriations – One-time appropriations made in bills other than the general appropriations act.

Debt Service – The payment on outstanding bonds.

Decision Package – Separate, specific adjustments to the base budget. Decision packages can be either present law adjustments or new proposals.

Earmarked Revenue – Funds from a specific source that can be spent only for designated activities.

Enterprise Funds – A fund used to account for operations financed and operated similar to private business enterprises, where the intent of the legislature is to finance or recover costs, primarily through user charges.

Federal Special Revenue – Accounts deposited in the state treasury from federal sources, to be used for the operation of state government.

Fiduciary Funds – Funds used to account for assets held by the state in a trustee capacity or as an agent for individuals, private organizations, other governments, or other funds.

Fiscal Note - An estimate, prepared by the Governor's Office of Budget and Program Planning, of the probable revenues and costs that will be incurred as the result of a bill or joint resolution.

Fiscal Year (FY) aka State Fiscal Year (SFY) – A 12-month accounting period beginning July 1 and ending June 30. FY 2003 refers to the fiscal year ending June 30, 2003. (Note: The federal fiscal year (FFY) is October 1 through September 30.)

Fixed Costs – Fees (fixed costs) charged to agencies for a variety of services provided by other state agencies (e.g., payroll service fees, rent, warrant writing services, and data network services).

FTE – Full-time equivalent position, or the equivalent of one person working full-time for the entire year. Also used to denote full-time equivalent students in the Montana University System for purposes of calculating state support.

Fund – A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

General Fund – Accounts for all governmental financial resources except those that must be accounted for in another fund.

General Fund Reversions – Unspent appropriated funds that are returned to the general fund at the close of the budget period (fiscal year).

Grants – An expenditure category used to account for the payment by a government entity to an entity who will perform a service.

HB 2 – The General Appropriations Act in which the legislature authorizes the funding for state government for the upcoming biennium. Each session, House Bill 2 is reserved for this purpose.

Indirect Cost – A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to a specific division or agency.

Interim – The time between regular legislative sessions.

Internal Service Funds – Funds use to account for the financing of goods and services provided by one department or agency to other departments, agencies, or governmental entities on a cost-reimbursement basis.

IRIS - The Integrated Revenue Information System (IRIS) is an automated system to administer taxes that are the responsibility of the Department of Revenue to collect.

Local Assistance – An expenditure classification primarily used to account for expenditures made for K-12 funding provided by the state to school districts.

MBARS – The Montana Budget Analysis and Reporting System, which provides all state agencies with one computerized system for budget development, maintenance and tracking, and is integrated with the State Accounting, Budget, and Human Resource System (SABHRS).

Mill – The property tax rate based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property value.

New Proposals – Requests (decision packages) to provide new non-mandated services, to change program services, to eliminate existing services, or to change the source of funds.

Non-budgeted Expenditures – Accounting entries for depreciation, amortization, and other financial transactions that appear as expenditures, but don't actually result in direct dispersal of funds from the state treasury.

Non-budgeted Transfer – Funds moved from one account to another in the state accounting system based upon statutory authority but not by appropriation in the General Appropriations Act (HB 2).

Off base – The accounting term “off base” refers to one-time-only spending and non-budgeted items like inventory adjustments.

Operating Expenses – All expenditures that do not meet the personal services and capital outlay classification criteria. These expenditures include, but are not limited to, professional services, supplies, rent, travel, and repair and maintenance.

Other Funds – Capital projects and fiduciary funds.

- Capital projects fund – Accounts for financial resources used for the acquisition or construction of major capital facilities, other than those financed by proprietary funds or trust funds.
- Fiduciary funds – Trust and agency fund types used to account for assets held by state government in a trustee capacity or as an agency for individuals, private organizations, other governmental entities, or other funds.

Pay Plan – Provision by the legislature of a general adjustment to salaries and/or benefits paid to state employees. Also refers to the pay schedule listing the state salary rate for each classified position according to that position's grade and the market rate.

Personal Services – Expenditures for salaries, benefits, per diem, and other additions, such as overtime.

Personal Services Snapshot – The point in time at which personal services attributes are captured and from which the personal services budget is determined. The executive budget personal services costs are based on a "snapshot" of actual salaries for authorized FTE as they existed in a pre-determined pay period in the base year.

Present Law – The additional level of funding needed under present law to maintain operations and services at the level authorized by the previous legislature.

Present Law Adjustments – Requests (decision packages) for an adjustment in funding sufficient to allow maintenance of operations and services at the level authorized by the previous legislature (e.g., caseload, enrollment changes, and legally mandated workload).

Program – A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible. Also, a grouping of functions or objectives that provides the basis for legislative review of agency activities for appropriations and accountability purposes.

Proprietary Funds – Enterprise or internal service funds. Statute does not require that most proprietary funds be appropriated.

- Enterprise funds – Funds that account for operations financed and operated in a manner similar to private business enterprises, and through which the intent is to provide goods or services to the public.
- Internal service funds - Funds that account for the financing of goods or services provided by one department or agency to other departments or agencies of state government.

Reporting Levels – Budget units dividing agency and program budgets into smaller units for the purpose of constructing, analyzing, and approving budgets.

SABHRS – The State Accounting, Budget, and Human Resource System that combines the state's accounting, budgeting, personnel, payroll, and asset management systems into one single system.

State Special Revenue – Accounts for money from state and other nonfederal sources that is earmarked for a particular purpose, as well as money from other non-state or nonfederal sources that is restricted by law or by the terms of an agreement.

Supplemental Appropriation – An additional appropriation made by the governing body after the budget year or biennium has started. There are two types of supplemental appropriations that can be used to increase spending authority for a fiscal year: 1) a transaction in an even-numbered year that moves spending authority from the second year of the biennium to the first year; or 2) an appropriation passed and approved by the legislature to provide authority for the odd-numbered fiscal year ending the current biennium.

Vacancy Savings – The difference between what agencies actually spend for personal services and the cost of fully funding all funded positions for the entire year.

Acronyms

AES	Agricultural Experiment Station	HSRA	Highways Special Revenue Account
ACA	Affordable Care Act	I&I	Interest and Income
ADP	Average Daily Population	IT	Information Technology
AMDD	Addictive & Mental Disorders Division	ITSD	Information Technology Services Division
ANB	Average Number Belonging (K-12 education)	LAD	Legislative Audit Division
ARM	Administrative Rules of Montana	LEPO	Legislative Environmental Policy Office
ARRA	American Recovery and Reinvestment Act	LFA	Legislative Fiscal Analyst
BASE Aid	Base Amount for School Equity Aid	LFC	Legislative Finance Committee
BPE	Board of Public Education	LFD	Legislative Fiscal Division
C&A	Cultural and Aesthetic (Trust)	LRBP	Long-Range Building Program
CC	Community Colleges	LRITP	Long-Range Information Technology Program
CES	Cooperative Extension Service	LRP	Long-Range Planning
CHE	Commissioner of Higher Education	LSD	Legislative Services Division
CHIP	Children's Health Insurance Program (also SCHIP)	MAC	Montana Arts Council
CIO	Chief Information Officer	MBARS	Montana Budgeting, Analysis, and Reporting System
COPP	Commissioner of Political Practices	MBCC	Montana Board of Crime Control
COT	College of Technology, followed by campus designation	MBMG	Montana Bureau of Mines and Geology
CPI	Consumer Price Index	MCA	Montana Code Annotated
DEQ	Department of Environmental Quality	MCHA	Montana Comprehensive Health Association
MA	Department of Military Affairs	MDC	Montana Developmental Center
DNRC	Department of Natural Resources and Conservation	MDT	Montana Department of Transportation
DOA	Department of Administration	MHP	Montana Highway Patrol
DOAg	Department of Agriculture	MHS	Montana Historical Society
DOC	Department of Commerce	MSDB	Montana School for the Deaf and Blind
DOC	Department of Corrections	MSF	Montana State Fund
DOJ	Department of Justice	MSL	Montana State Library
DOLI	Department of Labor and Industry	MSP	Montana State Prison
DOR	Department of Revenue	MSU	Montana State University, followed by campus designation, i.e. MSU – Bozeman
DOT	Department of Transportation	MUS	Montana University System
DP	Decision Package	MWP	Montana Women's Prison
DPHHS	Department of Public Health and Human Services	NP	New Proposal
ES	Extension Service	OBPP	Office of Budget and Program Planning (Governor's Office)
FCES	Forestry and Conservation Experiment Station	OCHE	Office of the Commissioner of Higher Education
FMAP	Federal Medical Assistance Percentage (Medicaid match rate)	OPI	Office of Public Instruction
FSR	Federal Special Revenue	OTO	One-Time-Only
FSTS	Fire Services Training School	PERS	Public Employees Retirement System
FTE	Full-Time Equivalent	PL	Present Law
FWP	Department of Fish, Wildlife, and Parks	PPACA	Patient Protection and Affordable Care Act (Federal Health Care Reform)
FFY	Federal Fiscal Year	PSC	Public Service Commission
FY	Fiscal Year	PSR	Public Service Regulation
FYE	Fiscal Year End	QSFP	Quality School Facilities Program
GAAP	Generally Accepted Accounting Principles	RDGP	Reclamation and Development Grant Program
GF	General Fund	RIGWA	Resource Indemnity and Groundwater Assessment Tax
GSL	Guaranteed Student Loan	RIT	Resource Indemnity Trust
GTB	Guaranteed Tax Base	RRGL	Renewable Resource Grant & Loan Program
HB	House Bill		
HAC	House Appropriations Committee		
HMK	Healthy Montana Kids		
HRD	Health Resources Division		

RTIC	Revenue & Transportation Interim Committee
SA	Statutory Appropriation
SABHRS	Statewide Accounting, Budgeting, and Human Resources System
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SAO	State Auditor's Office
SAVA	State Administration & Veterans' Affairs Interim Committee
SB	Senate Bill
SBCEP	State Building Energy Conservation Program
SF&C	Senate Finance and Claims Committee
SLTC	Senior & Long-Term Care Division
SOS	Secretary of State
SSR	State Special Revenue
SWPLA	Statewide Present Law Adjustment
TANF	Temporary Assistance for Needy Families
TRS	Teachers' Retirement System
TSEP	Treasure State Endowment Program
TESPRW	Treasure State Endowment Program Regional Water Systems
UM	University of Montana, followed by campus designation, i.e. UM – Missoula



AN ACT APPROPRIATING MONEY TO VARIOUS STATE AGENCIES FOR THE BIENNIUM ENDING JUNE 30, 2015, AND PROVIDING AN EFFECTIVE DATE."

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:

Section 1. Short title. [This act] may be cited as "The General Appropriations Act of 2013".

Section 2. First level expenditures. The agency and program appropriation tables in the legislative fiscal analyst narrative accompanying this bill, showing first level expenditures and funding for the 2015 biennium, are adopted as legislative intent.

Section 3. Legislative intent. It is the intent of the legislature that the appropriations for personal services contained in this bill for fiscal year 2014 and fiscal year 2015, except for the reductions contained in decision packages that remove an additional vacancy savings amount, are supported by only the number of FTE that are funded. It is the intent of the legislature that this net level of FTE is the level that will be used to calculate personal services funding in the next biennium.

Section 4. Severability. If any section, subsection, sentence, clause, or phrase of [this act] is for any reason held unconstitutional, the decision does not affect the validity of the remaining portions of [this act].

Section 5. Appropriation control. An appropriation item designated "Biennial" may be spent in either year of the biennium. An appropriation item designated "Restricted" may be used during the biennium only for the purpose designated by its title and as presented to the legislature. An appropriation item designated "One Time Only" or "OTO" may not be included in the present law base for the 2017 biennium. The office of budget and program planning shall establish a separate appropriation on the statewide accounting, budgeting, and human resource system for any item designated "Biennial", "Restricted", "One Time Only", or "OTO". The office of budget and program planning shall establish at least one appropriation on the statewide accounting, budgeting, and human resource system for any appropriation that appears as a separate line item in [this act].

Section 6. Program definition. As used in [this act], "program" has the same meaning as defined in 17-7-102, is consistent with the management and accountability structure

	Fiscal 2014			Fiscal 2015								
	General Fund	State Special Revenue	Federal Special Revenue	Proprietary	Other	Total	General Fund	State Special Revenue	Federal Special Revenue	Proprietary	Other	Total
A. GENERAL GOVERNMENT												
LEGISLATIVE BRANCH (1104)												
1. Legislative Services (20) (Biennial)	6,549,178	842,029	0	0	0	7,391,207	7,058,675	322,210	0	0	0	7,380,885
a. LSD Television MT Phase II (Restricted/OTO)	175,000	0	0	0	0	175,000	100,000	0	0	0	0	100,000
b. LSD Information Technology Upgrade Replacements (Restricted/OTO)	112,500	0	0	0	0	112,500	112,500	0	0	0	0	112,500
c. Participation in Capitol Complex Security Plan (Restricted/Biennial/OTO)	80,000	0	0	0	0	80,000	80,000	0	0	0	0	80,000
2. Legislative Committees and Activities (21) (Biennial)	683,156	0	0	0	0	683,156	573,224	0	0	0	0	573,224
3. Fiscal Analysis and Review (27) (Biennial)	1,848,932	0	0	0	0	1,848,932	1,890,281	0	0	0	0	1,890,281
4. Audit and Examination (28) (Biennial)	2,350,469	1,679,189	0	0	0	4,029,658	2,337,728	1,682,572	0	0	0	4,020,300
Total	11,799,235	2,521,218	0	0	0	14,320,453	12,152,408	2,004,782	0	0	0	14,157,190

Legislative Services includes a reduction in general fund of \$166,311 in fiscal year 2014 and \$167,463 in fiscal year 2015 and state special revenue of \$42,898 in fiscal year 2014 and \$43,083 in fiscal year 2015. The reduction is the equivalent of an additional 2% vacancy savings. The agency may allocate this reduction in funding among programs when developing 2015 biennium operating plans.

CONSUMER COUNSEL (1112)

- Administration Program (01)



Fiscal 2014

Fiscal 2015

	General Fund	State Special Revenue	Federal Special Revenue	Proprietary	Other	Total	General Fund	State Special Revenue	Federal Special Revenue	Proprietary	Other	Total
7. Lieutenant Governor (12)	336,530	0	0	0	0	336,530	340,782	0	0	0	0	340,782
8. Citizens' Advocate Office (16)	94,764	8,409	0	0	0	103,173	94,631	8,346	0	0	0	102,977
9. Mental Disabilities Board of Visitors (20)	416,630	0	0	0	0	416,630	417,055	0	0	0	0	417,055
Total	6,101,819	8,409	0	0	0	6,110,228	5,988,423	8,346	0	0	0	5,996,769

Executive Office Program includes a reduction in general fund of \$89,342 in fiscal year 2014 and \$89,575 in fiscal year 2015. The reduction is the equivalent of an additional 2% vacancy savings. The agency may allocate this reduction in funding among programs when developing 2015 biennium operating plans.

SECRETARY OF STATE (3201)

1. Business and Government Services (01)	0	0	0	4,524,915	0	4,524,915	0	0	0	4,523,318	0	4,523,318
a. Legislative Audit (Restricted/Biennial)	0	0	0	34,993	0	34,993	0	0	0	0	0	0
b. Help America Vote Act Interest (Biennial/OTO)	0	0	128,000	0	0	128,000	0	0	128,000	0	0	128,000
c. Statewide Voter Registration System (Restricted)	0	0	0	690,629	0	690,629	0	0	0	694,029	0	694,029
Total	0	0	128,000	5,250,477	0	5,378,477	0	0	128,000	5,217,347	0	5,345,347

Business and Government Services includes a reduction in proprietary funds of \$63,583 in fiscal year 2014 and \$63,553 in fiscal year 2015. The reduction is the equivalent of an additional 2% vacancy savings. The agency may allocate this reduction in funding among programs when developing 2015 biennium operating plans.



	Fiscal 2014				Fiscal 2015							
	General Fund	State Special Revenue	Federal Special Revenue	Proprietary	Other	Total	General Fund	State Special Revenue	Federal Special Revenue	Proprietary	Other	Total
b. Montana Comprehensive Health Association (Restricted)	0	946,455	0	0	0	946,455	0	943,696	0	0	0	943,696
c. Insurance In-House Examinations (Restricted/OTO)	0	10,185	0	0	0	10,185	0	10,185	0	0	0	10,185
d. Captive Insurance FTE (OTO)	0	64,736	0	0	0	64,736	0	60,091	0	0	0	60,091
e. Captive Regulatory and Supervision (Restricted/OTO)	0	85,000	0	0	0	85,000	0	95,000	0	0	0	95,000
f. Biennial Financial Exams (Restricted/Biennial/OTO)	0	186,604	0	0	0	186,604	0	186,604	0	0	0	186,604
g. Continuing Education Market Conduct (Restricted/OTO)	0	18,800	0	0	0	18,800	0	11,900	0	0	0	11,900
h. In-House Market Examinations (Restricted/OTO)	0	26,400	0	0	0	26,400	0	18,500	0	0	0	18,500
i. Biennial Market Conduct Examinations (Restricted/Biennial/OTO)	0	100,000	0	0	0	100,000	0	100,000	0	0	0	100,000
j. Insure Montana Bridge (Restricted/OTO)	1,646,660	8,116,980	0	0	0	9,763,640	6,763,375	3,000,000	0	0	0	9,763,375
3. Securities (04)	0	1,066,923	0	0	0	1,066,923	0	1,070,203	0	0	0	1,070,203
a. Legislative Audit (Restricted/Biennial)	0	5,988	0	0	0	5,988	0	0	0	0	0	0
b. Biennial Contract Examinations (Restricted)	0	65,000	0	0	0	65,000	0	65,000	0	0	0	65,000



	Fiscal 2014				Fiscal 2015				
	General Fund	State Special Revenue	Federal Special Revenue	Proprietary	General Fund	State Special Revenue	Federal Special Revenue	Proprietary	Total
a. Web-Based Application Portal for One-Stop Licensing (Restricted/OTO)	21,400	0	0	0	21,400	0	0	0	0
b. Web-Based Application Portal for One-Stop Licensing (Restricted)	11,500	0	0	0	11,500	0	0	0	11,500
5. Business and Income Taxes Division (07)	8,868,207	368,450	247,447	0	9,484,104	369,166	247,312	0	9,463,544
a. Tobacco Tax Compliance Program (Restricted)	0	179,876	0	0	179,876	0	0	0	179,609
b. Unclaimed Property Compliance Program (Restricted)	0	108,618	0	0	108,618	0	0	0	108,468
6. Property Assessment Division (08)	19,672,756	53,171	0	0	19,725,927	53,171	0	0	19,710,144
a. 6-Year Reappraisal Cycle Needs (Restricted/Biennial/OTO)	754,870	0	0	0	754,870	0	0	0	987,660
b. Review of Active Exempt Property Records (Restricted/OTO)	145,918	0	0	0	145,918	0	0	0	124,210
Total	49,930,132	1,152,311	248,447	3,023,829	54,354,719	1,152,725	247,312	2,799,310	53,922,548

Director's Office includes a reduction in general fund of \$720,405 in fiscal year 2014 and \$720,965 in fiscal year 2015, state special revenue of \$8,582 in fiscal year 2014 and \$8,587 in fiscal year 2015, and proprietary funds of \$38,523 in fiscal year 2014 and \$38,549 in fiscal year 2015. The reduction is the equivalent of an additional 2% vacancy savings. The agency may allocate this reduction in funding among programs when developing 2015 biennium operating plans.

Liquor Control Division proprietary funds necessary to maintain adequate inventories, pay freight charges, and transfer profits and taxes to appropriate accounts are appropriated from the liquor enterprise fund (06005) to the department in the amounts not to exceed \$124 million in fiscal year 2014 and \$130 million in fiscal year 2015.

Business and Income Taxes Division includes a reduction in federal special revenue of \$4,164 in fiscal year 2014 and \$4,167 in fiscal year 2015. The reduction is the equivalent of



House Standing Committees - Assigned Bills

		Class 1				
Session	Appropriations	Business & Labor	Judiciary	State Admin.	Taxation	
	M-F 8 AM	M-F 8 AM	M-F 8 AM	M-F 8 AM	M-F 8 AM	M-F 8 AM
	2013	162	133	137	122	77
	2011	152	134	135	116	59
	2009	176	133	145	123	101
	2007	284	153	225	161	132
	2005	150	200	164	159	132
	2003	120	179	163	156	119
Average		174	155	162	140	103
147						
		Class 2				
Session	Education	Federal Energy & Telecom.	Human Services	Natural Resources	Transportation	
	M,W,F 3 PM	M,W 3 PM	M,W,F 3 PM	M,W,F 3 PM	M,W,F 3 PM	M,W,F 3 PM
	2013	67	38	74	64	50
	2011	37	50	69	66	56
	2009	49	52	72	56	61
	2007	83	65	60	98	67
	2005	55	63	98	93	86
	2003	52	66	59	96	63
Average		57	56	72	79	64
66						
		Class 3				
Session	Agriculture	Fish Wildlife & Parks	Local Govt.			
	T,Th 3 PM	T,Th 3 PM	T,Th 3 PM			
	2013	44	52	56	2013 Joint Select Pensions: 23 Select on Redistricting: 2	
	2011	49	70	67		
	2009	39	65	73		
	2007	30	52	43		
	2005	43	73	69		
	2003	44	60	73		
Average		42	62	64	56	

Legislation/Transmittal Deadlines -- 2015

Transmittal Deadlines

The joint House and Senate rules establish a number of deadlines, both for requesting legislation and for transmitting legislation from one chamber to the other.

To meet the transmittal deadlines for the various types of legislation, committees must finish up work on the bills several days in advance of each deadline, so the bills can be processed out of committee, printed for the floor, and go through second and third readings.

Both chambers typically meet in full-day floor sessions during the three days before the **February 26 deadline** for transmittal of general bills. Committee work on general bills usually needs to be completed by the Friday before transmittal week, unless the committee decides to meet on the Saturday before transmittal week.

To meet the **April 7 deadline** for transmitting amendments to House bills, the committee needs to complete action at least three days before the transmittal deadline on all bills that will be amended.

Because both chambers typically meet in longer floor sessions during the transmittal deadlines for spending and taxation bills, the regular meeting times for committees may be shortened in the days leading up to these deadlines. That may necessitate shorter hearings or additional meeting dates to meet the deadlines.

Following is a summary of the various transmittal deadlines and suggested last dates for committee action (in yellow on calendar).

Bill Type	Legislative Day	Date	Suggested Last Date for Committee Action
General Bills or Resolutions	45	Feb. 26	Feb. 19 (III) Feb. 20 (I & II)
Appropriation Bills	67	March 27	March 23
Revenue Bills and Referendums	71	April 1	March 27 (S) March 26 (H)
Amendments to General Bills	73	April 7	March 30 (I & II) March 31 (III)
Amendments to Appropriation Bills	80	April 15	April 10
Amendments to Revenue Bills	82	April 17	April 13
Interim Study Resolutions	85	April 21	April 16 (III) April 17 (I & II)