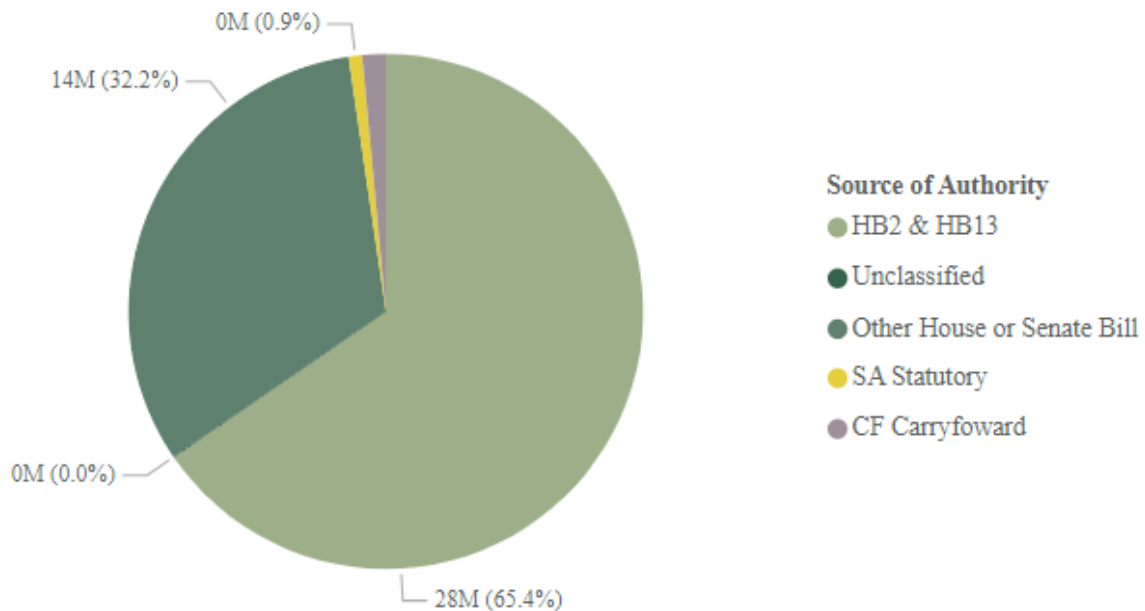


LEGISLATIVE BRANCH

TOTAL APPROPRIATION AUTHORITY

The total appropriation authority for the Legislative Branch is shown in the pie chart below. HB 2 and HB 13 provide 65.4% of the total authority for this agency. All types of appropriation authority for this agency are described below, including total budget and the percent expended by source of authority.

Total Modified Budget by Source of Authority



Source of Authority	Modified Budget	Expended Budget	% Expended
HB2 & HB13	27,660,217	24,850,953	89.8%
CF Carryforward	622,443	68,971	11.1%
Other House or Senate Bill	13,624,898	8,205,962	60.2%
SA Statutory	360,899	302,704	83.9%
Unclassified	7,029		
Total	42,275,486	33,428,591	79.1%

Other Bills

HB 1 – Legislative Feed Bill

HB 1 appropriations in FY 2024 total \$7.1 million, which is 52.3% of the authority included in other bills. HB 1 provides appropriations for the operations of the current legislative session, the costs of preparing for the next legislative session, and the initial costs for the next legislative session. The Legislative Branch expended approximately \$3.1 million or 43.4% as of the end of FY 2024. The current expenditures in FY 2024 are primarily for the state share of healthcare benefits for legislators during the interim and House and Senate staff salaries and benefits.

HB 856 – Generally Revise Capitol Complex Administrative Laws

HB 856 established laws related to legislative space in the Capitol and on the Capital Complex. Included in this bill was an appropriation of \$6.25 million, which may be used for developing a long-range plan related to legislative space needs as well as to plan, renovate, replace, and construct capital improvements for the Legislative Branch. As of the end of FY 2024, the Legislative Branch has expended approximately \$5.1 million or 81.2%. Expenditures of \$5.0 million are for a transfer of funding to the Architecture and Engineering Division in the Department of Administration for capital projects related to legislative space. The remaining expenditures of approximately \$73,000 are associated with the Legislative Council's planning committee and include staffing, travel, and consulting expenses.

Other Appropriations, Study, Task Force, and Commission Bills

The Legislative Branch receives funding in several other bills for studies, task forces, and commissions. These bills comprise less than 2.0% of the funding in other bills, and include:

- HB 5 – Long-Range Building Appropriations – This bill included a \$30,000 general fund appropriation to the Legislative Fiscal Division to support the activities of the select committee on corrections facility capacity and system development. At the end of FY 2024, expenditures total approximately \$7,700 or 25.6%
- HB 29 – Revise Laws Related to Involuntary Commitment of People with Dementia or Traumatic Brain Injury (TBI) – In FY 2024, a general fund appropriation of approximately \$24,000 to the Legislative Services Division was established for the costs of the transition review committee. At the end of FY 2024, this appropriation is 12.3% expended
- HB 220 – Create Select Committee on Energy Resource Planning and Acquisition – In FY 2024, a general fund appropriation of \$59,500 to the Legislative Services Division was established for a select committee on energy resource planning and acquisition. Expenditures at this point in the fiscal year total \$15,000
- HB 424 – Generally Revise Sustainability of State Finance and Provide for Transfers – In FY 2024, a general fund appropriation of \$17,500 to the Legislative Fiscal Division was established for the study of the state budget process and personal services expenditures. Expenditures at this point in the fiscal year total \$5,700
- HB 520 – Interim Study of Private Ponds – In FY 2024, a general fund appropriation of \$35,000 to the Legislative Services Division was established. This legislation requires a study on the effects of private ponds in the state, including but not limited to examinations of the impacts of permitting, water rights, and options to mitigate negative impacts. As of the end of FY 2024, this appropriation is 0.0% expended
- SB 11 – Generally Revise Criminal Justice System Laws - This legislation provides for the creation of a Montana criminal justice data warehouse and requires access be provided to the Legislative Fiscal Analyst and the Legislative Services Division Director. In FY 2024, a general fund appropriation of \$1,750 to the Legislative Services Division was established for the purpose of paying for additional travel costs related to the new members of the criminal justice oversight council. This appropriation is 0.0% expended. While there have been meetings, the non-legislative members of the council have not made reimbursement claims primarily because they are attending the meetings as part of their work duties
- SB 182 – Create Task Force on a Court System for Dependency and Neglect Cases - This legislation creates an interim task force to study the dependency and neglect court system. The bill includes general fund appropriations to the Legislative Services Division of approximately \$68,000 in FY 2024, which is 7.5% expended as of the end of the fiscal year

- SB 352 – Create Task Force to Modify and Improve the Child Protective Services System - This legislation creates a work group to assist in an interim review to modify and improve child protective services. In FY 2024, a general fund appropriation to the Legislative Services Division of \$10,500 was established and is 19.8% expended

Carryforward Authority

The Legislative Branch has carryforward authority of approximately \$622,000, which is 1.5% of the total appropriation authority. The carryforward authority includes:

- Approximately \$62,000 in the Legislative Services Division (LSD), in which \$48,000 is general fund, and \$14,000 is state special revenue funds. LSD has expended \$48,000 of general fund on termination payouts as of this point in the fiscal year
- Approximately \$173,000 of general fund in Legislative Committees and Activities (LCA). The carryforward authority is 2.8% expended in LCA. Expenditures were for travel costs and a subscription for legislative districts mapping software
- Approximately \$40,000 of general fund in the Legislative Fiscal Division (LFD). LFD has expended 0.0% as of the end of FY 2024
- Approximately \$347,000 in the Legislative Audit Division (LAD), in which \$324,000 is general fund and \$23,000 is state special revenue funds. LAD has expended \$16,000 or 4.6% of its available carryforward authority on computer hardware as of the end of the fiscal year

Statutory Appropriations

The Legislative Branch retirement reserve account has appropriations of \$106,000 in FY 2024, which are 44.9% expended. The funds in the Legislative Branch retirement termination reserve account may be used for staff retirement termination pay in the Legislative Branch. The funds may only be expended with the approval of the appropriate branch division director.

The Legislative Branch also has an information technology reserve account that has appropriations of \$255,000 in FY 2024, which are 100.0% expended. Expenditures were for hiring two software engineers and one business analyst at an earlier start date than the funding approved in HB 2. The Legislative Council approved the use of this funding.

Unclassified

The Legislative Branch has unclassified appropriation authority of \$7,000 because of lower workers' compensation premiums. Per 39-71-403(1)(b)(iv), MCA, when workers' compensation premiums are lower than the previous year, state agencies shall reduce personal services appropriations by the amount of the premium reduction. To track the changes in appropriation authority, total appropriations are not reduced, instead the Governor's Office of Budget and Program Planning (OBPP) requires state agencies to:

- Reduce HB 2, statutory, and proprietary appropriations
- Create a separate offsetting entry on the financial statements in the same amount using an identifying number for workers' compensation entries

The offsetting entries are identified as "frozen" appropriations, which means the appropriations will not be spent unless authorized by OBPP.

HB 2 BUDGET MODIFICATIONS

The following chart shows the HB 2 budget as passed by the legislature, including the pay plan, and the HB 2 modified budget from June 1, 2024 through June 30, 2024. Net modifications to the budget include operating plan changes from one expenditure account to another, program transfers, reorganizations, and agency transfers of authority. The **positive modifications** and **negative modifications** are shown by program, expenditure account, and fund type.

Legislative Budget Compared to Modified Budget - HB 2 Only

Agency Name	HB 2 Budget	Modified Budget	Net Modifications
Legislative Branch	27,660,217	27,660,217	0
20 LEGISLATIVE SERVICES	16,789,240	16,789,240	0
21 LEGIS. COMMITTEES & ACTIVITIES	1,656,619	1,656,619	0
27 FISCAL ANALYSIS & REVIEW	3,437,935	3,437,935	0
28 AUDIT & EXAMINATION	5,776,423	5,776,423	0
Total	27,660,217	27,660,217	0

Expenditure Type	HB 2 Budget	Modified Budget	Net Modifications
61000 Personal Services	18,540,509	18,540,509	0
62000 Operating Expenses	7,135,975	7,135,975	0
63000 Equipment & Intangible Assets	1,763,173	1,783,173	20,000
68000 Transfers-out	220,560	200,560	-20,000
Total	27,660,217	27,660,217	0

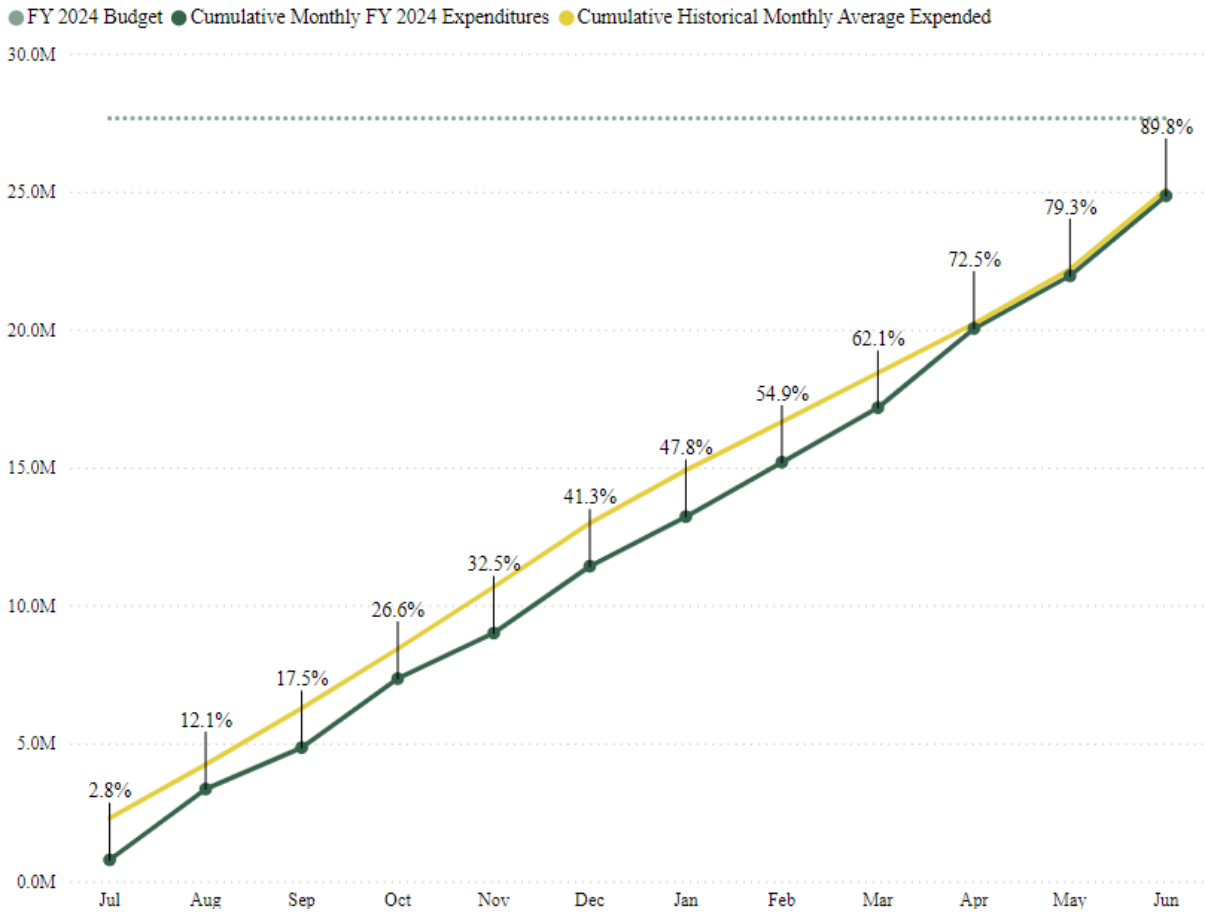
Fund Type	HB 2 Budget	Modified Budget	Net Modifications
01 General	25,138,657	25,138,657	0
02 State/Other Spec Rev	2,521,560	2,521,560	0
Total	27,660,217	27,660,217	0

The Legislative Branch had one budget modification between June 1, 2024 and June 30, 2024. This modification move \$20,000 from transfers-out to equipment and intangible assets because the Office of Legislative Information Services needed additional authority in this account to meet accounting standards for reporting.

HB 2 APPROPRIATION AUTHORITY

The following chart shows the appropriated budget for the agency compared to expenditures through FY 2024.

Monthly Expenditures Compared to Historical Average



Program Name	Modified Budget	Expended Budget	% Expended
20 LEGISLATIVE SERVICES	16,789,240	15,451,231	92.0%
21 LEGIS. COMMITTEES & ACTIVITIES	1,656,619	1,031,492	62.3%
27 FISCAL ANALYSIS & REVIEW	3,437,935	2,975,952	86.6%
28 AUDIT & EXAMINATION	5,776,423	5,392,279	93.3%
Total	27,660,217	24,850,953	89.8%

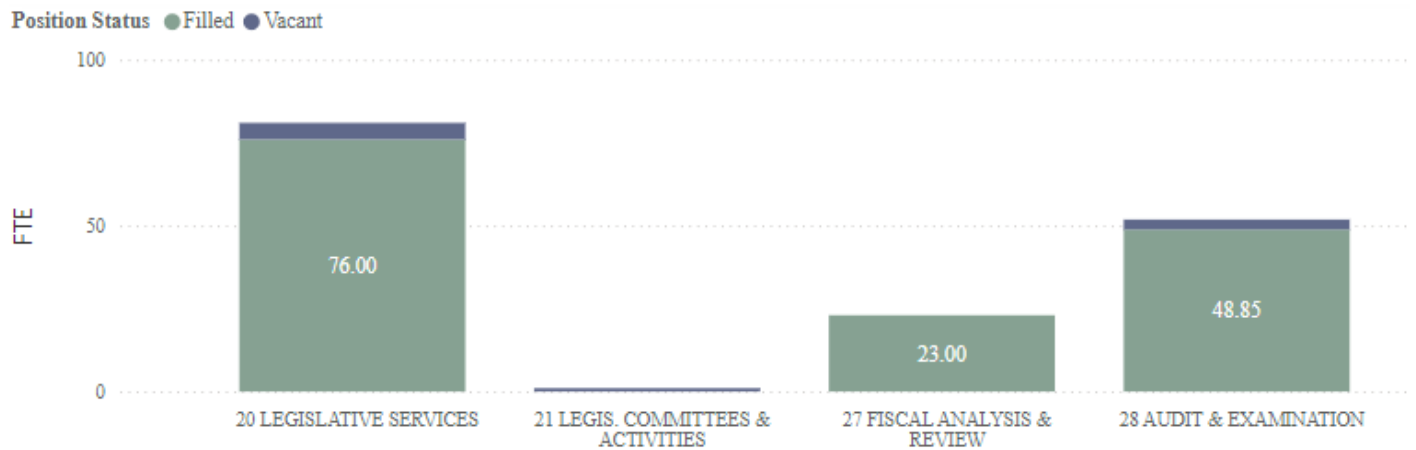
Expenditure Type	Modified Budget	Expended Budget	% Expended
Personal Services	18,540,509	17,208,303	92.8%
Operating Expenses	7,135,975	6,483,281	90.9%
Equipment & Intangible Assets	1,783,173	1,034,369	58.0%
Transfers-out	200,560	125,000	62.3%
Total	27,660,217	24,850,953	89.8%

Fund Type	Modified Budget	Expended Budget	% Expended
01 General	25,138,657	22,527,719	89.6%
02 State/Other Spec Rev	2,521,560	2,323,235	92.1%
Total	27,660,217	24,850,953	89.8%

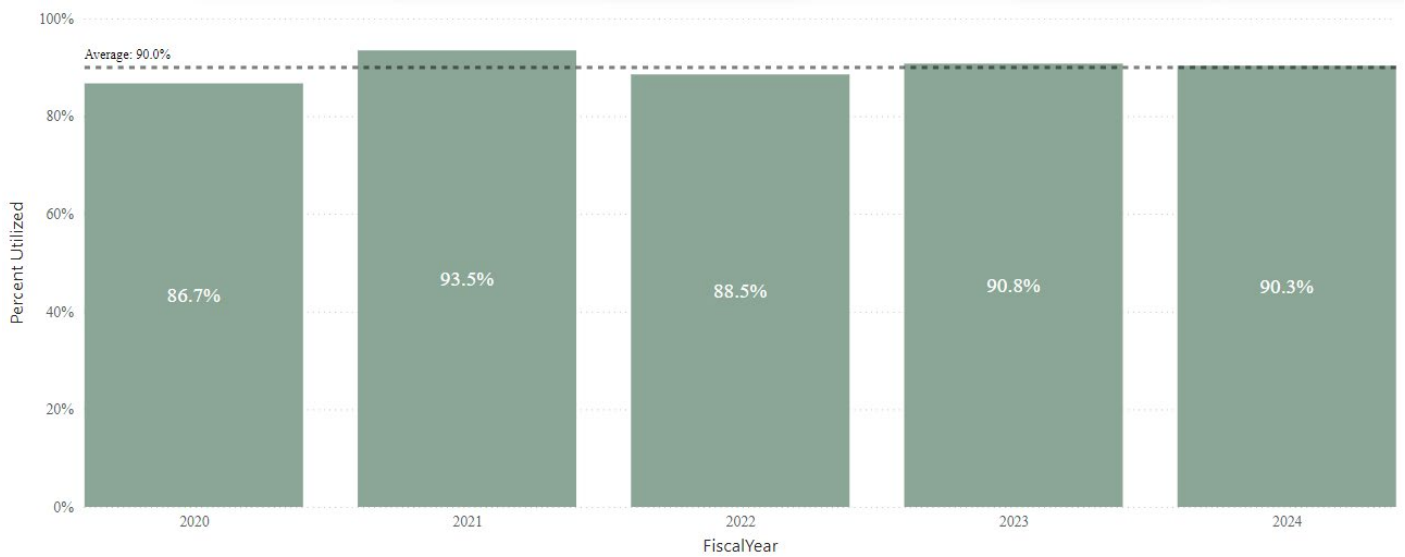
Overall, the Legislative Branch expended 89.8% of its \$27.7 million HB 2 modified budget as of the end of FY 2024. This is in line with the historical average percent expended of 90.6%. Equipment and intangible assets are 58.0% expended and transfers-out are 62.3% expended at this point in the fiscal year. The majority of the budget for equipment and intangible assets is for the branch integration of finance (BIF) project, which has just entered the execution phase and is discussed in more detail below. The transfers-out includes an annual transfer to the General Services Division for security in the Capitol. The remaining appropriation is for archiving, which has previously been completed by the Montana Historical Society. The branch anticipates completing archiving internally moving forward.

Personal Services

Appropriations for personal services in the Legislative Branch total approximately \$18.5 million and are 92.8% expended through the end of FY 2024. The branch has 156.85 HB 2 FTE, excluding aggregate positions, and 94.3% of these positions were filled as of July 1, 2024. The following chart shows the filled and vacant FTE within the agency as of July 1, 2024.



The chart below shows the hourly utilization percentage for the Legislative Branch for each of the past five fiscal years. Overall, the branch has utilized 90.3% of the hours budgeted for FY 2024. This is in line with the five-year average of 90.0%. The 2023 Legislature approved additional FTE, and a number of these positions included deferred hire dates. This is impacting the percentage of hours utilized in FY 2024.



The chart below shows the vacant FTE in each division, the number of months each position has been vacant, and the midpoint hourly pay rate. Of the 8.00 FTE that are vacant, 7.00 FTE have been vacant from the start of the fiscal year (July 2023) or less. The attorney position had a deferred start date approved by the 2023 Legislature, and the Legislative Services Division recruited for this position several times and has recently hired someone to fill this position.

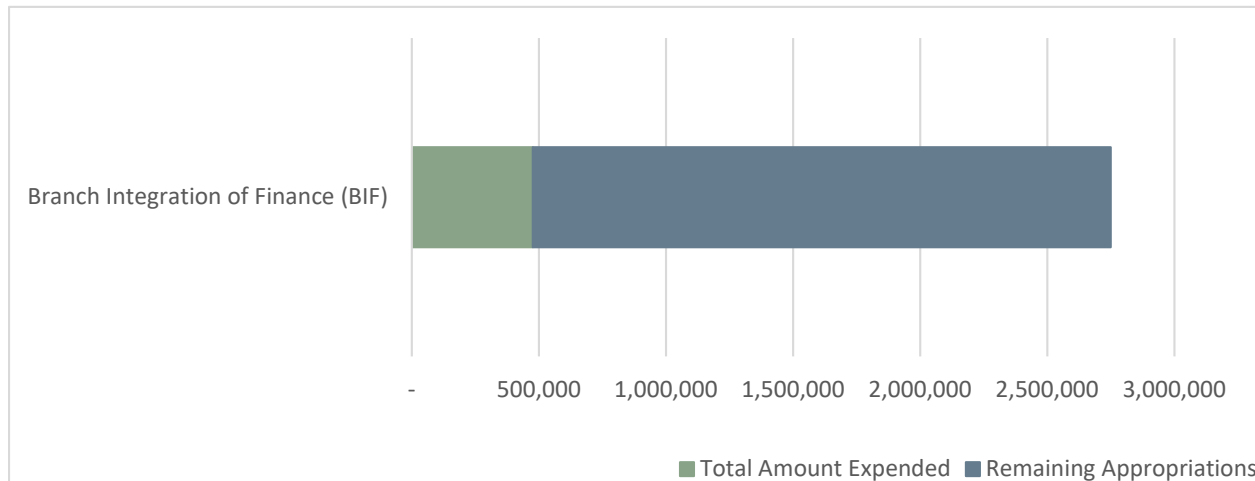
Vacant Positions Report

	FTE	Median Months Vacant	Market Midpoint (Hourly)
11040 LEGISLATIVE BRANCH	8.00	3.70	38.72
20 LEGISLATIVE SERVICES	5.00	0.98	40.64
⊕ Attorney	1.00	12.00	44.33
⊕ Research Analyst	1.00	0.98	40.64
⊕ Secretary	1.00	1.44	22.49
⊕ Senior Accountant	1.00	0.75	
⊕ Sr Software Engineer	1.00	0.52	48.13
28 AUDIT & EXAMINATION	3.00	6.95	36.80
⊕ Information Systems	1.00	6.95	50.04
⊕ Mgmt Program Analyst	1.00	5.97	36.80
⊕ Performance Auditor	1.00	17.74	30.03
Total	8.00	3.70	38.72

OTHER ISSUES

Information Technology Project Expenditures

The following figure shows the expenditures and appropriations for the branch integration of finance (BIF) information technology project.



The 2023 Legislature approved a restricted, one-time-only appropriation of \$2.2 million in HB 2 for the BIF project. This project integrates the Legislative Fiscal Division (LFD) and the budgeting committees (House Appropriations Committee, Senate Finance and Claims Committee, and the six joint appropriations subcommittees) into the regular process of the Legislative Branch. Currently, most of the public and legislator information regarding HB 2 and the six joint appropriations subcommittees is found on the LFD website and is not available on the LAWS website. The primary goal of the project is to make appropriation bill information as accessible to the public and legislators as information for other bills.

The initial phase focuses on getting HB 2 into a viable product for the upcoming session by incorporating it into the bill drafting system, setting up the new fiscal note database, and prepping the website to better integrate HB 2. The connection to get HB 2 into the bill drafting system has been developed by the vendor and testing has started. The vendor is currently developing the amendment process. The fiscal note database is being created in house and will have improved connections to executive fiscal note data. The website is being completed by the Office of Legislative Information Systems (OLIS).

The estimated delivery date is October 1, 2026, and the total budget, including internal costs, is estimated to be approximately \$2.8 million. The current amount expended at this point in the fiscal year is approximately \$477,000.