

Agency Budget Comparison

The following table compares the 2023 biennium appropriated budget and the adopted budget for the 2025 biennium by type of expenditure and source of funding.

Agency Budget Comparison				
Budget Item	Appropriated Budget 22-23	Legislative Budget 24-25	Biennium Change	Biennium % Change
Personal Services	28,710,815	36,260,284	7,549,469	26.29 %
Operating Expenses	10,418,254	13,273,871	2,855,617	27.41 %
Equipment & Intangible Assets	1,654,196	3,324,270	1,670,074	100.96 %
Transfers	633,702	415,600	(218,102)	(34.42)%
Total Expenditures	\$41,416,967	\$53,274,025	\$11,857,058	28.63 %
General Fund	35,999,014	48,619,890	12,620,876	35.06 %
State/Other Special Rev. Funds	5,417,953	4,654,135	(763,818)	(14.10)%
Total Funds	\$41,416,967	\$53,274,025	\$11,857,058	28.63 %
Total Ongoing	\$39,162,896	\$50,987,687	\$11,824,791	30.19 %
Total OTO	\$2,254,071	\$2,286,338	\$32,267	1.43 %

Agency Description

The mission of the legislature is to exercise the legislative power of state government vested by the Constitution of the State of Montana and to fulfill its constitutional duty. The divisions within the Legislative Branch support the legislature in enacting laws, including those appropriating funding for state government within a balanced budget, and provide accountability for state programs and state spending.

Agency Highlights

Legislative Branch Major Budget Highlights
<ul style="list-style-type: none"> • The Legislative Branch’s 2025 biennium appropriations are approximately \$11.9 million or 28.6% higher than the 2023 biennium. Significant biennial changes include: <ul style="list-style-type: none"> ◦ Increases in general fund appropriations of approximately \$3.3 million for 19.50 FTE in the Legislative Services Division. This includes information technology positions and professional and support staff to address increased workload ◦ Increases in general fund appropriations of \$3.8 million for information technology systems upgrades ◦ Increases in general fund appropriations of approximately \$924,000 for 5.50 FTE in the Legislative Fiscal Division. This includes professional and support staff to address increased workload and interim committee activities ◦ Decreases in state special revenue appropriations of \$372,000 and increases in general fund appropriations of approximately \$251,000 in the Legislative Audit Division in order to move toward a more risk-based audit approach ◦ Increases of \$1.1 million in general fund for base pay adjustments to stabilize legislative staff with competitive pay

Agency Actuals and Budget Comparison

The following table compares FY 2022 actual expenditures, FY 2022 and FY 2023 appropriations, and the adopted budget for FY 2024 and FY 2025 by type of expenditure and source of funding.

Agency Actuals and Budget Comparison					
Budget Item	Actuals Fiscal 2022	Approp. Fiscal 2022	Approp. Fiscal 2023	Legislative Fiscal 2024	Legislative Fiscal 2025
FTE	0.00	146.39	146.39	172.34	172.34
Personal Services	13,032,658	14,173,391	14,537,424	17,844,844	18,415,440
Operating Expenses	4,685,257	5,584,706	4,833,548	7,132,150	6,141,721
Equipment & Intangible Assets	309,952	1,059,696	594,500	1,763,173	1,561,097
Transfers	439,371	489,702	144,000	220,560	195,040
Total Expenditures	\$18,467,238	\$21,307,495	\$20,109,472	\$26,960,727	\$26,313,298
General Fund	15,880,270	18,347,071	17,651,943	24,533,362	24,086,528
State/Other Special Rev. Funds	2,586,968	2,960,424	2,457,529	2,427,365	2,226,770
Total Funds	\$18,467,238	\$21,307,495	\$20,109,472	\$26,960,727	\$26,313,298
Total Ongoing	\$17,689,342	\$19,340,953	\$19,821,943	\$25,727,308	\$25,260,379
Total OTO	\$777,896	\$1,966,542	\$287,529	\$1,233,419	\$1,052,919

Summary of Legislative Action

The legislature adopted an increase of 34.4% or approximately \$13.6 million in the 2025 biennium when compared to the FY 2023 base appropriations. Personal services, operating expenses, and equipment and intangible expenses had more significant increases adopted for the 2025 biennium budget.

An increase in the personal services budget of \$7.3 million or 25.1% was adopted by the legislature when compared to the FY 2023 base appropriations. The increase is partially due to additional general fund appropriations of \$4.3 million over the biennium for 19.50 FTE in the Legislative Services Division, 0.95 FTE in Legislative Committees and Activities, and 5.50 FTE in the Legislative Fiscal Division. Appropriations for several positions were adjusted in FY 2024 to allow for staggered start dates. Additionally, the legislature adopted appropriations of \$1.1 million over the 2025 biennium for base pay adjustments to stabilize legislative staff with competitive pay.

The legislature adopted an increase of \$3.8 million or 40.4% for operating expenses in the 2025 biennium when compared to the FY 2023 base appropriations. Appropriations for information technology upgrades within the operating expenditure category totaled \$1.5 million and included:

- Access database conversion - \$580,000
- Audio/video upgrades - \$410,000
- Website upgrades - \$200,000
- Wireless microphones for Capitol room 317 - \$157,000
- Paperless signature validation - \$50,000
- LAWS II core upgrade - \$50,000
- Legislative Audit Division automation project (phase II) - \$50,000
- Fiber integration upgrade - \$30,000

Additionally, present law adjustments contributed to the increase in operating expenses. The statewide present law adjustments for fixed costs and inflation, with adjustments adopted by the legislature, totaled approximately \$585,000. Other present law adjustments were adopted across all divisions in the Legislative Branch and totaled \$1.2 million over the 2025 biennium, in which significant increases include:

- Software costs, primarily related to Microsoft license costs, helpdesk software, Power BI licenses, maintenance costs for chamber and committee applications, and records request software
- Audio/video (A/V) costs, mainly related to closed captioning for legislative meetings and contract costs for production
- Allowed lodging and milage rates and legislator activity dues

An increase of \$2.4 million, or 263.5% was adopted by the legislature for equipment and intangible assets when compared to the 2023 base budget. This increase is primarily due to the session financial automation project, which is a one-time-only increase of \$2.2 million. This project will replace the current HB 2 process with an automated HB 2 process that will work in tandem with the LAWS II application suite.

Funding

The following table shows adopted agency funding for all sources of authority.

Total Legislative Branch Funding by Source of Authority 2025 Biennium Budget Request - Legislative Branch						
Funds	HB2 Ongoing	HB2 OTO	Non-Budgeted Proprietary	Statutory Appropriation	Total All Sources	% Total All Funds
General Fund	46,333,552	2,286,338	0	0	48,619,890	91.26 %
State Special Total	4,654,135	0	0	0	4,654,135	8.74 %
Federal Special Total	0	0	0	0	0	0.00 %
Proprietary Total	0	0	0	0	0	0.00 %
Other Total	0	0	0	0	0	0.00 %
Total All Funds	\$50,987,687	\$2,286,338	\$0	\$0	\$53,274,025	
Percent - Total All Sources	95.71 %	4.29 %	0.00 %	0.00 %		

The Legislative Branch is primarily funded with general fund. State special revenues support the costs associated with the state broadcasting service; the preparation, publication, and distribution of the Montana Code Annotated; and a portion of the activities of the Legislative Audit Division.

While not shown in the figure above, the Legislative Branch has statutory appropriation authority for three accounts:

- Legislative Branch reserve account
- Legislative audit specialist services reserve account
- Legislative Branch retirement reserve account

Typically, the Legislative Branch reserve account receives unexpended and unencumbered money including funding remaining at the end of the biennium from the “feed bill” (HB 1, the bill that funds the legislative session each biennium) and remaining carryforward appropriations from the various divisions within the branch. The funds in this account may be used for major Legislative Branch information technology projects including hardware, software, consulting services for new initiatives, and replacement and upgrading of existing systems. All projects and funding from the Legislative Branch reserve account must be approved by the Legislative Council.

The legislative audit specialist services reserve account receives remaining carryforward appropriations from the Legislative Audit Division. The funds in the legislative audit specialist services reserve account may be used for contracted services necessary to provide specialist expertise in support of audit activities. All allocations of funds must be approved by the Legislative Audit Committee.

The Legislative Branch retirement reserve account has been funded with general fund transfers provided by the legislature or through the deposit of carryforward appropriations. The funds in this 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.

Budget Summary by Category

The following table summarizes the total budget by base, present law adjustments, and new proposals. For a description of these categories, please see the glossary.

Budget Item	-----General Fund-----				-----Total Funds-----			
	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget
2023 Base Budget	17,414,639	17,414,639	34,829,278	71.64 %	19,821,943	19,821,943	39,643,886	74.42 %
SWPL Adjustments	466,413	1,285,257	1,751,670	3.60 %	833,801	1,477,876	2,311,677	4.34 %
PL Adjustments	1,207,785	488,788	1,696,573	3.49 %	1,280,264	345,663	1,625,927	3.05 %
New Proposals	5,444,525	4,897,844	10,342,369	21.27 %	5,024,719	4,667,816	9,692,535	18.19 %
Total Budget	\$24,533,362	\$24,086,528	\$48,619,890		\$26,960,727	\$26,313,298	\$53,274,025	

Other Legislation

HB 1 – This legislation includes appropriations for the operations of the 68th Legislature and the costs of preparing for the 69th Legislature as well as the initial costs of the 69th Legislature. Appropriations in HB 1 total approximately \$16.5 million.

HB 110 – This legislation makes the six interim budget committees permanent and does not allow these committees to be assigned interim studies. Appropriations for the interim budget committees are included in HB 2.

HB 140 – This legislation establishes the Modernization and Risk Analysis Committee. Appropriations for this committee is included in HB 2.

HB 220 – This legislation creates a select committee on energy resource planning and acquisition through December 31, 2024. The bill includes a general fund appropriation to the Legislative Services Division of \$85,000 for the 2025 biennium.

HB 520 – 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. The bill includes a general fund appropriation to the Legislative Services Division of \$50,000 for the 2025 biennium and terminates December 31, 2024.

HB 856 – This legislation establishes laws related to legislative space in the Capitol and on the Capitol Complex. It also establishes a capitol complex executive branch state special revenue account and a capitol complex legislative branch state special revenue account and transfers \$25.0 million general fund into each account. There are several appropriations included in the bill that impact the Legislative Branch, which include:

- An appropriation of \$12.5 million for the 2025 biennium to the Legislative Branch
 - Up to \$6.25 million may be used for developing a long-range plan related to legislative space needs as well as plan, renovate, replace, and construct capital improvements for the Legislative Branch
 - The balance may be used to plan, renovate, replace, and construct capital improvements for the Legislative Branch based on the long-range plan
- An appropriation of approximately \$28.7 million to the Department of Administration for state Capitol building improvement projects for the 2025 biennium
- An appropriation to the Department of Administration for the purpose of moving the Legislative Audit Division out of the Capitol building to another building

SB 11 – 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. The bill includes a general fund appropriation to the Legislative Services Division of \$2,500 for the 2025 biennium for the purpose of paying for additional travel costs related to the new member of the criminal justice oversight council.

SB 182 – 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 and \$13,000 in FY 2025 and terminates June 30, 2025.

SB 352 – This legislation creates a work group to assist in an interim review to modify and improve child protective services. The bill includes a general fund appropriation to the Legislative Services Division of approximately \$15,000 for the 2025 biennium and terminates June 30, 2025.

Executive Budget Comparison

The following table compares the legislative budget for the biennium to the budget requested by the Governor by type of expenditure and source of funding.

Executive Budget Comparison								
Budget Item	Approp. Fiscal 2023	Executive Budget Fiscal 2024	Legislative Budget Fiscal 2024	Leg — Exec. Difference Fiscal 2024	Executive Budget Fiscal 2025	Legislative Budget Fiscal 2025	Leg — Exec. Difference Fiscal 2025	Biennium Difference Fiscal 24-25
FTE	143.39	167.34	169.34	2.00	167.34	169.34	2.00	2.00
Personal Services	14,537,424	17,659,919	17,844,844	184,925	17,583,839	18,415,440	831,601	1,016,526
Operating Expenses	4,833,548	5,986,722	7,132,150	1,145,428	5,759,194	6,141,721	382,527	1,527,955
Equipment & Intangible Assets	594,500	2,784,823	1,763,173	(1,021,650)	2,008,947	1,561,097	(447,850)	(1,469,500)
Transfers	144,000	220,560	220,560	0	195,040	195,040	0	0
Total Costs	\$20,109,472	\$26,652,024	\$26,960,727	\$308,703	\$25,547,020	\$26,313,298	\$766,278	\$1,074,981
General Fund	17,651,943	24,178,379	24,533,362	354,983	23,273,645	24,086,528	812,883	1,167,866
State/other Special Rev. Funds	2,457,529	2,473,645	2,427,365	(46,280)	2,273,375	2,226,770	(46,605)	(92,885)
Federal Spec. Rev. Funds	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total Funds	\$20,109,472	\$26,652,024	\$26,960,727	\$308,703	\$25,547,020	\$26,313,298	\$766,278	\$1,074,981
Total Ongoing	\$19,821,943	\$24,289,124	\$25,727,308	\$1,438,184	\$23,963,420	\$25,260,379	\$1,296,959	\$2,735,143
Total OTO	\$287,529	\$2,362,900	\$1,233,419	(\$1,129,481)	\$1,583,600	\$1,052,919	(\$530,681)	(\$1,660,162)

The legislature adopted appropriations that are approximately \$1.1 million higher than the proposed appropriations for the 2025 biennium. The significant biennial differences in the legislative budget compared to the proposed budget include the legislature adopting:

- General fund appropriations for an additional 2.00 FTE and staggered start dates for a number of FTE included in the proposed budget. The personal services appropriations were increased to include funding for these additional FTE and reduced to allow for staggered start dates for new FTE. The net impact was a reduction of \$246,000 when compared to the proposed budget
- Approximately \$1.1 million in general fund appropriations for base pay adjustments to stabilize legislative staff with competitive pay
- General fund appropriations of approximately \$133,000 to coordinate HB 2 with HB 110, HB 140, SB 176, and SB 485
- A reduction of approximately \$142,000 in general fund appropriations for information technology projects. When compared to the proposed budget, there was a reduction of \$300,000 to the Access database conversion project and an increase of approximately \$158,000 for wireless mics for Capitol room 317. Additionally, the legislature designated the session financial automation project as one-time-only
- General fund appropriations of \$203,000 for additional legislative space
- General fund appropriations of \$200,000 for comp time payouts in the Legislative Services Division
- One-time-only general fund appropriations of \$115,000 for a pension actuarial analysis
- An adjustment to the fund switch in the Legislative Audit Division which reduced general fund by approximately \$31,000 and state special revenue by \$90,000 when compared to the proposed budget
- A reduction to the statewide present law adjustment for inflation

Language and Statutory Authority

The legislature adopted the following language in HB 2: "All appropriations for the Legislative Branch are biennial.

The Legislative Services Division includes a one-time-only reduction in FY 2024 and FY 2025 for a suspension of insurance premium payments to the Risk Management and Tort Defense Division's proprietary fund.

Unspent appropriations in HB 2 for the Session Financial Automation Project must be transferred into the Legislative Branch reserve account defined in 5-11-407 by June 30, 2025.

Audit and Examination includes general fund appropriations of \$125,396 in FY 2024 and \$125,396 in FY 2025 and state special revenue reductions of \$185,854 in FY 2024 and \$185,854 in FY 2025. The increase in general fund and reduction of state special revenue is contingent on the passage and approval of HB 132.

It is the intent of the Legislature that absent clear evidence that the Pension Actuarial Analysis contract has not been sufficiently utilized at the end of the 2025 biennium the same funding, adjusted for inflation, be included as one-time-only in the Legislative Fiscal Division's budget request for the 2027 biennium. It is the intent of the Legislature that the 2025 Legislature evaluate the results of the actuarial analyses utilized during the 2025 biennium.

It is the intent of the Legislature that the Legislative Services Division report to the General Government Interim Budget Committee at each quarterly meeting during the interim on its progress in hiring FTE that were requested as new proposals and that received personal services appropriations in the 2025 biennium. It is the intent of the legislature that the Legislative Services Division report to the General Government Interim Budget Committee at each quarterly meeting during the interim on its expenditures from its new Legal Services and information technology projects appropriations in the 2025 biennium."

Additionally, the legislature adopted the following HB 2 language, contingent on the passage and approval of other bills, and the adjustments to HB 2 appropriations are included as decision packages and incorporated into the tables in the fiscal report:

"If HB 260 is not passed and approved with at least one additional personal staff for the Speaker of the House of Representatives and at least one additional personal staff for the President of the Senate, Legislative Committees and Activities is reduced by \$226,592 general fund in FY 2024 and \$113,296 general fund in FY 2025."

Program Budget Comparison

The following table compares the 2023 biennium appropriated budget and the adopted budget for the 2025 biennium by type of expenditure and source of funding.

Program Budget Comparison				
Budget Item	Appropriated Budget 22-23	Legislative Budget 24-25	Biennium Change	Biennium % Change
Personal Services	13,883,477	18,760,218	4,876,741	35.13 %
Operating Expenses	7,679,382	10,185,826	2,506,444	32.64 %
Equipment & Intangible Assets	1,654,196	3,324,270	1,670,074	100.96 %
Transfers	588,000	415,600	(172,400)	(29.32)%
Total Expenditures	\$23,805,055	\$32,685,914	\$8,880,859	37.31 %
General Fund	22,899,852	32,385,363	9,485,511	41.42 %
State/Other Special Rev. Funds	905,203	300,551	(604,652)	(66.80)%
Total Funds	\$23,805,055	\$32,685,914	\$8,880,859	37.31 %
Total Ongoing	\$22,162,930	\$30,514,576	\$8,351,646	37.68 %
Total OTO	\$1,642,125	\$2,171,338	\$529,213	32.23 %

Program Description

The Legislative Services Division provides objective research, reference, legal, technical, information technology, and business services to the House, Senate, and other divisions of the Legislative Branch.

Division services include:

- Bill and amendment drafting, preparation of bills for introduction, and engrossing and enrolling bills
- Publication and records management of legislative documents of record
- Preparation, publication, and distribution of the Montana Code Annotated text and annotations
- Provision of legislative research and reference services
- Support for session and interim committees
- Legal services and counseling on legislative matters and agency legal support
- Review of the text of proposed ballot measures
- Personnel and business services, including processing payroll and completing and monitoring branch budgets
- Planning, installation, and maintenance of branch information technology
- Broadcasting of state government and public policy events
- Provision of legislative information to the public

The Legislative Council provides policy guidance to the Legislative Services Division.

Program Highlights

Legislative Services Division Major Budget Highlights
<ul style="list-style-type: none"> • The Legislative Services Division’s 2025 biennium appropriations are approximately \$8.9 million or 37.3% higher than the 2023 biennium. Significant changes include: <ul style="list-style-type: none"> ◦ An increase in general fund of approximately \$597,000 in FY 2024 and \$760,000 in FY 2025 for 10.00 FTE for information technology positions ◦ An increase in general fund of approximately \$713,000 in FY 2024 and \$1.2 million in FY 2025 for 9.50 FTE for professional and support staff. This includes an accounting technician, research analyst, legislative attorney, editor, three conference center support staff, two remote meeting coordinators, and an interim committee secretary (0.50 FTE) ◦ An increase in general fund appropriations of \$2.3 million in FY 2024 and \$1.4 million in FY 2025 for information technology projects

Program Actuals and Budget Comparison

The following table compares FY 2022 actual expenditures, FY 2022 and FY 2023 appropriations, and the adopted budget for FY 2024 and FY 2025 by type of expenditure and source of funding.

Program Actuals and Budget Comparison					
Budget Item	Actuals Fiscal 2022	Approp. Fiscal 2022	Approp. Fiscal 2023	Legislative Fiscal 2024	Legislative Fiscal 2025
FTE	0.00	71.67	71.67	91.17	91.17
Personal Services	6,484,689	6,737,391	7,146,086	9,103,117	9,657,101
Operating Expenses	3,614,370	4,007,424	3,671,958	5,299,446	4,886,380
Equipment & Intangible Assets	309,952	1,059,696	594,500	1,763,173	1,561,097
Transfers	439,371	444,000	144,000	220,560	195,040
Total Expenditures	\$10,848,382	\$12,248,511	\$11,556,544	\$16,386,296	\$16,299,618
General Fund	10,355,306	11,597,300	11,302,552	16,136,773	16,248,590
State/Other Special Rev. Funds	493,076	651,211	253,992	249,523	51,028
Total Funds	\$10,848,382	\$12,248,511	\$11,556,544	\$16,386,296	\$16,299,618
Total Ongoing	\$10,236,688	\$10,843,690	\$11,319,240	\$15,217,877	\$15,296,699
Total OTO	\$611,694	\$1,404,821	\$237,304	\$1,168,419	\$1,002,919

Funding

The following table shows proposed agency funding for all sources of authority.

Legislative Branch, 20-Legislative Services Funding by Source of Authority						
Funds	HB2	Non-Budgeted Proprietary	Statutory Appropriation	Total All Sources	% Total All Funds	
01100 General Fund	32,385,363	0	0	32,385,363	99.08 %	
02800 Reimbursable Activities	300,551	0	0	300,551	100.00 %	
State Special Total	\$300,551	\$0	\$0	\$300,551	0.92 %	
Federal Special Total	\$0	\$0	\$0	\$0	0.00 %	
Proprietary Total	\$0	\$0	\$0	\$0	0.00 %	
Total All Funds	\$32,685,914	\$0	\$0	\$32,685,914		

The Legislative Services Division is primarily funded with general fund. The reimbursable activities state special revenue fund supports the preparation, publication, and distribution of the Montana Code Annotated.

Budget Summary by Category

The following table summarizes the total budget by base, present law adjustments, and new proposals. For a description of these categories, please see the glossary.

Budget Item	-----General Fund-----				-----Total Funds-----			
	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget
2023 Base Budget	11,065,248	11,065,248	22,130,496	68.33 %	11,319,240	11,319,240	22,638,480	69.26 %
SWPL Adjustments	1,378	810,585	811,963	2.51 %	191,379	810,585	1,001,964	3.07 %
PL Adjustments	528,369	531,000	1,059,369	3.27 %	587,643	391,779	979,422	3.00 %
New Proposals	4,541,778	3,841,757	8,383,535	25.89 %	4,288,034	3,778,014	8,066,048	24.68 %
Total Budget	\$16,136,773	\$16,248,590	\$32,385,363		\$16,386,296	\$16,299,618	\$32,685,914	

Present Law Adjustments

The "Present Law" Adjustments table shows the changes from the base appropriation to the adopted budget. "Statewide Present Law" adjustments (DP 1, DP 2, DP 3) are standard categories of adjustments made to all agencies. Decisions on these items were applied globally to all agencies.

Present Law Adjustments	-----Fiscal 2024-----					-----Fiscal 2025-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 1 - Personal Services	0.00	(94,601)	190,001	0	95,400	0.00	175,105	0	0	175,105
DP 2 - Fixed Costs	0.00	(71,547)	0	0	(71,547)	0.00	435,874	0	0	435,874
DP 3 - Inflation Deflation	0.00	167,526	0	0	167,526	0.00	199,606	0	0	199,606
DP 4 - Present Law Adjustments	0.00	527,959	59,274	0	587,233	0.00	530,709	(139,221)	0	391,488
DP 20 - SABHRS Rate Adjustment	0.00	420	0	0	420	0.00	300	0	0	300
DP 30 - Motor Pool Rate Adjustment	0.00	(10)	0	0	(10)	0.00	(9)	0	0	(9)
DP 222 - RMTD Adjustment	0.00	52,831	0	0	52,831	0.00	52,831	0	0	52,831
DP 223 - RMTD Adjustment (OTO)	0.00	(52,831)	0	0	(52,831)	0.00	(52,831)	0	0	(52,831)
Grand Total All Present Law Adjustments	0.00	\$529,747	\$249,275	\$0	\$779,022	0.00	\$1,341,585	(\$139,221)	\$0	\$1,202,364

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

DP 1 - Personal Services -

The legislature adopted adjustments to the present law personal services budget for expected changes, management decisions and budget modifications.

DP 2 - Fixed Costs -

The legislature adopted adjustments to provide the funding required in the proposed budget for fixed costs assessed by other agencies within state government for the services they provide. Examples include: warrant writer, motor pool, information technology services, etc. The rates charged for these services are approved in the section of the budget that provides the services.

DP 3 - Inflation Deflation -

The legislature adopted adjustments to reflect budgetary changes generated from the application of inflation and deflation factors to specific expenditure accounts. Affected accounts include: other services, supplies and materials, communications, in-state motor pool and motor pool leased vehicles, and repair and maintenance.

DP 4 - Present Law Adjustments -

The legislature adopted adjustments in general fund and state special revenue appropriations for increases related to information technology. The increases for the 2025 biennium include:

- Approximately \$104,000 in hardware costs because of life cycle replacement
- Approximately \$518,000 for software costs. This primarily includes Microsoft license costs because of the addition of legislators to the platform, help desk software, Power BI licenses, maintenance costs for chamber and committee applications, and records request software
- Approximately \$359,000 for audio/video (A/V) costs, which mainly include costs for closed captioning for both online streaming and broadcasting of legislative meeting. A smaller portion of this increase is due to contract costs for production

The 2021 Legislature added state special revenue authority in the Legislative Services Division for the support of remote and hybrid meetings conducted at the Capitol during the 2023 biennium. The Legislative Services Division did not collect fees, so the appropriations were reduced. This is primarily contributing to the reduction in state special revenue appropriations in the 2025 biennium.

DP 20 - SABHRS Rate Adjustment -

The legislature adopted an increase to proposed SABHRS rates.

DP 30 - Motor Pool Rate Adjustment -

The legislature adopted a reduction to proposed motor pool rates.

DP 222 - RMTD Adjustment -

The legislature adopted an adjustment to the insurance premiums paid to the Risk Management and Tort Defense Division proprietary fund. This decision package eliminates the reduction included in DP 2. This change is necessary to designate the reduction as one-time-only in the budgeting system.

DP 223 - RMTD Adjustment (OTO) -

The legislature adopted an adjustment to the insurance premiums paid to the Risk Management and Tort Defense Division proprietary fund. This decision package designates the reduction as one-time-only.

New Proposals

The "New Proposals" table shows new changes to spending.

New Proposals	Fiscal 2024					Fiscal 2025				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 5 - FTE Request- Cloud Administrators	2.00	169,403	0	0	169,403	2.00	222,359	0	0	222,359
DP 6 - FTE Request- Database Administrator	1.00	106,015	0	0	106,015	1.00	104,768	0	0	104,768
DP 7 - FTE Request- IT Security Engineer	1.00	126,008	0	0	126,008	1.00	124,838	0	0	124,838
DP 8 - FTE Request- IT Software Engineers	2.00	198,842	0	0	198,842	2.00	261,762	0	0	261,762
DP 9 - FTE Request- Business Analyst	1.00	112,867	0	0	112,867	1.00	111,646	0	0	111,646
DP 10 - FTE Request- Branch Professional/Support Staff	4.00	232,466	0	0	232,466	4.00	375,180	0	0	375,180
DP 11 - FTE Request- Modified to Permanent (PG 20)	7.00	462,326	0	0	462,326	7.00	470,170	0	0	470,170
DP 13 - Legal Services (BIEN/OTO)	0.00	25,000	0	0	25,000	0.00	25,000	0	0	25,000
DP 15 - Stabilize Leg Staff- Competitive Pay Plan	0.00	380,020	0	0	380,020	0.00	380,020	0	0	380,020
DP 17 - Funding Switch	0.00	253,744	(253,744)	0	0	0.00	63,743	(63,743)	0	0
DP 101 - Rent - Room 10 and Old Board of Health Building	0.00	101,500	0	0	101,500	0.00	101,500	0	0	101,500
DP 102 - Wireless Mics for Room 317	0.00	157,548	0	0	157,548	0.00	0	0	0	0
DP 103 - Transfer 2.50 FTE to Legislative Fiscal Division	(2.50)	(140,203)	0	0	(140,203)	(2.50)	(172,935)	0	0	(172,935)
DP 104 - Comp Time Payouts	0.00	200,000	0	0	200,000	0.00	0	0	0	0
DP 105 - Additional FTE Request	4.00	42,687	0	0	42,687	4.00	458,102	0	0	458,102
DP 106 - Session Financial Automation Project (RST/OTO)	0.00	1,196,250	0	0	1,196,250	0.00	1,030,750	0	0	1,030,750
DP 107 - OLIS Projects	0.00	991,650	0	0	991,650	0.00	377,850	0	0	377,850
DP 333 - Adjustment to Inflation	0.00	(74,345)	0	0	(74,345)	0.00	(92,996)	0	0	(92,996)
Total	19.50	\$4,541,778	(\$253,744)	\$0	\$4,288,034	19.50	\$3,841,757	(\$63,743)	\$0	\$3,778,014

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

DP 5 - FTE Request- Cloud Administrators -

The legislature adopted general fund appropriations for 2.00 FTE for cloud administrators in the Office of Legislative Information Services with appropriations adjusted in FY 2024 to allow for staggered start dates. The Legislative Branch is taking on the administration of its own email system for both staff and legislators. The positions will:

- Ensure the continued operation of the branch’s primary communications and general business processing applications in the Microsoft Office 365 tenant space
- Administer exchange online email, Teams, SharePoint, and other applications in the Microsoft Office suite
- Be primarily responsible for training, support, and security of the Legislative Branch's Microsoft cloud environment

DP 6 - FTE Request- Database Administrator -

The legislature adopted general fund appropriations for 1.00 FTE for a database administrator in the Office of Legislative Information Services. The Legislative Branch's database usage has grown considerably in the past several years. The growth in the branch's application and data storage needs have gone beyond what an ad hoc approach to database administration can properly support. The database administrator will help coordinate database systems in an organized and thoughtful manner, with the goals of maintainability, supportability, availability, and recoverability in mind.

DP 7 - FTE Request- IT Security Engineer -

The legislature adopted general fund appropriations for 1.00 FTE for a security engineer in the Office of Legislative Information Services. Currently, security responsibilities are distributed among existing FTE, but it is not their primary focus. The position will allow the branch to have a security expert that is focused solely on cybersecurity risk management, policy, training and awareness, and enforcement. The position will ensure the branch's network and systems are secure, protected, and prepared to respond to security threats.

DP 8 - FTE Request- IT Software Engineers -

The legislature adopted general fund appropriations for 2.00 FTE for software engineers in the Office of Legislative Information Services with appropriations adjusted in FY 2024 to allow for staggered start dates. Currently, the Legislative Branch relies on contractors for changes in the LAWS II applications. The FTE will be assigned to LAWS II and will allow the branch to fully take over the knowledge, day to day support, and upgrades. The intent is that within four years, the branch would no longer be dependent on the contractor.

DP 9 - FTE Request- Business Analyst -

The legislature adopted general fund appropriations for 1.00 FTE for a business analyst in the Office of Legislative Information Services. The LAWS II project continues to be the dominant priority for project manager/business analyst staff, which includes a focus on the full implementation of LAWS II applications and building a support model that includes backups. An additional business analyst/project manager is needed to serve the other areas of the branch, as well as increase support levels for LAWS II.

DP 10 - FTE Request- Branch Professional/Support Staff -

The legislature adopted general fund appropriations for 4.00 FTE in the Legislative Services Division with appropriations adjusted in FY 2024 to allow for staggered start dates. This includes:

- An interim committee secretary supervisor to supervise all interim committee secretaries for interim committees, Legislative Council, interim budget committees, Legislative Finance Committee, and the Modernization and Risk Analysis Committee
- An accounting technician because of increased legislative activity
- A research analyst and legislative attorney to address additional workload for legislative interim committees. From FY 2017 to FY 2022, interim committees increased from 12 to 16 (not including the interim budget committees that are supported by the Legislative Services Division). In addition, the number of regular interim committee meeting days from FY 2020 to FY 2022 has increased from 160 to 188

DP 11 - FTE Request- Modified to Permanent (PG 20) -

The legislature adopted general fund appropriations to change 7.00 FTE from modified to permanent with appropriations adjusted in FY 2024 to allow for staggered start dates. This includes funding for 3.00 FTE for audio visual technicians, 2.00 FTE for remote meeting coordinators (aggregate), and 2.00 FTE for interim committee secretaries (aggregate). Additional details on these positions include:

- 3.00 FTE - Conference Center Support: The 2021 Legislature allocated funding in HB 632 to provide conference center support for meetings within the Capitol. As meetings have moved toward a hybrid model, allowing increased legislator, agency, and public access to the legislative process, additional support has been needed to facilitate these meetings. The existing modified positions have been successful in supporting legislative meetings and other meetings held by outside agencies such as the Governor's Office, Fish, Wildlife and Parks Commission, and Office of Public Instruction. The permanent positions will allow the Legislative Services Division to maintain a consistent group of well trained and well qualified staff to continue this necessary service
- 2.00 Remote Meeting Coordinators (Aggregate): During the 2020 interim and 2021 session there was remote participation by legislators, public, and staff. Remote participation will continue, so the legislature adopted permanent FTE for remote meeting managers and coordinators
- 2.00 Interim Committee Secretary Pool (Aggregate): HB 497 established six new interim budget committees. The legislature adopted 2.00 FTE (aggregate) to provide secretarial support to these committees

DP 13 - Legal Services (BIEN/OTO) -

The legislature adopted one-time-only general fund appropriations to hire outside attorney and legal services.

DP 15 - Stabilize Leg Staff- Competitive Pay Plan -

The legislature adopted base pay adjustments to stabilize legislative staff with competitive pay. Growth in market pay rates for professional and business services occupations has exceeded inflation and statewide wage growth. The legislature adopted a base pay adjustment to accommodate this change in the economic environment and to stabilize legislative staff with competitive pay.

DP 17 - Funding Switch -

The legislature adopted an increase in general fund and a decrease in state special revenue funds for the personal services expenditures related to the update and production of the MCA. This shift in funding was adopted because it is a challenge to fund personal services from this state special revenue fund when revenues from the sale of printed copies of the MCA is declining and unpredictable.

DP 101 - Rent - Room 10 and Old Board of Health Building -

The legislature adopted general fund appropriations for additional legislative space.

DP 102 - Wireless Mics for Room 317 -

The legislature adopted general fund appropriations for converting the audio/video equipment to wireless in room 317 of the Capitol building. Room 317 is the most versatile hearing room in the Capitol, capable of being reconfigured into up to three separate hearing rooms and during session is often reconfigured multiple times during the day to accommodate the varying needs of morning and afternoon committee meetings. This conversion provides flexibility in setting up and cleaning up cabling, while reducing wear and tear on stationary mics.

DP 103 - Transfer 2.50 FTE to Legislative Fiscal Division -

The legislature adopted the transfer of general fund appropriations for 2.50 FTE from the Legislative Services Division to the Legislative Fiscal Division. This transfers 0.50 FTE for a secretary supervisor adopted in DP 10 and 2.00 FTE (aggregate) interim committee secretary positions adopted in DP 11 to the Legislative Fiscal Division with appropriations adjusted in FY 2024 to allow for staggered start dates.

DP 104 - Comp Time Payouts -

The legislature adopted general fund appropriations for comp time payouts for staff. Due to staffing shortages, the Legislative Services Division staff have accrued high levels of comp time. This payout allows the division to better align comp time balances with the levels established in its administrative manual.

DP 105 - Additional FTE Request -

The legislature adopted general fund appropriations for 4.00 FTE in the Legislative Services Division with appropriations adjusted in FY 2024 to allow for staggered start dates. This includes funding for 2.00 FTE for software engineers, 1.00 FTE for a business analyst, and 1.00 FTE for an editor. The software engineers and business analyst will allow the division to reduce its dependency on the vendor for LAWS II as well as continue with projects to replace aging technology. The additional editor will address additional workload due to increased bill and amendment drafting.

DP 106 - Session Financial Automation Project (RST/OTO) -

The legislature approved restricted one-time-only general fund appropriations for the session financial automation project. This project will replace the current WordPerfect Script solution that is currently in place with an automated HB 2 process that will work in tandem with the LAWS II application suite.

DP 107 - OLIS Projects -

The legislature adopted general fund appropriations for information technology projects. For the 2025 biennium, this includes:

- Audio/video upgrades - \$410,000
- Fiber integration upgrade - \$30,000
- Access database conversion - \$580,000
- Website upgrades - \$200,000
- Paperless signature validation - \$50,000
- LAWS II core upgrade - \$50,000
- Legislative Audit Division automation project (phase II) - \$50,000

DP 333 - Adjustment to Inflation -

The legislature adopted an adjustment to inflation included in DP 3.

Program Budget Comparison

The following table compares the 2023 biennium appropriated budget and the adopted budget for the 2025 biennium by type of expenditure and source of funding.

Program Budget Comparison				
Budget Item	Appropriated Budget 22-23	Legislative Budget 24-25	Biennium Change	Biennium % Change
Personal Services	534,839	623,124	88,285	16.51 %
Operating Expenses	1,966,242	2,038,781	72,539	3.69 %
Transfers	45,702	0	(45,702)	(100.00)%
Total Expenditures	\$2,546,783	\$2,661,905	\$115,122	4.52 %
General Fund	2,421,783	2,661,905	240,122	9.92 %
State/Other Special Rev. Funds	125,000	0	(125,000)	(100.00)%
Total Funds	\$2,546,783	\$2,661,905	\$115,122	4.52 %
Total Ongoing	\$2,035,287	\$2,661,905	\$626,618	30.79 %
Total OTO	\$511,496	\$0	(\$511,496)	(100.00)%

Program Description

The Legislative Committees and Activities Program supports the activities of legislators and legislative committees that are conducted during the interim between legislative sessions.

Program expenditures support:

- The Legislative Council
- Interim study activities, as defined in 5-5-202 through 5-5-217, MCA
- Cooperative interstate, international, and intergovernmental activities, as outlined in 5-11-303 through 5-11-305, MCA
- Other legislative activities for which appropriations are made

Program Highlights

Legislative Committees and Activities Major Budget Highlights
<ul style="list-style-type: none"> • The Legislative Committees and Activities' 2025 biennium ongoing appropriations are approximately \$627,000 or 30.8% higher than the 2023 biennium. Significant changes include: <ul style="list-style-type: none"> ◦ An increase in general fund of approximately \$476,000 over the biennium because of increases in legislative salaries, lodging and mileage rates, legislator activity dues, and an increase in interim committee meetings of 16 days ◦ An increase in general fund of approximately \$67,000 each fiscal year to increase an environmental policy committee secretary from 0.05 FTE to 1.00 FTE

Program Actuals and Budget Comparison

The following table compares FY 2022 actual expenditures, FY 2022 and FY 2023 appropriations, and the adopted budget for FY 2024 and FY 2025 by type of expenditure and source of funding.

Program Actuals and Budget Comparison					
Budget Item	Actuals Fiscal 2022	Approp. Fiscal 2022	Approp. Fiscal 2023	Legislative Fiscal 2024	Legislative Fiscal 2025
FTE	0.00	0.97	0.97	1.92	1.92
Personal Services	254,954	402,178	132,661	387,859	235,265
Operating Expenses	809,677	1,175,968	790,274	1,253,741	785,040
Transfers	0	45,702	0	0	0
Total Expenditures	\$1,064,631	\$1,623,848	\$922,935	\$1,641,600	\$1,020,305
General Fund	985,333	1,498,848	922,935	1,641,600	1,020,305
State/Other Special Rev. Funds	79,298	125,000	0	0	0
Total Funds	\$1,064,631	\$1,623,848	\$922,935	\$1,641,600	\$1,020,305
Total Ongoing	\$898,429	\$1,112,352	\$922,935	\$1,641,600	\$1,020,305
Total OTO	\$166,202	\$511,496	\$0	\$0	\$0

Funding

The following table shows proposed agency funding for all sources of authority.

Legislative Branch, 21-Legis. Committees & Activities Funding by Source of Authority					
Funds	HB2	Non-Budgeted Proprietary	Statutory Appropriation	Total All Sources	% Total All Funds
01100 General Fund	2,661,905	0	0	2,661,905	100.00 %
State Special Total	\$0	\$0	\$0	\$0	0.00 %
Federal Special Total	\$0	\$0	\$0	\$0	0.00 %
Proprietary Total	\$0	\$0	\$0	\$0	0.00 %
Total All Funds	\$2,661,905	\$0	\$0	\$2,661,905	

Legislative Committees and Activities is funded entirely with general fund.

Budget Summary by Category

The following table summarizes the total budget by base, present law adjustments, and new proposals. For a description of these categories, please see the glossary.

Budget Item	-----General Fund-----				-----Total Funds-----			
	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget
2023 Base Budget	922,935	922,935	1,845,870	69.34 %	922,935	922,935	1,845,870	69.34 %
SWPL Adjustments	97,094	79,867	176,961	6.65 %	97,094	79,867	176,961	6.65 %
PL Adjustments	555,458	(78,979)	476,479	17.90 %	555,458	(78,979)	476,479	17.90 %
New Proposals	66,113	96,482	162,595	6.11 %	66,113	96,482	162,595	6.11 %
Total Budget	\$1,641,600	\$1,020,305	\$2,661,905		\$1,641,600	\$1,020,305	\$2,661,905	

Present Law Adjustments

The "Present Law" Adjustments table shows the changes from the base appropriation to the adopted budget. "Statewide Present Law" adjustments (DP 1, DP 2, DP 3) are standard categories of adjustments made to all agencies. Decisions on these items were applied globally to all agencies.

	-----Fiscal 2024-----					-----Fiscal 2025-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 1 - Personal Services	0.00	92,635	0	0	92,635	0.00	74,386	0	0	74,386
DP 3 - Inflation Deflation	0.00	4,459	0	0	4,459	0.00	5,481	0	0	5,481
DP 4 - Present Law Adjustments	0.00	555,458	0	0	555,458	0.00	(78,979)	0	0	(78,979)
Grand Total All Present Law Adjustments	0.00	\$652,552	\$0	\$0	\$652,552	0.00	\$888	\$0	\$0	\$888

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

DP 1 - Personal Services -

The legislature adopted adjustments to the present law personal services budget for expected changes, management decisions and budget modifications.

DP 3 - Inflation Deflation -

The legislature adopted adjustments to reflect budgetary changes generated from the application of inflation and deflation factors to specific expenditure accounts. Affected accounts include: other services, supplies and materials, communications, in-state motor pool and motor pool leased vehicles, and repair and maintenance.

DP 4 - Present Law Adjustments -

The legislature adopted an increase in general fund appropriations in FY 2024 and a decrease in general fund appropriations in FY 2025. The cyclical nature of legislative business in Legislative Committees and Activities results in uneven appropriations for each fiscal year. Appropriations in the first year of the biennium are higher because most of the interim committee work is completed during this time. The biennial increase is partially due to an increase in the allowed lodging and mileage rates, legislator activity dues, and increasing interim committee meetings by 16 meeting days. Additionally, the present law decision package includes general fund appropriations for special counsel for legislative leadership and the Committee on Judicial Accountability.

New Proposals

The "New Proposals" table shows new changes to spending.

New Proposals	-----Fiscal 2024-----					-----Fiscal 2025-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 12 - FTE Request- .05 to 1.0 (PG 21)	0.95	67,228	0	0	67,228	0.95	67,439	0	0	67,439
DP 110 - Coordination with Other Bills	0.00	226,592	0	0	226,592	0.00	143,709	0	0	143,709
DP 333 - Adjustment to Inflation	0.00	(1,115)	0	0	(1,115)	0.00	(1,370)	0	0	(1,370)
DP 1400 - HB 260	0.00	(226,592)	0	0	(226,592)	0.00	(113,296)	0	0	(113,296)
Total	0.95	\$66,113	\$0	\$0	\$66,113	0.95	\$96,482	\$0	\$0	\$96,482

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

DP 12 - FTE Request- .05 to 1.0 (PG 21) -

The legislature adopted general fund appropriations for 0.95 FTE for the environmental policy committee secretary. This changes a position that is currently 0.05 FTE to 1.00 FTE because of increased workload.

DP 110 - Coordination with Other Bills -

The legislature adopted an increase in general fund appropriations for the implementation of HB 485 and HB 260. The legislature also adopted coordinating language for HB 260 that states if HB 260 is not passed and approved with at least one additional personal staff for the Speaker of the House of Representatives and at least one additional personal staff for the President of the Senate, the appropriations for Legislative Committees and Activities is reduced by \$226,592 general fund in FY 2024 and \$113,296 general fund in FY 2025.

DP 333 - Adjustment to Inflation -

The legislature adopted an adjustment to inflation included in DP 3.

DP 1400 - HB 260 -

The legislature adopted contingency language to reduce appropriations if HB 260 was not passed and approved with at least one additional personal staff for the Speaker of the House of Representatives and at least one additional personal staff for the President of the Senate and this decision package implements this language. The legislature did not pass and approve HB 260, so the appropriations were reduced.

Program Budget Comparison

The following table compares the 2023 biennium appropriated budget and the adopted budget for the 2025 biennium by type of expenditure and source of funding.

Program Budget Comparison				
Budget Item	Appropriated Budget 22-23	Legislative Budget 24-25	Biennium Change	Biennium % Change
Personal Services	4,569,518	6,162,566	1,593,048	34.86 %
Operating Expenses	239,586	524,069	284,483	118.74 %
Total Expenditures	\$4,809,104	\$6,686,635	\$1,877,531	39.04 %
General Fund	4,809,104	6,686,635	1,877,531	39.04 %
Total Funds	\$4,809,104	\$6,686,635	\$1,877,531	39.04 %
Total Ongoing	\$4,809,104	\$6,571,635	\$1,762,531	36.65 %
Total OTO	\$0	\$115,000	\$115,000	100.00 %

Program Description

The Legislative Fiscal Division provides the legislature with objective fiscal information and analysis relevant to Montana public policy and budget determination.

The division’s services include:

- Fiscal analysis of state government and the furnishing of information bearing upon the financial matters of the state
- Identification of ways to effect economy and efficiency in state government
- Estimation of revenue and analysis of tax policy
- Analysis of the executive budget
- Compiling and analyzing fiscal information for legislators and legislative committees
- Staffing and support for legislative committees, including the preparation and processing of the appropriation bills for the legislative, judicial, and executive agencies

The Legislative Finance Committee provides guidance to the Legislative Fiscal Division.

Program Highlights

Legislative Fiscal Division Major Budget Highlights
<ul style="list-style-type: none"> • The Legislative Fiscal Division's 2025 biennium appropriations are approximately \$1.9 million or 39.0% higher than the 2023 biennium. Significant changes include increasing general fund appropriations by: <ul style="list-style-type: none"> ◦ Approximately \$254,000 in FY 2024 and \$357,000 in FY 2025 for 3.00 FTE for professional staff to address the increased workload in the division ◦ Approximately \$140,000 in FY 2024 and \$173,000 in FY 2025 for 2.50 FTE for interim committee secretary positions ◦ Approximately \$105,000 in FY 2024 and \$42,000 in FY 2025 for legislator salaries and travel expenses for the seven interim budget committee and the Legislative Finance Committee meetings ◦ Approximately \$119,000 in FY 2024 and \$125,000 in FY 2025 for the statewide present law adjustment for personal services

Program Actuals and Budget Comparison

The following table compares FY 2022 actual expenditures, FY 2022 and FY 2023 appropriations, and the adopted budget for FY 2024 and FY 2025 by type of expenditure and source of funding.

Program Actuals and Budget Comparison					
Budget Item	Actuals Fiscal 2022	Approp. Fiscal 2022	Approp. Fiscal 2023	Legislative Fiscal 2024	Legislative Fiscal 2025
FTE	0.00	21.00	21.00	26.50	26.50
Personal Services	2,061,338	2,221,747	2,347,771	3,015,539	3,147,027
Operating Expenses	65,895	125,301	114,285	296,349	227,720
Total Expenditures	\$2,127,233	\$2,347,048	\$2,462,056	\$3,311,888	\$3,374,747
General Fund	2,127,233	2,347,048	2,462,056	3,311,888	3,374,747
Total Funds	\$2,127,233	\$2,347,048	\$2,462,056	\$3,311,888	\$3,374,747
Total Ongoing	\$2,127,233	\$2,347,048	\$2,462,056	\$3,246,888	\$3,324,747
Total OTO	\$0	\$0	\$0	\$65,000	\$50,000

Funding

The following table shows proposed agency funding for all sources of authority.

Legislative Branch, 27-Fiscal Analysis & Review Funding by Source of Authority						
Funds	HB2	Non-Budgeted Proprietary	Statutory Appropriation	Total All Sources	% Total All Funds	
01100 General Fund	6,686,635	0	0	6,686,635	100.00 %	
State Special Total	\$0	\$0	\$0	\$0	0.00 %	
Federal Special Total	\$0	\$0	\$0	\$0	0.00 %	
Proprietary Total	\$0	\$0	\$0	\$0	0.00 %	
Total All Funds	\$6,686,635	\$0	\$0	\$6,686,635		

The Legislative Fiscal Division is entirely funded with general fund.

Budget Summary by Category

The following table summarizes the total budget by base, present law adjustments, and new proposals. For a description of these categories, please see the glossary.

Budget Item	-----General Fund-----				-----Total Funds-----			
	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget
2023 Base Budget	2,462,056	2,462,056	4,924,112	73.64 %	2,462,056	2,462,056	4,924,112	73.64 %
SWPL Adjustments	121,746	127,575	249,321	3.73 %	121,746	127,575	249,321	3.73 %
PL Adjustments	105,723	42,159	147,882	2.21 %	105,723	42,159	147,882	2.21 %
New Proposals	622,363	742,957	1,365,320	20.42 %	622,363	742,957	1,365,320	20.42 %
Total Budget	\$3,311,888	\$3,374,747	\$6,686,635		\$3,311,888	\$3,374,747	\$6,686,635	

Present Law Adjustments

The "Present Law" Adjustments table shows the changes from the base appropriation to the adopted budget. "Statewide Present Law" adjustments (DP 1, DP 2, DP 3) are standard categories of adjustments made to all agencies. Decisions on these items were applied globally to all agencies.

Present Law Adjustments	-----Fiscal 2024-----					-----Fiscal 2025-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 1 - Personal Services	0.00	119,358	0	0	119,358	0.00	124,623	0	0	124,623
DP 2 - Fixed Costs	0.00	0	0	0	0	0.00	0	0	0	0
DP 3 - Inflation Deflation	0.00	2,388	0	0	2,388	0.00	2,952	0	0	2,952
DP 4 - Present Law Adjustments	0.00	105,770	0	0	105,770	0.00	42,203	0	0	42,203
DP 30 - Motor Pool Rate Adjustment	0.00	(47)	0	0	(47)	0.00	(44)	0	0	(44)
Grand Total All Present Law Adjustments	0.00	\$227,469	\$0	\$0	\$227,469	0.00	\$169,734	\$0	\$0	\$169,734

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

DP 1 - Personal Services -

The legislature adopted adjustments to the present law personal services budget for expected changes, management decisions and budget modifications.

DP 2 - Fixed Costs -

The legislature adopted adjustments to provide the funding required in the proposed budget for fixed costs assessed by other agencies within state government for the services they provide. Examples include: warrant writer, motor pool, information technology services, etc. The rates charged for these services are approved in the section of the budget that provides the services.

DP 3 - Inflation Deflation -

The legislature adopted adjustments to reflect budgetary changes generated from the application of inflation and deflation factors to specific expenditure accounts. Affected accounts include: other services, supplies and materials, communications, in-state motor pool and motor pool leased vehicles, and repair and maintenance.

DP 4 - Present Law Adjustments -

The legislature adopted general fund appropriations for personal services and travel expenses for legislative participation in interim committee meetings. This includes funding for the six meetings for the interim budget committees established in HB 497 (2021 Legislature) and the seven Legislative Finance Committee meetings. In the 2025 biennium, this includes:

- An increase of approximately \$85,000 in FY 2024 and \$30,000 in FY 2025 for legislator salaries and travel expenses for the interim budget committees. The appropriation in HB 330 for the additional Legislative Finance Committee members and interim activities was not included in the FY 2023 base budget
- An increase of \$21,000 in FY 2024 and \$13,000 in FY 2025, primarily for legislator travel expenses for the Legislative Finance Committee

DP 30 - Motor Pool Rate Adjustment -

The legislature adopted a reduction to proposed motor pool rates.

New Proposals

The "New Proposals" table shows new changes to spending.

New Proposals	-----Fiscal 2024-----					-----Fiscal 2025-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 10 - FTE Request- Branch Professional/Support Staff	3.00	253,890	0	0	253,890	3.00	356,974	0	0	356,974
DP 15 - Stabilize Leg Staff- Competitive Pay Plan	0.00	114,112	0	0	114,112	0.00	114,112	0	0	114,112
DP 103 - Transfer 2.50 FTE to Legislative Fiscal Division	2.50	140,203	0	0	140,203	2.50	172,935	0	0	172,935
DP 109 - Pension Actuarial Analysis (OTO)	0.00	65,000	0	0	65,000	0.00	50,000	0	0	50,000
DP 110 - Coordination with Other Bills	0.00	50,000	0	0	50,000	0.00	50,000	0	0	50,000
DP 333 - Adjustment to Inflation	0.00	(842)	0	0	(842)	0.00	(1,064)	0	0	(1,064)
Total	5.50	\$622,363	\$0	\$0	\$622,363	5.50	\$742,957	\$0	\$0	\$742,957

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

DP 10 - FTE Request- Branch Professional/Support Staff -

The legislature adopted general fund appropriations for personal services for 3.00 FTE with appropriations adjusted in FY 2024 to allow for staggered start dates. The additional staff will address workload in the following areas, largely with respect to interim committee work:

- Interim budget committee meeting administration, which includes agenda development, analysis, and communications support
- Data and fiscal analysis support and coordination with interim policy committees in areas related to public safety, health and human services, and local government
- Core data analysis work related to policy committees including outreach to policy experts

DP 15 - Stabilize Leg Staff- Competitive Pay Plan -

The legislature adopted base pay adjustments to stabilize legislative staff with competitive pay. Growth in market pay rates for professional and business services occupations has exceeded inflation and statewide wage growth. The legislature adopted a base pay adjustment to accommodate this change in the economic environment and to stabilize legislative staff with competitive pay.

DP 103 - Transfer 2.50 FTE to Legislative Fiscal Division -

The legislature adopted the transfer of general fund appropriations for 2.50 FTE from the Legislative Services Division to the Legislative Fiscal Division. This transfers 0.50 FTE for a secretary supervisor adopted in DP 10 and 2.00 FTE (aggregate) interim committee secretary positions adopted in DP 11 to the Legislative Fiscal Division with appropriations adjusted in FY 2024 to allow for staggered start dates.

DP 109 - Pension Actuarial Analysis (OTO) -

The legislature adopted one-time-only general fund appropriations for contracting an actuarial analysis on the pension system. This review will provide the legislature with information to fulfill its financial fiduciary responsibilities related to the pension system.

DP 110 - Coordination with Other Bills -

The legislature adopted an increase in general fund appropriations for the implementation of HB 110, HB 140, SB 176, and HB 485.

DP 333 - Adjustment to Inflation -

The legislature adopted an adjustment to inflation included in DP 3.

Program Budget Comparison

The following table compares the 2023 biennium appropriated budget and the adopted budget for the 2025 biennium by type of expenditure and source of funding.

Program Budget Comparison				
Budget Item	Appropriated Budget 22-23	Legislative Budget 24-25	Biennium Change	Biennium % Change
Personal Services	9,722,981	10,714,376	991,395	10.20 %
Operating Expenses	533,044	525,195	(7,849)	(1.47)%
Total Expenditures	\$10,256,025	\$11,239,571	\$983,546	9.59 %
General Fund	5,868,275	6,885,987	1,017,712	17.34 %
State/Other Special Rev. Funds	4,387,750	4,353,584	(34,166)	(0.78)%
Total Funds	\$10,256,025	\$11,239,571	\$983,546	9.59 %
Total Ongoing	\$10,155,575	\$11,239,571	\$1,083,996	10.67 %
Total OTO	\$100,450	\$0	(\$100,450)	(100.00)%

Program Description

The Legislative Audit Division is the state's independent auditor and a key part of the legislature's responsibility for strict accountability of public funds. The division's products and services provide legislative and executive managers of the public trust with factual, objective, and unbiased information on how state government works and how to make it work better. These products and services include the following:

- Auditing the state's Comprehensive Annual Financial Report and the biennial Federal Single Audit
- Conducting performance audits to focus on agency or program operations and management, efficiency and effectiveness in delivery of government services, or public policy outcomes and impacts
- Conducting financial-compliance audits of each state agency at least every two years to assess adherence to accounting principles, compliance with material laws, and internal controls
- Conducting information systems audits to address the design, operation and maintenance of technology systems and processes, and providing assurances on the quality and reliability of system data
- Maintaining the state's hotline for reporting fraud, waste and abuse in state government and conducting work to verify allegations and substantiate reported cases
- Reporting violations of penal statutes, instances of misfeasance, malfeasance, or nonfeasance, and any instances of apparent criminal violations of the state code of ethics discovered in an audit
- Auditing records of entities under contract with the state
- Assisting the legislature, its committees, and its members by providing information related to the fiscal affairs of state government

The Legislative Auditor is responsible for managing the division and appointing and defining the duties of the division's employees. The Legislative Auditor is appointed by the Legislative Audit Committee, a twelve-member, bipartisan, bicameral permanent joint committee of the legislature.

Program Highlights

Legislative Audit Division Major Budget Highlights
<ul style="list-style-type: none"> • The Legislative Audit Division's 2025 biennium appropriations are approximately \$984,000 or 9.6% higher than the 2023 biennium. Significant changes include: <ul style="list-style-type: none"> ◦ Increasing general fund and state special revenue appropriations by approximately \$416,000 in FY 2024 and \$451,000 in FY 2025 for the statewide present law adjustment for personal services ◦ Reducing state special revenue appropriations by approximately \$186,000 and increasing general fund appropriations by approximately \$125,000 each fiscal year in order to move toward a more risk-based audit approach ◦ Increasing general fund and state special revenue appropriations by approximately \$50,000 each year to reclassify an existing associate auditor position to a deputy legislative auditor for technology and data analytics

Program Actuals and Budget Comparison

The following table compares FY 2022 actual expenditures, FY 2022 and FY 2023 appropriations, and the adopted budget for FY 2024 and FY 2025 by type of expenditure and source of funding.

Program Actuals and Budget Comparison					
Budget Item	Actuals Fiscal 2022	Approp. Fiscal 2022	Approp. Fiscal 2023	Legislative Fiscal 2024	Legislative Fiscal 2025
FTE	0.00	52.75	52.75	52.75	52.75
Personal Services	4,231,677	4,812,075	4,910,906	5,338,329	5,376,047
Operating Expenses	195,315	276,013	257,031	282,614	242,581
Total Expenditures	\$4,426,992	\$5,088,088	\$5,167,937	\$5,620,943	\$5,618,628
General Fund	2,412,398	2,903,875	2,964,400	3,443,101	3,442,886
State/Other Special Rev. Funds	2,014,594	2,184,213	2,203,537	2,177,842	2,175,742
Total Funds	\$4,426,992	\$5,088,088	\$5,167,937	\$5,620,943	\$5,618,628
Total Ongoing	\$4,426,992	\$5,037,863	\$5,117,712	\$5,620,943	\$5,618,628
Total OTO	\$0	\$50,225	\$50,225	\$0	\$0

Funding

The following table shows proposed agency funding for all sources of authority.

Legislative Branch, 28-Audit & Examination Funding by Source of Authority						
Funds	HB2	Non-Budgeted Proprietary	Statutory Appropriation	Total All Sources	% Total All Funds	
01100 General Fund	6,885,987	0	0	6,885,987	61.27 %	
02042 Legislative Audit	4,353,584	0	0	4,353,584	100.00 %	
State Special Total	\$4,353,584	\$0	\$0	\$4,353,584	38.73 %	
Federal Special Total	\$0	\$0	\$0	\$0	0.00 %	
Proprietary Total	\$0	\$0	\$0	\$0	0.00 %	
Total All Funds	\$11,239,571	\$0	\$0	\$11,239,571		

The Legislative Audit Division is funded with general fund and state special revenue. The state special revenue funds are generated through a charge to state agencies for legislative audit services. The charge is based on a billing rate for audit services and is calculated in accordance with federal regulations.

Budget Summary by Category

The following table summarizes the total budget by base, present law adjustments, and new proposals. For a description of these categories, please see the glossary.

Budget Item	-----General Fund-----				-----Total Funds-----			
	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget	Budget Fiscal 2024	Budget Fiscal 2025	Biennium Fiscal 24-25	Percent of Budget
2023 Base Budget	2,964,400	2,964,400	5,928,800	86.10 %	5,117,712	5,117,712	10,235,424	91.07 %
SWPL Adjustments	246,195	267,230	513,425	7.46 %	423,582	459,849	883,431	7.86 %
PL Adjustments	18,235	(5,392)	12,843	0.19 %	31,440	(9,296)	22,144	0.20 %
New Proposals	214,271	216,648	430,919	6.26 %	48,209	50,363	98,572	0.88 %
Total Budget	\$3,443,101	\$3,442,886	\$6,885,987		\$5,620,943	\$5,618,628	\$11,239,571	

Present Law Adjustments

The "Present Law" Adjustments table shows the changes from the base appropriation to the adopted budget. "Statewide Present Law" adjustments (DP 1, DP 2, DP 3) are standard categories of adjustments made to all agencies. Decisions on these items were applied globally to all agencies.

Present Law Adjustments	-----Fiscal 2024-----					-----Fiscal 2025-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 1 - Personal Services	0.00	241,271	174,714	0	415,985	0.00	261,591	189,428	0	451,019
DP 2 - Fixed Costs	0.00	0	(893)	0	(893)	0.00	0	(893)	0	(893)
DP 3 - Inflation Deflation	0.00	4,924	3,566	0	8,490	0.00	5,639	4,084	0	9,723
DP 4 - Present Law Adjustments	0.00	18,419	13,338	0	31,757	0.00	(5,220)	(3,780)	0	(9,000)
DP 30 - Motor Pool Rate Adjustment	0.00	(184)	(133)	0	(317)	0.00	(172)	(124)	0	(296)
Grand Total All Present Law Adjustments	0.00	\$264,430	\$190,592	\$0	\$455,022	0.00	\$261,838	\$188,715	\$0	\$450,553

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

DP 1 - Personal Services -

The legislature adopted adjustments to the present law personal services budget for expected changes, management decisions and budget modifications.

DP 2 - Fixed Costs -

The legislature adopted adjustments to provide the funding required in the proposed budget for fixed costs assessed by other agencies within state government for the services they provide. Examples include: warrant writer, motor pool, information technology services, etc. The rates charged for these services are approved in the section of the budget that provides the services.

DP 3 - Inflation Deflation -

The legislature adopted adjustments to reflect budgetary changes generated from the application of inflation and deflation factors to specific expenditure accounts. Affected accounts include: other services, supplies and materials, communications, in-state motor pool and motor pool leased vehicles, and repair and maintenance.

DP 4 - Present Law Adjustments -

The legislature adopted general fund and state special revenue modifications for cyclical adjustments. In FY 2024, the increases include:

- Approximately \$21,000 for the Legislative Branch's contracted audit
- \$5,000 for professional certification support
- \$3,000 for a price increase related to actuarial services
- \$3,000 for software licensing increases

In FY 2025, this includes:

- A reduction of \$20,000 for the Governmental Accountability Office Peer Review. This review does not occur every fiscal year and can be removed from the budget in FY 2025
- An increase of \$5,000 for professional certification support
- An increase of \$3,000 for a price increase related to actuarial services
- An increase of \$3,000 for software licensing increases

Additionally, during the 2021 session, the Legislative Audit Division requested one-time-only funding of \$20,000 for training. This funding was approved by the 2021 Legislature but was inadvertently not included in HB 2 as a one-time-only line item. Therefore, this appropriation is included in the base budget. This funding is included in the budget for FY 2024 and FY 2025. Because this appropriation is included in the base, this results in a \$0 change.

DP 30 - Motor Pool Rate Adjustment -

The legislature adopted a reduction to proposed motor pool rates.

New Proposals

The “New Proposals” table shows new changes to spending.

New Proposals	-----Fiscal 2024-----					-----Fiscal 2025-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 15 - Stabilize Leg Staff- Competitive Pay Plan	0.00	61,543	0	0	61,543	0.00	61,543	0	0	61,543
DP 16 - Position Reclassifications	0.00	28,951	20,964	0	49,915	0.00	28,951	20,964	0	49,915
DP 17 - Funding Switch	0.00	125,396	(185,854)	0	(60,458)	0.00	125,396	(185,854)	0	(60,458)
DP 110 - Coordination with Other Bills	0.00	0	0	0	0	0.00	2,684	0	0	2,684
DP 333 - Adjustment to Inflation	0.00	(1,619)	(1,172)	0	(2,791)	0.00	(1,926)	(1,395)	0	(3,321)
Total	0.00	\$214,271	(\$166,062)	\$0	\$48,209	0.00	\$216,648	(\$166,285)	\$0	\$50,363

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

DP 15 - Stabilize Leg Staff- Competitive Pay Plan -

The legislature adopted base pay adjustments to stabilize legislative staff with competitive pay. Growth in market pay rates for professional and business services occupations has exceeded inflation and statewide wage growth. The legislature adopted a base pay adjustment to accommodate this change in the economic environment and to stabilize legislative staff with competitive pay.

DP 16 - Position Reclassifications -

The legislature adopted additional general fund and state special revenue appropriations to reclassify an existing associate auditor (entry level position) to a deputy legislative auditor for technology and data analytics. Deputy-level leadership for the information systems audit team was a recommendation identified in a consulting report provided to the Legislative Audit Committee and is a part of the broader effort of the division to move towards a more risk-based audit model.

DP 17 - Funding Switch -

The legislature adopted a decrease in state special revenue and an increase in general fund appropriations because the division is moving towards a risk-based model for conducting audit work. The division would discontinue regular financial compliance audits at seven small agencies and the Facility Finance Authority and outsource the annual financial audit of the Montana State Fund. The audit costs for these agencies would be eliminated from HB 2, which would reduce the state special revenues that the Legislative Audit Division receives. The shift to general fund appropriations would allow the division to begin conducting risk-based audits. This fund shift was contingent on the passage and approval of HB 132.

DP 110 - Coordination with Other Bills -

The legislature adopted an increase in general fund appropriations for the implementation of HB 485.

DP 333 - Adjustment to Inflation -

The legislature adopted an adjustment to inflation included in DP 3.