

Program Budget Comparison

The following table summarizes the total Legislative budget by year, type of expenditure, and source of funding.

Program Budget Comparison								
Budget Item	Base Fiscal 2014	Approp. Fiscal 2015	Legislative Budget 2016	Legislative Budget 2017	Biennium Fiscal 14-15	Biennium Fiscal 16-17	Biennium Change	Biennium % Change
FTE	65.50	65.50	63.00	63.00	65.50	63.00	(2.50)	(3.82)%
Personal Services	3,718,669	3,961,394	4,015,592	4,012,627	7,680,063	8,028,219	348,156	4.53 %
Operating Expenses	5,686,817	5,152,123	6,726,704	6,661,467	10,838,940	13,388,171	2,549,231	23.52 %
Equipment & Intangible Assets	7,900	0	0	0	7,900	0	(7,900)	(100.00)%
Debt Service	3,311	5,676	5,676	5,676	8,987	11,352	2,365	26.32 %
Total Costs	\$9,416,697	\$9,119,193	\$10,747,972	\$10,679,770	\$18,535,890	\$21,427,742	\$2,891,852	15.60 %
General Fund	3,672,835	3,453,091	4,079,341	4,144,696	7,125,926	8,224,037	1,098,111	15.41 %
State/Other Special Rev. Funds	625,776	698,787	879,830	539,626	1,324,563	1,419,456	94,893	7.16 %
Federal Spec. Rev. Funds	5,118,086	4,967,315	5,788,801	5,995,448	10,085,401	11,784,249	1,698,848	16.84 %
Total Funds	\$9,416,697	\$9,119,193	\$10,747,972	\$10,679,770	\$18,535,890	\$21,427,742	\$2,891,852	15.60 %

Program Description

The Business and Financial Services Division (BFSD) provides leadership and guidance in the development and implementation of accounting policies, procedures, and best business practices that support the mission of the Operations Branch.

Support Services include financial and accounting oversight, cash management, federal financial reporting, purchasing of equipment and supplies, audit coordination, lease, property, and records management.

Program Highlights

Business and Financial Services Division Major Budget Highlights	
<ul style="list-style-type: none"> The legislature approved approximately \$21.4 million to the Business and Financial Services Division for the biennium. This is an increase 13.3 % or \$2.5 million from the previous biennium. All fixed costs for services provided by the Department of Administration were funded in this division The Business and Financial Services Division was appropriated the 2015 biennium rate for audit services for the entire department of Health and Human Services. 	

Program Narrative

The Business and Financial Services Division is the centralized business center for the Department of Public Health and Human Services (DPHHS). As such, all fixed costs for services provided by the Department of Administration and the legislative audit are paid centrally from this division. Personal service and operating adjustments were approved by the legislature. No new proposals in the Business and Financial Services Division were adopted in the 2015 legislative session.

Funding

The following table shows program funding by source from all sources of authority.

Operations Services Branch, 06-Business & Financial Services Division Funding by Source of Authority					
Funds	HB2	Non-Budgeted Proprietary	Statutory Appropriation	Total All Sources	% Total All Funds
01100 General Fund	8,224,037	0	0	8,224,037	38.38 %
02380 02 Indirect Activity Prog 08	130,511	0	0	130,511	9.19 %
02382 6901-02 Indrct Activity Prog 06	1,288,945	0	0	1,288,945	90.81 %
State Special Total	\$1,419,456	\$0	\$0	\$1,419,456	6.62 %
03591 6901-03 Indrct Activity Prog 06	11,602,668	0	0	11,602,668	98.46 %
03597 03 Indirect Activity Prog 08	181,581	0	0	181,581	1.54 %
Federal Special Total	\$11,784,249	\$0	\$0	\$11,784,249	55.00 %
Proprietary Total	\$0	\$0	\$0	\$0	0.00 %
Total All Funds	\$21,427,742	\$0	\$0	\$21,427,742	

The program receives general fund, state special revenue, and federal funds through a complicated, federally approved cost allocation formula that is generally referred to as indirect activity. The funding formula is derived from those funds expended on functions benefitting or serving other programs in the department.

Budget Summary by Category

The following summarizes the total budget utilizing the FY 2015 legislative base, present law adjustments, and new proposals.

Budget Summary by Category								
Budget Item	-----General Fund-----				-----Total Funds-----			
	Leg. Budget Fiscal 2016	Leg. Budget Fiscal 2017	Leg. Biennium Fiscal 16-17	Percent of Budget	Leg. Budget Fiscal 2016	Leg. Budget Fiscal 2017	Leg. Biennium Fiscal 16-17	Percent of Budget
2015 Budget	3,540,308	3,540,308	7,080,616	86.10 %	9,332,131	9,332,131	18,664,262	87.10 %
PL Adjustments	539,033	604,388	1,143,421	13.90 %	1,415,841	1,347,639	2,763,480	12.90 %
New Proposals	0	0	0	0.00 %	0	0	0	0.00 %
Total Budget	\$4,079,341	\$4,144,696	\$8,224,037		\$10,747,972	\$10,679,770	\$21,427,742	

Present Law Adjustments

The "Present Law Adjustments" table shows the adopted changes from the FY 2015 legislative appropriation. Each is discussed in the narrative that follows.

Present Law Adjustments										
-----Fiscal 2016-----						-----Fiscal 2017-----				
FTE	General Fund	State Special	Federal Special	Total Funds		FTE	General Fund	State Special	Federal Special	Total Funds
DP 101 - Personal Services Adjustment to Executive	0.00	(70,486)	(70,579)	(45,824)	(186,889)	0.00	(71,869)	(71,062)	(46,923)	(189,854)
DP 102 - Other Adjustment to Executive	0.00	55,464	12,005	90,961	158,430	0.00	300,786	2,449	221,681	524,916
DP 510 - Legislative Audit HB 2 2014 Fixed Costs (Restricted/Biennial)	0.00	154,666	12,892	195,740	363,298	0.00	0	0	0	0
DP 515 - State Share Health Insurance	0.00	13,723	1,494	15,401	30,618	0.00	13,723	1,494	15,401	30,618
DP 520 - Fully Fund 2015 Legislatively Authorized FTE	0.00	4,143	776	7,925	12,844	0.00	4,143	776	7,925	12,844
DP 525 - Fixed Costs	0.00	293,805	63,606	482,201	839,612	0.00	269,766	58,402	442,747	770,915
DP 527 - Inflation/Deflation	0.00	87,718	17,244	92,966	197,928	0.00	87,839	17,267	93,094	198,200
DP 600444 - Statewide 4% FTE Reduction - Program 6	(2.50)	0	0	0	0	(2.50)	0	0	0	0
Grand Total All Present Law Adjustments	(2.50)	\$539,033	\$37,438	\$839,370	\$1,415,841	(2.50)	\$604,388	\$9,326	\$733,925	\$1,347,639

***Total Funds" amount includes funding from sources other than General Fund, State Special, or Federal Special (i.e. Proprietary).

DP 101 - Personal Services Adjustment to Executive -

The legislature reduced funds in each year of the biennium to fund personal services at the current usage level; this covers changes such as longevity, workers compensation rates, movement of 3.00 FTE from this division into the Director's Office and the Technology Service Division, and various other adjustments.

DP 102 - Other Adjustment to Executive -

The legislature approved an increase in funds in each year of the biennium to fund operations at the current usage level.

DP 510 - Legislative Audit HB 2 2014 Fixed Costs (Restricted/Biennial) -

The legislature provided a restricted biennial appropriation for legislative audit. The funding is established at the level of the 2015 biennium contained in HB 2 as enacted by the 2013 Legislature.

DP 515 - State Share Health Insurance -

The legislature provided appropriation authority for the state share of health insurance, as adopted by the 2013 Legislature.

DP 520 - Fully Fund 2015 Legislatively Authorized FTE -

The legislature provided appropriation authority to restore personal services funding to create a vacancy savings rate of zero.

DP 525 - Fixed Costs -

The legislature adopted proprietary rates for fixed costs charged to state agencies for services such as information technology or rent and grounds maintenance within the capitol complex. Rates for messenger services, legislative audit, grounds maintenance, records management, agency legal costs, and the statewide cost allocation plan were adopted as proposed by the executive. The legislature lowered proprietary rates for warrant writer, payroll services, SABHRS, SITSD fees, and rent. The legislature increased insurance premiums to provide for increased costs of claims and to establish a reserve for the insurance fund.

DP 527 - Inflation/Deflation -

The legislature adopted inflation/deflation factors for budgeted expenditures such as food or electricity. The legislature concurred with the executive on the factors with the exception of gasoline, aviation gasoline, diesel fuel, and jet fuel. For these factors the legislature further deflated costs to align the budget with more current information on declining prices of oil and gas projected to continue into the 2017 biennium.

DP 600444 - Statewide 4% FTE Reduction - Program 6 -

The 2015 biennium budget included a 4% vacancy savings reduction. Language included in the boilerplate of HB 2 passed by the 2013 Legislature, indicated legislative intent that the 4% vacancy savings be made permanent as an FTE reduction for the 2017 biennium. Change package 600444 includes a reduction of 2.50 FTE each year.