OFFICE OF ADMINISTRATION

BUDGET REQUEST 2012

KELVIN L. SIMMONS
Commissioner
Office of Administration

Includes Governor's Recommendations

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Department Overview

OFFICE OF ADMINISTRATION OVERVIEW

The Office of Administration (OA) is the state's service and administrative control agency. Created by the General Assembly on January 15, 1973, it combines and coordinates the central management functions of state government. OA's responsibilities were clarified and amended by the Omnibus State Reorganization Act of 1974.

The chief administrative officer is the commissioner of administration who is appointed by the governor with the advice and consent of the Senate. The commissioner appoints the directors of the divisions who are responsible to him. The OA divisions are: **Accounting-**maintains all financial records for state appropriations and funds, processes payments, controls production of warrants, and distributes checks; **Budget and Planning**- analyzes state government programs and provides recommendations and information to the Governor, General Assembly, and state agencies regarding fiscal and other policies; **Facilities Management**, **Design and Construction-** provides project management and construction administration for capital improvement projects; operates, maintains and manages state-owned office buildings and other structures, and is responsible for acquiring and managing leased space; **General Services**-provides agencies with a variety of support services such as printing, mail services, fleet management, vehicle maintenance, and administration of the legal expense fund and the state employee workers' compensation program; **Information Technology Services**- manages state information technology resources; provides mainframe computer processing services through the State Data Center; manages the State's telecommunication services; and provides Internet services, IT education services, and network support to all state agencies; **Personnel-** provides central human resource (HR) management programs and services to all executive branch departments in compliance with the State Personnel Law; and **Purchasing and Materials Management-** centralizes procurement to save money by purchasing supplies, materials, and services in larger quantities and encourages competitive bidding and awards on all contracts; maintains responsibility for the statewide in-house recycling program; transfers and/or disposes of state agencies' surplus property to maximize state resources; and administers the Federal Surplus Property Program.

A number of boards and commissions' budgets are also assigned to OA: Administrative Hearing Commission; Office of Equal Opportunity; Martin Luther King, Jr. Celebration Commission; Office of Child Advocate; Children's Trust Fund; Governor's Council on Disability; Missouri Public Entity Risk Management (MOPERM); and the Missouri Ethics Commission. The Board of Fund Commissioners public debt budget request (House Bill 1) appears in a separate book.

The Office of Administration administers a number of debt and related debt obligations appropriations, various pass-through distributions from the federal government, and statutory payments and reimbursements to political subdivisions throughout the State.

Appropriations for all State employee benefits such as social security, retirement, and health insurance, are appropriated centrally to the Office of Administration in House Bill 5, and budget requests for those benefits appear in a separate book entitled "Employee Benefits."

Auditor and Oversight Report

State Auditor's Reports, Oversight Evaluations, and Missouri Sunset Act Reports

Program or Division Name	Type of Report	Date Issued	Website
Review of Article X	State Auditor's Report	Jun-10	http://auditor.mo.gov/press/2010-71.pdf
	State Auditor's Report	Apr-09	http://auditor.mo.gov/press/2009-35.htm
	State Auditor's Report	Jan-08	http://auditor.mo.gov/press/2008-06.htm
Single Audit Act	State Auditor's Report	Mar-10	http://auditor.mo.gov/press/2010-30.pdf
	State Auditor's Report	Mar-09	http://auditor.mo.gov/press/2009-25.htm
	State Auditor's Report	Mar-08	http://auditor.mo.gov/press/2008-17.htm
Central Services Cost Allocation Plan	State Auditor's Report	Mar-10	http://auditor.mo.gov/press/2010-29.pdf
Comprehensive Annual Financial Report	State Auditor's Opinion	Dec-09	http://oa.mo.gov/acct/cafrfy2009/010-AuditorOpinion.pdf
	State Auditor's Opinion	Jan-09	http://oa.mo.gov/acct/cafrfy2008/009-OpinionLetter.pdf
	State Auditor's Opinion	Mar-08	http://oa.mo.gov/acct/cafrfy2007/20078OpinionLetter.pdf
Statewide Accounting System Internal Controls	State Auditor's Report	Dec-10	http://www.auditor.mo.gov/press/2010-160.htm
Lewis and Clark Discovery Initiative	State Auditor's Report	Jul-10	http://auditor.mo.gov/press/2010-87.htm
Information Technology Consolidation	State Auditor's Report	Oct-09	http://auditor.mo.gov/press/2009-112.pdf
Expenditures	State Auditor's Report	May-09	http://auditor.mo.gov/press/2009-52.htm
Oversight of Procurement and Fuel Card Programs Follow-Up	State Auditor's Report	Oct-08	http://auditor.mo.gov/press/2008-68.htm
Children's Trust Fund	State Auditor's Report	Jun-08	http://auditor.mo.gov/press/2008-34.htm
DNR & OA - Analysis of State Energy Efficiency Programs	State Auditor's Report	Apr-08	http://auditor.mo.gov/press/2008-25.htm
SAM II Vendor File and Related Processes	State Auditor's Report	Mar-08	http://auditor.mo.gov/press/2008-14.htm

Commissioners Office

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
COMMISSIONER'S OFFICE-OPER								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	794,337	12.63	848,826	13.00	848,826	13.00	848,826	13.00
TOTAL - PS	794,337	12.63	848,826	13.00	848,826	13.00	848,826	13.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	135,878	0.00	89,883	0.00	88,828	0.00	88,073	0.00
TOTAL - EE	135,878	0.00	89,883	0.00	88,828	0.00	88,073	0.00
TOTAL	**930,215**	**12.63**	**938,709**	**13.00**	**937,654**	**13.00**	**936,899**	**13.00**
GRAND TOTAL	**$930,215**	**12.63**	**$938,709**	**13.00**	**$937,654**	**13.00**	**$936,899**	**13.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30203
Division	Commissioner's Office		
Core -	Operating		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	848,826	0	0	848,826
EE	88,828	0	0	88,828
PSD	0	0	0	0
TRF	0	0	0	0
Total	**937,654**	**0**	**0**	**937,654**
FTE	**13.00**	**0.00**	**0.00**	**13.00**
Est. Fringe	*472,372*	*0*	*0*	*472,372*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	848,826	0	0	848,826
EE	88,073	0	0	88,073
PSD	0	0	0	0
TRF	0	0	0	0
Total	**936,899**	**0**	**0**	**936,899**
FTE	**13.00**	**0.00**	**0.00**	**13.00**
Est. Fringe	*472,372*	*0*	*0*	*472,372*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Commissioner's Office provides centralized services to the department, including legislative and policy issue research and tracking, legal counsel, human resource administration, and budget preparation and tracking. The statewide Office of Equal Opportunity and the Martin Luther King, Jr. State Celebration Commission are also assigned to the Commissioner's Office, and the core budgets for those organizations appear as separate requests.

3. PROGRAM LISTING (list programs included in this core funding)

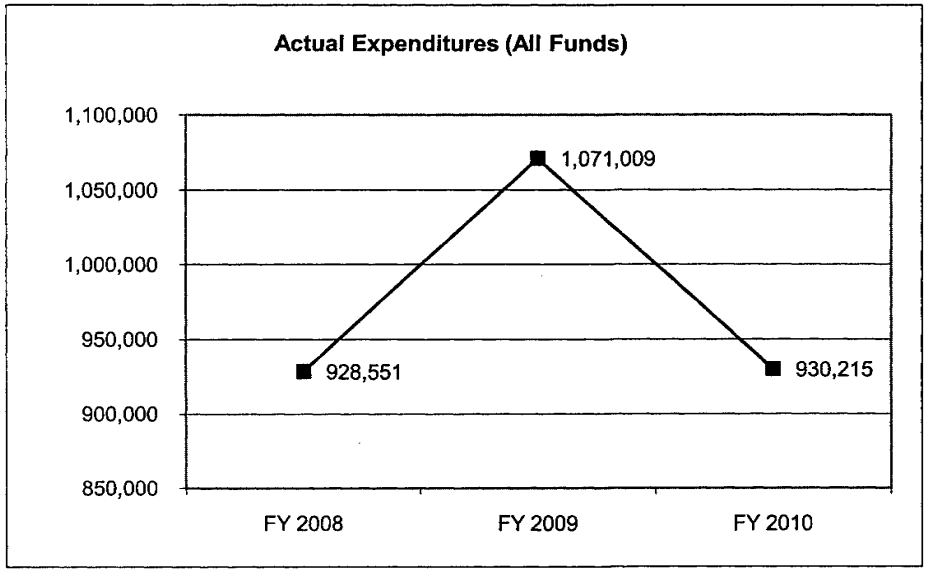
See various divisions' program listings.

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30203
Division	Commissioner's Office		
Core -	Operating		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	989,582	1,119,774	946,525	938,709
Less Reverted (All Funds)	(29,688)	(42,034)	(10,747)	N/A
Budget Authority (All Funds)	959,894	1,077,740	935,778	N/A
Actual Expenditures (All Funds)	928,551	1,071,009	930,215	N/A
Unexpended (All Funds)	31,343	6,731	5,563	N/A
Unexpended, by Fund:				
General Revenue	31,343	6,731	5,563	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
COMMISSIONER'S OFFICE-OPER

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	13.00	848,826	0	0	848,826	
		EE	0.00	89,883	0	0	89,883	
		Total	**13.00**	**938,709**	**0**	**0**	**938,709**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	9 2139	EE	0.00	(1,055)	0	0	(1,055)	FY 11 spending restrictions
NET DEPARTMENT CHANGES			**0.00**	**(1,055)**	**0**	**0**	**(1,055)**	
DEPARTMENT CORE REQUEST								
		PS	13.00	848,826	0	0	848,826	
		EE	0.00	88,828	0	0	88,828	
		Total	**13.00**	**937,654**	**0**	**0**	**937,654**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1676 2139	EE	0.00	(755)	0	0	(755)	FY12 Core Reductions
NET GOVERNOR CHANGES			**0.00**	**(755)**	**0**	**0**	**(755)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	13.00	848,826	0	0	848,826	
		EE	0.00	88,073	0	0	88,073	
		Total	**13.00**	**936,899**	**0**	**0**	**936,899**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	30203	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Operating	**DIVISION:**	Commissioner's Office

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

It is requested that 25% be approved as flexible PS/EE, the same amount as in FY 11. This flexibility would help manage responsibilities and resources should any withholding occur and the flexibility to pay accrued time when someone leaves the office or replace critical equipment. We do not know ahead of time which of these will be needed.

		Appr Total	Flex % Request	Flex Amount Request
Operations - 0101	PS	$848,826	25%	$212,207
	E&E	$88,828	25%	$22,207

This represents the same flexibility percentage authorized in FY 2011.

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$48,965	Unknown	Unknown

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
To allow payment of FY 2010 E&E obligations.	This will allow the division the flexibility to pay accrued time when someone leaves the division, replace critical equipment, or make other one-time unforseen needed expenditures. We do not know ahead of time which of these will be needed.

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
COMMISSIONER'S OFFICE-OPER								
CORE								
PERSONNEL OFCR II	50,076	1.00	50,076	1.00	50,076	1.00	50,076	1.00
PERSONNEL ANAL II	45,984	1.00	45,984	1.00	45,984	1.00	45,984	1.00
PERSONNEL CLERK	65,712	2.00	105,205	3.00	111,781	3.00	111,781	3.00
FISCAL & ADMINISTRATIVE MGR B2	69,775	1.00	69,775	1.00	69,775	1.00	69,775	1.00
HUMAN RESOURCES MGR B2	57,517	1.00	57,864	1.00	57,864	1.00	57,864	1.00
STATE DEPARTMENT DIRECTOR	123,967	1.00	123,967	1.00	123,967	1.00	123,967	1.00
DESIGNATED PRINCIPAL ASST DEPT	141,288	2.00	176,755	2.00	176,755	2.00	176,755	2.00
PARALEGAL	3,665	0.18	0	0.00	0	0.00	0	0.00
CHIEF COUNSEL	117,534	1.00	120,000	1.00	113,424	1.00	113,424	1.00
MISCELLANEOUS PROFESSIONAL	19,545	0.45	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	58,000	1.00	58,000	1.00	58,000	1.00	58,000	1.00
SPECIAL ASST OFFICE & CLERICAL	41,200	1.00	41,200	1.00	41,200	1.00	41,200	1.00
INTERN	74	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PS	**794,337**	**12.63**	**848,826**	**13.00**	**848,826**	**13.00**	**848,826**	**13.00**
TRAVEL, IN-STATE	17,621	0.00	4,500	0.00	4,123	0.00	3,985	0.00
TRAVEL, OUT-OF-STATE	4,769	0.00	2,100	0.00	0	0.00	0	0.00
SUPPLIES	17,230	0.00	22,779	0.00	18,351	0.00	18,351	0.00
PROFESSIONAL DEVELOPMENT	67,562	0.00	2,000	0.00	9,208	0.00	9,208	0.00
COMMUNICATION SERV & SUPP	11,550	0.00	7,184	0.00	7,184	0.00	7,184	0.00
PROFESSIONAL SERVICES	12,336	0.00	33,690	0.00	33,012	0.00	32,395	0.00
M&R SERVICES	2,371	0.00	2,000	0.00	2,000	0.00	2,000	0.00
OFFICE EQUIPMENT	238	0.00	4,000	0.00	4,000	0.00	4,000	0.00
OTHER EQUIPMENT	0	0.00	91	0.00	100	0.00	100	0.00
BUILDING LEASE PAYMENTS	0	0.00	39	0.00	100	0.00	100	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
MISCELLANEOUS EXPENSES	2,201	0.00	10,000	0.00	9,250	0.00	9,250	0.00
TOTAL - EE	**135,878**	**0.00**	**89,883**	**0.00**	**88,828**	**0.00**	**88,073**	**0.00**
GRAND TOTAL	**$930,215**	**12.63**	**$938,709**	**13.00**	**$937,654**	**13.00**	**$936,899**	**13.00**
GENERAL REVENUE	**$930,215**	**12.63**	**$938,709**	**13.00**	**$937,654**	**13.00**	**$936,899**	**13.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
OFF EQUAL OPPORTUNITY								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	275,736	6.00	291,362	6.50	291,362	6.50	291,362	6.50
TOTAL - PS	275,736	6.00	291,362	6.50	291,362	6.50	291,362	6.50
EXPENSE & EQUIPMENT								
GENERAL REVENUE	31,567	0.00	45,215	0.00	44,839	0.00	44,550	0.00
TOTAL - EE	31,567	0.00	45,215	0.00	44,839	0.00	44,550	0.00
TOTAL	**307,303**	**6.00**	**336,577**	**6.50**	**336,201**	**6.50**	**335,912**	**6.50**
Disparity Study - Donated Fund - 1300018								
EXPENSE & EQUIPMENT								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	0	0.00	1	0.00
TOTAL - EE	0	0.00	0	0.00	0	0.00	1	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**0**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$307,303**	**6.00**	**$336,577**	**6.50**	**$336,201**	**6.50**	**$335,913**	**6.50**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30207
Division	Commissioner's Office		
Core -	Office of Equal Opportunity		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	291,362	0	0	291,362
EE	44,839	0	0	44,839
PSD	0	0	0	0
TRF	0	0	0	0
Total	**336,201**	**0**	**0**	**336,201**
FTE	**6.50**	**0.00**	**0.00**	**6.50**
Est. Fringe	*175,196*	*0*	*0*	*175,196*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	291,362	0	0	291,362
EE	44,550	0	0	44,550
PSD	0	0	0	0
TRF	0	0	0	0
Total	**335,912**	**0**	**0**	**335,912**
FTE	**6.50**	**0.00**	**0.00**	**6.50**
Est. Fringe	*175,196*	*0*	*0*	*175,196*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Office of Equal Opportunity (OEO) was created by Executive Order 10-24. The Director of OEO shall serve as the State EEO Officer and shall report to the Governor and the Commissioner of Administration. He or she shall have primary responsibility for assisting in the coordination and implementation of workforce diversity programs throughout all departments of the executive branch of state government, and for advising the Governor on issues regarding equal employment opportunity, workforce diversity, and efforts to administer workforce diversity action goals and timetables for implementation throughout the departments of the executive branch.

Additionally, the Director of OEO shall be the state's chief compliance officer for the executive branch of state government to ensure that the State of Missouri is complying with all federal and state laws concerning equal employment opportunity and workforce diversity. He or she shall assist each department in developing a Workforce Diversity Plan. Additionally, the State EEO Officer shall review progress reports of the departments and shall meet biannually with each department director to evaluate departmental results and determine the course of future workforce diversity goals, timetables, recruiting, planning, and implementation. The results of each meeting shall be reported in writing to the Commissioner of Administration.

Not later than January first of each calendar year, a report to the Governor and the Commissioner of Administration which summarizes the activities of each department pursuant to this Order and which contains recommendations for additional programs to accomplish the purposes of this Order.

3. PROGRAM LISTING (list programs included in this core funding)

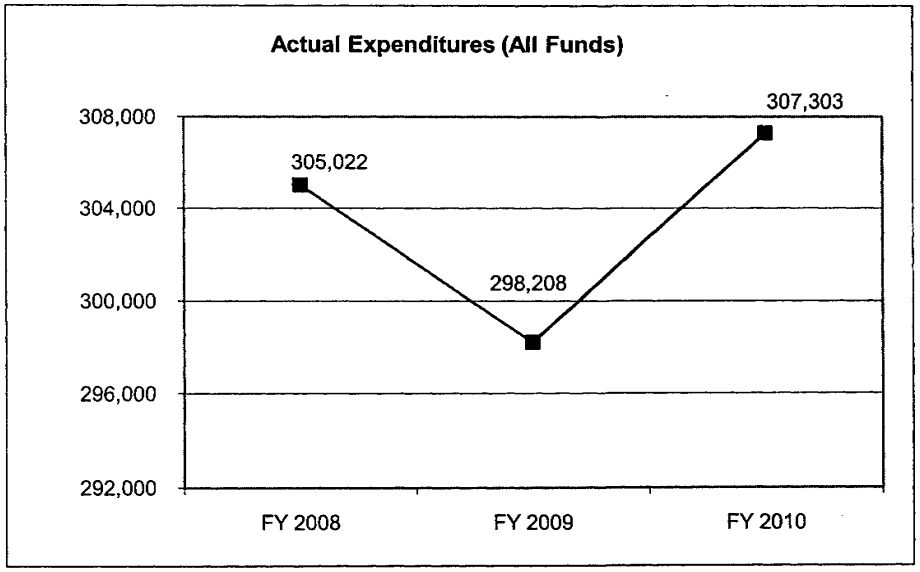
Equal Opportunity

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30207
Division	Commissioner's Office		
Core -	Office of Equal Opportunity		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr
Appropriation (All Funds)	358,927	366,003	342,090	336,577
Less Reverted (All Funds)	(10,768)	(22,275)	(14,862)	N/A
Budget Authority (All Funds)	348,159	343,728	327,228	N/A
Actual Expenditures (All Funds)	305,022	298,208	307,303	N/A
Unexpended (All Funds)	43,137	45,520	19,925	N/A
Unexpended, by Fund:				
General Revenue	43,137	45,520	19,925	N/A
Federal	0	0	0	N/A
Other	0	0	0	**N/A**



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
OFF EQUAL OPPORTUNITY

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	6.50	291,362	0	0	291,362	
	EE	0.00	45,215	0	0	45,215	
	Total	**6.50**	**336,577**	**0**	**0**	**336,577**	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction 767 3571	EE	0.00	(376)	0	0	(376)	FY 11 spending restriction
NET DEPARTMENT CHANGES		**0.00**	**(376)**	**0**	**0**	**(376)**	
DEPARTMENT CORE REQUEST							
	PS	6.50	291,362	0	0	291,362	
	EE	0.00	44,839	0	0	44,839	
	Total	**6.50**	**336,201**	**0**	**0**	**336,201**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS							
Core Reduction 1677 3571	EE	0.00	(289)	0	0	(289)	FY12 Core Reductions
NET GOVERNOR CHANGES		**0.00**	**(289)**	**0**	**0**	**(289)**	
GOVERNOR'S RECOMMENDED CORE							
	PS	6.50	291,362	0	0	291,362	
	EE	0.00	44,550	0	0	44,550	
	Total	**6.50**	**335,912**	**0**	**0**	**335,912**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	30207	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Office of Equal Opportunity	**DIVISION:**	Commissioner's Office

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

		Appr Total	Flex % Request	Flex Amount Request
Operations - 0101	PS	$291,362	25%	$72,841
	E&E	$44,839	25%	$11,210

This represents the same flexibility percentage authorized in FY 2011.

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	Unknown	Unknown

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	To pay off vacation and/or comp time if someone leaves, or to replace critical equipment (such as a copy machine, or phones) as needed.

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
OFF EQUAL OPPORTUNITY								
CORE								
MINORITY/WOMEN CERT COOR	39,468	1.00	39,468	1.00	39,468	1.00	39,468	1.00
MINORITY PURCHASING ASST	26,352	1.00	26,352	1.00	26,352	1.00	26,352	1.00
FISCAL & ADMINISTRATIVE MGR B1	44,000	1.00	44,000	1.00	44,000	1.00	44,000	1.00
DESIGNATED PRINCIPAL ASST DEPT	80,000	1.00	80,000	1.00	80,000	1.00	80,000	1.00
COMMISSION MEMBER	175	0.00	0	0.00	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	0	0.00	15,801	0.50	15,801	0.50	15,801	0.50
SPECIAL ASST OFFICIAL & ADMSTR	47,741	1.00	47,741	1.00	47,741	1.00	47,741	1.00
SPECIAL ASST PROFESSIONAL	38,000	1.00	38,000	1.00	38,000	1.00	38,000	1.00
TOTAL - PS	**275,736**	**6.00**	**291,362**	**6.50**	**291,362**	**6.50**	**291,362**	**6.50**
TRAVEL, IN-STATE	8,042	0.00	10,719	0.00	10,000	0.00	9,964	0.00
TRAVEL, OUT-OF-STATE	1,277	0.00	1,768	0.00	2,000	0.00	2,000	0.00
SUPPLIES	6,553	0.00	4,500	0.00	6,750	0.00	6,750	0.00
PROFESSIONAL DEVELOPMENT	1,993	0.00	2,000	0.00	2,000	0.00	2,000	0.00
COMMUNICATION SERV & SUPP	6,147	0.00	4,400	0.00	5,200	0.00	5,200	0.00
PROFESSIONAL SERVICES	6,416	0.00	11,828	0.00	11,539	0.00	11,286	0.00
M&R SERVICES	213	0.00	1,000	0.00	1,000	0.00	1,000	0.00
OFFICE EQUIPMENT	352	0.00	5,000	0.00	2,500	0.00	2,500	0.00
BUILDING LEASE PAYMENTS	0	0.00	2,500	0.00	2,250	0.00	2,250	0.00
EQUIPMENT RENTALS & LEASES	73	0.00	0	0.00	100	0.00	100	0.00
MISCELLANEOUS EXPENSES	501	0.00	1,500	0.00	1,500	0.00	1,500	0.00
TOTAL - EE	**31,567**	**0.00**	**45,215**	**0.00**	**44,839**	**0.00**	**44,550**	**0.00**
GRAND TOTAL	**$307,303**	**6.00**	**$336,577**	**6.50**	**$336,201**	**6.50**	**$335,912**	**6.50**
GENERAL REVENUE	**$307,303**	**6.00**	**$336,577**	**6.50**	**$336,201**	**6.50**	**$335,912**	**6.50**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Office of Equal Opportunity
Program is found in the following core budget's): Office of Equal Opportunity

1. What does this program do?

The Director of the Office of Equal Opportunity (OEO) has primary responsibility for assisting in the coordination and implementation of affirmative action throughout all departments of the executive branch of state government, including programs to increase M/WBE participation, and advising the Governor on issues regarding equal employment opportunity, affirmative action, and efforts to administer affirmative action goals and timetables for implementation throughout the departments of the executive branch.
Not later than January first of each calendar year, the Director of OEO shall provide a report to the Governor and the Commissioner of Administration which summarizes the activities of each department and which contains recommendations for additional programs to accomplish the purposes of the office.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

The Office of Equal Opportunity (OEO) was established by Executive Order 10--24.

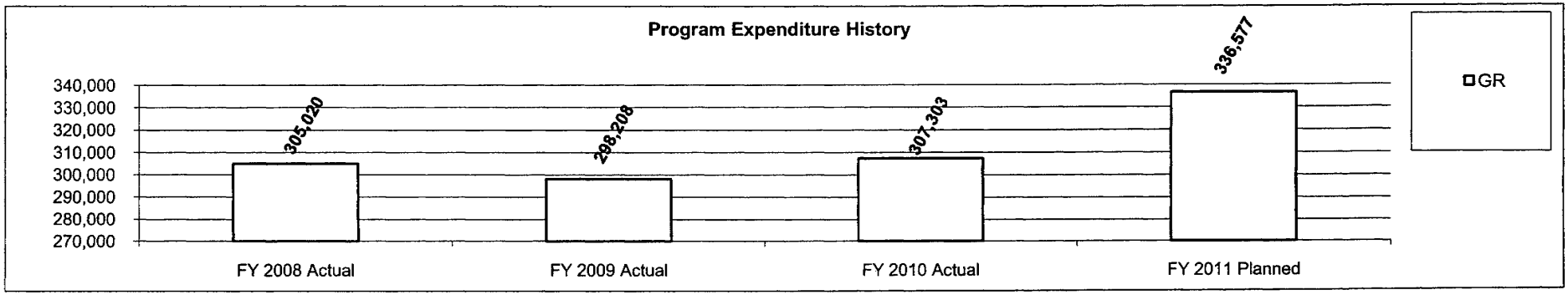
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Office of Equal Opportunity
Program is found in the following core budget's): Office of Equal Opportunity

7a. Provide an effectiveness measure. (New website, instant access to personnel, online forms, faster certification process)

	2008	2009	2010	Increase/ Decrease 2009-2010	% Change 2009-2010
Applications Received			332	**332**	New in 2010
New Certifications	192	220	265	45	20.45%
Recertification's	460	420	478	58	13.81%
Denials	23	21	27	6	28.57%
Totals	675	661	770		

7b. Provide an efficiency measure. (Average days to process certifications with no additional FTE)

	2008	2009	2010	Increase/ Decrease 2009-2010	% Change 2009-2010
New Certifications	30	36	50	14	38.89%
Recertification's	4	7	10	3	42.86%

7c. Provide the number of clients/individuals served, if applicable.

	2008	2009	2010	Increase/ Decrease 2009-2010	% Change 2009-2010
New Clients	215	241	270	29	12.03%
Web page "hits"*	17,530	35,655	51,542	15,887	44.56%
Walk-ins		30	42	12	40.00%
Event Contacts		550	850	300	54.55%
Phone Calls	2,750	5,250	4,687	-563	-10.72%
Total	17,745	36,476	52,704		

7d. Provide a customer satisfaction measure, if available.

OEO has participated in various events throughout the State of Missouri. OEO Director has participated as the main speaker at various events including the 2010 Workforce Luncheon organized by DED-Workforce Development. OEO increased access to the office by 100% with 24 hour interactive and customer service friendly website (www.oa.mo.gov/OEO/) and has received numerous customer feedback via testimonials, letters and phone calls.

NEW DECISION ITEM
RANK: 7 **OF** 7

Department	Office of Administration	**Budget Unit**	30207
Division	Commissioner's Office - Office of Equal Opportunity		
DI Name	Disparity Study **DI#** 1300018		

1. AMOUNT OF REQUEST

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	1	1	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**1**	**1**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: An "E" is requested for Other Funds

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	X	Other: One-time Statewide Disparity Study		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The State of Missouri will be challenged to have an adequate MBE/WBE program without a Disparity Study. The Disparity Study gives the executive branch an opportunity to maintain a program that benefits both minorities and women in participating in the economic vibrancy of the Missouri economy through contracting opportunities. The last study in Missouri was done in the mid-1990s. The courts are beginning to strike down programs whose studies are becoming stale due to lapse in time of new information proving discrimination in the contracting arena. We will also need to examine ways to increase diversity throughout state government. The Disparity Study will be sponsored by MODOT and the Office of Administration.

NEW DECISION ITEM
RANK: 7 **OF** 7

Department	Office of Administration	**Budget Unit**	30207
Division	Commissioner's Office - Office of Equal Opportunity		
DI Name	Disparity Study **DI#** 1300018		

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

Other states have obtained disparity studies for their states. The amounts paid varied from $600,000 - $1,300,000 based on the specifications of each study. Some studies only analyzed the transportation or the procurement component of their process; these studies are priced at the lower range. Others analyzed the whole process which includes Transportation, Procurement and Construction together; these studies are priced at the higher range.
Below are the states surveyed, and the cost of their studies:

North Carolina	$750,000	Indiana	$1,300,000	
California DOT	$1,100,000	Hawaii DOT	$800,000	(not final amount, it is still ongoing)
Massachusetts	$2,000,000	Montana	$700,000	
Nevada	$400,000			

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
Professional Services (400)	0						0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**

NEW DECISION ITEM
RANK: 7 **OF** 7

Department	Office of Administration	**Budget Unit**	30207
Division	Commissioner's Office - Office of Equal Opportunity		
DI Name	Disparity Study **DI#** 1300018		

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
							0		
Professional Services (400)					1		1		1
							0		
Total EE	**0**		**0**		**1**		**1**		**1**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**1**	**0.0**	**1**	**0.0**	**1**

NEW DECISION ITEM
RANK: 7 **OF** 7

Department	Office of Administration	**Budget Unit**	30207
Division	Commissioner's Office - Office of Equal Opportunity		
DI Name	Disparity Study **DI#** 1300018		

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

The State of Missouri will be in the position to establish goals for MBE/ WBE programs that could withstand a legal challenge.

A disparity study would provide best management practices for procurement in the State of Missouri. These practices can be followed by all business in the State of Missouri.

A Disparity Study would provide the State of Missouri with improvements on its certification procedures.

6b. Provide an efficiency measure.

It would accurately measure the underutilization of MBE/WBE vendors in the procurement area at the State of Missouri.

It would provide an accurate analysis of capacity and bonding of MBE/WBE vendors in the State of Missouri.

Recommendations to the tracking, monitoring, and reporting of contractual obligations as far as the utilization of MBE/WBE for Prime Contractors and Executive Branch Agencies.

6c. Provide the number of clients/individuals served, if applicable.

The Office of Equal Opportunity currently has more than 1,500 MBE/WBE vendors listed in their directory, however this number does not represent the whole number of MBE/WBE vendors in the State of Missouri. The Disparity Study has the potential to benefit all MBE/WBE vendors, by setting best management practices that could be follow by all business in Missouri.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

To issue a competitive bid to perform a disparity study by a qualified vendor based on the following:
1). To continue the minority and women owned business program in the State of Missouri
2). To establish monitoring, tracking and reporting procedures to strengthen the minority and women-owned business participation in the State of Missouri,
3). To establish procedures to allow more inclusion in the bid process for goods and services contracts and construction in conjunction with FMDC and DPMM.
4). To establish procedures to allow more inclusion of minority and women-owned business in the discretionary procurement of goods and services in conjunction with the Executive branch departments.

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
OFF EQUAL OPPORTUNITY								
Disparity Study - Donated Fund - 1300018								
PROFESSIONAL SERVICES	0	0.00	0	0.00	0	0.00	1	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**0**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$1**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$1**	**0.00**

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MLK JR COMMISSION								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	26,920	0.00	30,877	0.00	30,736	0.00	30,615	0.00
TOTAL - EE	26,920	0.00	30,877	0.00	30,736	0.00	30,615	0.00
TOTAL	**26,920**	**0.00**	**30,877**	**0.00**	**30,736**	**0.00**	**30,615**	**0.00**
GRAND TOTAL	**$26,920**	**0.00**	**$30,877**	**0.00**	**$30,736**	**0.00**	**$30,615**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30209
Division	Commissioner's Office		
Core -	MLK, Jr State Celebration Commission		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	30,736	0	0	30,736
PSD	0	0	0	0
TRF	0	0	0	0
Total	**30,736**	**0**	**0**	**30,736**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	30,615	0	0	30,615
PSD	0	0	0	0
TRF	0	0	0	0
Total	**30,615**	**0**	**0**	**30,615**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Martin Luther King, Jr State Celebration Commission was established by Executive Order 85-19 to consider and recommend to individuals and organizations appropriate activities for the recognition and celebration of Martin Luther King Day in the State of Missouri. Membership was expanded by Executive Orders 86-28 and 95-22. The Commission, which consists of 19 individuals appointed by the Governor, evaluates proposals from throughout the State to select those eligible to receive financial assistance for their MLK Day recognition events.

3. PROGRAM LISTING (list programs included in this core funding)

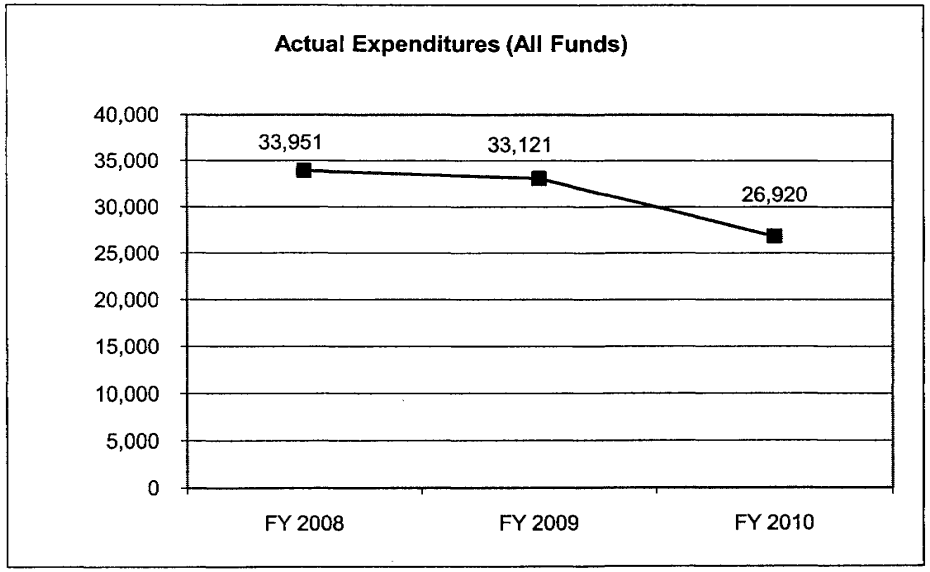
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30209
Division	Commissioner's Office		
Core -	MLK, Jr State Celebration Commission		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	40,189	40,189	34,161	30,877
Less Reverted (All Funds)	(1,206)	(4,071)	(4,309)	N/A
Budget Authority (All Funds)	38,983	36,118	29,852	N/A
Actual Expenditures (All Funds)	33,951	33,121	26,920	N/A
Unexpended (All Funds)	5,032	2,997	2,932	N/A
Unexpended, by Fund:				
General Revenue	5,032	2,997	2,932	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
MLK JR COMMISSION

5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES									
			EE	0.00	30,877	0	0	30,877	
			Total	**0.00**	**30,877**	**0**	**0**	**30,877**	
DEPARTMENT CORE ADJUSTMENTS									
Core Reduction	10	3572	EE	0.00	(141)	0	0	(141)	FY 11 spending restrictions
NET DEPARTMENT CHANGES				**0.00**	**(141)**	**0**	**0**	**(141)**	
DEPARTMENT CORE REQUEST									
			EE	0.00	30,736	0	0	30,736	
			Total	**0.00**	**30,736**	**0**	**0**	**30,736**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS									
Core Reduction	1678	3572	EE	0.00	(121)	0	0	(121)	FY12 Core Reductions
NET GOVERNOR CHANGES				**0.00**	**(121)**	**0**	**0**	**(121)**	
GOVERNOR'S RECOMMENDED CORE									
			EE	0.00	30,615	0	0	30,615	
			Total	**0.00**	**30,615**	**0**	**0**	**30,615**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MLK JR COMMISSION								
CORE								
TRAVEL, IN-STATE	426	0.00	500	0.00	487	0.00	482	0.00
SUPPLIES	5	0.00	100	0.00	100	0.00	100	0.00
PROFESSIONAL SERVICES	2,327	0.00	2,361	0.00	2,233	0.00	2,117	0.00
BUILDING LEASE PAYMENTS	0	0.00	100	0.00	100	0.00	100	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	100	0.00	100	0.00	100	0.00
MISCELLANEOUS EXPENSES	24,162	0.00	27,716	0.00	27,716	0.00	27,716	0.00
TOTAL - EE	**26,920**	**0.00**	**30,877**	**0.00**	**30,736**	**0.00**	**30,615**	**0.00**
GRAND TOTAL	**$26,920**	**0.00**	**$30,877**	**0.00**	**$30,736**	**0.00**	**$30,615**	**0.00**
GENERAL REVENUE	**$26,920**	**0.00**	**$30,877**	**0.00**	**$30,736**	**0.00**	**$30,615**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Accounting

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ACCOUNTING - OPERATING								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	1,979,332	50.19	2,049,573	50.00	2,049,573	49.00	2,049,573	49.00
TOTAL - PS	1,979,332	50.19	2,049,573	50.00	2,049,573	49.00	2,049,573	49.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	127,583	0.00	126,549	0.00	123,187	0.00	120,181	0.00
TOTAL - EE	127,583	0.00	126,549	0.00	123,187	0.00	120,181	0.00
TOTAL	**2,106,915**	**50.19**	**2,176,122**	**50.00**	**2,172,760**	**49.00**	**2,169,754**	**49.00**
GRAND TOTAL	**$2,106,915**	**50.19**	**$2,176,122**	**50.00**	**$2,172,760**	**49.00**	**$2,169,754**	**49.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30404
Division	Accounting		
Core	Operating		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	2,049,573	0	0	2,049,573
EE	123,187	0	0	123,187
PSD	0	0	0	0
Total	**2,172,760**	**0**	**0**	**2,172,760**
FTE	**49.00**	**0.00**	**0.00**	**49.00**
Est. Fringe	*1,140,587*	*0*	*0*	*1,140,587*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	2,049,573	0	0	2,049,573
EE	120,181	0	0	120,181
PSD	0	0	0	0
Total	**2,169,754**	**0**	**0**	**2,169,754**
FTE	**49.00**	**0.00**	**0.00**	**49.00**
Est. Fringe	*1,140,587*	*0*	*0*	*1,140,587*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core request is to fund the operations of the Division of Accounting. The division provides a central payroll processing function, central accounting service, and a statewide financial reporting function for the State of Missouri. This includes producing payroll ACH/checks and vendor payments. The division also prepares and distributes comprehensive, accurate and timely financial reports for the State of Missouri. In addition, the division is responsible for monitoring and oversight of the employee benefits programs; providing support and oversight for issuance of debt; and oversight of all Office of Administration payments. The division is also responsible for the administration of social security coverage for state and political subdivision employees.

3. PROGRAM LISTING (list programs included in this core funding)

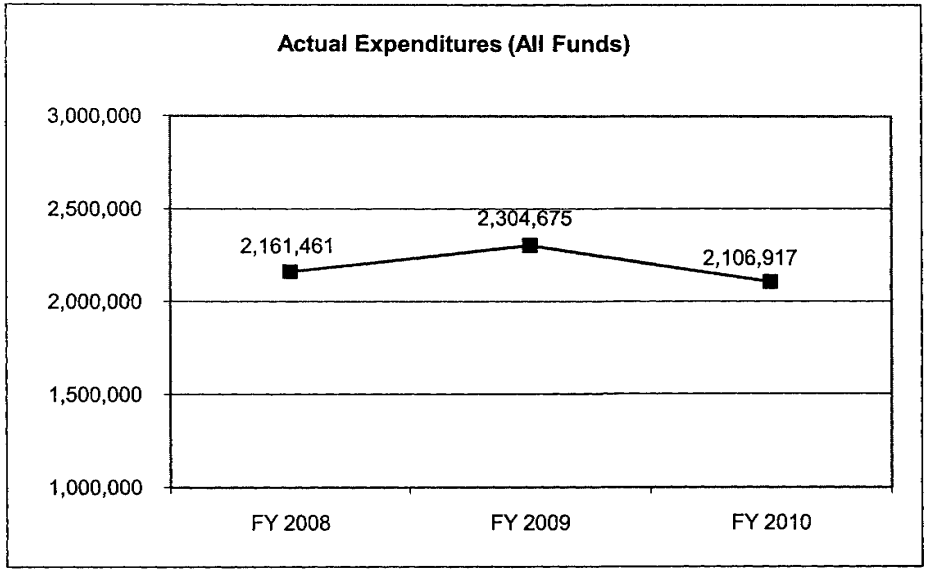
Accounting Operations

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30404
Division	Accounting		
Core	Operating		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	2,399,032	2,446,725	2,243,050	2,176,122
Less Reverted (All Funds)	(71,971)	(115,769)	(132,173)	N/A
Budget Authority (All Funds)	2,327,061	2,330,956	2,110,877	N/A
Actual Expenditures (All Funds)	2,161,461	2,304,675	2,106,917	N/A
Unexpended (All Funds)	165,600	26,281	3,960	N/A
Unexpended, by Fund:				
General Revenue	165,600	26,281	3,960	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
ACCOUNTING - OPERATING

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	50.00	2,049,573	0	0	2,049,573	
		EE	0.00	126,549	0	0	126,549	
		Total	**50.00**	**2,176,122**	**0**	**0**	**2,176,122**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	316 0157	EE	0.00	(3,362)	0	0	(3,362)	FY 11 spending restrictions
Core Reduction	317 0154	PS	(1.00)	0	0	0	0	Dollars were cut in FY 11
NET DEPARTMENT CHANGES			**(1.00)**	**(3,362)**	**0**	**0**	**(3,362)**	
DEPARTMENT CORE REQUEST								
		PS	49.00	2,049,573	0	0	2,049,573	
		EE	0.00	123,187	0	0	123,187	
		Total	**49.00**	**2,172,760**	**0**	**0**	**2,172,760**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1679 0157	EE	0.00	(3,006)	0	0	(3,006)	FY12 Core Reductions
NET GOVERNOR CHANGES			**0.00**	**(3,006)**	**0**	**0**	**(3,006)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	49.00	2,049,573	0	0	2,049,573	
		EE	0.00	120,181	0	0	120,181	
		Total	**49.00**	**2,169,754**	**0**	**0**	**2,169,754**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	30404	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Accounting - Operating	**DIVISION:**	Accounting

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

It is requested that 25% be approved as flexible PS/EE. This flexibility would help the division manage responsibilities and resources should any withholding occur. The division's responsibilities of vendor payments, payroll, debt management, and financial reporting are critical statewide functions.

Section	PS or E&E	Core	% Flex Requested	Flex Request Amount
Operations - 0101	PS	$2,049,573	25%	$512,394
	E&E	$123,187	25%	$30,797
Total Request		$2,172,760	25%	$543,191

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$3,600	Dependent on timing and amount of any FY11 withholding.	Dependent on timing and amount of any FY12 withholding.

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
Necessary E&E expenses.	Dependent on timing and amount of any FY11 withholding.

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ACCOUNTING - OPERATING								
CORE								
ADMIN OFFICE SUPPORT ASSISTANT	28,482	0.99	31,176	1.00	31,176	1.00	31,176	1.00
ACCOUNT CLERK I	67,704	3.00	75,213	3.00	75,213	3.00	75,213	3.00
ACCOUNT CLERK II	96,452	3.88	112,231	4.00	98,435	3.00	98,435	3.00
ACCOUNTANT I	370,253	11.59	369,357	12.00	360,761	11.00	360,761	11.00
ACCOUNTANT II	267,192	7.14	280,878	7.00	280,878	7.00	280,878	7.00
ACCOUNTANT III	48,084	1.00	48,080	1.00	48,084	1.00	48,084	1.00
ACCOUNTING SPECIALIST I	178,788	5.00	190,281	5.00	191,281	5.00	191,281	5.00
ACCOUNTING SPECIALIST II	81,204	2.00	85,008	2.00	85,775	2.00	85,775	2.00
ACCOUNTING SPECIALIST III	45,984	1.00	45,979	1.00	45,984	1.00	45,984	1.00
ACCOUNTING ANAL II	37,296	1.00	40,212	1.00	40,212	1.00	40,212	1.00
ACCOUNTING ANAL III	46,698	0.99	47,178	1.00	0	0.00	0	0.00
CENTRAL ACCOUNTING TECH	26,784	1.00	29,040	1.00	58,578	2.00	58,578	2.00
RESEARCH ANAL I	14,784	0.46	0	0.00	32,256	1.00	32,256	1.00
EXECUTIVE I	40,212	1.00	40,212	1.00	40,212	1.00	40,212	1.00
FISCAL & ADMINISTRATIVE MGR B1	100,049	2.00	110,041	2.00	51,493	1.00	51,493	1.00
FISCAL & ADMINISTRATIVE MGR B2	180,777	3.00	204,549	3.00	269,097	4.00	269,097	4.00
FISCAL & ADMINISTRATIVE MGR B3	167,010	2.00	167,010	2.00	167,010	2.00	167,010	2.00
DESIGNATED PRINCIPAL ASST DEPT	2,593	0.05	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	95,288	1.00	95,289	1.00	95,289	1.00	95,289	1.00
DESIGNATED PRINCIPAL ASST DIV	77,838	2.00	77,839	2.00	77,839	2.00	77,839	2.00
LEGAL COUNSEL	2,748	0.04	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	3,112	0.05	0	0.00	0	0.00	0	0.00
TOTAL - PS	**1,979,332**	**50.19**	**2,049,573**	**50.00**	**2,049,573**	**49.00**	**2,049,573**	**49.00**
TRAVEL, IN-STATE	3,394	0.00	2,713	0.00	2,620	0.00	2,586	0.00
TRAVEL, OUT-OF-STATE	2,876	0.00	1,591	0.00	1,591	0.00	1,591	0.00
SUPPLIES	16,313	0.00	24,233	0.00	24,233	0.00	24,233	0.00
PROFESSIONAL DEVELOPMENT	18,377	0.00	15,230	0.00	15,230	0.00	15,230	0.00
COMMUNICATION SERV & SUPP	17,390	0.00	23,639	0.00	23,639	0.00	23,639	0.00
PROFESSIONAL SERVICES	60,282	0.00	38,117	0.00	34,848	0.00	31,876	0.00
M&R SERVICES	2,119	0.00	3,000	0.00	3,000	0.00	3,000	0.00
COMPUTER EQUIPMENT	2,706	0.00	0	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	2,300	0.00	15,026	0.00	15,026	0.00	15,026	0.00

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ACCOUNTING - OPERATING								
CORE								
MISCELLANEOUS EXPENSES	1,826	0.00	3,000	0.00	3,000	0.00	3,000	0.00
TOTAL - EE	**127,583**	**0.00**	**126,549**	**0.00**	**123,187**	**0.00**	**120,181**	**0.00**
GRAND TOTAL	**$2,106,915**	**50.19**	**$2,176,122**	**50.00**	**$2,172,760**	**49.00**	**$2,169,754**	**49.00**
GENERAL REVENUE	**$2,106,915**	**50.19**	**$2,176,122**	**50.00**	**$2,172,760**	**49.00**	**$2,169,754**	**49.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Accounting Operations
Program is found in the following core budget(s): Accounting Operating

1. What does this program do?

This program provides a central payroll processing function, central accounting services function, and the statewide financial reporting for the State of Missouri.
The payroll function includes producing state employee's payroll checks or direct deposits and producing W-2s.
The central accounting services function produces vendor payment checks and ACH transactions and produces 1099's.
This program also assists with maintaining the Statewide Accounting System (SAM II). This includes establishing coding structure, maintaining system tables, preparing the chart of accounts for the system, and monitoring system assurance reports.
The financial reporting portion of this program is responsible for producing the Comprehensive Annual Financial Report (CAFR), the annual Appropriation Activity Report, and the Statewide Cost Allocation Plan (SWCAP). The financial reporting area monitors general revenue cash flow activity on both daily and monthly basis. Reports produced are essential to sound financial management of the State. Financial reporting also provides continuing disclosure information for outstanding debt to the Municipal Securities Rulemaking Board in accordance with the Securities and Exchange Commission's Section (b) (5) of SEC Rule 15c1-2.
Financial reporting also includes processing and oversight of all Office of Administration payments.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 33, RSMo and SEC Rule 15c2-12

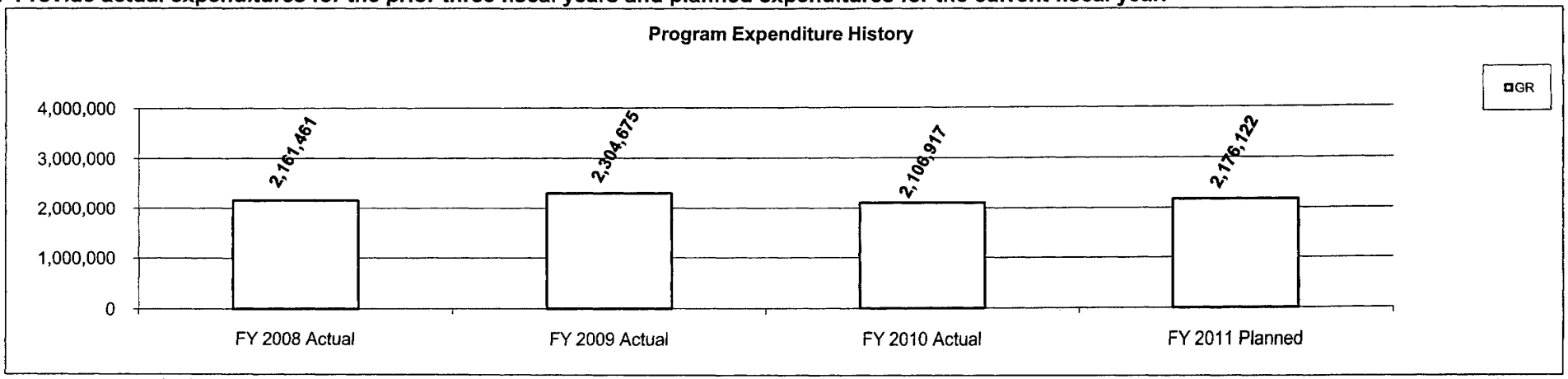
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Includes personal service and expense and equipment costs for support staff for the Debt Management Program, CMIA, and Other Federal Payment Program. Not cost beneficial to break those cost out because of the overlap of staff duties.

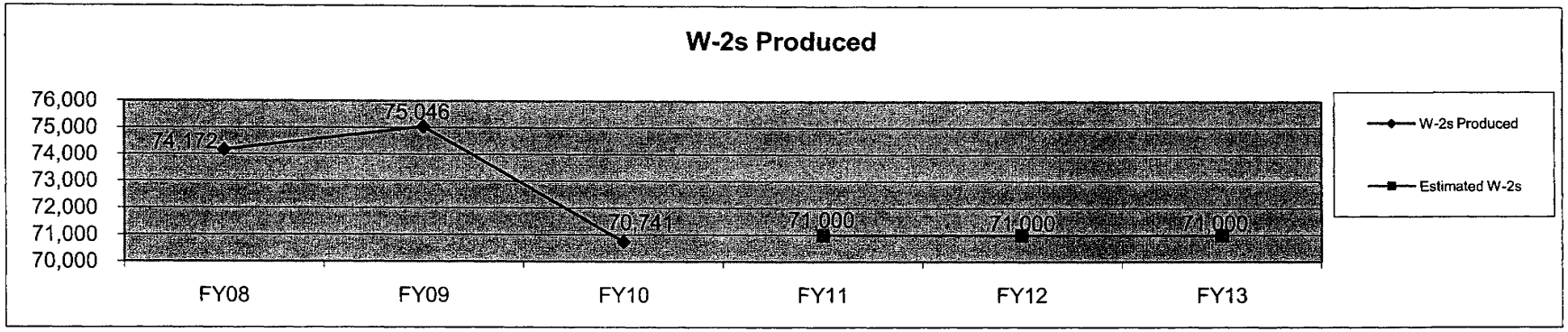
PROGRAM DESCRIPTION

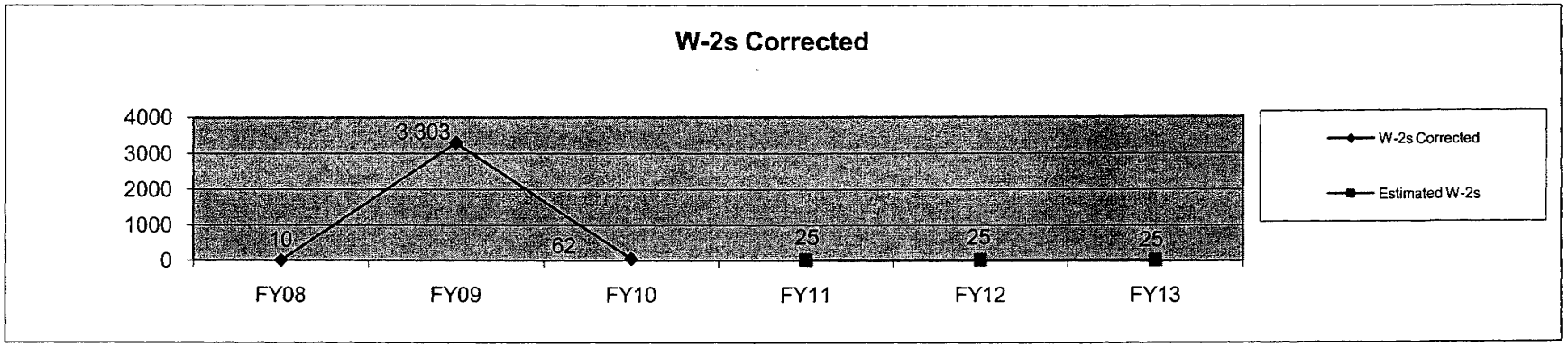
Department Office of Administration
Program Name Accounting Operations
Program is found in the following core budget(s): Accounting Operating

6. What are the sources of the "Other " funds?

N/A

7a. Provide an effectiveness measure.

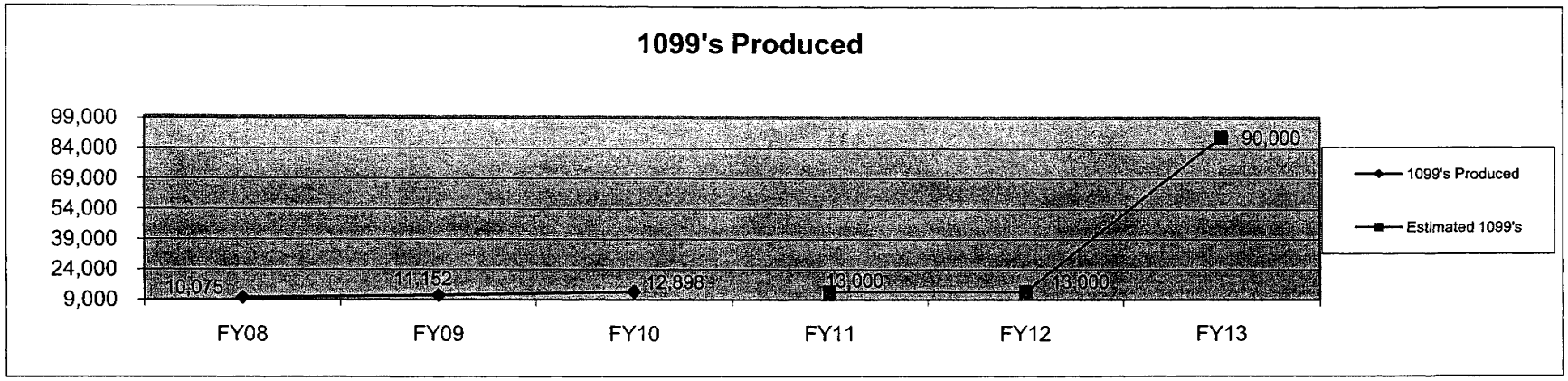


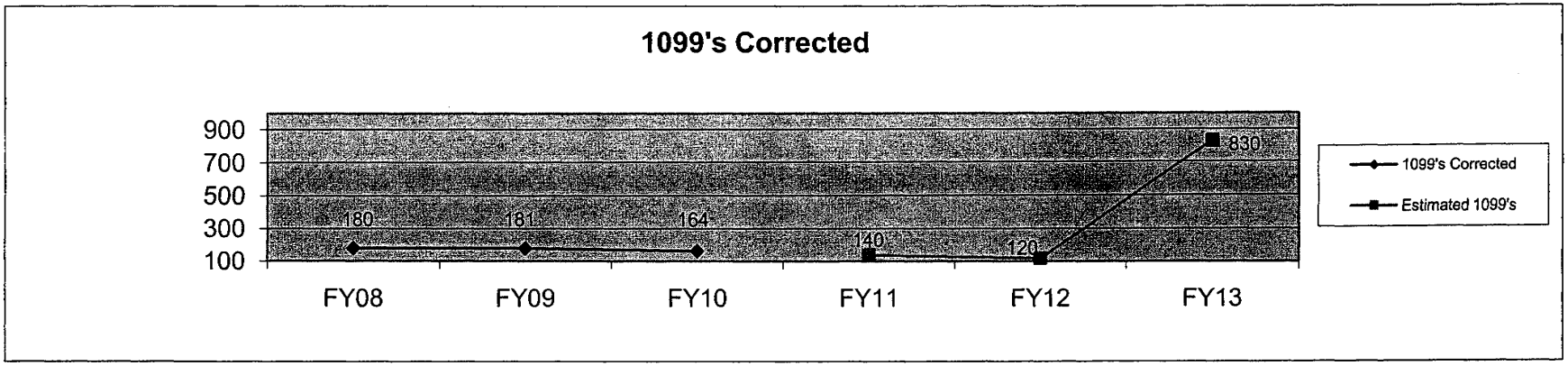


PROGRAM DESCRIPTION

Department Office of Administration
Program Name Accounting Operations
Program is found in the following core budget(s): Accounting Operating

7a. Provide an effectiveness measure (continued).



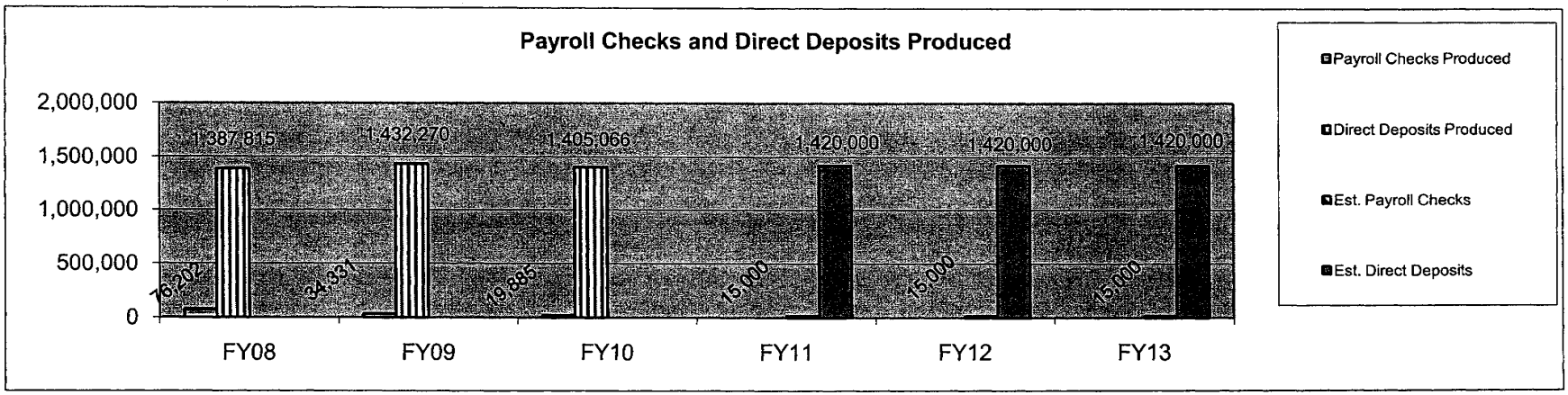


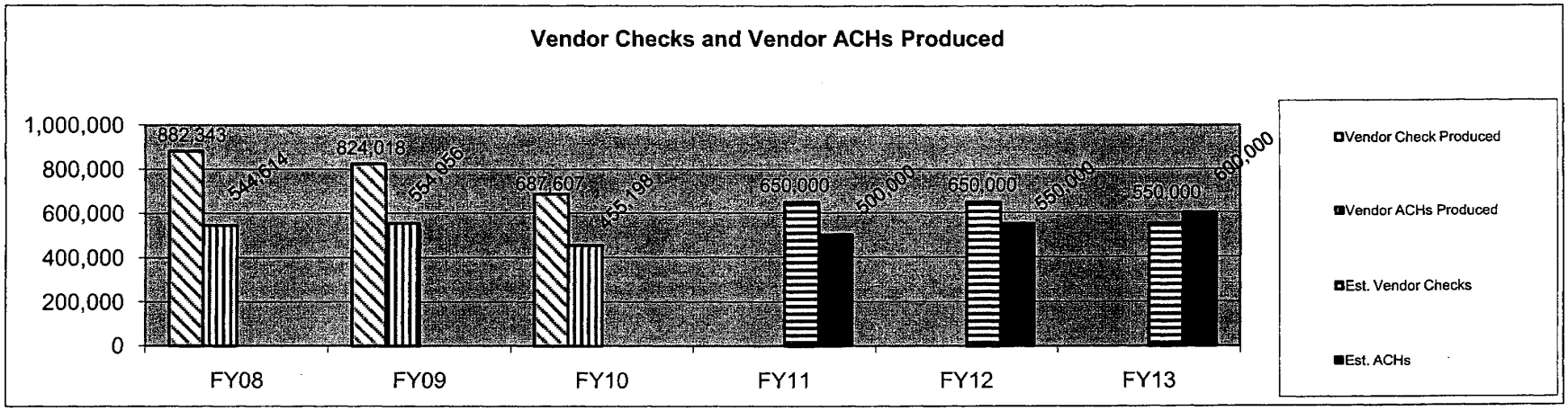
Financial reports are also critical in sound financial management, maintaining the State's AAA bond rating, and complying with the Securities and Exchange Commission regulations.

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Accounting Operations
Program is found in the following core budget(s): Accounting Operating

7b. Provide an efficiency measure.





Financial Reports	Date Produced			
	FY 06	FY 07	FY 08	FY 09
CAFR produced within six months after the fiscal year ended (December 31).	01/31/2007	02/28/2008	01/09/2009	12/31/2009
Appropriation Activity produced 60-days after close of the fiscal year (September 30).	09/12/2006	09/20/2007	09/22/2008	09/22/2009

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Accounting Operations
Program is found in the following core budget(s): Accounting Operating

7c. Provide the number of clients/individuals served, if applicable.

Average Number of Active[1] Employees on the HR System (July 2009-July 2010)	61,684
Average Number of Active Vendors on the Vendor File (FY 2010)	150,885

[1]Includes full-time and part-time.

7d. Provide a customer satisfaction measure, if available.

N/A

Budget and Planning

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BUDGET & PLANNING - OPER								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	1,542,297	26.46	1,563,559	26.00	1,563,559	26.00	1,563,559	26.00
TOTAL - PS	1,542,297	26.46	1,563,559	26.00	1,563,559	26.00	1,563,559	26.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	78,490	0.00	75,828	0.00	75,224	0.00	74,708	0.00
TOTAL - EE	78,490	0.00	75,828	0.00	75,224	0.00	74,708	0.00
TOTAL	**1,620,787**	**26.46**	**1,639,387**	**26.00**	**1,638,783**	**26.00**	**1,638,267**	**26.00**
GRAND TOTAL	**$1,620,787**	**26.46**	**$1,639,387**	**26.00**	**$1,638,783**	**26.00**	**$1,638,267**	**26.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30530
Division	Budget & Planning		
Core -	Operating		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	1,563,559	0	0	1,563,559
EE	75,224	0	0	75,224
PSD	0	0	0	0
TRF	0	0	0	0
Total	**1,638,783**	**0**	**0**	**1,638,783**
FTE	**26.00**	**0.00**	**0.00**	**26.00**
Est. Fringe	*870,121*	*0*	*0*	*870,121*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	1,563,559	0	0	1,563,559
EE	74,708	0	0	74,708
PSD	0	0	0	0
TRF	0	0	0	0
Total	**1,638,267**	**0**	**0**	**1,638,267**
FTE	**26.00**	**0.00**	**0.00**	**26.00**
Est. Fringe	*870,121*	*0*	*0*	*870,121*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core request represents resources for continued operation of the Division of Budget and Planning. Chapter 33, RSMo, charges the Division to assist the Commissioner of Administration and the Governor in management of the Executive Branch. The division analyzes budget policy issues and provides fiscal information to the Commissioner, the Governor's office, the General Assembly, Missouri's congressional delegation, and state, local, and federal agencies. The staff reviews state agency fiscal operations, prepares annual budget instructions, analyzes budget requests, and prepares the annual Executive Budget and appropriation bills. The division manages the automated state budget system. Division staff analyze the state economy and tax issues, estimate revenue collections, track agency performance measures, and draft fiscal notes. The division coordinates legislative reviews for the executive branch. The division reviews federal issues and their impact on Missouri. The division also is the designated state demographic agency and has statutory duties for technical aid to the decennial reapportionment of election districts.

3. PROGRAM LISTING (list programs included in this core funding)

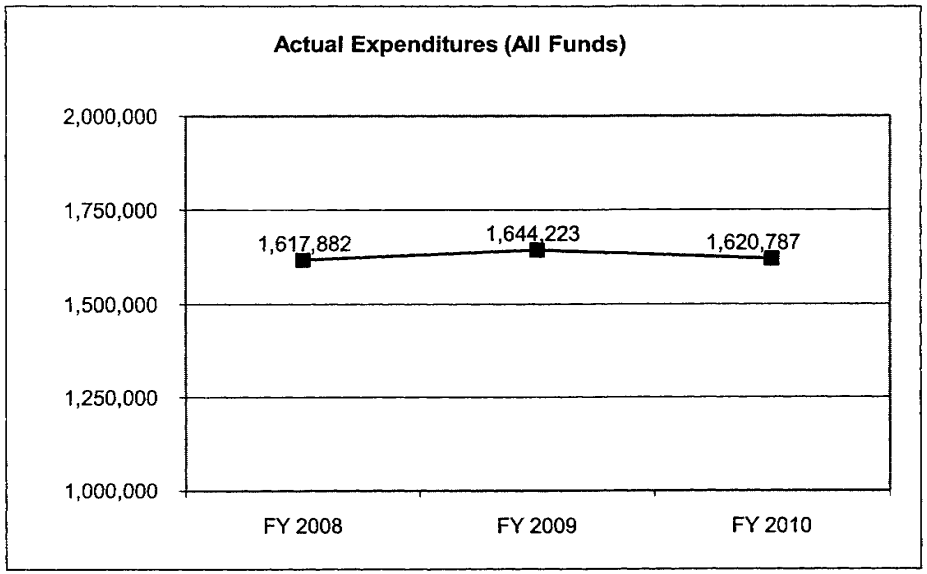
Budget & Planning Operations
Demography & Reapportionment Support

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30530
Division	Budget & Planning		
Core -	Operating		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1,755,822	1,739,836	1,665,562	1,639,387
Less Reverted (All Funds)	(88,675)	(94,918)	(43,900)	N/A
Budget Authority (All Funds)	1,667,147	1,644,918	1,621,662	N/A
Actual Expenditures (All Funds)	1,617,882	1,644,223	1,620,787	N/A
Unexpended (All Funds)	49,265	695	875	N/A
Unexpended, by Fund:				
General Revenue	49,265	695	875	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
BUDGET & PLANNING - OPER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	26.00	1,563,559	0	0	1,563,559	
	EE	0.00	75,828	0	0	75,828	
	Total	**26.00**	**1,639,387**	**0**	**0**	**1,639,387**	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction 175 2140	EE	0.00	(604)	0	0	(604)	FY 11 spending restrictions
NET DEPARTMENT CHANGES		**0.00**	**(604)**	**0**	**0**	**(604)**	
DEPARTMENT CORE REQUEST							
	PS	26.00	1,563,559	0	0	1,563,559	
	EE	0.00	75,224	0	0	75,224	
	Total	**26.00**	**1,638,783**	**0**	**0**	**1,638,783**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS							
Core Reduction 1680 2140	EE	0.00	(516)	0	0	(516)	FY12 Core Reductions
NET GOVERNOR CHANGES		**0.00**	**(516)**	**0**	**0**	**(516)**	
GOVERNOR'S RECOMMENDED CORE							
	PS	26.00	1,563,559	0	0	1,563,559	
	EE	0.00	74,708	0	0	74,708	
	Total	**26.00**	**1,638,267**	**0**	**0**	**1,638,267**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	30530	**DEPARTMENT:**	OFFICE OF ADMINISTRATION
BUDGET UNIT NAME:	BUDGET & PLANNING - Operating	**DIVISION:**	BUDGET & PLANNING

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

25% of PS and E&E budgeted amount. This totals $390,890 PS and $18,806 EE. B&P received 25% flexibility in Fiscal Year 2011. This will allow the division the flexibility to pay accrued time when someone leaves the division, replace critical equipment, and meet basic training needs for analysts and supervisors. We do not know ahead of time which of these will be needed. Previous years' core cuts have limited the division's ability to pay these ongoing liabilities.

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$0	Unknown. Dependent on staff turnover.	Unknown. Dependent on staff turnover.

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	Unknown.

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BUDGET & PLANNING - OPER								
CORE								
ADMIN OFFICE SUPPORT ASSISTANT	40,024	1.17	21,468	1.00	34,032	1.00	34,032	1.00
ACCOUNTING SPECIALIST III	32,166	0.63	0	0.00	51,156	1.00	51,156	1.00
ACCOUNTING ANAL III	12,789	0.25	51,156	1.00	0	0.00	0	0.00
BUDGET & PLNG ANAL I	7,224	0.17	0	0.00	0	0.00	0	0.00
BUDGET & PLNG ANAL II	246,324	5.40	269,907	5.00	269,907	5.00	269,907	5.00
BUDGET & PLNG SR ANAL	318,246	5.75	329,592	6.00	329,592	6.00	329,592	6.00
ECONOMIST (OA/REVENUE)	64,272	1.00	64,272	1.00	64,272	1.00	64,272	1.00
STATE DEMOGRAPHER	69,948	1.00	69,948	1.00	69,948	1.00	69,948	1.00
EXECUTIVE I	69,210	1.83	75,312	2.00	75,312	2.00	75,312	2.00
EXECUTIVE II	46,819	1.02	47,147	1.00	47,147	1.00	47,147	1.00
PLANNER IV	59,108	0.90	64,272	1.00	64,272	1.00	64,272	1.00
FISCAL & ADMINISTRATIVE MGR B2	61,542	1.00	61,542	1.00	61,542	1.00	61,542	1.00
FISCAL & ADMINISTRATIVE MGR B3	391,317	5.00	406,943	5.00	394,379	5.00	394,379	5.00
DESIGNATED PRINCIPAL ASST DEPT	1,944	0.03	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	102,000	1.00	102,000	1.00	102,000	1.00	102,000	1.00
LEGAL COUNSEL	2,059	0.03	0	0.00	0	0.00	0	0.00
CLERK	5,235	0.15	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	12,070	0.13	0	0.00	0	0.00	0	0.00
TOTAL - PS	**1,542,297**	**26.46**	**1,563,559**	**26.00**	**1,563,559**	**26.00**	**1,563,559**	**26.00**
TRAVEL, IN-STATE	832	0.00	1,748	0.00	800	0.00	777	0.00
TRAVEL, OUT-OF-STATE	2,276	0.00	2,160	0.00	0	0.00	0	0.00
SUPPLIES	24,456	0.00	22,500	0.00	23,974	0.00	23,974	0.00
PROFESSIONAL DEVELOPMENT	25,071	0.00	21,600	0.00	24,000	0.00	24,000	0.00
COMMUNICATION SERV & SUPP	10,630	0.00	10,000	0.00	11,000	0.00	11,000	0.00
PROFESSIONAL SERVICES	10,147	0.00	12,970	0.00	12,000	0.00	11,507	0.00
HOUSEKEEPING & JANITORIAL SERV	15	0.00	50	0.00	50	0.00	50	0.00
M&R SERVICES	2,040	0.00	1,500	0.00	2,050	0.00	2,050	0.00
OFFICE EQUIPMENT	1,388	0.00	3,000	0.00	1,200	0.00	1,200	0.00
OTHER EQUIPMENT	0	0.00	150	0.00	150	0.00	150	0.00
BUILDING LEASE PAYMENTS	40	0.00	150	0.00	0	0.00	0	0.00

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BUDGET & PLANNING - OPER								
CORE								
MISCELLANEOUS EXPENSES	1,595	0.00	0	0.00	0	0.00	0	0.00
TOTAL - EE	**78,490**	**0.00**	**75,828**	**0.00**	**75,224**	**0.00**	**74,708**	**0.00**
GRAND TOTAL	**$1,620,787**	**26.46**	**$1,639,387**	**26.00**	**$1,638,783**	**26.00**	**$1,638,267**	**26.00**
GENERAL REVENUE	**$1,620,787**	**26.46**	**$1,639,387**	**26.00**	**$1,638,783**	**26.00**	**$1,638,267**	**26.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name B&P Operations
Program is found in the following core budget(s): Division of Budget & Planning

1. What does this program do?

The division analyzes budget policy issues and provides fiscal information to the commissioner, the Governor's office, the General Assembly, Missouri's congressional delegation, and state, local, and federal agencies. The staff reviews state agency fiscal operations, prepares annual budget instructions, analyzes budget requests, and prepares the annual Executive Budget and appropriation bills. The division manages the automated state budget system. Division staff analyze the state economy and tax issues, estimate revenue collections, track agency performance measures, review legislation with budget implications, and draft fiscal notes. The division coordinates legislative reviews for the executive branch and reviews federal issues and their impact on Missouri.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 33, RSMo.

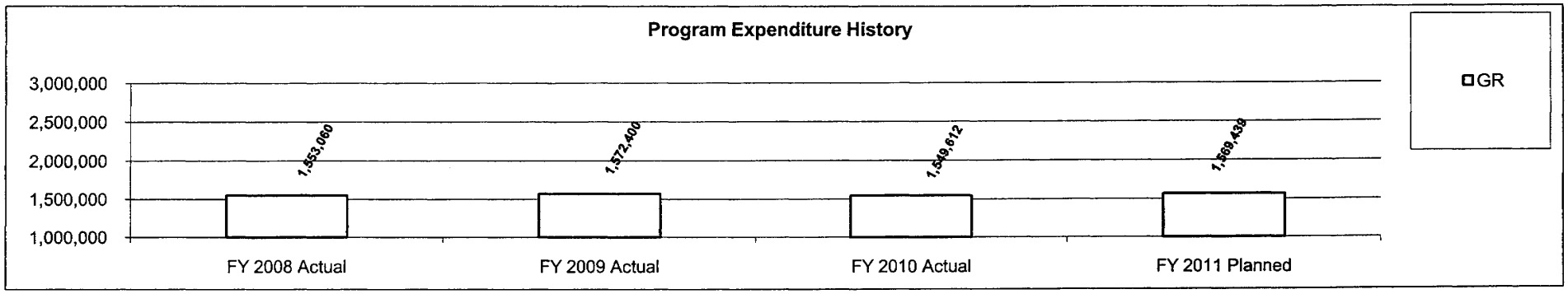
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

PROGRAM DESCRIPTION

Department Office of Administration
Program Name B&P Operations
Program is found in the following core budget(s): Division of Budget & Planning

7a. Provide an effectiveness measure.

N/A

7b. Provide an efficiency measure.

N/A

7c. Provide the number of clients/individuals served, if applicable.

	FY 08 Proj.	Actual	FY 09 Proj.	Actual	FY 010 Proj.	Actual	FY 11 Target	FY 12 Target	FY 13 Target
# of Budget & Financial System Documents Reviewed	75,000	72,659	75,000	81,716	75,000	79,155	75,000	75,000	75,000
# of Fiscal Notes Reviewed	600	803	600	897	750	1052	800	800	800

7d. Provide a customer satisfaction measure, if available.

N/A

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Demography & Reapportionment Support
Program is found in the following core budget(s): Budget & Planning Operating

	Demography Operating	Census 2010	TOTAL
GR	69,948	596,353	666,301
FEDERAL	0	0	0
OTHER	0	0	0
TOTAL	69,948	596,353	666,301

1. What does this program do?

OA Budget and Planning is the designated state demographic agency and has statutory demographic and reapportionment duties.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 37.130, RSMo, provides that the demographic unit in the Office of Administration "...shall be responsible for the coordination and preparation of all official population estimates and projections required by state agencies, commissions and local governmental units. In addition the unit shall provide requested assistance in all reapportionment matters." Section 37.135, RSMo, specifies the "...duty to take the necessary steps to contract with the federal government and pay within the limits of moneys appropriated for that purpose any sums of money required to have the federal census taken on a precinct-by-precinct basis. " Article III, Sections 2, 5, 7, and 10 of the Missouri Constitution provide for the reapportionment of state house and senate districts by two bipartisan state apportionment commissions appointed by the governor following the decennial census.

3. Are there federal matching requirements? If yes, please explain.

No

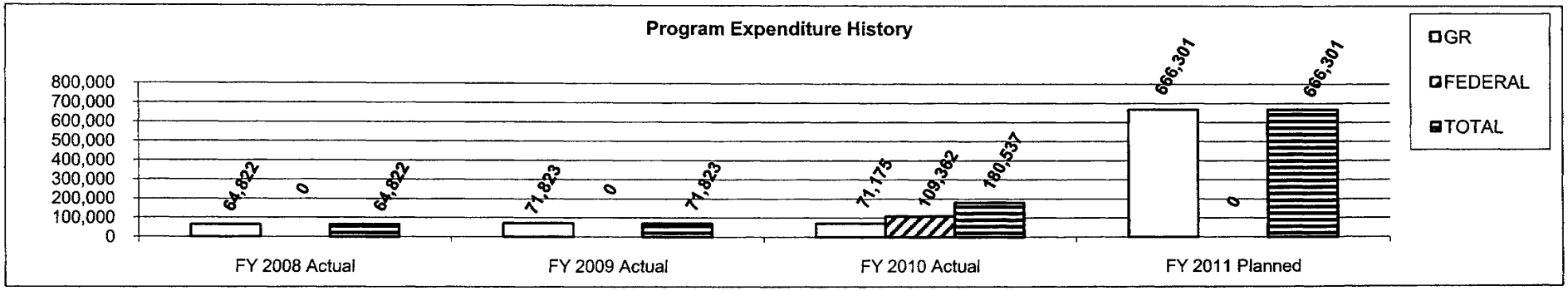
4. Is this a federally mandated program? If yes, please explain.

No

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Demography & Reapportionment Support
Program is found in the following core budget(s): Budget & Planning Operating

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

7a. Provide an effectiveness measure.

N/A

7b. Provide an efficiency measure.

N/A

7c. Provide the number of clients/individuals served, if applicable.

	FY 08 Proj.	Actual	FY 09 Proj.	Actual	FY10 Proj.	Actual	FY 11 Target	FY 12 Target	FY 13 Target
Number of 2008 precinct datasets prepared	N/A	N/A	N/A	115	115	115	N/A	N/A	N/A
Number of precinct boundary maps printed	N/A	N/A	N/A	N/A	N/A	N/A	500	8,500	N/A

7d. Provide a customer satisfaction measure, if available.

N/A

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENSUS 2010 PREPARATIONS								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	226,684	4.00	226,684	4.00	226,684	4.00
FEDRAL BUDGET STAB-MEDICAID RE	19,656	0.33	0	0.00	0	0.00	0	0.00
TOTAL - PS	19,656	0.33	226,684	4.00	226,684	4.00	226,684	4.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	369,669	0.00	281,673	0.00	281,673	0.00
FEDRAL BUDGET STAB-MEDICAID RE	89,706	0.00	0	0.00	0	0.00	0	0.00
TOTAL - EE	89,706	0.00	369,669	0.00	281,673	0.00	281,673	0.00
TOTAL	**109,362**	**0.33**	**596,353**	**4.00**	**508,357**	**4.00**	**508,357**	**4.00**
GRAND TOTAL	**$109,362**	**0.33**	**$596,353**	**4.00**	**$508,357**	**4.00**	**$508,357**	**4.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30540
Division	Budget & Planning		
Core -	CENSUS 2010 - Reapportionment Support		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	226,684	0	0	226,684
EE	281,673	0	0	281,673
PSD	0	0	0	0
TRF	0	0	0	0
Total	**508,357**	**0**	**0**	**508,357**
FTE	**4.00**	**0.00**	**0.00**	**4.00**
Est. Fringe	*126,150*	*0*	*0*	*126,150*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	226,684	0	0	226,684
EE	281,673	0	0	281,673
PSD	0	0	0	0
TRF	0	0	0	0
Total	**508,357**	**0**	**0**	**508,357**
FTE	**4.00**	**0.00**	**0.00**	**4.00**
Est. Fringe	*126,150*	*0*	*0*	*126,150*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

Section 37.130 RSMo, provides that the demographic unit in the Office of Administration " shall provide requested assistance in all reapportionment matters." The federal decennial census began on April 1, 2010. The state of Missouri needs to prepare census geographic and election databases that will be used for reapportionment efforts following the census. This budget request ensures that the Office of Administration makes necessary preparations for reapportionment activities by the bipartisan commissions in 2011.

3. PROGRAM LISTING (list programs included in this core funding)

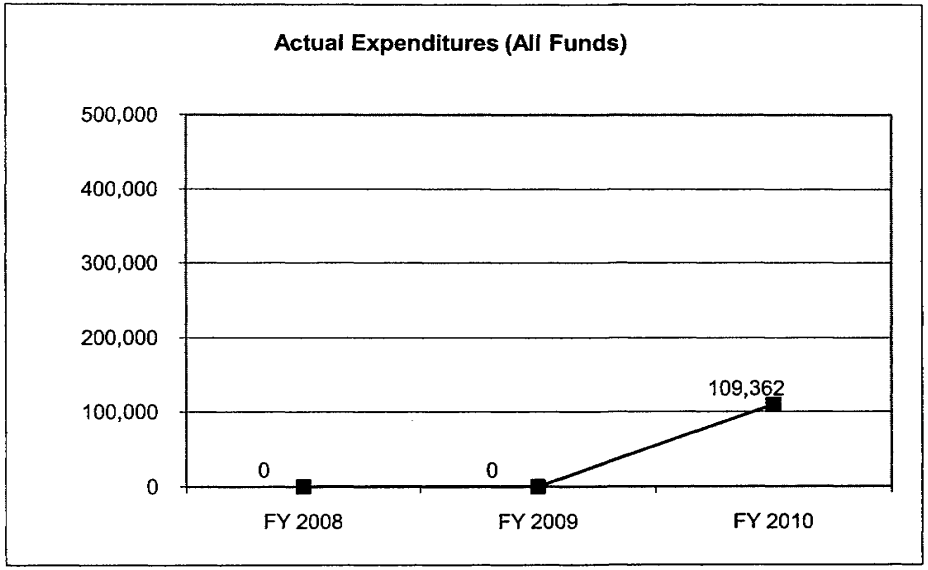
Demography & Reapportionment Support

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30540
Division	Budget & Planning		
Core -	CENSUS 2010 - Reapportionment Support		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	0	0	182,653	596,353
Less Reverted (All Funds)	0	0	(30,794)	N/A
Budget Authority (All Funds)	0	0	151,859	N/A
Actual Expenditures (All Funds)	0	0	109,362	N/A
Unexpended (All Funds)	0	0	42,497	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	42,497	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

Project funding every ten years; project will end in 2012 (core cut in FY 2013)

One-time expenditures for FY 2011 - $87,996 E&E.

OFFICE OF ADMINISTRATION
CENSUS 2010 PREPARATIONS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	4.00	226,684	0	0	226,684	
	EE	0.00	369,669	0	0	369,669	
	Total	**4.00**	**596,353**	**0**	**0**	**596,353**	
DEPARTMENT CORE ADJUSTMENTS							
1x Expenditures 183 2144	EE	0.00	(87,996)	0	0	(87,996)	Start-up expenses for bipartisan commissions reapportionment activities.
NET DEPARTMENT CHANGES		**0.00**	**(87,996)**	**0**	**0**	**(87,996)**	
DEPARTMENT CORE REQUEST							
	PS	4.00	226,684	0	0	226,684	
	EE	0.00	281,673	0	0	281,673	
	Total	**4.00**	**508,357**	**0**	**0**	**508,357**	
GOVERNOR'S RECOMMENDED CORE							
	PS	4.00	226,684	0	0	226,684	
	EE	0.00	281,673	0	0	281,673	
	Total	**4.00**	**508,357**	**0**	**0**	**508,357**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENSUS 2010 PREPARATIONS								
CORE								
EXECUTIVE I	0	0.00	35,436	1.00	35,436	1.00	35,436	1.00
DESIGNATED PRINCIPAL ASST DIV	0	0.00	116,456	2.00	116,456	2.00	116,456	2.00
SPECIAL ASST PROFESSIONAL	19,656	0.33	60,792	1.00	60,792	1.00	60,792	1.00
APPORTIONMENT COMMISSIONER	0	0.00	14,000	0.00	14,000	0.00	14,000	0.00
TOTAL - PS	**19,656**	**0.33**	**226,684**	**4.00**	**226,684**	**4.00**	**226,684**	**4.00**
TRAVEL, IN-STATE	347	0.00	92,478	0.00	92,478	0.00	92,478	0.00
TRAVEL, OUT-OF-STATE	3,019	0.00	14,720	0.00	14,720	0.00	14,720	0.00
SUPPLIES	594	0.00	110,736	0.00	110,736	0.00	110,736	0.00
PROFESSIONAL DEVELOPMENT	729	0.00	13,680	0.00	684	0.00	684	0.00
COMMUNICATION SERV & SUPP	462	0.00	8,577	0.00	8,577	0.00	8,577	0.00
PROFESSIONAL SERVICES	1,703	0.00	3,766	0.00	3,766	0.00	3,766	0.00
M&R SERVICES	31,176	0.00	10,558	0.00	10,558	0.00	10,558	0.00
COMPUTER EQUIPMENT	5,188	0.00	115,154	0.00	40,154	0.00	40,154	0.00
OFFICE EQUIPMENT	13,326	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	33,162	0.00	0	0.00	0	0.00	0	0.00
TOTAL - EE	**89,706**	**0.00**	**369,669**	**0.00**	**281,673**	**0.00**	**281,673**	**0.00**
GRAND TOTAL	**$109,362**	**0.33**	**$596,353**	**4.00**	**$508,357**	**4.00**	**$508,357**	**4.00**
GENERAL REVENUE	**$0**	**0.00**	**$596,353**	**4.00**	**$508,357**	**4.00**	**$508,357**	**4.00**
FEDERAL FUNDS	**$109,362**	**0.33**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Demography & Reapportionment Support
Program is found in the following core budget(s): Budget & Planning Operating

	Demography Operating	Census 2010	TOTAL
GR	69,948	596,353	666,301
FEDERAL	0	0	0
OTHER	0	0	0
TOTAL	69,948	596,353	666,301

1. What does this program do?

OA Budget and Planning is the designated state demographic agency and has statutory demographic and reapportionment duties.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 37.130, RSMo, provides that the demographic unit in the Office of Administration "...shall be responsible for the coordination and preparation of all official population estimates and projections required by state agencies, commissions and local governmental units. In addition the unit shall provide requested assistance in all reapportionment matters." Section 37.135, RSMo, specifies the "...duty to take the necessary steps to contract with the federal government and pay within the limits of moneys appropriated for that purpose any sums of money required to have the federal census taken on a precinct-by-precinct basis. " Article III, Sections 2, 5, 7, and 10 of the Missouri Constitution provide for the reapportionment of state house and senate districts by two bipartisan state apportionment commissions appointed by the governor following the decennial census.

3. Are there federal matching requirements? If yes, please explain.

No

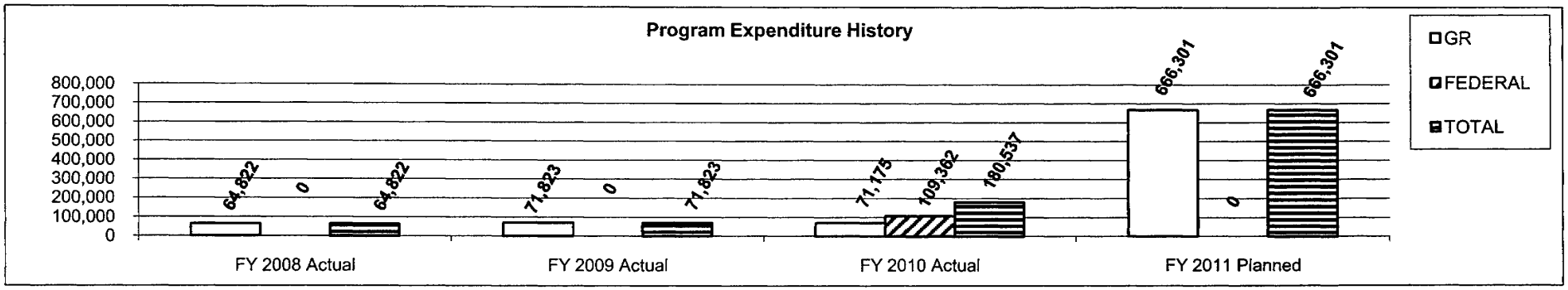
4. Is this a federally mandated program? If yes, please explain.

No

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Demography & Reapportionment Support
Program is found in the following core budget(s): Budget & Planning Operating

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

7a. Provide an effectiveness measure.

N/A

7b. Provide an efficiency measure.

N/A

7c. Provide the number of clients/individuals served, if applicable.

	FY 08 Proj.	Actual	FY 09 Proj.	Actual	FY10 Proj.	Actual	FY 11 Target	FY 12 Target	FY 13 Target
Number of 2008 precinct datasets prepared	N/A	N/A	N/A	115	115	115	N/A	N/A	N/A
Number of precinct boundary maps printed	N/A	N/A	N/A	N/A	N/A	N/A	500	8,500	N/A

7d. Provide a customer satisfaction measure, if available.

N/A

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ARRA AUDIT								
CORE								
EXPENSE & EQUIPMENT								
FEDERAL BUDGET STAB-EDUCTN 18%	0	0.00	528,000	0.00	0	0.00	0	0.00
TOTAL - EE	0	0.00	528,000	0.00	0	0.00	0	0.00
TOTAL	**0**	**0.00**	**528,000**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$528,000**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30533
Division	Budget & Planning		
Core -	Recovery Act Funds Audit Services		

1. CORE FINANCIAL SUMMARY

	FY 2012 Budget Request				FY 2012 Governor's Recommendation			
	GR	Federal	Other	Total	GR	Federal	Other	Total
PS	0	0	0	0	0	0	0	0
EE	0	0	0	0	0	0	0	0
PSD	0	0	0	0	0	0	0	0
TRF	0	0	0	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

To ensure that Federal Recovery Act funds sub-awarded to other entities are spending the stimulus money as they should, the state contracts for services to audit the use of Recovery Act funds by those sub-awardees and their vendors and to issue audit reports that:
-Summarize findings on overall compliance with applicable grant and reporting guidelines
-Summarize assessment of sub-recipient and vendor performance
-Document and summarize any other compliance issues (e.g., instances of likely non-compliance, sub-par performance, waste, fraud, inefficiency, or ineffectiveness)
-Recommend corrective measures (e.g., better project management, service contractors, tracking mechanism, or grants management reporting)

This was a one-time project and the appropriation has been eliminated for FY 2012.

3. PROGRAM LISTING (list programs included in this core funding)

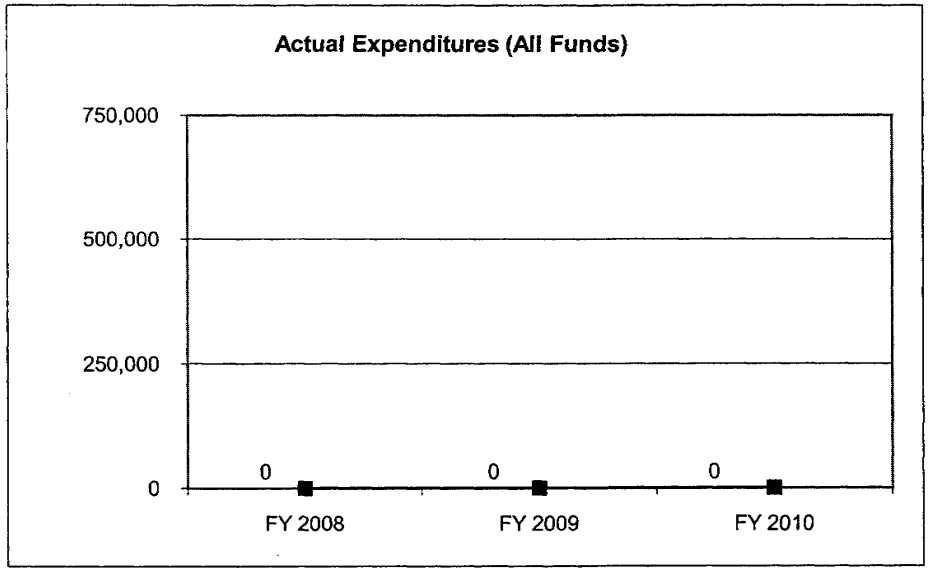
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30533
Division	Budget & Planning		
Core -	Recovery Act Funds Audit Services		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	0	0	0	528,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
ARRA AUDIT

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		EE	0.00	0	528,000	0	528,000	
		Total	**0.00**	**0**	**528,000**	**0**	**528,000**	
DEPARTMENT CORE ADJUSTMENTS								
1x Expenditures	1444 7150	EE	0.00	0	(528,000)	0	(528,000)	One-time appropriation for expenditure in FY 2011
NET DEPARTMENT CHANGES			**0.00**	**0**	**(528,000)**	**0**	**(528,000)**	
DEPARTMENT CORE REQUEST								
		EE	0.00	0	0	0	0	
		Total	**0.00**	**0**	**0**	**0**	**0**	
GOVERNOR'S RECOMMENDED CORE								
		EE	0.00	0	0	0	0	
		Total	**0.00**	**0**	**0**	**0**	**0**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ARRA AUDIT								
CORE								
PROFESSIONAL SERVICES	0	0.00	528,000	0.00	0	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**528,000**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$528,000**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$528,000**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

Information Technology Services

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	23,927,465	494.72	24,618,461	502.39	24,618,461	502.39	24,618,461	502.39
DEPT OF LABOR RELATIONS ADMIN	3,204,981	64.36	3,528,766	68.46	3,528,766	68.46	3,528,766	68.46
OA INFORMATION TECH FED& OTHER	11,433,915	238.61	13,836,627	272.44	13,806,627	271.69	13,806,627	271.69
CHILD SUPPORT ENFORCEMT FUND	521,455	10.92	521,528	11.75	521,528	11.75	521,528	11.75
HEALTH CARE TECHNOLOGY FUND	42,619	0.86	0	0.00	0	0.00	0	0.00
NURSING FAC QUALITY OF CARE	267,546	5.64	416,162	8.00	416,162	8.00	416,162	8.00
HEALTH INITIATIVES	5,328	0.07	5,494	0.12	5,494	0.12	5,494	0.12
ANIMAL HEALTH LABORATORY FEES	5,390	0.13	5,390	0.13	5,390	0.13	5,390	0.13
ANIMAL CARE RESERVE	4,195	0.07	7,013	0.12	7,013	0.12	7,013	0.12
MO PUBLIC HEALTH SERVICES	75,387	1.50	131,420	3.00	131,420	3.00	131,420	3.00
LIVESTOCK BRANDS	232	0.00	232	0.01	232	0.01	232	0.01
COMMODITY COUNCIL MERCHANISING	341	0.01	341	0.01	341	0.01	341	0.01
SP ANIMAL FAC LOAN PROGRAM	428	0.01	428	0.01	428	0.01	428	0.01
STATE FAIR FEES	10,394	0.17	12,083	0.23	12,083	0.23	12,083	0.23
MO VETERANS HOMES	403,903	8.85	405,793	8.67	405,793	8.67	405,793	8.67
DNR COST ALLOCATION	2,411,024	50.96	2,850,216	55.51	2,850,215	55.51	2,850,215	55.51
STATE FACILITY MAINT & OPERAT	88,662	1.97	91,590	2.00	91,590	2.00	91,590	2.00
DIFP ADMINISTRATIVE	47,184	1.00	99,367	2.00	99,367	2.00	99,367	2.00
OA REVOLVING ADMINISTRATIVE TR	5,835,782	118.30	6,443,034	122.25	6,443,034	122.25	6,443,034	122.25
WORKING CAPITAL REVOLVING	52,200	1.00	63,364	1.00	63,364	1.00	63,364	1.00
DOSS ADMINISTRATIVE TRUST	0	0.00	36,540	1.10	36,540	1.10	36,540	1.10
DED ADMINISTRATIVE	485,963	10.06	681,935	16.27	681,935	16.27	681,935	16.27
DIVISION OF FINANCE	45,984	1.00	51,248	1.00	51,248	1.00	51,248	1.00
INSURANCE DEDICATED FUND	497,324	11.63	600,093	13.00	600,093	13.00	600,093	13.00
LIVESTOCK SALES & MARKETS FEES	390	0.01	390	0.01	390	0.01	390	0.01
MOTOR VEHICLE COMMISSION	17,946	0.39	19,784	0.50	19,784	0.50	19,784	0.50
DEPT OF REVENUE INFORMATION	193,864	3.37	194,849	4.00	194,849	4.00	194,849	4.00
LIVESTOCK DEALER LAW ENF & ADM	0	0.00	150	0.01	150	0.01	150	0.01
STATE HWYS AND TRANS DEPT	835,938	18.85	861,791	20.37	861,791	20.37	861,791	20.37
MILK INSPECTION FEES	1,481	0.04	1,481	0.04	1,481	0.04	1,481	0.04
DEPT HEALTH & SR SV DOCUMENT	0	0.00	0	0.00	20,000	0.50	20,000	0.50
GRAIN INSPECTION FEES	9,060	0.17	10,359	0.30	10,359	0.30	10,359	0.30
WORKERS COMPENSATION	33,777	0.58	283,250	5.00	283,250	5.00	283,250	5.00

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit / Decision Item / Budget Object Summary / Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
PERSONAL SERVICES								
DEPT OF HEALTH-DONATED	27,873	0.64	107,031	1.72	117,031	1.97	117,031	1.97
PETROLEUM INSPECTION FUND	78,528	1.35	83,493	1.38	83,493	1.38	83,493	1.38
CRIME VICTIMS COMP FUND	0	0.00	12,125	0.48	12,125	0.48	12,125	0.48
PROFESSIONAL REGISTRATION FEES	287,918	5.85	304,838	6.00	304,838	6.00	304,838	6.00
MISSOURI WINE AND GRAPE FUND	4,459	0.07	6,362	0.11	6,362	0.11	6,362	0.11
ORGAN DONOR PROGRAM	6,658	0.12	9,025	0.05	9,025	0.05	9,025	0.05
EARLY CHILDHOOD DEV EDU/CARE	1,435	0.02	1,482	0.04	1,482	0.04	1,482	0.04
GUARANTY AGENCY OPERATING	413,397	9.28	651,606	10.56	651,606	10.56	651,606	10.56
AGRICULTURE DEVELOPMENT	1,080	0.02	1,079	0.06	1,079	0.06	1,079	0.06
UNEMPLOYMENT AUTOMATION	0	0.00	283,250	5.00	283,250	5.00	283,250	5.00
TOTAL - PS	51,281,506	1,062.60	57,239,470	1,145.10	57,239,469	1,145.10	57,239,469	1,145.10
EXPENSE & EQUIPMENT								
GENERAL REVENUE	17,054,899	0.00	17,861,288	0.00	17,856,636	0.00	17,854,930	0.00
DEPT OF LABOR RELATIONS ADMIN	537,069	0.00	419,981	0.00	419,981	0.00	419,981	0.00
OA-FEDERAL AND OTHER	0	0.00	10,000	0.00	10,000	0.00	10,000	0.00
OA INFORMATION TECH FED& OTHER	35,338,917	0.00	53,974,144	0.00	53,827,644	0.00	53,826,459	0.00
UNEMPLOYMENT COMP ADMIN	389,380	0.00	798,281	0.00	798,281	0.00	798,281	0.00
FEDRAL BUDGET STAB-MEDICAID RE	4,107,634	0.00	0	0.00	0	0.00	0	0.00
CHILD SUPPORT ENFORCEMT FUND	1,229,528	0.00	1,229,528	0.00	1,229,528	0.00	1,229,528	0.00
HEALTH CARE TECHNOLOGY FUND	221,839	0.00	0	0.00	0	0.00	0	0.00
ELEVATOR SAFETY	8,949	0.00	9,215	0.00	9,215	0.00	9,215	0.00
MO ARTS COUNCIL TRUST	4,158	0.00	22,960	0.00	22,960	0.00	22,960	0.00
COMM FOR DEAF-CERT OF INTERPRE	223	0.00	8,000	0.00	8,000	0.00	8,000	0.00
NURSING FAC QUALITY OF CARE	92,682	0.00	104,048	0.00	104,048	0.00	104,048	0.00
DIVISION OF TOURISM SUPPL REV	10,929	0.00	53,704	0.00	53,704	0.00	53,704	0.00
HEALTH INITIATIVES	2,042	0.00	2,067	0.00	2,067	0.00	2,067	0.00
HEALTH ACCESS INCENTIVE	12,534	0.00	7,100	0.00	7,100	0.00	7,100	0.00
LOTTERY PROCEEDS	109,413	0.00	113,480	0.00	113,480	0.00	113,480	0.00
ANIMAL HEALTH LABORATORY FEES	2,304	0.00	5,936	0.00	5,936	0.00	5,936	0.00
MAMMOGRAPHY	4,456	0.00	4,590	0.00	4,590	0.00	4,590	0.00
ANIMAL CARE RESERVE	9,361	0.00	9,403	0.00	9,403	0.00	9,403	0.00
ELDERLY HOME-DELIVER MEALS TRU	10,970	0.00	10,970	0.00	10,970	0.00	10,970	0.00
MO PUBLIC HEALTH SERVICES	165,652	0.00	741,493	0.00	741,493	0.00	741,493	0.00

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
EXPENSE & EQUIPMENT								
LIVESTOCK BRANDS	697	0.00	3,010	0.00	3,010	0.00	3,010	0.00
VETERANS' COMMISSION CI TRUST	37,234	0.00	39,000	0.00	39,000	0.00	39,000	0.00
COMMODITY COUNCIL MERCHANISING	67	0.00	781	0.00	781	0.00	781	0.00
FEDERAL SURPLUS PROPERTY	2,801	0.00	12,642	0.00	12,642	0.00	12,642	0.00
SP ANIMAL FAC LOAN PROGRAM	134	0.00	1,162	0.00	1,162	0.00	1,162	0.00
STATE FAIR FEES	1,310	0.00	9,704	0.00	9,704	0.00	9,704	0.00
MO VETERANS HOMES	440,267	0.00	542,839	0.00	542,839	0.00	542,839	0.00
DNR COST ALLOCATION	2,507,992	0.00	4,302,151	0.00	4,302,150	0.00	4,302,150	0.00
STATE FACILITY MAINT & OPERAT	106,786	0.00	144,274	0.00	144,274	0.00	144,274	0.00
DIFP ADMINISTRATIVE	6,164	0.00	24,336	0.00	24,336	0.00	24,336	0.00
OA REVOLVING ADMINISTRATIVE TR	16,126,887	0.00	22,780,364	0.00	22,780,364	0.00	22,780,364	0.00
WORKING CAPITAL REVOLVING	94,338	0.00	170,410	0.00	170,410	0.00	170,410	0.00
INMATE REVOLVING	3,468,482	0.00	9,517,088	0.00	6,048,606	0.00	6,048,606	0.00
DOSS ADMINISTRATIVE TRUST	0	0.00	402,972	0.00	402,972	0.00	402,972	0.00
DED ADMINISTRATIVE	55,234	0.00	1,278,197	0.00	1,278,197	0.00	1,278,197	0.00
DIVISION OF CREDIT UNIONS	1,516	0.00	6,611	0.00	6,611	0.00	6,611	0.00
DIVISION OF FINANCE	80,808	0.00	99,552	0.00	99,552	0.00	99,552	0.00
INSURANCE EXAMINERS FUND	15,163	0.00	113,628	0.00	113,628	0.00	113,628	0.00
DEAF RELAY SER & EQ DIST PRGM	202	0.00	13,000	0.00	13,000	0.00	13,000	0.00
PROF & PRACT NURSING LOANS	6,761	0.00	5,600	0.00	5,600	0.00	5,600	0.00
INSURANCE DEDICATED FUND	222,870	0.00	403,019	0.00	403,019	0.00	403,019	0.00
INTERNATIONAL TRADE SHOW REVOL	0	0.00	2,762	0.00	2,762	0.00	2,762	0.00
LIVESTOCK SALES & MARKETS FEES	67	0.00	262	0.00	262	0.00	262	0.00
CHEMICAL EMERGENCY PREPAREDNES	6,850	0.00	11,500	0.00	11,500	0.00	11,500	0.00
MOTOR VEHICLE COMMISSION	37,805	0.00	37,805	0.00	37,805	0.00	37,805	0.00
MISSOURI JOB DEVELOPMENT FUND	1,462	0.00	7,000	0.00	7,000	0.00	7,000	0.00
CONSERVATION COMMISSION	33,198	0.00	33,198	0.00	33,198	0.00	33,198	0.00
DEPT OF REVENUE INFORMATION	179,671	0.00	12,050,098	0.00	11,908,054	0.00	11,908,054	0.00
BLIND PENSION	29,591	0.00	29,591	0.00	29,591	0.00	29,591	0.00
LIVESTOCK DEALER LAW ENF & ADM	0	0.00	95	0.00	95	0.00	95	0.00
STATE HWYS AND TRANS DEPT	2,711,052	0.00	2,794,899	0.00	2,794,899	0.00	2,794,899	0.00
MILK INSPECTION FEES	2,241	0.00	4,963	0.00	4,963	0.00	4,963	0.00
DEPT HEALTH & SR SV DOCUMENT	57,472	0.00	108,356	0.00	108,356	0.00	108,356	0.00

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit / Decision Item / Budget Object Summary / Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
EXPENSE & EQUIPMENT								
GRAIN INSPECTION FEES	24,093	0.00	33,851	0.00	33,851	0.00	33,851	0.00
EXCELLENCE IN EDUCATION	12,102	0.00	20,000	0.00	20,000	0.00	20,000	0.00
WORKERS COMPENSATION	322,689	0.00	5,327,737	0.00	5,327,737	0.00	5,327,737	0.00
DEPT OF HEALTH-DONATED	48,091	0.00	20,543	0.00	20,543	0.00	20,543	0.00
PETROLEUM INSPECTION FUND	14,197	0.00	48,045	0.00	48,045	0.00	48,045	0.00
HAZARDOUS WASTE FUND	6,453	0.00	2,000	0.00	2,000	0.00	2,000	0.00
SAFE DRINKING WATER FUND	0	0.00	0	0.00	0	0.00	1,185	0.00
CRIME VICTIMS COMP FUND	2,884	0.00	25,559	0.00	25,559	0.00	25,559	0.00
AGRICULTURE BUSINESS DEVELOPMT	1,284	0.00	2,501	0.00	2,501	0.00	2,501	0.00
PROFESSIONAL REGISTRATION FEES	527,848	0.00	919,791	0.00	919,791	0.00	919,791	0.00
CHILDREN'S TRUST	316	0.00	1,100	0.00	1,100	0.00	1,100	0.00
MO COMM DEAF & HARD OF HEARING	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
BOILER & PRESSURE VESSELS SAFE	14,030	0.00	14,040	0.00	14,040	0.00	14,040	0.00
MISSOURI RX PLAN FUND	15,000	0.00	15,000	0.00	15,000	0.00	15,000	0.00
PUTATIVE FATHER REGISTRY	5,471	0.00	12,600	0.00	12,600	0.00	12,600	0.00
MISSOURI WINE AND GRAPE FUND	2,773	0.00	10,217	0.00	10,217	0.00	10,217	0.00
ORGAN DONOR PROGRAM	329,905	0.00	10,000	0.00	10,000	0.00	10,000	0.00
CHILD LABOR ENFORCEMENT	196	0.00	15,000	0.00	15,000	0.00	15,000	0.00
EARLY CHILDHOOD DEV EDU/CARE	35,126	0.00	24,279	0.00	24,279	0.00	24,279	0.00
GUARANTY AGENCY OPERATING	155,807	0.00	251,938	0.00	251,938	0.00	251,938	0.00
CHILDHOOD LEAD TESTING	196	0.00	13,037	0.00	13,037	0.00	13,037	0.00
AGRICULTURE DEVELOPMENT	201	0.00	879	0.00	879	0.00	879	0.00
INSTITUTION GIFT TRUST	0	0.00	90	0.00	90	0.00	90	0.00
SPECIAL EMPLOYMENT SECURITY	210	0.00	110,000	0.00	110,000	0.00	110,000	0.00
UNEMPLOYMENT AUTOMATION	0	0.00	5,000,000	0.00	5,000,000	0.00	5,000,000	0.00
TOTAL - EE	87,066,933	0.00	142,216,264	0.00	138,454,585	0.00	138,452,879	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	288,000	0.00	9,386	0.00	9,386	0.00	9,386	0.00
OA INFORMATION TECH FED& OTHER	0	0.00	245,100	0.00	245,100	0.00	245,100	0.00
MO ARTS COUNCIL TRUST	0	0.00	100	0.00	100	0.00	100	0.00
DIVISION OF TOURISM SUPPL REV	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00
HEALTH ACCESS INCENTIVE	0	0.00	600	0.00	600	0.00	600	0.00
MAMMOGRAPHY	0	0.00	50	0.00	50	0.00	50	0.00

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	2,454,177	0.00	263,650	0.00	263,650	0.00	263,650	0.00
INSURANCE EXAMINERS FUND	50,787	0.00	8,000	0.00	8,000	0.00	8,000	0.00
TOTAL - PD	2,792,964	0.00	528,886	0.00	528,886	0.00	528,886	0.00
TOTAL	**141,141,403**	**1,062.60**	**199,984,620**	**1,145.10**	**196,222,940**	**1,145.10**	**196,221,234**	**1,145.10**
MOSERS New PS Trf - 1300020								
PERSONAL SERVICES								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	0	0.00	0	(0.00)
TOTAL - PS	0	0.00	0	0.00	0	0.00	0	(0.00)
TOTAL	**0**	**0.00**	**0**	**0.00**	**0**	**0.00**	**0**	**(0.00)**
GRAND TOTAL	**$141,141,403**	**1,062.60**	**$199,984,620**	**1,145.10**	**$196,222,940**	**1,145.10**	**$196,221,234**	**1,145.10**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30616
Division	Information Technology Services Division		
Core -	ITSD Operating Core		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	24,618,461	17,335,393	15,285,615	57,239,469
EE	17,856,636	55,055,906	65,542,043	138,454,585
PSD	9,386	245,100	274,400	528,886
TRF	0	0	0	0
Total	**42,484,483**	**72,636,399**	**81,102,058**	**196,222,940**
FTE	**502.39**	**340.15**	**302.56**	**1,145.10**
Est. Fringe	*13,700,174*	*9,647,146*	*8,506,445*	*31,853,764*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Various - See Decision Item Summary on previous page

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	24,618,461	17,335,393	15,285,615	57,239,469
EE	17,854,930	55,054,721	65,543,228	138,452,879
PSD	9,386	245,100	274,400	528,886
TRF	0	0	0	0
Total	**42,482,777**	**72,635,214**	**81,103,243**	**196,221,234**
FTE	**502.39**	**340.15**	**302.56**	**1,145.10**
Est. Fringe	*13,700,174*	*9,647,146*	*8,506,445*	*31,853,764*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Various - See Decision Item Summary on previous page

2. CORE DESCRIPTION

In Fiscal Year 2007, the State's appropriations for certain information technology resources were consolidated under the Office of Administration. These resources are under the direct control of the state's Chief Information Officer, resulting in a better, more coordinated use of state resources. This decision item contains the operating funds for each of the division's sections including Infrastructure, Operations, and Administration. In addition, this section includes funding for information technology services provided to the 14 departments involved in the consolidation. The consolidated Information Technology Services Division (ITSD) continued with existing programs/ functions and also restructured in order to manage and implement new IT Consolidation initiatives. These IT Consolidation initiatives include network consolidation, Email and server consolidation efforts, content management, and enabling MODOT fiber to help provide new telecommunications infrastructure including Voice over Internet Protocol (VOIP). The division continues to monitor agency IT budgets and to shift IT personnel in order to provide efficient and reliable service, and will leverage consolidated IT budgets in order to receive better pricing on equipment purchases and software pricing. These projects are multi - year projects.

CORE DECISION ITEM

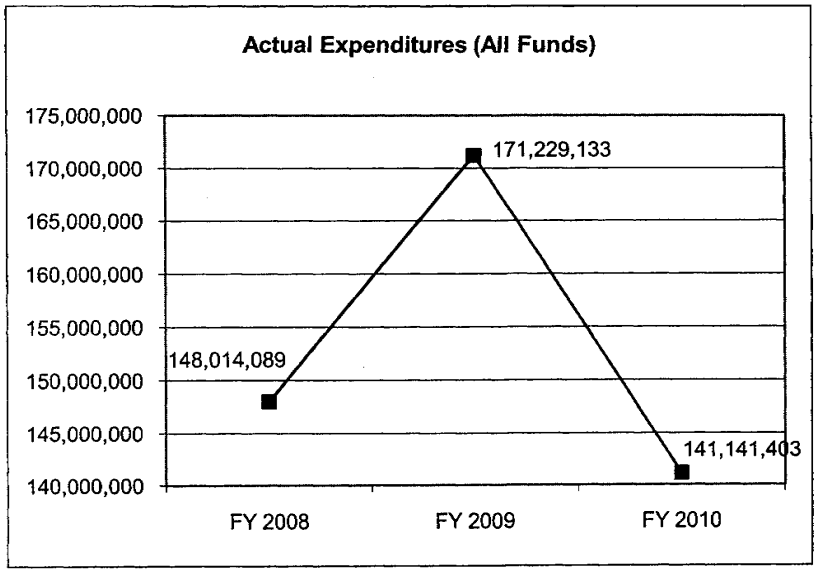
Department	Office of Administration	**Budget Unit**	30616
Division	Information Technology Services Division		
Core -	ITSD Operating Core		

3. PROGRAM LISTING (list programs included in this core funding)

IT Consolidation
State Data Center (SDC)

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	188,121,509	229,437,110	208,883,633	199,984,620
Less Reverted (All Funds)	(253,254)	(10,250,137)	(5,775,676)	N/A
Budget Authority (All Funds)	187,868,255	219,186,973	203,107,957	N/A
Actual Expenditures (All Funds)	148,014,089	171,229,133	141,141,403	N/A
Unexpended (All Funds)	39,854,166	47,957,840	61,966,554	N/A
Unexpended, by Fund:				
General Revenue	124,558	131,661	4,898	N/A
Federal	19,559,777	14,372,357	21,908,643	N/A
Other	20,169,831	33,453,822	40,053,013	N/A
	(1)		(2)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) Fiscal Year 2007 was the first year all IT appropriations for 14 departments were consolidated in OA

(2) General Revenue lapse in FY 2010 included $183 from IT Consolidation PS (approp 1281), $3,683 from IT Consolidation EE (approp 1282), and $1,032 from DOR IT HC funding for PS (approp 2854),

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
ITSD CONSOLIDATION

5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES									
			PS	1,145.10	24,618,461	17,365,393	15,255,616	57,239,470	
			EE	0.00	17,861,288	55,202,406	69,152,570	142,216,264	
			PD	0.00	9,386	245,100	274,400	528,886	
			Total	**1,145.10**	**42,489,135**	**72,812,899**	**84,682,586**	**199,984,620**	
DEPARTMENT CORE ADJUSTMENTS									
1x Expenditures	472	2253	EE	0.00	0	0	(3,468,482)	(3,468,482)	PY expended portion of DOC Offender Mgmt System multi-year project
1x Expenditures	473	4226	EE	0.00	0	0	(142,044)	(142,044)	PY expended portion of DOR System Replacement multi-year project
Transfer Out	478	1285	EE	0.00	0	(146,500)	0	(146,500)	To Highway Patrol (not part of consolidation) from Water Patrol IT funds
Core Reduction	476	1282	EE	0.00	(4,652)	0	0	(4,652)	FY 11 expenditure restriction
Core Reduction	477	3655	PS	0.00	0	0	(1)	(1)	Appropriation no longer needed
Core Reduction	477	3656	EE	0.00	0	0	(1)	(1)	Appropriation no longer needed
Core Reallocation	474	1283	PS	(0.75)	0	(30,000)	0	(30,000)	To more accurately reflect planned expenditures
Core Reallocation	474	1513	PS	0.25	0	0	10,000	10,000	To more accurately reflect planned expenditures
Core Reallocation	474	1506	PS	0.50	0	0	20,000	20,000	To more accurately reflect planned expenditures
NET DEPARTMENT CHANGES				**0.00**	**(4,652)**	**(176,500)**	**(3,580,528)**	**(3,761,680)**	
DEPARTMENT CORE REQUEST									
			PS	1,145.10	24,618,461	17,335,393	15,285,615	57,239,469	
			EE	0.00	17,856,636	55,055,906	65,542,043	138,454,585	

OFFICE OF ADMINISTRATION
ITSD CONSOLIDATION

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
DEPARTMENT CORE REQUEST								
		PD	0.00	9,386	245,100	274,400	528,886	
		Total	**1,145.10**	**42,484,483**	**72,636,399**	**81,102,058**	**196,222,940**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1681 1282	EE	0.00	(1,706)	0	0	(1,706)	FY12 Core Reductions
Core Reallocation	1710 7891	EE	0.00	0	0	1,185	1,185	Reallocation to new appropriation for ITSD - DHSS
Core Reallocation	1710 1285	EE	0.00	0	(1,185)	0	(1,185)	Reallocation to new appropriation for ITSD - DHSS
Core Reallocation	2168 8020	EE	0.00	0	0	1	1	To allow ITSD to internally bill to maximize efficiencies and resources.
Core Reallocation	2168 3602	EE	0.00	0	0	(1)	(1)	To allow ITSD to internally bill to maximize efficiencies and resources.
NET GOVERNOR CHANGES			**0.00**	**(1,706)**	**(1,185)**	**1,185**	**(1,706)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	1,145.10	24,618,461	17,335,393	15,285,615	57,239,469	
		EE	0.00	17,854,930	55,054,721	65,543,228	138,452,879	
		PD	0.00	9,386	245,100	274,400	528,886	
		Total	**1,145.10**	**42,482,777**	**72,635,214**	**81,103,243**	**196,221,234**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	30615	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	ITSD Consolidation	**DIVISION:**	Information Technology Services Division

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

It is requested that 25% for General Revenue and 100% all other funding sources be designated as Flexible PS/EE. This flexibility is requested to help manage the IT consolidation for all participating departments. ITSD services are funded from 128 appropriations ranging from $1 to over $54 million. Changing needs of departments served by ITSD require that funding be flex so that proper spending from the proper sources are maintained. It is critical to the Division to retain key technical staff that continue to optimize the IT systems and to maintain technical support so that EE operating costs are contained and managed. In addition, certain software or equipment, or contracted services may be needed that can be funded from salary savings. This flexibility allows ITSD to provide services in the most efficient and reliable manner.

		General Revenue			Federal and Other Funds		
		Appr Amounts	% Flex Requested	Flex Amount Requested	Appr Amounts	% Flex Requested	Flex Amount Requested
IT Consolidation	PS	$24,618,461	25%	$6,154,615	$32,621,008	100%	$32,621,008
	E&E	$17,856,636	25%	$4,464,159	$120,597,949	100%	$120,597,949
	PSD	$9,386	25%	$2,347	$519,500	100%	$519,500
Total		$42,484,483		$10,621,121	$153,738,457		$153,738,457

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$639,744	$2,000,000	$2,000,000

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
To adjust funding sources for personal service and E&E between various appropriations. A total of 43 of ITSD appropriations are $10,000 or less.	Unknown

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
SR OFC SUPPORT ASST (CLERICAL)	106,728	4.00	138,429	5.00	138,429	5.00	138,429	5.00
ADMIN OFFICE SUPPORT ASSISTANT	288,380	9.61	369,912	11.31	369,912	11.31	369,912	11.31
SR OFC SUPPORT ASST (STENO)	27,564	1.00	56,574	2.00	56,574	2.00	56,574	2.00
OFFICE SUPPORT ASST (KEYBRD)	102,083	4.09	141,478	5.43	141,478	5.43	141,478	5.43
SR OFC SUPPORT ASST (KEYBRD)	265,018	10.17	288,079	10.17	288,079	10.17	288,079	10.17
OFFICE SERVICES ASST	24,406	0.85	0	0.00	0	0.00	0	0.00
DATA CONTROL CLERK I	0	0.00	21,992	1.00	21,992	1.00	21,992	1.00
DATA CONTROL CLERK II	0	0.00	30,492	1.00	30,492	1.00	30,492	1.00
EDP SCHEDULER	31,847	1.01	125,528	4.00	125,528	4.00	125,528	4.00
COMPUTER SUPPORT SVCS SPV	81,180	2.00	59,210	1.50	59,210	1.50	59,210	1.50
INFORMATION SUPPORT COOR	19,359	0.67	112,018	3.31	112,018	3.31	112,018	3.31
COMPUTER OPER TRNE	58,624	2.67	44,672	0.00	44,672	0.00	44,672	0.00
COMPUTER OPER I	142,236	5.34	105,941	4.00	105,941	4.00	105,941	4.00
COMPUTER OPER II	398,512	12.66	309,440	9.79	309,440	9.79	309,440	9.79
COMPUTER OPER III	242,685	6.83	265,171	7.00	265,171	7.00	265,171	7.00
COMPUTER OPERATIONS SPV I	241,715	6.00	281,215	6.50	281,215	6.50	281,215	6.50
COMPUTER OPERATIONS SPV II	40,212	1.00	51,146	1.00	51,146	1.00	51,146	1.00
MGR OF DP OPERATIONS	0	0.00	60,334	1.00	60,334	1.00	60,334	1.00
INFORMATION TECHNOLOGIST I	492,769	15.95	678,913	15.20	678,913	15.20	678,913	15.20
INFORMATION TECHNOLOGIST II	2,151,180	61.49	2,592,890	65.61	2,592,890	65.61	2,592,890	65.61
INFORMATION TECHNOLOGIST III	4,202,915	104.88	5,051,309	120.11	5,051,309	120.11	5,051,309	120.11
INFORMATION TECHNOLOGIST IV	13,721,806	301.30	17,691,623	367.45	17,691,623	367.45	17,691,623	367.45
COMPUTER INFO SPEC IV	0	0.00	50,713	1.00	50,713	1.00	50,713	1.00
COMPUTER INFO TECH SUPV I	1,107,836	20.89	1,522,943	26.81	1,522,943	26.81	1,522,943	26.81
COMPUTER INFO TECH SUPV II	2,264,040	37.29	3,210,605	49.90	3,210,605	49.90	3,210,605	49.90
COMPUTER INFO TECH SPEC I	11,322,004	218.89	11,244,010	202.45	11,244,010	202.45	11,244,010	202.45
COMPUTER INFO TECH SPEC II	5,343,176	89.04	4,398,381	72.93	4,398,381	72.93	4,398,381	72.93
COMPUTER INFO TECH SPEC III	1,193,763	17.43	660,556	9.09	660,556	9.09	660,556	9.09
SECT MGR DIV OF INFO SVCS	0	0.00	38,142	0.50	38,142	0.50	38,142	0.50
COMP INFO TECHNOLOGY MGR II	202,190	2.71	44,951	0.59	44,951	0.59	44,951	0.59
COMP INFO TECHNOLOGY MGR I	2,793,374	40.81	1,457,185	22.88	1,457,185	22.88	1,457,185	22.88
PROCUREMENT OFCR I	44,220	1.00	95,260	1.80	95,260	1.80	95,260	1.80

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
PROCUREMENT OFCR II	94,111	1.96	0	0.00	0	0.00	0	0.00
ACCOUNT CLERK II	125,292	5.00	112,189	4.37	112,189	4.37	112,189	4.37
ACCOUNTANT I	149,523	4.70	35,311	1.00	35,311	1.00	35,311	1.00
ACCOUNTANT II	0	0.00	109,688	2.50	109,688	2.50	109,688	2.50
ACCOUNTANT III	0	0.00	45,983	1.00	45,983	1.00	45,983	1.00
ACCOUNTING SPECIALIST I	33,458	0.78	0	0.00	0	0.00	0	0.00
ACCOUNTING SPECIALIST II	46,248	1.00	46,251	1.30	46,251	1.30	46,251	1.30
ACCOUNTING SPECIALIST III	100,260	2.00	49,103	1.25	49,103	1.25	49,103	1.25
ACCOUNTING ANAL II	40,212	1.00	0	0.00	0	0.00	0	0.00
ACCOUNTING ANAL III	0	0.00	88,334	1.50	88,334	1.50	88,334	1.50
TRAINING TECH I	40,968	1.00	0	0.00	0	0.00	0	0.00
TRAINING TECH III	22,993	0.50	22,990	0.50	22,990	0.50	22,990	0.50
EXECUTIVE I	253,689	6.80	20,101	0.50	20,101	0.50	20,101	0.50
EXECUTIVE II	40,058	1.00	0	0.00	0	0.00	0	0.00
MANAGEMENT ANALYSIS SPEC II	49,103	1.00	43,348	1.00	43,348	1.00	43,348	1.00
PERSONNEL CLERK	41,280	1.30	31,180	1.00	31,180	1.00	31,180	1.00
TELECOMMUN ANAL I	0	0.00	32,858	1.00	32,858	1.00	32,858	1.00
TELECOMMUN ANAL II	0	0.00	108,518	3.00	108,518	3.00	108,518	3.00
TELECOMMUN ANAL III	0	0.00	198,181	4.00	198,181	4.00	198,181	4.00
TELECOMMUN ANAL IV	0	0.00	307,863	5.88	307,863	5.88	307,863	5.88
PROGRAM COORD DMH DOHSS	0	0.00	55,543	1.00	55,543	1.00	55,543	1.00
GEOGRAPHIC INFO SYS TECH I	0	0.00	33,418	1.00	33,418	1.00	33,418	1.00
GEOGRAPHIC INFO SYS TECH II	0	0.00	40,210	1.00	40,210	1.00	40,210	1.00
GEOGRAPHIC INFO SYS ANALYST	203,352	5.00	166,860	4.06	166,860	4.06	166,860	4.06
GEOGRAPHIC INFO SYS SPECIALIST	263,574	5.58	244,502	5.15	244,502	5.15	244,502	5.15
GEOGRAPHIC INFO SYS COORDINATR	65,677	1.00	66,234	1.10	66,234	1.10	66,234	1.10
SERVICE MANAGER I	70,596	2.00	70,583	2.00	70,583	2.00	70,583	2.00
FISCAL & ADMINISTRATIVE MGR B1	109,902	2.00	0	0.00	0	0.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	247,752	3.89	222,479	4.28	222,479	4.28	222,479	4.28
OFFICE OF ADMINISTRATION MGR 2	87,688	1.28	157,822	2.52	157,822	2.52	157,822	2.52
DESIGNATED PRINCIPAL ASST DEPT	136,971	1.49	445,933	5.50	445,933	5.50	445,933	5.50
DIVISION DIRECTOR	0	0.00	77,393	1.00	77,393	1.00	77,393	1.00

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
DEPUTY DIVISION DIRECTOR	0	0.00	70,836	1.00	70,836	1.00	70,836	1.00
DESIGNATED PRINCIPAL ASST DIV	208,206	2.28	641,932	9.00	641,932	9.00	641,932	9.00
PROJECT SPECIALIST	6,778	0.09	69,692	0.98	69,692	0.98	69,692	0.98
LEGAL COUNSEL	30,105	0.41	0	0.00	0	0.00	0	0.00
CLERK	72,756	1.24	284,351	5.50	284,351	5.50	284,351	5.50
TYPIST	54	0.00	0	0.00	0	0.00	0	0.00
COMPUTER OPERATOR	0	0.00	76,790	2.00	76,790	2.00	76,790	2.00
DATA PROCESSOR TECHNICAL	374,168	7.95	120,879	3.40	120,879	3.40	120,879	3.40
DATA PROCESSOR PROFESSIONAL	22,221	0.40	38,801	0.60	38,801	0.60	38,801	0.60
DATA PROCESSING MANAGER	779,006	10.24	565,950	8.00	565,950	8.00	565,950	8.00
MISCELLANEOUS TECHNICAL	11,449	0.38	60,000	2.00	60,000	2.00	60,000	2.00
MISCELLANEOUS PROFESSIONAL	62,199	1.03	115,401	3.01	115,401	3.01	115,401	3.01
SPECIAL ASST OFFICIAL & ADMSTR	0	0.00	30,316	0.53	30,316	0.53	30,316	0.53
SPECIAL ASST PROFESSIONAL	582,035	8.72	480,258	7.46	480,258	7.46	480,258	7.46
SPECIAL ASST TECHNICIAN	0	0.00	96,963	2.72	96,963	2.72	96,963	2.72
SPECIAL ASST OFFICE & CLERICAL	0	0.00	157,888	4.00	157,888	4.00	157,888	4.00
UCP PENDING CLASSIFICATION - 1	0	0.00	223,835	3.58	223,835	3.58	223,835	3.58
UCP PENDING CLASSIFICATION - 0	0	0.00	133,900	2.00	133,900	2.00	133,900	2.00
OTHER	0	0.00	39,691	0.58	39,690	0.58	39,690	0.58
TOTAL - PS	**51,281,506**	**1,062.60**	**57,239,470**	**1,145.10**	**57,239,469**	**1,145.10**	**57,239,469**	**1,145.10**
TRAVEL, IN-STATE	227,003	0.00	449,901	0.00	365,449	0.00	363,743	0.00
TRAVEL, OUT-OF-STATE	54,487	0.00	212,423	0.00	189,523	0.00	189,523	0.00
FUEL & UTILITIES	18,035	0.00	12,266	0.00	12,266	0.00	12,266	0.00
SUPPLIES	1,273,684	0.00	1,736,374	0.00	1,609,574	0.00	1,609,574	0.00
PROFESSIONAL DEVELOPMENT	424,783	0.00	1,154,022	0.00	1,017,822	0.00	1,017,822	0.00
COMMUNICATION SERV & SUPP	5,171,391	0.00	7,583,261	0.00	6,556,461	0.00	6,556,461	0.00
PROFESSIONAL SERVICES	45,047,937	0.00	56,964,793	0.00	53,526,910	0.00	53,526,910	0.00
HOUSEKEEPING & JANITORIAL SERV	45	0.00	8,434	0.00	8,434	0.00	8,434	0.00
M&R SERVICES	19,217,232	0.00	18,964,874	0.00	20,202,239	0.00	20,202,239	0.00
COMPUTER EQUIPMENT	8,390,050	0.00	43,324,498	0.00	43,139,189	0.00	43,139,189	0.00
MOTORIZED EQUIPMENT	22,609	0.00	8,692	0.00	10,592	0.00	10,592	0.00
OFFICE EQUIPMENT	490,519	0.00	193,957	0.00	422,957	0.00	422,957	0.00

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ITSD CONSOLIDATION								
CORE								
OTHER EQUIPMENT	61,278	0.00	260,366	0.00	260,366	0.00	260,366	0.00
PROPERTY & IMPROVEMENTS	906	0.00	20,181	0.00	20,581	0.00	20,581	0.00
BUILDING LEASE PAYMENTS	85,342	0.00	30,308	0.00	30,308	0.00	30,308	0.00
EQUIPMENT RENTALS & LEASES	4,514,581	0.00	8,237,926	0.00	7,972,926	0.00	7,972,926	0.00
MISCELLANEOUS EXPENSES	87,953	0.00	123,699	0.00	178,699	0.00	178,699	0.00
REBILLABLE EXPENSES	1,979,098	0.00	2,930,289	0.00	2,930,289	0.00	2,930,289	0.00
TOTAL - EE	**87,066,933**	**0.00**	**142,216,264**	**0.00**	**138,454,585**	**0.00**	**138,452,879**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	205,986	0.00	205,986	0.00	205,986	0.00
DEBT SERVICE	2,792,964	0.00	322,650	0.00	322,650	0.00	322,650	0.00
REFUNDS	0	0.00	250	0.00	250	0.00	250	0.00
TOTAL - PD	**2,792,964**	**0.00**	**528,886**	**0.00**	**528,886**	**0.00**	**528,886**	**0.00**
GRAND TOTAL	**$141,141,403**	**1,062.60**	**$199,984,620**	**1,145.10**	**$196,222,940**	**1,145.10**	**$196,221,234**	**1,145.10**
GENERAL REVENUE	**$41,270,364**	**494.72**	**$42,489,135**	**502.39**	**$42,484,483**	**502.39**	**$42,482,777**	**502.39**
FEDERAL FUNDS	**$55,011,896**	**302.97**	**$72,812,899**	**340.90**	**$72,636,399**	**340.15**	**$72,635,214**	**340.15**
OTHER FUNDS	**$44,859,143**	**264.91**	**$84,682,586**	**301.81**	**$81,102,058**	**302.56**	**$81,103,243**	**302.56**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name IT Consolidation
Program is found in the following core budget(s): Information Technology Services Division Consolidation

1. What does this program do?

In FY06 the management of State Information Technology resources were consolidated under the Office of Administration. In FY06, some Information Technology (IT) assets were identified and separate IT appropriations created within each department with the exception of Revenue, MoDOT, Conservation, Highway Patrol, Judiciary, Elected Officials, General Assembly, and various boards and commissions. The IT FY06 consolidation appropriation in each department primarily consisted of Computer Equipment (subclass 480) and some of the departmental IT organization appropriation data. In FY07, the scope of the IT consolidation was expanded to include the Department of Revenue and to include other IT expenditures. IT appropriations from FY06, as well as additional IT expenditures were moved to OA/ITSD in FY07. The objectives of IT consolidation are many, but all relate to efficiently run, reliable, and available IT services.

This program provides IT services to the following departments:

- Agriculture
- Corrections
- Economic Development
- Elementary & Secondary Education
- Health & Senior Services
- Higher Education
- Labor & Industrial Relations
- Mental Health
- Natural Resources
- Public Safety
- Revenue
- Social Services
- Office of Administration
- Insurance, Financial Institutions and Professional Registration

Services provided by the division include development and maintenance of applications on the web, mainframe, and other platforms; data management and database support; business continuity planning, cyber security support; the operation of a centralized computer facility used by state agencies and elected officials; email services; desktop support including help desk services; and support of the state's telecommunications network.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Statute 37.005 provides for the Commissioner of Administration to provide data processing services to agencies.

3. Are there federal matching requirements? If yes, please explain.

Certain federal grants require a percentage of matching funds.

4. Is this a federally mandated program? If yes, please explain.

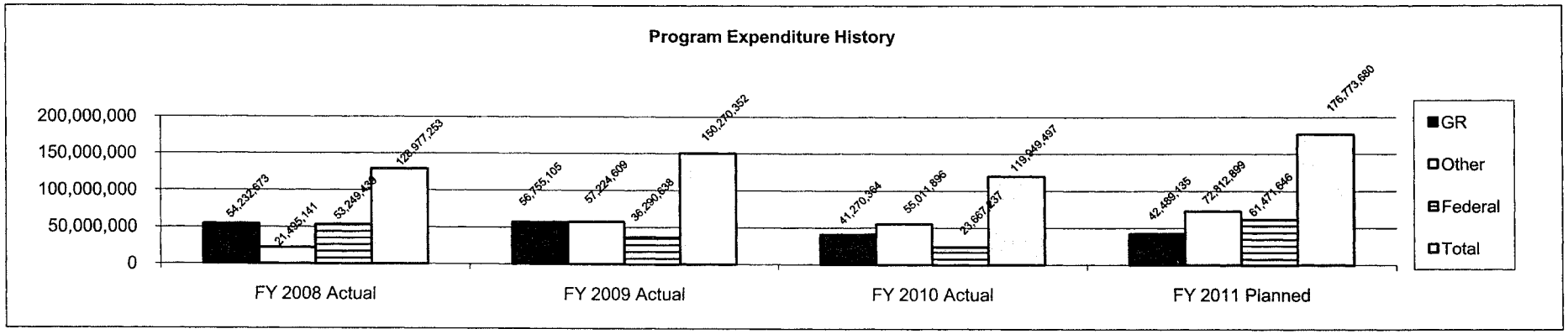
No

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	IT Consolidation

Program is found in the following core budget(s): Information Technology Services Division Consolidation

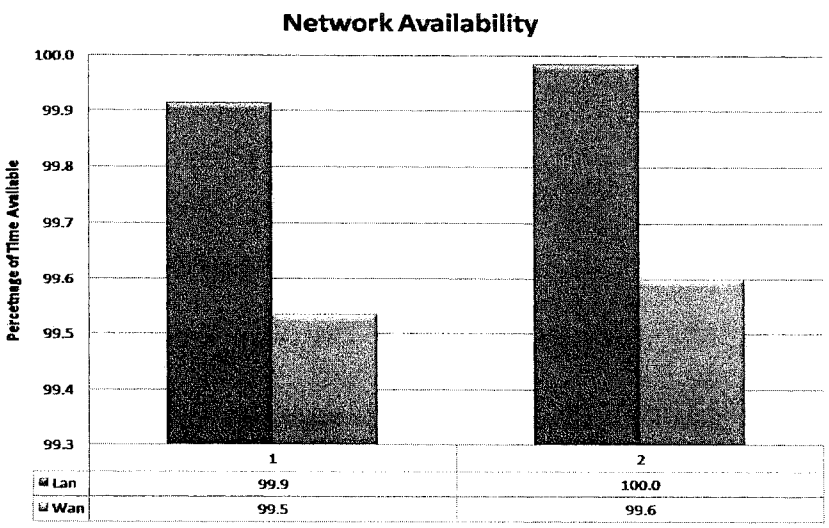
5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.

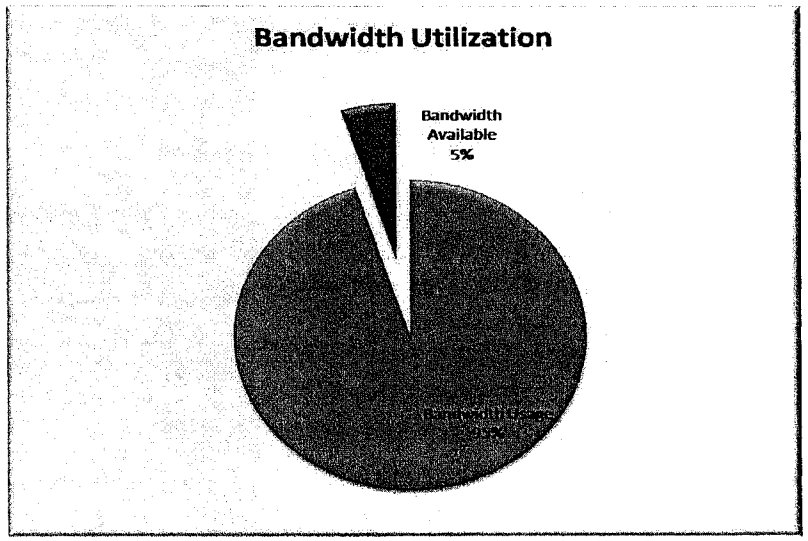


6. What are the sources of the "Other " funds?

See Decision Item Summary report on previous page.

7a. Provide an effectiveness measure.



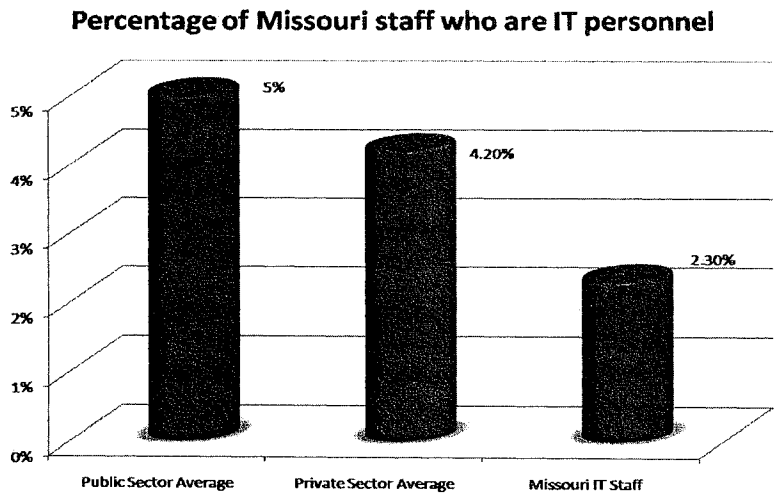


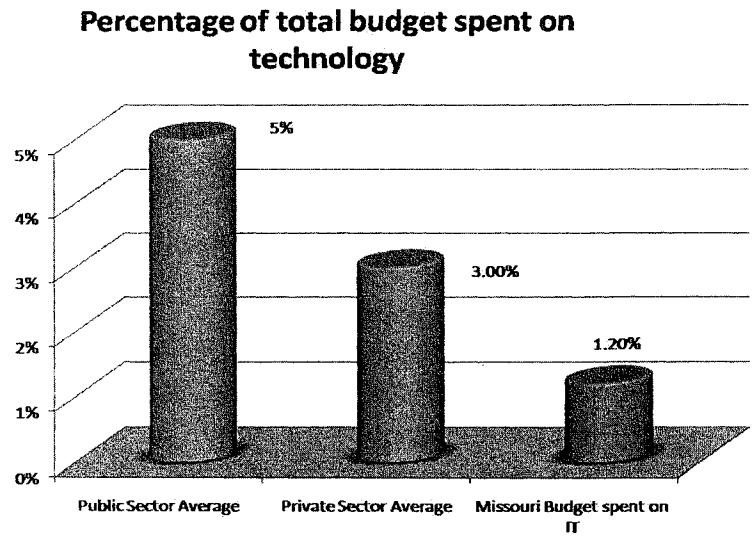
PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	IT Consolidation

Program is found in the following core budget(s): Information Technology Services Division Consolidation

7b. Provide an efficiency measure.





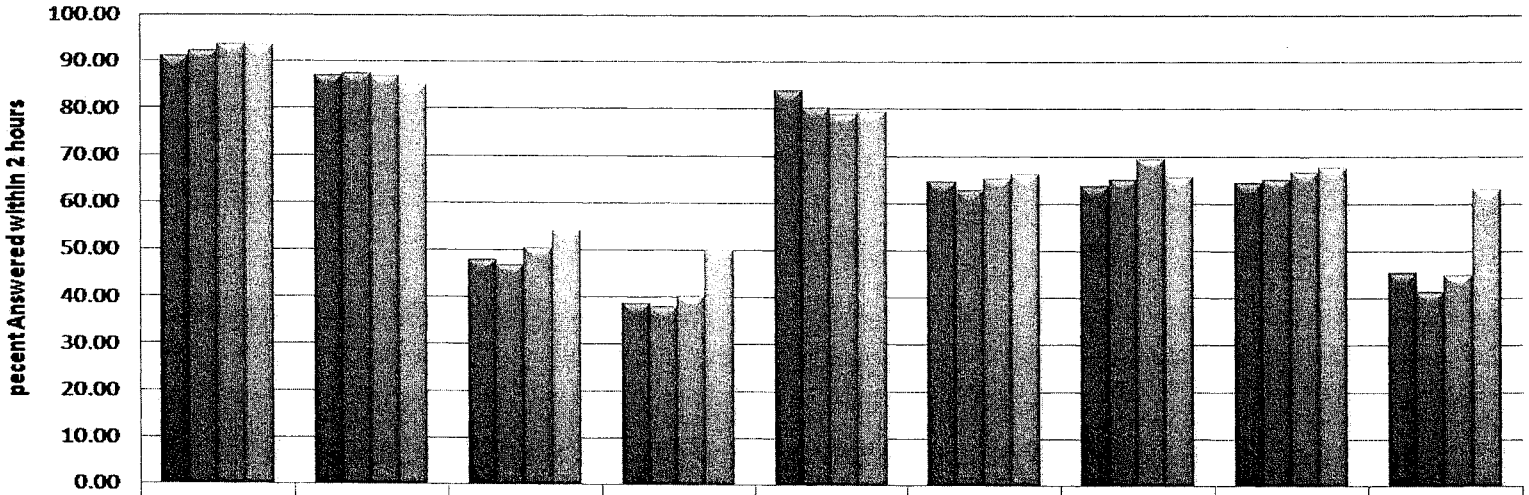
7c. Provide the number of clients/individuals served, if applicable.

In excess of 40,000 state employees.

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	IT Consolidation
Program is found in the following core budget(s):	Information Technology Services Division Consolidation

7d. Provide a customer satisfaction measure, if available.



	Account Management	Applications Support	Hardware Support	Hardware Upgrades	Miscellaneous	Network	Printer Support	Software Support	Software Upgrades
Qrt 1	90.91	86.84	47.85	38.57	83.68	64.60	63.55	64.19	45.35
Qrt 2	92.04	87.25	46.75	37.88	80.17	62.62	64.93	65.05	41.23
Qrt 3	93.48	86.69	50.23	40.00	78.77	65.18	69.22	66.54	44.74
Qrt 4	93.26	84.92	53.91	49.86	79.28	66.04	65.41	67.46	63.05

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	State Data Center (SDC)
Program is found in the following core budget(s): ITSD Consolidation Operating Core	

1. What does this program do?

The SDC was initially established in 1977 by consolidating the Department of Revenue and the Office of Administration computer centers. As part of the COMAP initiatives, the computer centers from the Highway Patrol, Social Services, and DOLIR were consolidated into the SDC. Savings are realized by the State through consolidating technical and operations personnel to maintain 24 hour services, as well as reducing hardware and software costs by sharing these capital expenditures. The SDC now represents the State's only 24 hour by 7 day a week mainframe data center. The SDC provides a number of mission-critical services to agencies, including CPU processing and storage for applications, such as MULES for the Highway Patrol, SAM II for the Office of Administration, MACSS and FAMIS for Social Services, and various tax systems for the Department of Revenue.

The SDC also houses the Internet access point for all state agencies and runs a firewall and DMZ complex to protect the state network from cyber attacks. The core network, which allows all state agencies to exchange email and data, is also the responsibility of this unit.

Agencies are billed by the Information Technology Services Division at rates developed through a Cost Allocation Plan, based upon agency usage of the services. The services are billed to agencies and then collected into the OA Revolving Fund. Payments for the vendor services and equipment are then paid from the same fund.

The FY11 Cost Allocation Plan for the SDC has 92.89 FTEs budgeted with a total operating budget of $24,407,186 including fringe benefits of $1,975,391 and transfers of $10,750.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Statute 37.005 authorizes the Commissioner of Administration to provide data processing services to agencies, the authority for billing, along with the creation of the OA Revolving Fund.

3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

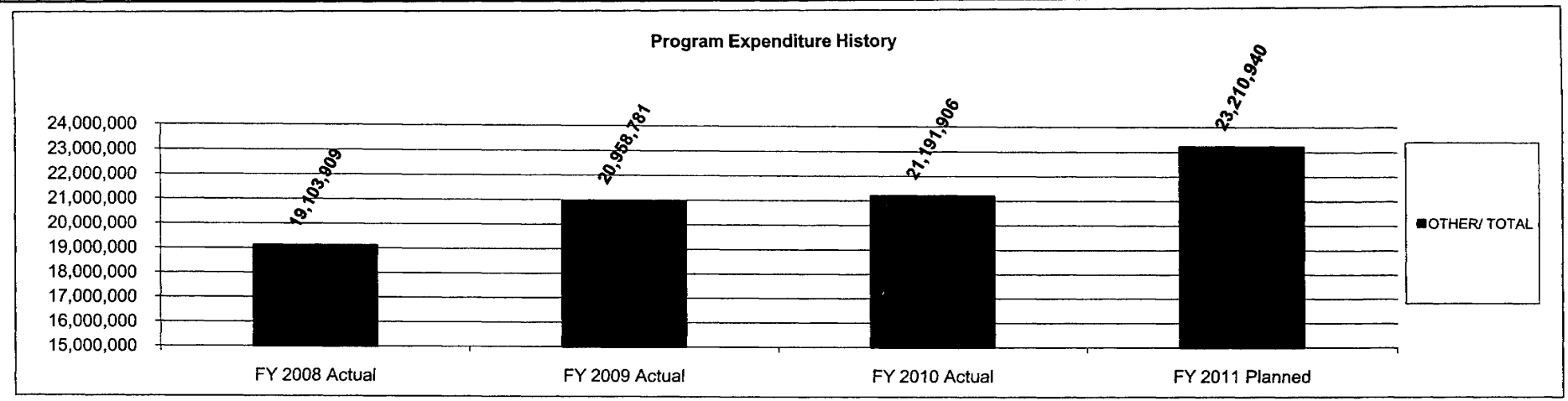
No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.

The prior year amounts include Fringe Benefit and Other Transfers from the Revolving Fund. The FY 2011 Planned Expenditures is the FY 2011 Cost Allocation Plan expenditure amount including transfers for Fringes and Other Transfers. The actual expense will depend upon the rate of agency utilization in FY 2011. **Historically, expenditures have been less than projected in prior years.**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name State Data Center (SDC)
Program is found in the following core budget(s): ITSD Consolidation Operating Core



6. What are the sources of the "Other " funds?

OA Revolving Administrative Trust Fund. The operations of the State Data Center are appropriated from this fund.

7a. Provide an effectiveness measure.

Various SDC billing rates are used to gauge the cost effectiveness of the SDC program. A goal of having billing rates to agencies equal to or lower than the previous year is targeted annually.

A cumulative comparison of the rates yields the following data :

SDC Category of Service	SDC FY11 Rate	FY10 Rates	% Change
CPU Service Unit	$0.00924	$0.00955	-3%
CICS (on-line) Transaction Cost	$0.00073	$0.00088	-17%
DASD (Storage) Cost	$0.08961	$0.13896	-36%
DB2 (Data Base) Cost	$0.00177	$0.00171	4%
Laser Print	$0.03153	$0.04356	-28%

The SDC strives to keep the rates equal to or lower than the previous year.

PROGRAM DESCRIPTION

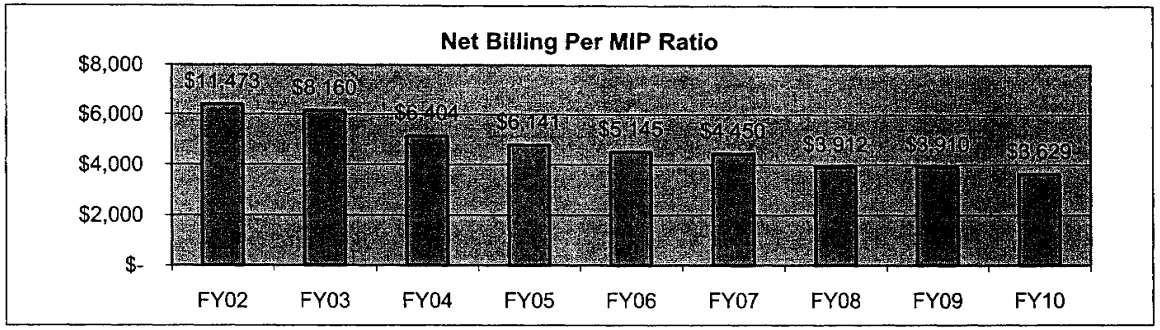
Department	Office of Administration
Program Name	State Data Center (SDC)
Program is found in the following core budget(s):	ITSD Consolidation Operating Core

7b. Provide an efficiency measure.

The SDC has been able to reduce the Net Billing to agencies per MIP by over 65% since FY00. Net Billings is what was billed to agencies after all credits in a fiscal year. MIPS (Millions of Instructions Per Second) are an industry standard to measure computing power on mainframe computers and much of our software license costs are based upon our MIPS capacity.

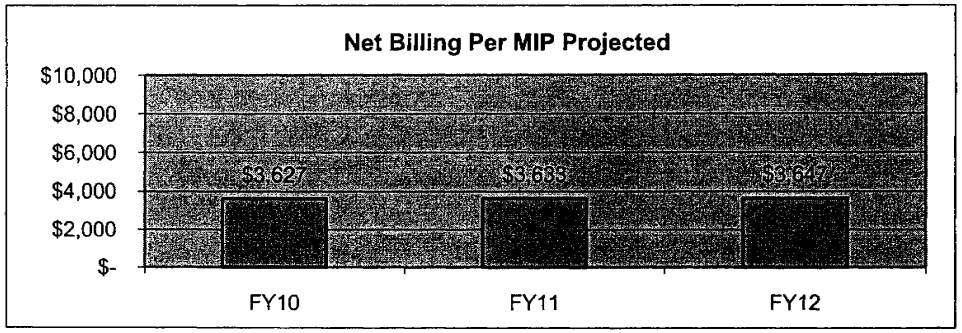
ACTUAL DATA

	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	FY10
CPU MIPS	3,555	3,717	3,944	4,280	4,504	4,720	5,141	5,040	5,918
Net Billings to Agencies	22,765,352	22,826,539	20,290,861	20,464,297	20,323,493	21,005,627	20,109,517	19,705,509	21,477,833
Per MIP Ratio	6,404	6,141	5,145	4,781	4,512	4,450	3,912	3,910	3,629



PROJECTED DATA

FY10	FY11	FY12
6,218	6,518	6,818
$ 22,551,725	23,679,311	24,863,276
$ 3,627	3,633	3,647



PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	State Data Center (SDC)
Program is found in the following core budget(s): ITSD Consolidation Operating Core	

7c. Provide the number of clients/individuals served, if applicable.

In June, 2010 there were about 29,050 USER ID's (state employees and local law enforcement staff) that accessed or updated an application online at the SDC.

7d. Provide a customer satisfaction measure, if available.

The SDC Steering Committee provides input on the quality of SDC services provided. In addition, there are various other technical committees and work groups that meet weekly or monthly with SDC staff that provide feedback on services and work collaboratively on security, operational, and technical issues.

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
TELECOM REVOLVING FUND								
CORE								
EXPENSE & EQUIPMENT								
OA REVOLVING ADMINISTRATIVE TR	27,283,144	0.00	30,000,000	0.00	28,024,276	0.00	28,024,276	0.00
TOTAL - EE	27,283,144	0.00	30,000,000	0.00	28,024,276	0.00	28,024,276	0.00
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
TOTAL - PD	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
TOTAL	**27,283,144**	**0.00**	**30,005,000**	**0.00**	**28,029,276**	**0.00**	**28,029,276**	**0.00**
GRAND TOTAL	**$27,283,144**	**0.00**	**$30,005,000**	**0.00**	**$28,029,276**	**0.00**	**$28,029,276**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30620
Division	Information Technology Services Division		
Core -	Telecommunications		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	28,024,276	28,024,276	E
PSD	0	0	5,000	5,000	E
TRF	0	0	0	0	
Total	**0**	**0**	**28,029,276**	**28,029,276**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust (0505)
Notes: An "E" is requested for Other Funds

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	28,024,276	28,024,276	E
PSD	0	0	5,000	5,000	E
TRF	0	0	0	0	
Total	**0**	**0**	**28,029,276**	**28,029,276**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust (0505)
Notes: An "E" is requested for Other Funds

2. CORE DESCRIPTION

This core request pays the State's communications bills. All costs are Revolving Administrative Trust Fund (RATF), and the amount requested is based upon historical actual costs and projected utilization of the State network. Cellular phones and internet services were paid in this program beginning in FY 2009. The expenses incurred are primarily for Budget Class 760 – Rebillable Expenses, which are paid to various telecommunication vendors who provide services for the network. These expenses are then reimbursed by agency billings through the RATF. An estimated (E) amount is needed since agency utilization of the telecommunications network will vary. Detailed costs are provided in the annual Telecommunication Cost Allocation Plan.

The Communications Core Request enables the Division to pay for Telecommunications services incurred by state agencies. Through this core request, the Division will continue to provide quality telephone and data network services to state agencies. By being able to acquire service from vendors at a quantity discounted rate, the division is able to provide excellent services at a reduced rate to state agencies. Agencies are then billed for their usage and the Revolving Administrative Trust Fund is reimbursed. Telecommunication services provided through this request are critical to the day-to-day operations of all state agencies. Not funding this decision item would not allow the State to pay its phone and data line bills. State phone line rates provided through this funding are lower than what an individual business line would cost an agency if an agency procured phone service on its own.

CORE DECISION ITEM

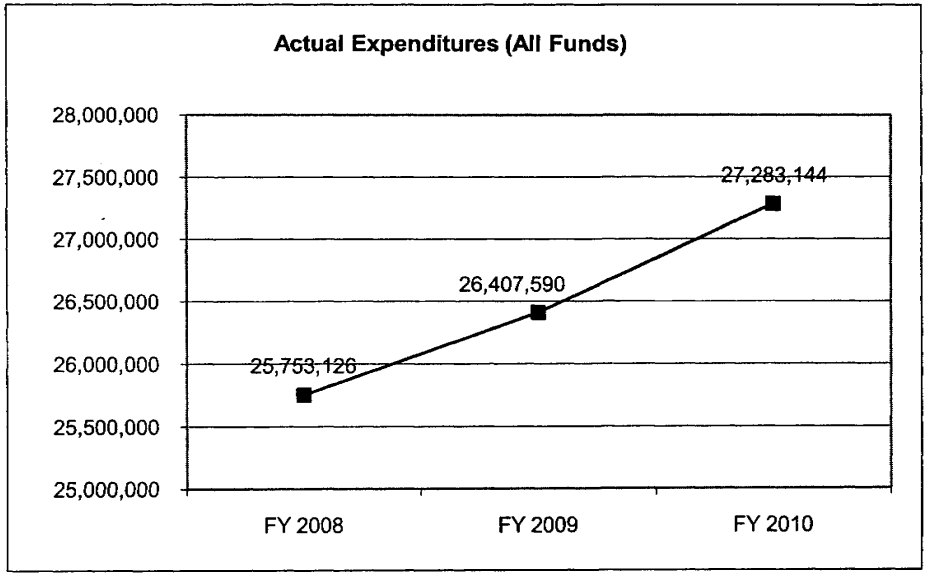
Department	Office of Administration	**Budget Unit**	30620
Division	Information Technology Services Division		
Core -	Telecommunications		

3. PROGRAM LISTING (list programs included in this core funding)

Telecommunication Services

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	30,005,000	30,005,000	30,005,000	30,005,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	30,005,000	30,005,000	30,005,000	N/A
Actual Expenditures (All Funds)	25,753,126	26,407,590	27,283,144	N/A
Unexpended (All Funds)	4,251,874	3,597,410	2,721,856	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	4,009,539	3,597,410	2,721,856	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
TELECOM REVOLVING FUND

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	30,000,000	30,000,000	
	PD	0.00	0	0	5,000	5,000	
	Total	**0.00**	**0**	**0**	**30,005,000**	**30,005,000**	
DEPARTMENT CORE ADJUSTMENTS							
Core Reallocation 482 6334	EE	0.00	0	0	(1,975,724)	(1,975,724)	To debt and related obligations for unified communications payments
NET DEPARTMENT CHANGES		**0.00**	**0**	**0**	**(1,975,724)**	**(1,975,724)**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	28,024,276	28,024,276	
	PD	0.00	0	0	5,000	5,000	
	Total	**0.00**	**0**	**0**	**28,029,276**	**28,029,276**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	28,024,276	28,024,276	
	PD	0.00	0	0	5,000	5,000	
	Total	**0.00**	**0**	**0**	**28,029,276**	**28,029,276**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
TELECOM REVOLVING FUND								
CORE								
TRAVEL, IN-STATE	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL SERVICES	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
M&R SERVICES	4,440	0.00	38,755	0.00	38,755	0.00	38,755	0.00
COMPUTER EQUIPMENT	0	0.00	135,920	0.00	135,920	0.00	135,920	0.00
REBILLABLE EXPENSES	27,278,704	0.00	29,819,325	0.00	27,843,601	0.00	27,843,601	0.00
TOTAL - EE	**27,283,144**	**0.00**	**30,000,000**	**0.00**	**28,024,276**	**0.00**	**28,024,276**	**0.00**
REFUNDS	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
TOTAL - PD	**0**	**0.00**	**5,000**	**0.00**	**5,000**	**0.00**	**5,000**	**0.00**
GRAND TOTAL	**$27,283,144**	**0.00**	**$30,005,000**	**0.00**	**$28,029,276**	**0.00**	**$28,029,276**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$27,283,144**	**0.00**	**$30,005,000**	**0.00**	**$28,029,276**	**0.00**	**$28,029,276**	**0.00**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Telecommunications Services
PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS: Information Technology Services Division Telecommunications

1. What does this program do? Provide Telecommunication Services to State Agencies

Telecommunications services are provided to all state agencies, and some of the colleges and universities. Services include local phone service, long distance, data circuits, voice mail, dial-up Internet service, toll free (800) lines, wireless and other telecommunication services. Services are acquired from Telecommunication vendors through competitive bidding at quantity discounted rates. By centralization of this bidding process, the State is able to acquire services at reduced rates that would not otherwise be available to individual state agencies. Agencies are then billed by the Information Technology Services Division at rates developed annually through a Cost Allocation Plan. Agency payments are collected into the OA Revolving Administrative Trust Fund. Payments for the vendor provided services are then paid from the same fund in a consolidated manner for all state agencies. The program exists to provide quality telephone and data network services at reduced rates. Rates are lower than what agencies could obtain individually. In addition, charges are audited to determine that the correct rates are being charged by the providers.
The FY11 Telecommunications Cost Allocation Plan has 52 FTEs budgeted with a total operating budget of $30,514,883 (includes fringe benefits of $611,742).

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Authority for operating the Telecommunications section, and the related Revolving Fund billing and administration is in Chapter 37 of the State statutes.

3. Are there federal matching requirements? If yes, please explain.

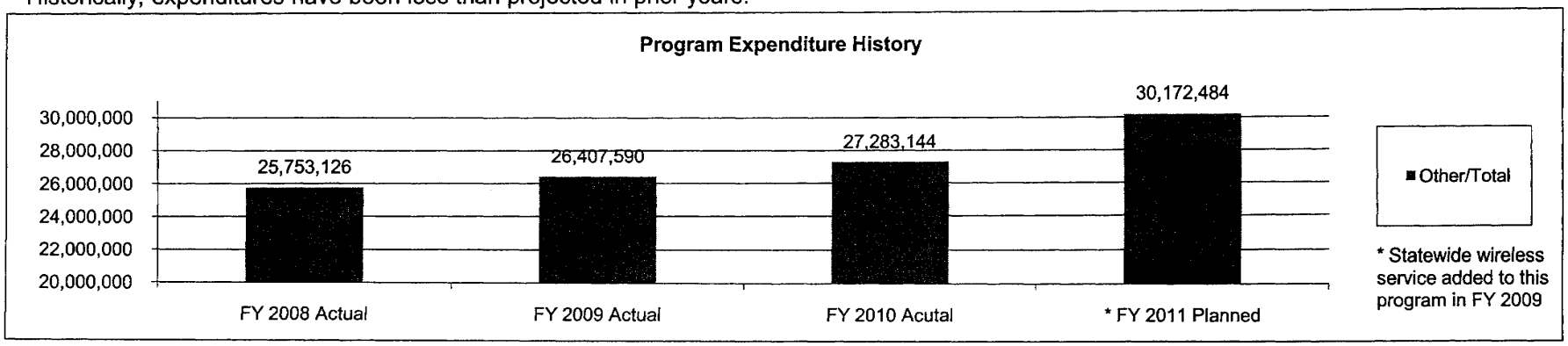
No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.

The prior year amounts include Fringe Benefit and Other Transfers from the Revolving Fund. The FY 2011 Planned Expenditures is the FY11 Cost Allocation Plan expenditure amount for expense and equipment. The actual expense will depend upon the rate of agency utilization in FY11. Historically, expenditures have been less than projected in prior years.



Department Office of Administration
Program Name Telecommunications Services
PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS: Information Technology Services Division Telecommunications

6. What are the sources of the "Other " funds?

OA Revolving Administrative Trust Fund. The operations of the Telecommunications program are appropriated from this fund.

7a. Provide an effectiveness measure.

Various Telecom billing rates are used to gauge the **cost effectiveness** of the program. A goal of having billing rates to agencies equal to or lower than the year prior is targeted annually. Variances to this goal may be the result of unusual fluctuation in usage or the pricing in a category in a given year. Since Telecommunications bills agencies for its services, the rate structure is a tangible measure of cost effectiveness, and efforts are made continually to reduce the cost per unit cost.

Cost Category	FY02 Rate	FY09 Rates	FY10 Rate	FY11 Rate	% Change Since FY02
Centrex or ABC Access (Local Phone Service in JC)	$17.33	$16.36	$16.36	$17.26	-0.4%
Long Distance Rate	$0.0651	$0.0569	$0.0569	$0.0690	6%
Plexar Access (Local Business Line in St. Louis or KC)	$13.68	$12.13	$12.13	$13.07	-4%
Voice Mail	$4.00	$3.25	$3.50	$2.00	-50%

Projected rates for FY12 would be similar to FY11. That is a challenging goal since costs from providers are leveling and starting to increase again. The billing rates to agencies help validate and measure the cost effectiveness of the Telecommunications program. The State saves significant dollars by leveraging statewide volumes and centralizing the procurement and administration of these services.

7b. Provide an efficiency measure.

A survey was done in August, 2008, which compared the State telecommunications billing rate to what the normal rate for a business might be. These are the types of rates agencies of the State might pay if they attempted to contract individually with Telecommunication vendors.

Comparison of Rates Billed to Agencies in FY08 to what agencies would have to pay at Regular Business Rates.

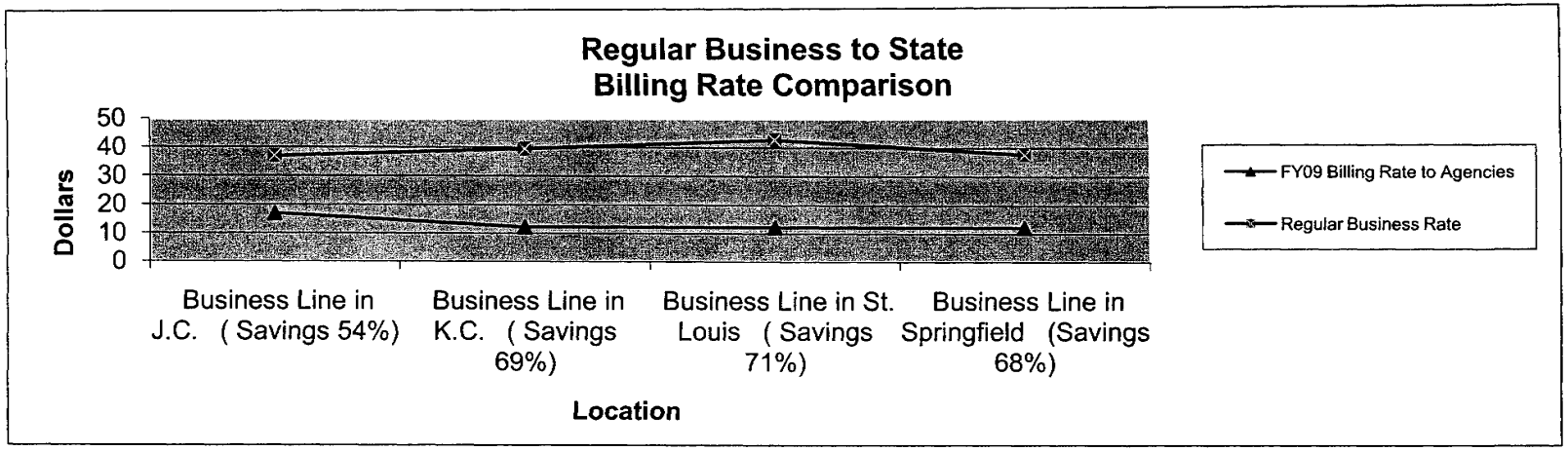
Type of Services	State Rate *	Regular Business Rate
Local Business Line in J.C.	$16.90	$37.06
Local Business Line in K.C.	$12.25	$39.60
Local Business Line in St. Louis	$12.25	$42.72
Local Business Line in Springfield	$12.25	$37.83

* The State's billing rates include features such as Call Forwarding, 3 party calls, transfer of calls.

The Regular Business rate does not include these features, which would be a significant addition

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Telecommunications Services
PROGRAM IS FOUND IN THE FOLLOWING CORE BUDGETS:	Information Technology Services Division Telecommunications



Other Efficiency Notes (measures) regarding the Telecommunications Program that are difficult to Quantify

A. Savings to Agencies Paying 1 Consolidated Telecommunications Invoice

Agencies can receive 1 consolidated invoice and do not have to pay but 1 monthly amount to ITSD as opposed to an invoice for each type of service to multiple vendors. Statewide, that is a considerable savings in invoice processing for state agencies since several vendors provide services to state agencies and there are over 800 state entities that receive billings from ITSD each month. Because of our new billing system, the number of invoices per month was reduced from 1,600 to 800, also saving agency staff time.

B. State Operator Services

The State Operator services are funded through this program. State Operators process hundreds of information calls from the public and state employees every day providing a "live" answering service to many citizens needing help in order to find answers to their questions. The operators also establish conference calls for state agencies and legislators saving travel expense and employee time.

7c. Provide the number of clients/individuals served, if applicable.

All State agencies are served by the Telecommunications program. On a regular monthly basis, nearly 800 monthly Telecom billings are distributed to State entities. The 800 monthly billings incorporate about 50,000 lines being billed each month. Most State employees have telephone lines or use data circuits serviced by this program.

7d. Provide a customer satisfaction measure, if available.

The SETAC (State Executive Telecommunication Advisory Committee) committee works with OA/ITSD on Telecommunication policies, the review of the Cost Allocation Plan and bids for services. The COMCOR committee, comprised of agency communication coordinators, provides input on services provided, vendor issues and for communication of Telecommunication procedures and policies.

Personnel

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
PERSONNEL - OPERATING								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	2,326,069	56.45	2,199,846	53.97	2,199,846	53.97	2,199,846	53.97
OA REVOLVING ADMINISTRATIVE TR	68,178	1.96	68,795	2.00	68,795	2.00	68,795	2.00
TOTAL - PS	2,394,247	58.41	2,268,641	55.97	2,268,641	55.97	2,268,641	55.97
EXPENSE & EQUIPMENT								
GENERAL REVENUE	101,691	0.00	75,708	0.00	73,544	0.00	71,833	0.00
OA REVOLVING ADMINISTRATIVE TR	119,742	0.00	315,716	0.00	315,716	0.00	315,716	0.00
TOTAL - EE	221,433	0.00	391,424	0.00	389,260	0.00	387,549	0.00
TOTAL	**2,615,680**	**58.41**	**2,660,065**	**55.97**	**2,657,901**	**55.97**	**2,656,190**	**55.97**
GRAND TOTAL	**$2,615,680**	**58.41**	**$2,660,065**	**55.97**	**$2,657,901**	**55.97**	**$2,656,190**	**55.97**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30809
Division	Personnel		
Core -	Operating		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	2,199,846	0	68,795	2,268,641
EE	73,544	0	315,716	389,260
PSD	0	0	0	0
TRF	0	0	0	0
Total	**2,273,390**	**0**	**384,511**	**2,657,901**
FTE	**53.97**	**0.00**	**2.00**	**55.97**
Est. Fringe	*1,224,214*	*0*	*38,284*	*1,262,499*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	2,199,846	0	68,795	2,268,641
EE	71,833	0	315,716	387,549
PSD	0	0	0	0
TRF	0	0	0	0
Total	**2,271,679**	**0**	**384,511**	**2,656,190**
FTE	**53.97**	**0.00**	**2.00**	**55.97**
Est. Fringe	*1,224,214*	*0*	*38,284*	*1,262,499*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)

2. CORE DESCRIPTION

The Division of Personnel assists all branches of state government by providing an effective and efficient statewide human resource management function and guidance in several areas. Along with the Division of Personnel, the Personnel Advisory Board is responsible for the operation of the Missouri Merit System, the UCP System and other HR management functions established by Chapter 36, RSMo. The Director of the Division of Personnel and other division employees act as staff to the Board in its oversight and policy making responsibilities. The three major programs of the Division are as follows:

• The Employee Services Section develops and administers position classifications for agencies covered by the Uniform Classification and Pay (UCP) System; ensures employees are assigned to appropriate job classes and that new job classes are assigned to the appropriate pay range; reviews applications for employment within the Merit System; and develops, updates and administers Merit System examinations.

• The Pay, Leave and Reporting Section provides information on the UCP System pay plan; interprets policies on pay, leave and hours of work; provides assistance with the SAM II HR/Payroll System; maintains lists (registers) of people from whom agencies can select for Merit System jobs; ensures personnel transactions are in compliance with Chapter 36, RSMo; coordinates labor relations activities in individual state agencies including participation in negotiations with employee-elected unions and approval of agreements relating to uniform wages, benefits and those aspects of employment that have a fiscal impact on the State; and administers the Productivity, Excellence and Results for Missouri (PERforM) State Employee Online Appraisal System.

• The Center for Management and Professional Development develops and delivers management and supervisory training programs, as well as administers statewide recognition programs. This section also coordinates the WeSave Employee Discount Program.

CORE DECISION ITEM

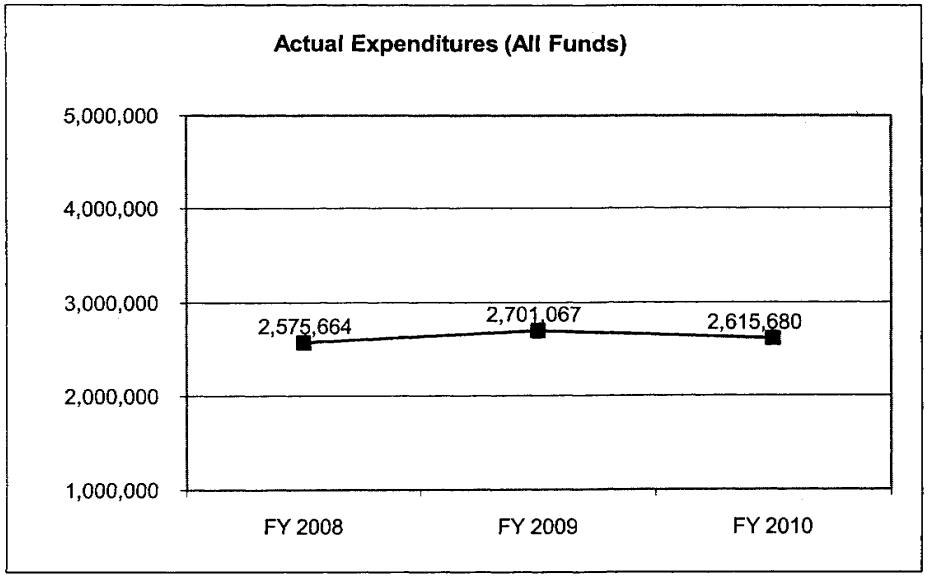
Department	Office of Administration	**Budget Unit**	30809
Division	Personnel		
Core -	Operating		

3. PROGRAM LISTING (list programs included in this core funding)

Employee Services
Pay, Leave and Reporting
Center for Management and Professional Development

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	2,882,011	3,005,848	2,870,914	2,660,065
Less Reverted (All Funds)	(74,985)	(137,939)	(56,932)	N/A
Budget Authority (All Funds)	2,807,026	2,867,909	2,813,982	N/A
Actual Expenditures (All Funds)	2,575,664	2,701,067	2,615,680	N/A
Unexpended (All Funds)	231,362	166,842	198,302	N/A
Unexpended, by Fund:				
General Revenue	35,290	6,180	1,711	N/A
Federal	0	0	0	N/A
Other	196,072	160,662	196,591	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
PERSONNEL - OPERATING

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	55.97	2,199,846	0	68,795	2,268,641	
		EE	0.00	75,708	0	315,716	391,424	
		Total	**55.97**	**2,275,554**	**0**	**384,511**	**2,660,065**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	369 0189	EE	0.00	(2,164)	0	0	(2,164)	FY 11 spending restrictions
NET DEPARTMENT CHANGES			**0.00**	**(2,164)**	**0**	**0**	**(2,164)**	
DEPARTMENT CORE REQUEST								
		PS	55.97	2,199,846	0	68,795	2,268,641	
		EE	0.00	73,544	0	315,716	389,260	
		Total	**55.97**	**2,273,390**	**0**	**384,511**	**2,657,901**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1682 0189	EE	0.00	(1,711)	0	0	(1,711)	FY12 Core Reductions
NET GOVERNOR CHANGES			**0.00**	**(1,711)**	**0**	**0**	**(1,711)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	55.97	2,199,846	0	68,795	2,268,641	
		EE	0.00	71,833	0	315,716	387,549	
		Total	**55.97**	**2,271,679**	**0**	**384,511**	**2,656,190**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	30809	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Personnel-Operating	**DIVISION:**	Personnel

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

Section	PS or E&E	Core	% Flex Requested	Flex Request Amount
Operations - 0101	PS	$2,199,846.00	25%	$549,961.50
	E&E	$73,544.00	25%	$18,386.00
Total Request		$2,273,390.00	25%	$568,347.50

This flexibility will allow the division to pay for unforeseen expense and equipment expenditures, particularly at the end of the fiscal year. Core cuts in our expense and equipment budget in previous years have left no flexibility to cover unexpected expenses. Funding source is all general revenue.

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$4,000	Unknown	Unknown

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
$4,000 was flexed from PS to EE in order to pay a phone bill and postage late in the fiscal year.	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
PERSONNEL - OPERATING								
CORE								
ADMIN OFFICE SUPPORT ASSISTANT	90,641	3.02	90,515	3.00	90,515	3.00	90,515	3.00
SR OFC SUPPORT ASST (KEYBRD)	105,325	4.02	175,097	5.00	159,107	5.00	159,107	5.00
PERSONNEL ANAL I	73,970	2.30	65,768	2.00	65,768	2.00	65,768	2.00
PERSONNEL ANAL II	279,015	7.63	328,212	9.00	287,572	8.00	287,572	8.00
PERSONNEL ANAL III	599,296	13.03	535,170	12.00	591,800	13.00	591,800	13.00
PERSONNEL ANAL IV	131,756	2.33	225,852	4.00	117,012	2.00	117,012	2.00
RESEARCH ANAL IV	48,084	1.00	48,085	1.00	48,085	1.00	48,085	1.00
TRAINING TECH II	0	0.00	43,003	1.00	43,003	1.00	43,003	1.00
TRAINING TECH III	89,281	2.00	90,120	2.00	90,120	2.00	90,120	2.00
PERSONNEL CLERK	287,188	10.02	287,142	10.00	287,142	10.00	287,142	10.00
FISCAL & ADMINISTRATIVE MGR B1	48,080	1.00	48,080	1.00	48,080	1.00	48,080	1.00
HUMAN RESOURCES MGR B2	90,700	1.67	0	0.00	108,840	2.00	108,840	2.00
HUMAN RESOURCES MGR B3	148,963	2.00	148,964	2.00	148,964	2.00	148,964	2.00
DESIGNATED PRINCIPAL ASST DEPT	2,967	0.05	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	89,694	0.94	95,288	1.00	95,288	1.00	95,288	1.00
LEGAL COUNSEL	3,144	0.04	0	0.00	0	0.00	0	0.00
HEARINGS OFFICER	137,953	2.56	0	0.00	0	0.00	0	0.00
CHIEF HEARINGS OFFICER	64,433	1.00	0	0.00	0	0.00	0	0.00
BOARD MEMBER	23,841	0.12	23,450	1.00	23,450	1.00	23,450	1.00
SPECIAL ASST PROFESSIONAL	12,949	0.15	0	0.00	0	0.00	0	0.00
PRINCIPAL ASST BOARD/COMMISSON	35,252	1.00	35,251	1.00	35,251	1.00	35,251	1.00
EXAMINATION MONITOR	31,715	2.53	28,644	0.97	28,644	0.97	28,644	0.97
TOTAL - PS	**2,394,247**	**58.41**	**2,268,641**	**55.97**	**2,268,641**	**55.97**	**2,268,641**	**55.97**
TRAVEL, IN-STATE	7,968	0.00	14,014	0.00	13,542	0.00	13,369	0.00
TRAVEL, OUT-OF-STATE	0	0.00	6,743	0.00	6,743	0.00	6,743	0.00
SUPPLIES	39,506	0.00	79,540	0.00	79,540	0.00	79,540	0.00
PROFESSIONAL DEVELOPMENT	32,575	0.00	22,500	0.00	22,500	0.00	22,500	0.00
COMMUNICATION SERV & SUPP	23,076	0.00	25,456	0.00	25,456	0.00	25,456	0.00
PROFESSIONAL SERVICES	42,614	0.00	108,471	0.00	106,779	0.00	105,241	0.00
M&R SERVICES	2,690	0.00	7,200	0.00	7,200	0.00	7,200	0.00
OFFICE EQUIPMENT	46	0.00	6,300	0.00	6,300	0.00	6,300	0.00
BUILDING LEASE PAYMENTS	2,532	0.00	2,500	0.00	2,500	0.00	2,500	0.00

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
PERSONNEL - OPERATING								
CORE								
EQUIPMENT RENTALS & LEASES	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
MISCELLANEOUS EXPENSES	1,147	0.00	4,700	0.00	4,700	0.00	4,700	0.00
REBILLABLE EXPENSES	69,279	0.00	113,000	0.00	113,000	0.00	113,000	0.00
TOTAL - EE	**221,433**	**0.00**	**391,424**	**0.00**	**389,260**	**0.00**	**387,549**	**0.00**
GRAND TOTAL	**$2,615,680**	**58.41**	**$2,660,065**	**55.97**	**$2,657,901**	**55.97**	**$2,656,190**	**55.97**
GENERAL REVENUE	**$2,427,760**	**56.45**	**$2,275,554**	**53.97**	**$2,273,390**	**53.97**	**$2,271,679**	**53.97**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$187,920**	**1.96**	**$384,511**	**2.00**	**$384,511**	**2.00**	**$384,511**	**2.00**

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Employee Services
Program is found in the following core budget(s):	Personnel Operating

1. What does this program do?

The Employee Services Section has two main responsibilities, administering job classification activities for agencies in the Uniform Classification & Pay (UCP) System, and the employment application process for positions with Missouri Merit System agencies. Staff of the Employee Services Section develop and maintain job classifications and evaluate new and existing positions in support of the UCP System. Classification determinations strive to assure: that jobs are appropriately classified and compensated within and among UCP agencies; equal pay for equal work; and consistent application of class concepts among UCP agencies. Staff and agencies work together to identify new or evolving positions and classes; establish ways to evaluate positions; and identify classifications which can be established through streamlined procedures. The Merit System application process continues its transition from an analyst-based, paper application process to one which allows applicants to complete the process on-line, including the completion of ratings of education and experience and any necessary examination scheduling. The Electronic Application System (EASe) provides greater applicant convenience and reduced timeframes, thereby providing faster response for both agencies and applicants. A goal is to place most, if not all, job classes on EASe. Additionally, we partner with agencies to manage the overall recruitment for merit system classes and assess opportunities to utilize additional on-line recruitment services. The section also administers and provides consultation to agencies on the MAIRS applicant tracking system, the EASe on-line application system and the PERforM performance appraisal system.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 36, RSMo - State Personnel Law

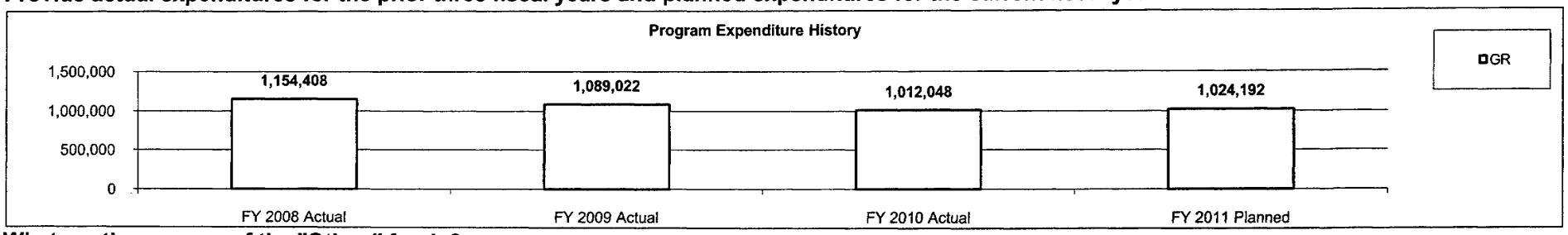
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



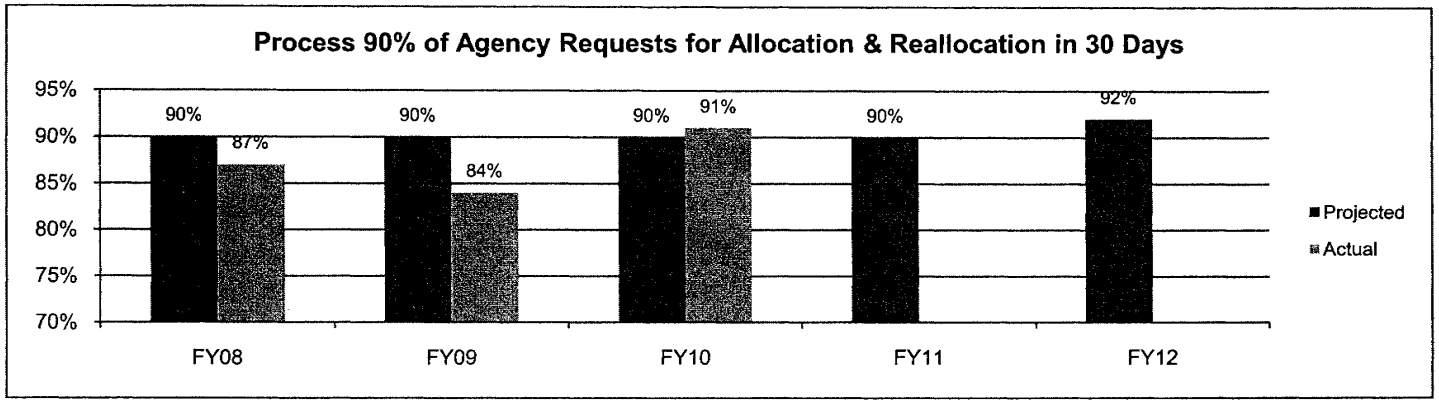
6. What are the sources of the "Other " funds?

NA

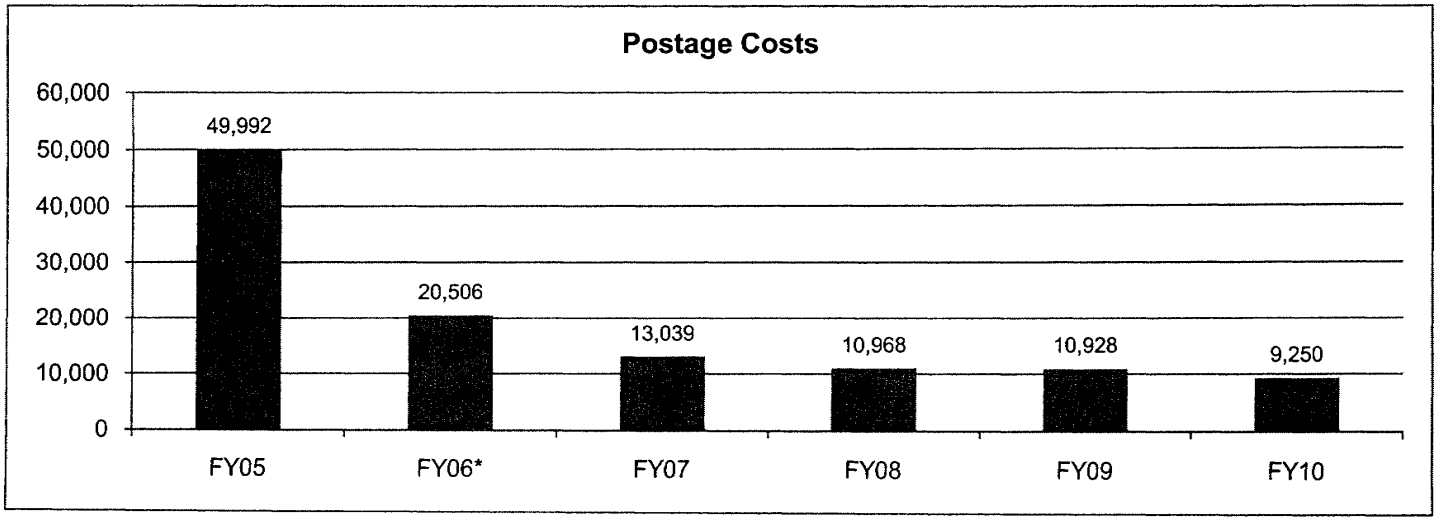
PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Employee Services
Program is found in the following core budget(s):	Personnel Operating

7a. Provide an effectiveness measure.



7b. Provide an efficiency measure.

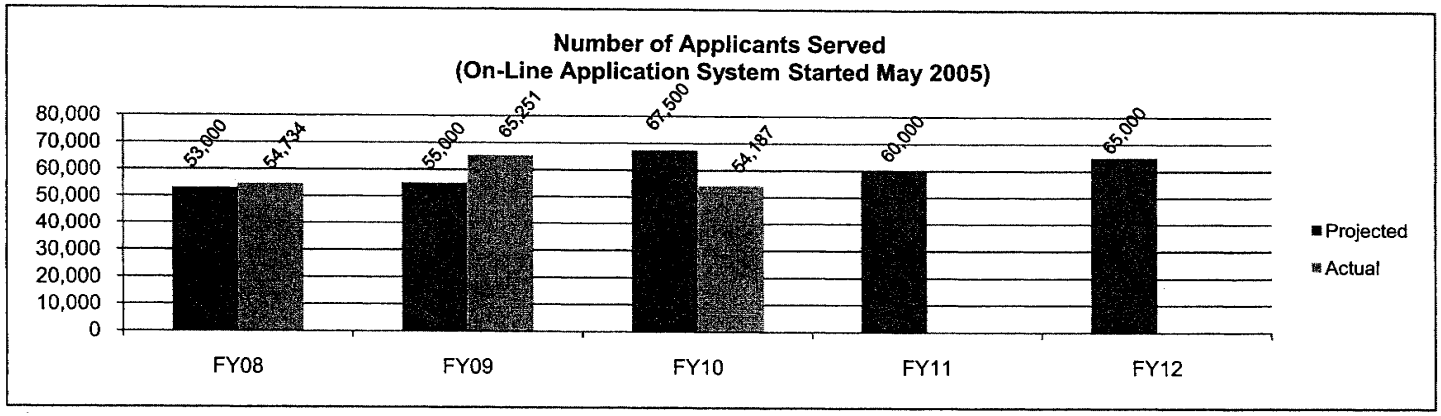


*In FY 2006 (May 2005) the Division of Personnel implemented EASe (Electronic Application System) which caused a downward trend in postage costs. Most correspondence with applicants is now accomplished through email. The implementation of this system was very timely in that the Division's EE budget was cut in FY 2006 by almost $75,000 requiring a severe reduction in spending.

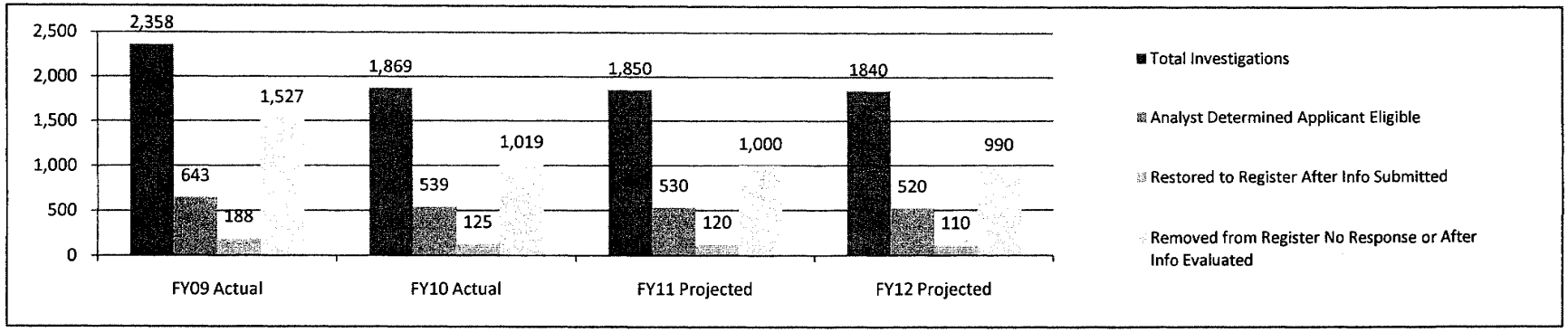
PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Employee Services
Program is found in the following core budget(s):	Personnel Operating

7c. Provide the number of clients/individuals served, if applicable.



7d. Provide a customer satisfaction measure, if available.



The Division of Personnel transitioned to an applicant-based, self-certifying Electronic Application System (EASe) to provide greater applicant convenience and reduce the length of time to get applicant names added to the registers, thus providing faster response for both agencies and applicants. As a result of this change, the Division has assumed a different role of assisting appointing authorities in obtaining a qualified and effective workforce by auditing employment registers and/or certificates upon request. This measurement will reflect the number of audits, the resulting determinations, and their impact on individual applicants and employment registers.

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Pay, Leave and Reporting Section
Program is found in the following core budget(s): Personnel Operating

1. What does this program do?

Staff maintains registers of qualified applicants and certifies names of applicants to merit system agencies. Certificates returned to Personnel designating an appointment are audited for accuracy and matched with the ensuing appointment in the payroll system to ensure compliance with statutes and the regulations. Staff audit and approve personnel transactions submitted by Uniform Classification and Pay (UCP) System agencies through the SAM II HR/Payroll system. The timely approval of transactions is very important as the pay of employees frequently is affected. This section administers the regulations governing pay, leave, hours of work, overtime, certification, removal from registers, transfers, political activity, conflicting employment, and layoff. Staff helps maintain the UCP System pay plan which includes drafting recommendations from the Director of Personnel to the Personnel Advisory Board for the upcoming budget cycle and associated fiscal year. This section maintains the HR-related tables in the SAM II HR/Payroll system that have been assigned to the Division of Personnel. This section provides a central labor relations function for the state which coordinates labor relations activities including negotiations as required by Chapter 36. In addition, section staff have also taken on the "corporate administrator" and liaison role to state agencies for the federal E-verify system for electronically checking the work eligibility of new state employees.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 36, RSMo

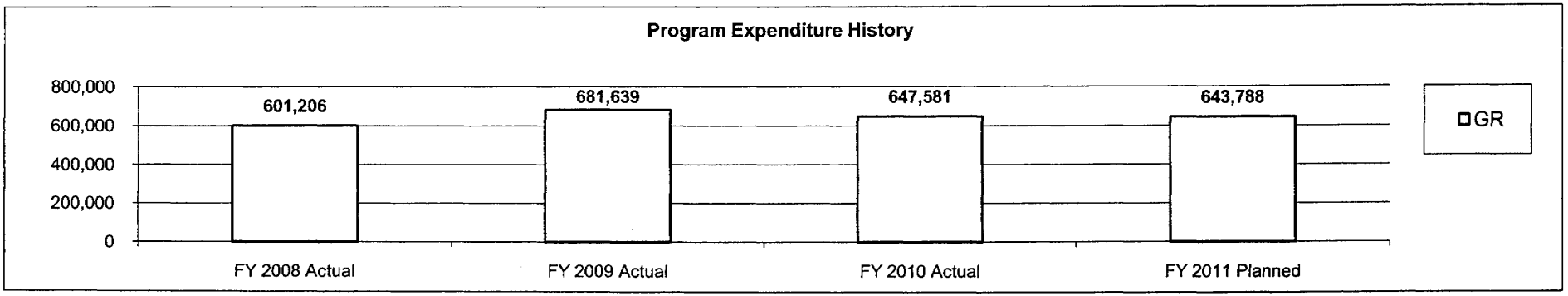
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

Although Pay, Leave and Reporting functions are not mandated by Federal law, section staff provide advice and consultation in areas such as Federal overtime, minimum wage, FMLA, Military Leave, etc.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



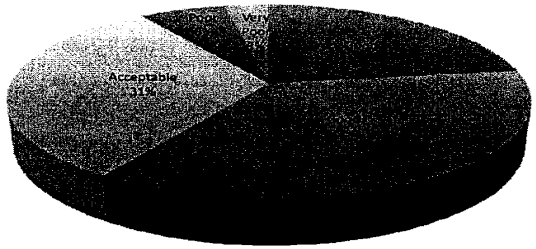
PROGRAM DESCRIPTION

Department Office of Administration
Program Name Pay, Leave and Reporting Section
Program is found in the following core budget(s): Personnel Operating

6. What are the sources of the "Other " funds?

NA

7a. Provide an effectiveness measure.



A survey of several state departments was recently performed to show how they characterized the effectiveness of the current human resources structure with regard to the following HR functions and services: Transaction Processing; Recruitment; Labor Relations; FMLA; Employee Investigations; Employee Relations; Classification and Compensation Adjustments.

7b. Provide an efficiency measure.

The Division of Personnel collects and analyzes data in order to prepare the annual pay plan recommendations. We participate in surveys with other states in order to collect salary data on a variety of job classifications that aren't likely to be found in the private sector, such as Corrections Officers. While that is helpful information to have, our real competition is the private sector companies in the state of Missouri. For confidentiality, competitive and legal reasons, most private companies will not release their salary data, therefore we pay a third party in order to obtain that data. Previously, we have paid approximately $800 dollars to obtain Missouri salary survey information from a private company. Recently that company changed their methodology and the amount of matches we receive back has decreased significantly. We researched other companies that offer salary survey information. Most are quite expensive and well beyond our budget. However, we discovered one company that is well established and respected in the field and which offers several efficiencies. First, we save time by not needing to participate in 2 surveys which take a couple of weeks to complete. Second, the information is updated quarterly rather than annually. Third, we can download reports anytime throughout the year rather than just receiving one report. Fourth, we can obtain data regionally, statewide, or by 3 of the larger cities.

7c. Provide the number of clients/individuals served, if applicable.

The number of clients served by the section are numerous. For example, the Employee Relations manager deals with the eight unions (eleven bargaining units) representing state employees. The SAM II HR/Payroll staff provide assistance to the agencies, while maintaining reference tables and providing some statewide reporting from the SAM II HR/Payroll Data Warehouse. The Transaction Audit Unit provides assistance to human resources staff in 12 state agencies (representing about 39,860 employees) on the SAM II system, Chapter 36 and the related regulations. In addition, staff approved 46,283 personnel related transactions in FY 2010. The Certification Unit works with the 9 merit system agencies representing about 33,119 merit system employees and thousands of job applicants in maintaining their status on various registers. During FY10, 3,880 certificates were generated. These certificates included the names of 158,083 applicants. Staff also administer the electronic application system (EASe) and applicant tracking system (MAIRS). Pay Administration supports the 12 Uniform Classification and Pay Agencies covering about 35,851 classified employees. The section also provides assistance to all agencies on the federal Fair Labor Standards Act, hours of work, and the leave rules, and other human resources-related areas.

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Pay, Leave and Reporting Section
Program is found in the following core budget(s):	Personnel Operating

7d. Provide a customer satisfaction measure, if available.

None available

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Center for Management and Professional Development
Program is found in the following core budget(s):	Personnel Operating

1. What does this program do?

Chapter 36 prescribes that the Division of Personnel will develop, initiate and implement a central training program for executive, managerial and supervisory development in Missouri state government. Staff of the Center for Management and Professional Development (CMPD) develops and delivers management and supervisory training programs according to guidelines established by the Management Training Rule (1 CSR 20-6). Workshops are offered to managers and supervisors using best practice leadership development strategies from training partners such as FranklinCovey, the Center for Leadership Studies, VitalSmarts, Achieve Global, Development Dimensions International (DDI), the University of Missouri, other local colleges and Division staff . In addition, the Division sponsors state membership to the Institute for Management Studies (IMS). IMS is an international not-for-profit educational and professional development organization offering specialized training programs each month in Kansas City and St. Louis conducted by leading practitioners, authors and authorities in the area of management. Staff of the CMPD also administers statewide recognition programs including State Employee Recognition Week, State Employee of the Month, the Missouri Relies on Everyone (MORE) State Employee Suggestion System and the Governor's Award for Quality and Productivity. CMPD also coordinates the WeSave Employee Discount Program.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 36, RSMo

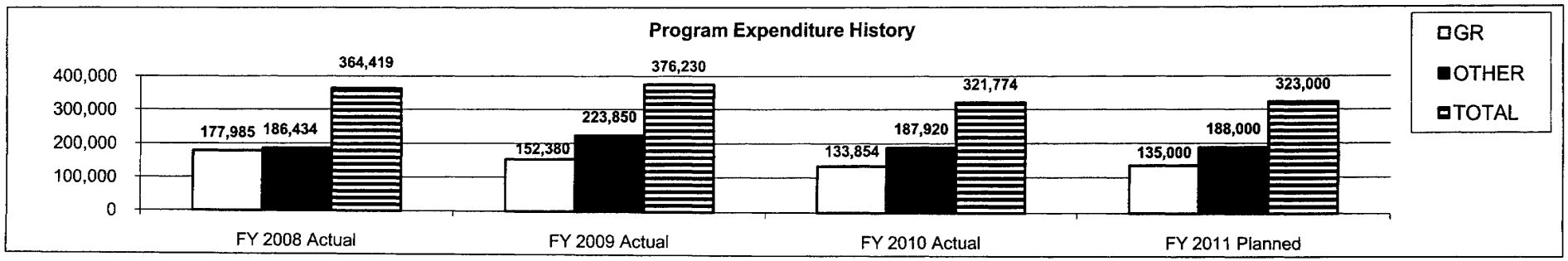
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Center for Management and Professional Development
Program is found in the following core budget(s):	Personnel Operating

6. What are the sources of the "Other " funds?

OA Revolving Administrative Trust Fund (0505)

7a. Provide an effectiveness measure.

Each year, the Division of Personnel requests that state agencies provide information about the development of their managers and supervisors to include in the Division's annual report. The information included in the FY09 annual report reflects data received from Executive Branch agencies that responded to our request. The numbers indicated that an average of 84% of managers and supervisors were compliant with the Management Training Rule in FY09.

7b. Provide an efficiency measure.

During FY10, the Division of Personnel provided 123 training programs. DOP training programs for state managers, supervisors and executives are provided at a cost per hour of approximately $23.75 per participant (based upon a cost of $95.00 for a typical 4-hour workshop). The national average cost per hour per participant for similar training is $44.00 (Source: ASTD's 2009 State of the Industry Report).

7c. Provide the number of clients/individuals served, if applicable.

The Center for Management and Professional Development provides training for all state agencies who wish to take advantage of course offerings. In FY 2010 1,414 state supervisors, managers and executives enrolled in at least one of the 123 workshops offered.

7d. Provide a customer satisfaction measure, if available.

One measure of customer satisfaction is feedback received from training classes. Based upon a random sample of the participant training evaluations in FY 2010, approximately 95% of attendees were satisfied with the overall training experience, and about the same percent would recommend this training to others.

Purchasing & Materials Management

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
PURCHASING/MATRL MGMT - OPER								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	1,534,852	32.82	1,583,226	33.00	1,583,226	33.00	1,583,226	33.00
FEDRAL BUDGET STAB-MEDICAID RE	41,716	1.20	0	0.00	0	0.00	0	0.00
TOTAL - PS	1,576,568	34.02	1,583,226	33.00	1,583,226	33.00	1,583,226	33.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	46,235	0.00	101,236	0.00	100,686	0.00	100,248	0.00
FEDRAL BUDGET STAB-MEDICAID RE	9,587	0.00	0	0.00	0	0.00	0	0.00
TOTAL - EE	55,822	0.00	101,236	0.00	100,686	0.00	100,248	0.00
TOTAL	**1,632,390**	**34.02**	**1,684,462**	**33.00**	**1,683,912**	**33.00**	**1,683,474**	**33.00**
GRAND TOTAL	**$1,632,390**	**34.02**	**$1,684,462**	**33.00**	**$1,683,912**	**33.00**	**$1,683,474**	**33.00**

CORE DECISION ITEM

Department: Office of Administration | **Budget Unit** 30925
Division : Purchasing and Materials Mgmt
Core - Operating

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	1,583,226	0	0	1,583,226
EE	100,686	0	0	100,686
PSD	0	0	0	0
TRF	0	0	0	0
Total	**1,683,912**	**0**	**0**	**1,683,912**
FTE	**33.00**	**0.00**	**0.00**	**33.00**
Est. Fringe	*881,065*	*0*	*0*	*881,065*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	1,583,226	0	0	1,583,226
EE	100,248	0	0	100,248
PSD	0	0	0	0
TRF	0	0	0	0
Total	**1,683,474**	**0**	**0**	**1,683,474**
FTE	**33.00**	**0.00**	**0.00**	**33.00**
Est. Fringe	*881,065*	*0*	*0*	*881,065*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core request is for funding to provide procurement services for the various state agencies. The procurement activity helps agencies meet their mission by obtaining goods and services in accordance with statutory "lowest and best" contract awards.

3. PROGRAM LISTING (list programs included in this core funding)

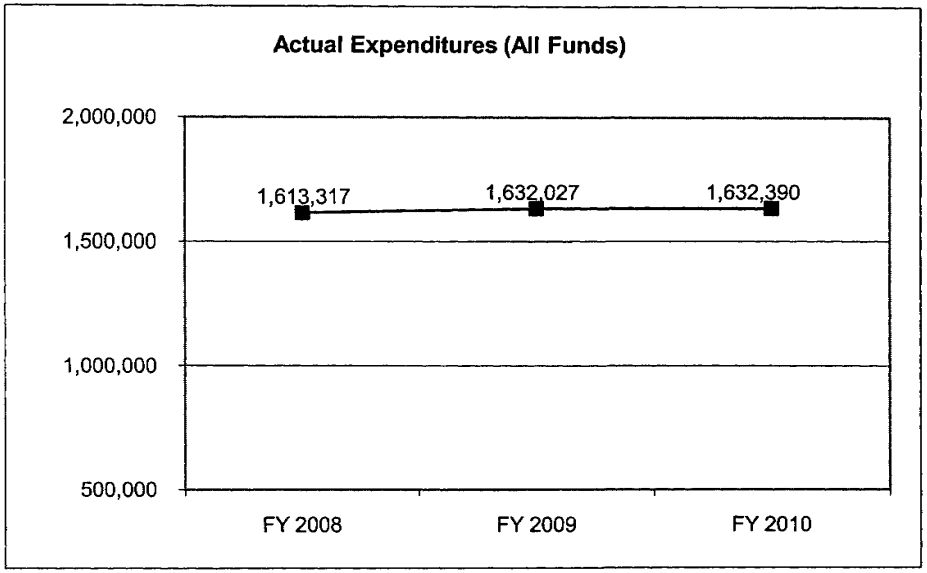
Competitive Bidding and Contracting Program

CORE DECISION ITEM

Department: Office of Administration | **Budget Unit** 30925
Division : Purchasing and Materials Mgmt
Core - Operating

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1,749,350	1,796,040	1,750,394	1,684,462
Less Reverted (All Funds)	(52,480)	(115,144)	(65,519)	N/A
Budget Authority (All Funds)	1,696,870	1,680,896	1,684,875	N/A
Actual Expenditures (All Funds)	1,613,317	1,632,027	1,632,390	N/A
Unexpended (All Funds)	83,553	48,869	52,485	N/A
Unexpended, by Fund:				
General Revenue	83,553	48,869	52,436	N/A
Federal	0	0	49	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
PURCHASING/MATRL MGMT - OPER

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	33.00	1,583,226	0	0	1,583,226	
		EE	0.00	101,236	0	0	101,236	
		Total	**33.00**	**1,684,462**	**0**	**0**	**1,684,462**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	371 0193	EE	0.00	(550)	0	0	(550)	Amount of FY 11 spending restrictions
NET DEPARTMENT CHANGES			**0.00**	**(550)**	**0**	**0**	**(550)**	
DEPARTMENT CORE REQUEST								
		PS	33.00	1,583,226	0	0	1,583,226	
		EE	0.00	100,686	0	0	100,686	
		Total	**33.00**	**1,683,912**	**0**	**0**	**1,683,912**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1683 0193	EE	0.00	(438)	0	0	(438)	FY12 Core Reductions
NET GOVERNOR CHANGES			**0.00**	**(438)**	**0**	**0**	**(438)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	33.00	1,583,226	0	0	1,583,226	
		EE	0.00	100,248	0	0	100,248	
		Total	**33.00**	**1,683,474**	**0**	**0**	**1,683,474**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	30925	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Purchasing Operating	**DIVISION:**	Purchasing & Materials Mgmt.

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

Operations: PS-$396,648, 25%; E&E- $24,193, 25%. This will allow the Division the flexibility to pay accrued time when someone leaves the Division or to replace critical equipment/services as needed. We do not know ahead of time which of these will be needed.

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	Unknown	Unknown

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	Unknown

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
PURCHASING/MATRL MGMT - OPER								
CORE								
SR OFC SUPPORT ASST (KEYBRD)	130,391	4.87	139,604	5.00	139,484	5.00	139,484	5.00
BUYER I	28,596	1.00	0	0.00	0	0.00	0	0.00
BUYER II	326,521	9.00	314,605	8.00	351,236	9.00	351,236	9.00
BUYER III	279,838	5.99	326,510	7.00	326,510	7.00	326,510	7.00
BUYER IV	173,592	3.00	173,716	3.00	173,716	3.00	173,716	3.00
EXECUTIVE I	39,116	1.11	36,503	1.00	36,503	1.00	36,503	1.00
FISCAL & ADMINISTRATIVE MGR B2	255,507	4.00	252,388	4.00	252,388	4.00	252,388	4.00
FISCAL & ADMINISTRATIVE MGR B3	152,578	2.00	152,702	2.00	152,702	2.00	152,702	2.00
OFFICE OF ADMINISTRATION MGR 1	54,364	1.00	55,387	1.00	55,387	1.00	55,387	1.00
DESIGNATED PRINCIPAL ASST DEPT	1,961	0.03	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	95,288	1.00	95,180	1.00	95,300	1.00	95,300	1.00
DESIGNATED PRINCIPAL ASST DIV	34,385	0.96	0	0.00	0	0.00	0	0.00
LEGAL COUNSEL	2,078	0.03	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	2,353	0.03	0	0.00	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	0	0.00	36,631	1.00	0	0.00	0	0.00
TOTAL - PS	**1,576,568**	**34.02**	**1,583,226**	**33.00**	**1,583,226**	**33.00**	**1,583,226**	**33.00**
TRAVEL, IN-STATE	6,192	0.00	4,500	0.00	4,500	0.00	4,458	0.00
TRAVEL, OUT-OF-STATE	0	0.00	2,700	0.00	2,700	0.00	2,700	0.00
SUPPLIES	8,234	0.00	6,731	0.00	6,181	0.00	6,181	0.00
PROFESSIONAL DEVELOPMENT	7,278	0.00	9,023	0.00	9,023	0.00	9,023	0.00
COMMUNICATION SERV & SUPP	12,533	0.00	10,976	0.00	10,976	0.00	10,976	0.00
PROFESSIONAL SERVICES	12,854	0.00	41,874	0.00	41,874	0.00	41,478	0.00
M&R SERVICES	3,282	0.00	8,298	0.00	8,298	0.00	8,298	0.00
OFFICE EQUIPMENT	168	0.00	4,444	0.00	4,444	0.00	4,444	0.00
BUILDING LEASE PAYMENTS	0	0.00	450	0.00	450	0.00	450	0.00
EQUIPMENT RENTALS & LEASES	5,277	0.00	11,340	0.00	11,340	0.00	11,340	0.00

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
PURCHASING/MATRL MGMT - OPER								
CORE								
MISCELLANEOUS EXPENSES	4	0.00	900	0.00	900	0.00	900	0.00
TOTAL - EE	**55,822**	**0.00**	**101,236**	**0.00**	**100,686**	**0.00**	**100,248**	**0.00**
GRAND TOTAL	**$1,632,390**	**34.02**	**$1,684,462**	**33.00**	**$1,683,912**	**33.00**	**$1,683,474**	**33.00**
GENERAL REVENUE	**$1,581,087**	**32.82**	**$1,684,462**	**33.00**	**$1,683,912**	**33.00**	**$1,683,474**	**33.00**
FEDERAL FUNDS	**$51,303**	**1.20**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Competitive Bidding and Contracting Program
Program is found in the following core budget(s): Purchasing and Materials Mgmt.

1. What does this program do?

DPMM is responsible for the procurement of supplies, equipment, and services for state departments. A competitive procurement process (as prescribed by Chapter 34, RSMo) is necessary to procure goods and services for state agencies that are "lowest and best" while maintaining fairness and integrity in the bid process for vendors.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 34, RSMo

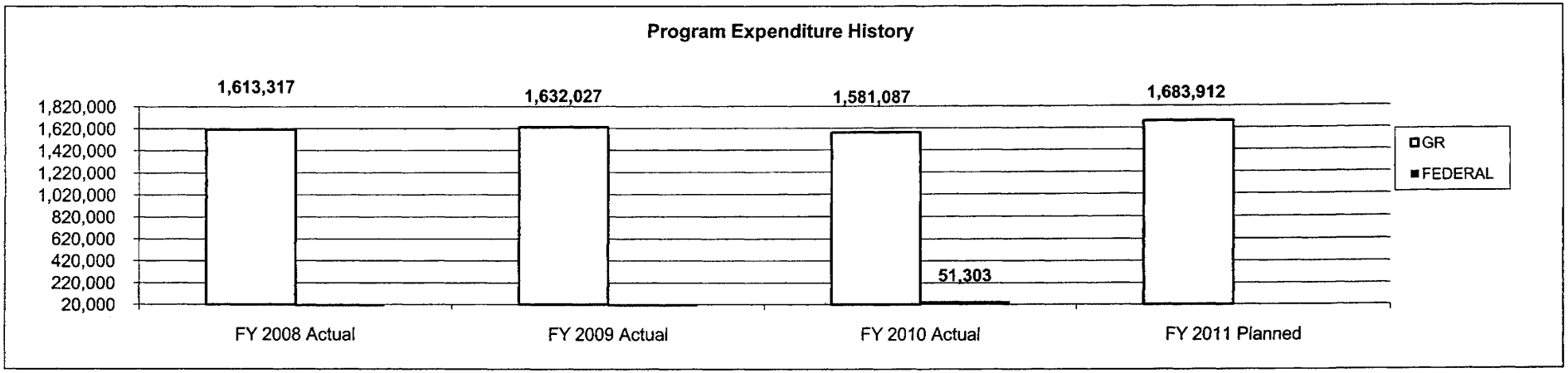
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Competitive Bidding and Contracting Program
Program is found in the following core budget(s): Purchasing and Materials Mgmt.

7a. Provide an effectiveness measure.

Percentage of total state expenditures made from DPMM issued contracts to the total operating budget of DPMM

FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Projected	FY 2012 Targeted	FY 2013 Targeted
0.089%	0.093%	0.087%	0.09%	0.09%	0.09%

7b. Provide an efficiency measure.

Average number of days between the time the bid is created and the time the bid is awarded by DPMM

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Projected	FY 2012 Targeted	FY 2013 Targeted
IFB	46	50	43	42	41	40
RFP	78	86	84	83	82	81

7c. Provide the number of clients/individuals served, if applicable.

N/A

7d. Provide a customer satisfaction measure, if available.

N/A

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BID & PERFORMANCE BOND REFUND								
CORE								
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	2,188,046	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
TOTAL - PD	2,188,046	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
TOTAL	**2,188,046**	**0.00**	**2,112,000**	**0.00**	**2,112,000**	**0.00**	**2,112,000**	**0.00**
GRAND TOTAL	**$2,188,046**	**0.00**	**$2,112,000**	**0.00**	**$2,112,000**	**0.00**	**$2,112,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30930
Division	Purchasing & Materials Mgmt.		
Core -	Bid & Performance Bonds Refunds		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	2,112,000	2,112,000	E
TRF	0	0	0	0	
Total	**0**	**0**	**2,112,000**	**2,112,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)
Notes: An "E" is requested for other funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	2,112,000	2,112,000	E
TRF	0	0	0	0	
Total	**0**	**0**	**2,112,000**	**2,112,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust Fund (0505)
Notes: An "E" is requested for other funds

2. CORE DESCRIPTION

This core request is for funding to promptly refund the bidder's bid or performance security that was deposited into the State Treasury during the procurement process. Checks are received from vendors as bid or performance security and deposited into the State Treasury. Interest earned on these deposits goes directly into General Revenue. After the bids are awarded or the contractor has performed, these deposits must be promptly refunded to the bidder or contractor. These are refundable deposits and not payments to the State.

3. PROGRAM LISTING (list programs included in this core funding)

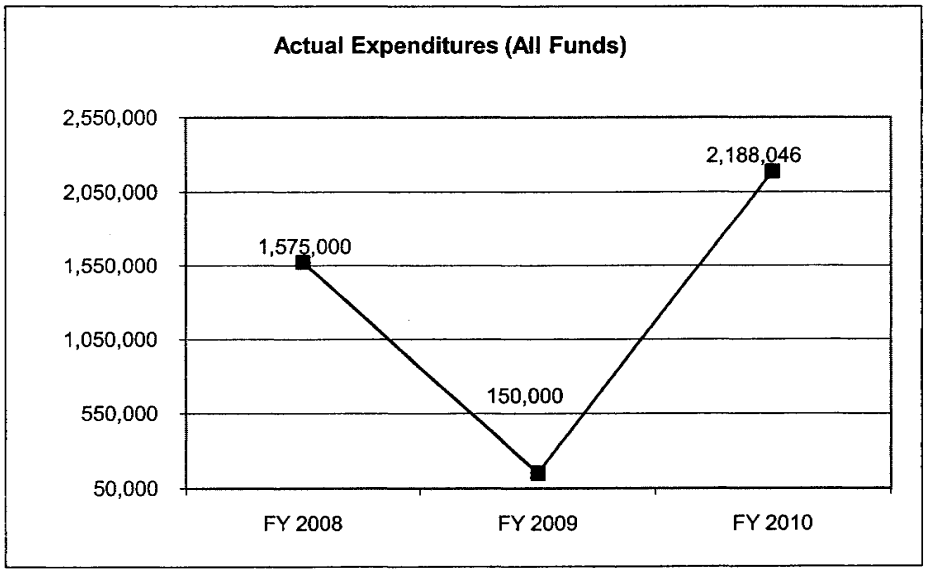
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30930
Division	Purchasing & Materials Mgmt.		
Core -	Bid & Performance Bonds Refunds		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	2,112,000	2,112,000	2,312,000	2,112,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,112,000	2,112,000	2,312,000	N/A
Actual Expenditures (All Funds)	1,575,000	150,000	2,188,046	N/A
Unexpended (All Funds)	537,000	1,962,000	123,954	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	537,000	1,962,000	123,954	N/A
			(1)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES: (1) Estimated appropriation was increased by $200,000

OFFICE OF ADMINISTRATION
BID & PERFORMANCE BOND REFUND

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	2,112,000	2,112,000	
	Total	**0.00**	**0**	**0**	**2,112,000**	**2,112,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	2,112,000	2,112,000	
	Total	**0.00**	**0**	**0**	**2,112,000**	**2,112,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	2,112,000	2,112,000	
	Total	**0.00**	**0**	**0**	**2,112,000**	**2,112,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BID & PERFORMANCE BOND REFUND								
CORE								
REFUNDS	2,188,046	0.00	2,112,000	0.00	2,112,000	0.00	2,112,000	0.00
TOTAL - PD	**2,188,046**	**0.00**	**2,112,000**	**0.00**	**2,112,000**	**0.00**	**2,112,000**	**0.00**
GRAND TOTAL	**$2,188,046**	**0.00**	**$2,112,000**	**0.00**	**$2,112,000**	**0.00**	**$2,112,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$2,188,046**	**0.00**	**$2,112,000**	**0.00**	**$2,112,000**	**0.00**	**$2,112,000**	**0.00**

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY - OPERATING								
CORE								
PERSONAL SERVICES								
FEDERAL SURPLUS PROPERTY	645,047	20.05	746,071	20.00	746,071	20.00	746,071	20.00
TOTAL - PS	645,047	20.05	746,071	20.00	746,071	20.00	746,071	20.00
EXPENSE & EQUIPMENT								
FEDERAL SURPLUS PROPERTY	282,590	0.00	400,000	0.00	400,000	0.00	427,850	0.00
TOTAL - EE	282,590	0.00	400,000	0.00	400,000	0.00	427,850	0.00
PROGRAM-SPECIFIC								
FEDERAL SURPLUS PROPERTY	1,510	0.00	2,000	0.00	2,000	0.00	2,000	0.00
TOTAL - PD	1,510	0.00	2,000	0.00	2,000	0.00	2,000	0.00
TOTAL	**929,147**	**20.05**	**1,148,071**	**20.00**	**1,148,071**	**20.00**	**1,175,921**	**20.00**
GRAND TOTAL	**$929,147**	**20.05**	**$1,148,071**	**20.00**	**$1,148,071**	**20.00**	**$1,175,921**	**20.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30950
Division	Purchasing and Materials Management		
Core -	Federal Surplus Property Operating		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	746,071	746,071	
EE	0	0	400,000	400,000	E
PSD	0	0	2,000	2,000	
TRF	0	0	0	0	
Total	**0**	**0**	**1,148,071**	**1,148,071**	
FTE	**0.00**	**0.00**	**20.00**	**20.00**	
Est. Fringe	*0*	*0*	*415,189*	*415,189*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)
Notes: An "E" is requested for other funds E&E

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	746,071	746,071	
EE	0	0	427,850	427,850	E
PSD	0	0	2,000	2,000	
TRF	0	0	0	0	
Total	**0**	**0**	**1,175,921**	**1,175,921**	
FTE	**0.00**	**0.00**	**20.00**	**20.00**	
Est. Fringe	*0*	*0*	*415,189*	*415,189*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)
Notes: An "E" is requested for other funds E&E

2. CORE DESCRIPTION

This core requirement is for funding to provide surplus property services. DPMM is responsible for operating the federal surplus property program as provided in Chapter 37, RSMo. The State Agency for Surplus Property (SASP) is responsible for the administration of the Federal Surplus Property Program. The SASP receives federal surplus property (at no cost to the State other than transportation costs), but the Federal government does require the State to continue tracking the original acquisition cost of the property. The SASP transfers the property to eligible entities (state agencies, cities, counties, schools, not-for-profit health and educational activities, providers of assistance to the homeless & needy, SBA 8(a) program participants, and Service Educational Activities). All expenses incurred by SASP for operating the Federal surplus program are recovered through service charges applied to property acquired by eligible entities.

3. PROGRAM LISTING (list programs included in this core funding)

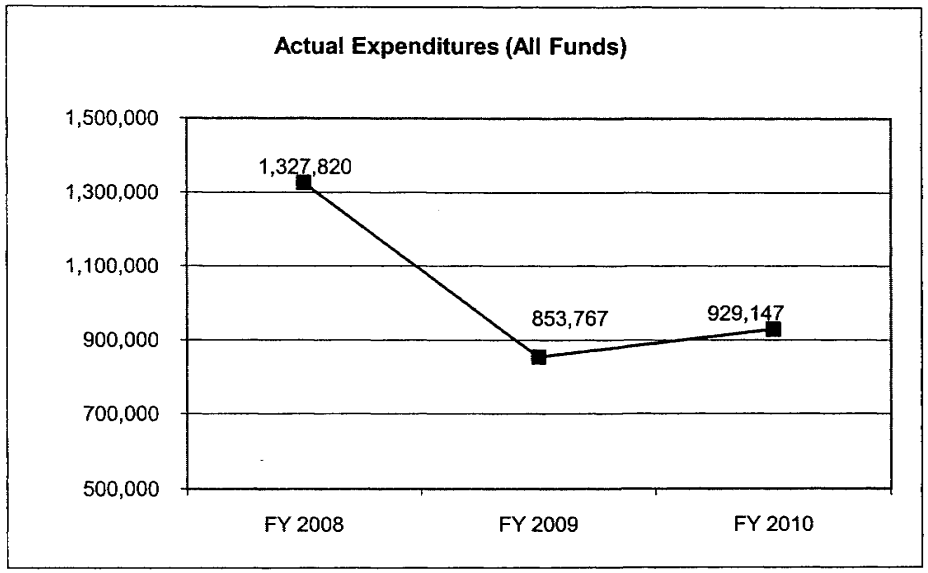
Surplus Property

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30950
Division	Purchasing and Materials Management		
Core -	Federal Surplus Property Operating		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1,523,930	1,194,055	1,194,055	1,148,071 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,523,930	1,194,055	1,194,055	N/A
Actual Expenditures (All Funds)	1,327,820	853,767	929,147	N/A
Unexpended (All Funds)	196,110	340,288	264,908	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	196,110	340,288	264,908	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
SURPLUS PROPERTY - OPERATING

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	20.00	0	0	746,071	746,071	
		EE	0.00	0	0	400,000	400,000	
		PD	0.00	0	0	2,000	2,000	
		Total	**20.00**	**0**	**0**	**1,148,071**	**1,148,071**	
DEPARTMENT CORE REQUEST								
		PS	20.00	0	0	746,071	746,071	
		EE	0.00	0	0	400,000	400,000	
		PD	0.00	0	0	2,000	2,000	
		Total	**20.00**	**0**	**0**	**1,148,071**	**1,148,071**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Transfer In	1709 9348	EE	0.00	0	0	27,850	27,850	Transfer from FMDC to SASP for Fuel & Utilities
NET GOVERNOR CHANGES			**0.00**	**0**	**0**	**27,850**	**27,850**	
GOVERNOR'S RECOMMENDED CORE								
		PS	20.00	0	0	746,071	746,071	
		EE	0.00	0	0	427,850	427,850	
		PD	0.00	0	0	2,000	2,000	
		Total	**20.00**	**0**	**0**	**1,175,921**	**1,175,921**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	30950	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	SASP Operating	**DIVISION:**	Purchasing & Materials Mgmt.

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

Operations: PS-$186,518, 25%; E&E- $100,500, 25%. This will allow the Division the flexibility to pay accrued time when someone leaves the Division or to replace critical equipment/services as needed. We do no know ahead of time which of these will be needed.

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
None	Unknown	Unknown

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	Unknown

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY - OPERATING								
CORE								
ADMIN OFFICE SUPPORT ASSISTANT	110,304	4.00	140,200	4.00	140,200	4.00	140,200	4.00
SR OFC SUPPORT ASST (KEYBRD)	24,576	1.00	41,400	1.00	41,400	1.00	41,400	1.00
STOREKEEPER I	73,693	3.00	100,629	3.00	100,629	3.00	100,629	3.00
STOREKEEPER II	88,596	3.00	137,697	4.00	137,697	4.00	137,697	4.00
SUPPLY MANAGER I	31,176	1.00	35,528	1.00	35,528	1.00	35,528	1.00
SUPPLY MANAGER II	34,644	1.00	37,734	1.00	37,734	1.00	37,734	1.00
EXECUTIVE II	37,296	1.00	41,044	1.00	41,044	1.00	41,044	1.00
PLANNER I	45,984	1.00	0	0.00	0	0.00	0	0.00
TRACTOR TRAILER DRIVER	33,358	1.07	77,674	2.00	77,674	2.00	77,674	2.00
MOTOR VEHICLE MECHANIC	28,596	1.00	34,424	1.00	34,424	1.00	34,424	1.00
HEAVY EQUIPMENT MECHANIC	0	0.00	38,837	1.00	38,837	1.00	38,837	1.00
FISCAL & ADMINISTRATIVE MGR B2	59,051	1.00	60,904	1.00	60,904	1.00	60,904	1.00
MISCELLANEOUS TECHNICAL	21,401	0.53	0	0.00	0	0.00	0	0.00
LABORER	56,372	1.45	0	0.00	0	0.00	0	0.00
TOTAL - PS	**645,047**	**20.05**	**746,071**	**20.00**	**746,071**	**20.00**	**746,071**	**20.00**
TRAVEL, IN-STATE	446	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TRAVEL, OUT-OF-STATE	6,565	0.00	15,000	0.00	15,000	0.00	15,000	0.00
FUEL & UTILITIES	756	0.00	1,000	0.00	1,000	0.00	28,850	0.00
SUPPLIES	52,546	0.00	50,000	0.00	55,000	0.00	55,000	0.00
PROFESSIONAL DEVELOPMENT	1,150	0.00	500	0.00	1,000	0.00	1,000	0.00
COMMUNICATION SERV & SUPP	14,165	0.00	5,000	0.00	10,000	0.00	10,000	0.00
PROFESSIONAL SERVICES	131,393	0.00	300,200	0.00	265,000	0.00	265,000	0.00
HOUSEKEEPING & JANITORIAL SERV	4,130	0.00	2,000	0.00	5,000	0.00	5,000	0.00
M&R SERVICES	24,136	0.00	15,000	0.00	25,000	0.00	25,000	0.00
OFFICE EQUIPMENT	4,771	0.00	0	0.00	5,000	0.00	5,000	0.00
OTHER EQUIPMENT	897	0.00	100	0.00	1,000	0.00	1,000	0.00
PROPERTY & IMPROVEMENTS	22,785	0.00	100	0.00	5,000	0.00	5,000	0.00
BUILDING LEASE PAYMENTS	1,923	0.00	2,000	0.00	2,000	0.00	2,000	0.00
EQUIPMENT RENTALS & LEASES	1,724	0.00	100	0.00	2,000	0.00	2,000	0.00
MISCELLANEOUS EXPENSES	5,074	0.00	6,000	0.00	5,000	0.00	5,000	0.00
REBILLABLE EXPENSES	10,129	0.00	2,000	0.00	2,000	0.00	2,000	0.00
TOTAL - EE	**282,590**	**0.00**	**400,000**	**0.00**	**400,000**	**0.00**	**427,850**	**0.00**

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY - OPERATING								
CORE								
REFUNDS	1,510	0.00	2,000	0.00	2,000	0.00	2,000	0.00
TOTAL - PD	**1,510**	**0.00**	**2,000**	**0.00**	**2,000**	**0.00**	**2,000**	**0.00**
GRAND TOTAL	**$929,147**	**20.05**	**$1,148,071**	**20.00**	**$1,148,071**	**20.00**	**$1,175,921**	**20.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$929,147**	**20.05**	**$1,148,071**	**20.00**	**$1,148,071**	**20.00**	**$1,175,921**	**20.00**

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Surplus Property
Program is found in the following core budget(s): Federal Surplus Property - Operating

1. What does this program do?

DPMM is responsible for operating the federal surplus property as provided in Chapter 37, RSMo. The State Agency for Surplus Property (SASP) is responsible for the administration of the Federal Surplus Property Program. The SASP receives federal surplus property (at no cost to the State other than transportation costs), but the Federal government does require the State to continue tracking the original acquisition cost of the property. The SASP transfers the property to eligible entities (state agencies, cities, counties, schools, not-for-profit health and educational activities, providers of assistance to the homeless and needy, SBA 8(a) program participants, and Service Educational Activities). All expenses incurred by SASP for operating the Federal Surplus program are recovered through service charges applied to property acquired by eligible entities.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 37, RSMo

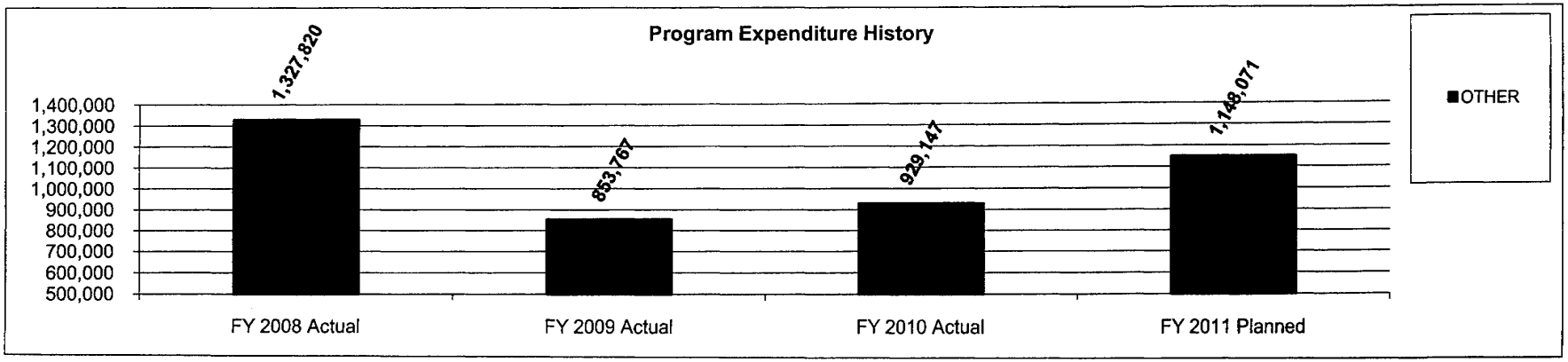
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Federal Surplus Property Fund (0407)

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Surplus Property
Program is found in the following core budget(s): Federal Surplus Property - Operating

7a. Provide an effectiveness measure.

Federal acquisition costs of property received (no charge to the State)

FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY2011 Targeted	FY2012 Targeted	FY2013 Targeted
$20,189,824	$29,839,722	$7,144,645	$11,615,577	$10,000,000	$10,000,000	$10,000,000

Federal Acquisition costs of property transferred (not service charges collected)

FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY2011 Targeted	FY2012 Targeted	FY2013 Targeted
$12,196,065	$14,089,078	$14,410,262	$7,519,407	$8,000,000	$8,000,000	$8,000,000

7b. Provide an efficiency measure.

Ratio of SASP overhead vs. federal surplus property acquired

FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Targeted	FY 2012 Targeted	FY2013 Targeted
4.3%	3.5%	13.1%	9.0%	3.5%	3.5%	3.5%

7c. Provide the number of clients/individuals served, if applicable.

See attached lists of the top 100 donees served in FY 2010 and 2009.

7d. Provide a customer satisfaction measure, if available.

N/A

Fiscal Year 2010 Donees Obtaining Property from Federal Surplus Property
Top 100 Based on Federal Acquisition Cost

Account Name	City	County	Federal Gov't Acquisition Cost	MOSASP Service Charge
Corrections, Department of	JEFFERSON CITY, MO	Cole	595,132.64	62,491.50
College of the Ozarks	Point Lookout, MO	Taney	163,654.18	21,644.75
Agriculture, Department of	Jefferson City, MO	Cole	151,488.10	4,398.50
Highway Patrol, Missouri State	Jefferson City, MO	Cole	147,189.00	20,401.75
Bernie, City of	Bernie, MO	Stoddard	128,689.28	23,288.00
PWSD #8, Clay County	Kearney, MO	Clay	126,953.47	5,056.00
Fulton, City of	Fulton, MO	Callaway	118,178.19	5,911.75
Buchanan County	St Joseph, MO	Buchanan	115,867.92	10,080.00
Linn State Technical College	Linn, MO	Osage	112,828.19	13,127.50
Missouri University of Science and Technology	Rolla, MO	Phelps	110,474.44	11,335.20
Clinton County	Plattsburg, MO	Clinton	107,159.04	4,418.00
Drury University	Springfield, MO	Greene	106,567.32	21,750.95
Great Rivers Boy Scout Council	Columbia, MO	Boone	103,519.14	7,765.43
Little River Drainage District	Cape Girardeau, MO	Cape Girardeau	103,479.59	14,811.00
Conservation, Department of	Jefferson City, MO	Cole	83,914.81	12,659.00
Crystal Lakes, City of	Crystal Lakes, MO	Ray	81,754.64	9,682.50
Washington University	St Louis, MO	St Louis	74,685.57	5,569.80
Transportation, Department of	Jefferson City, MO	Cole	73,730.32	18,403.05
New Haven, City of	New Haven, MO	Franklin	70,365.96	12,013.00
Jefferson, City of	Jefferson City, MO	Cole	69,692.24	5,532.04
Hickory County	Hermitage, MO	Hickory	65,588.39	4,787.00
Webster County	Marshfield, MO	Webster	63,799.19	8,165.00
Eminence R-1 School	Eminence, MO	Shannon	62,510.75	2,975.50
University of Missouri - Columbia	Columbia, MO	Boone	61,201.88	7,240.31
Jackson, City of	Jackson, MO	Cape Girardeau	61,017.48	9,790.25
Lincoln, City of	Lincoln, MO	Benton	60,048.40	1,045.25
Cape Girardeau, City of	Cape Girardeau, MO	Cape Girardeau	54,490.02	7,519.00
Secretary of State	Jefferson City, MO	Cole	54,203.10	20,040.00
Sunnydale Adventist Academy	Centralia, MO	Audrain	52,837.15	3,450.95

Account Name	City	County	Federal Gov't Acquisition Cost	MOSASP Service Charge
Reynolds Co Ambulance District	Centerville, MO	Reynolds	51,773.01	5,093.25
Bloomfield, City of	Bloomfield, MO	Stoddard	48,696.00	7,650.00
Mountain View-Birch Tree R-3 School	Mountain View, MO	Howell	47,877.46	3,417.50
Lone Jack, City of	Lone Jack, MO	Jackson	47,144.01	1,381.00
Birch Tree, City of	Birch Tree, MO	Shannon	47,011.33	1,711.00
PWSD #2, Camden Co	Camdenton, MO	Camden	44,845.02	7,004.00
Heart of the Ozarks	Springfield, MO	Greene	43,997.93	10,089.50
Smithton, City of	Smithton, MO	Pettis	43,859.40	1,617.75
Perryville, City of	Perryville, MO	Perry	41,645.79	2,426.25
Camden County	Camdenton, MO	Camden	39,360.02	2,371.75
Lincoln Co R-3 School	Troy, MO	Lincoln	39,197.20	3,063.75
Greater St Louis Area Boy Scout Council	St Louis, MO	St Louis	37,537.91	6,317.30
Jefferson City Schools	Jefferson City, MO	Cole	37,333.24	3,077.50
PWSD #2, Butler Co	Qulin, MO	Butler	37,000.00	5,000.00
Worth County	Grant City, MO	Worth	36,572.82	4,013.00
Cole Co R-5 School	Eugene, MO	Cole	36,471.39	886.50
St Joseph Cathedral School	Jefferson City, MO	Cole	36,014.81	1,344.25
West Vue Home	West Plains, MO	Howell	33,034.92	1,031.50
Eldon, City of	Eldon, MO	Miller	31,914.92	3,187.04
Morehouse, City of	Morehouse, MO	New Madrid	31,707.64	6,190.00
Helias High School	Jefferson City, MO	Cole	31,627.60	3,403.65
North Stone/Northeast Barry Co FPD	Crane, MO	Stone	30,919.53	636.61
Dexter, City of	Dexter, MO	Stoddard	30,043.65	2,967.00
New Life Evangelistic Center, Inc	St Louis, MO	St Louis	29,875.81	4,205.50
Blair Oaks R-II School District	Jefferson City, MO	Cole	28,235.11	3,579.05
Special School District	Town & Country, MO	St. Louis	26,543.96	2,183.25
Plato R-5 School	Plato, MO	Texas	25,514.26	4,257.25
Butler Co Fire Protection District	Poplar Bluff, MO	Butler	24,789.74	4,221.50
Johnson County	Warrensburg, MO	Johnson	23,731.00	4,150.00
Bertrand, City of	Bertrand, MO	Mississippi	23,731.00	4,150.00
Howard County	Fayette, MO	Howard	23,651.28	7,952.75

Account Name	City	County	Federal Gov't Acquisition Cost	MOSASP Service Charge
Hannibal-LaGrange College	Hannibal, MO	Marion	23,409.54	790.62
Manufacturers Assistance Group, Inc	Poplar Bluff, MO	Butler	23,275.53	7,000.25
Marshall Municipal Utilities	Marshall, MO	Saline	23,083.69	6,351.00
Bowling Green R-1 School	Bowling Green, MO	Pike	22,944.99	2,216.50
Kennett, City of	Kennett, MO	Dunklin	22,832.86	3,170.50
Worth Co R-3 School	Grant City, MO	Worth	22,476.37	1,986.64
Dadeville, City of	Dadeville, MO	Dade	22,310.08	4,161.00
Moniteau County	California, MO	Moniteau	22,005.24	4,417.75
Morgan County	Versailles, MO	Morgan	21,936.92	2,367.75
Thayer R-2 School	Thayer, MO	Oregon	21,840.13	162.50
St Francis Borgia School	Washington, MO	Franklin	20,365.53	1,870.87
Cole Co R-1 School	Russellville, MO	Cole	20,100.97	1,965.25
Stockton R-1 School	Stockton, MO	Cedar	19,945.76	1,891.35
Girl Scouts of Eastern MO	St Louis, Mo	St Louis	19,574.36	963.00
Riverside/Quindaro Bend Levee District	Riverside, MO	Platte	19,278.61	1,509.00
Eldon R-1 School	Eldon, MO	Miller	19,260.82	1,973.25
Fulton State Hospital	Fulton, MO	Callaway	18,882.24	1,020.00
Ozark Trails Boy Scout Council	Springfield, MO	Greene	18,197.16	2,948.25
Social Services, Dept. of	Jefferson City, MO	Cole	28,100.55	3,571.19
Missouri State University	Springfield, MO	Greene	18,000.00	3,500.00
Sweet Springs R-7 School	Sweet Springs, MO	Saline	17,746.36	1,353.00
Orrick, City of	Orrick, MO	Ray	17,728.53	2,290.75
South Scott Co Ambulance District	Sikeston, MO	Scott	17,275.84	310.00
Oak Grove, City of	Oak Grove, MO	Jackson	17,086.00	750.00
Kearney R-1 School	Kearney, MO	Clay	16,994.92	1,452.00
Caldwell County	Kingston, MO	Caldwell	16,781.92	1,106.00
Pettis County	Sedalia, MO	Pettis	16,504.61	1,644.50
Scott City, City of	Scott City, MO	Scott	16,415.84	952.50
Pike County	Bowling Green, MO	Pike	16,397.52	2,181.25
Osage Co R-1 School	Chamois, MO	Osage	16,366.29	1,876.50
Macon County	Macon, MO	Macon	16,353.64	2,559.80

Account Name	City	County	Federal Gov't Acquisition Cost	MOSASP Service Charge
Economic Development, Department of	Jefferson City, MO	Cole	16,344.72	1,164.00
Malden, City of	Malden, MO	Dunklin	16,145.07	1,122.50
Green Benefit Special Road District	Miller, MO	Lawrence	16,097.12	2,397.75
Marshall, City of	Marshall, MO	Saline	16,084.58	3,022.25
Aurora, City of	Aurora, MO	Lawrence	15,944.51	3,049.50
McDonald County	Pineville, MO	McDonald	15,908.62	3,025.00
Bootheel Local Emergency Planning Committee	Dexter, MO	Stoddard	15,718.04	2,044.00
South Central Ozark Council of Governments	Pomona, MO	Howell	14,825.54	1,071.12
Thomas Jefferson Naval Sea Cadet Corps	Holts Summit, MO	Cole	14,318.15	1,619.75
Natural Resources, Department of	Jefferson City, MO	Cole	14,106.75	2,587.10

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FIXED PRICE VEHICLE PROGRAM								
CORE								
EXPENSE & EQUIPMENT								
FEDERAL SURPLUS PROPERTY	1,280,573	0.00	600,000	0.00	600,000	0.00	600,000	0.00
TOTAL - EE	1,280,573	0.00	600,000	0.00	600,000	0.00	600,000	0.00
TOTAL	**1,280,573**	**0.00**	**600,000**	**0.00**	**600,000**	**0.00**	**600,000**	**0.00**
GRAND TOTAL	**$1,280,573**	**0.00**	**$600,000**	**0.00**	**$600,000**	**0.00**	**$600,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30990
Division	Purchasing & Materials Mgmt.		
Core -	Fixed Price Vehicle and Equipment Program		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	600,000	600,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**600,000**	**600,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)
Notes: An "E" is requested for other funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	600,000	600,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**600,000**	**600,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)
An "E" is requested for other funds

2. CORE DESCRIPTION

This core request is for funding to acquire low mileage vehicles and construction equipment from the Federal Government to be resold to state agencies. and eligible entities. This program enables eligible entities to buy used vehicles instead of new vehicles. This program is a self sustaining program that does not have any actual cost to the State.

3. PROGRAM LISTING (list programs included in this core funding)

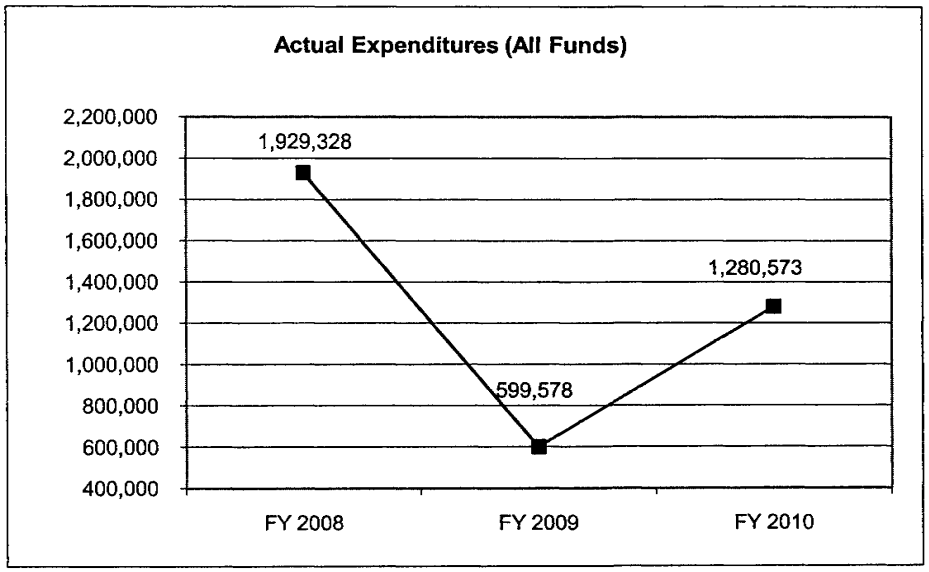
Fixed Price Vehicle and Equipment

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30990
Division	Purchasing & Materials Mgmt.		
Core -	Fixed Price Vehicle and Equipment Program		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1,965,000	600,000	1,300,000	600,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,965,000	600,000	1,300,000	N/A
Actual Expenditures (All Funds)	1,929,328	599,578	1,280,573	N/A
Unexpended (All Funds)	35,672	422	19,427	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	35,672	422	19,427	N/A
	(1)		(2)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES: (1) Estimated appropriation was increased by $1,165,000
(2) Estimated appropriation was increased by $ 700,000

OFFICE OF ADMINISTRATION
FIXED PRICE VEHICLE PROGRAM

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	600,000	600,000	
	Total	**0.00**	**0**	**0**	**600,000**	**600,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	600,000	600,000	
	Total	**0.00**	**0**	**0**	**600,000**	**600,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	600,000	600,000	
	Total	**0.00**	**0**	**0**	**600,000**	**600,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FIXED PRICE VEHICLE PROGRAM								
CORE								
TRAVEL, IN-STATE	8	0.00	200	0.00	200	0.00	200	0.00
TRAVEL, OUT-OF-STATE	1,042	0.00	5,000	0.00	5,000	0.00	5,000	0.00
SUPPLIES	432	0.00	1,000	0.00	500	0.00	500	0.00
PROFESSIONAL SERVICES	44,047	0.00	40,000	0.00	45,000	0.00	45,000	0.00
M&R SERVICES	19,901	0.00	15,000	0.00	20,000	0.00	20,000	0.00
OTHER EQUIPMENT	17	0.00	0	0.00	100	0.00	100	0.00
MISCELLANEOUS EXPENSES	0	0.00	200	0.00	100	0.00	100	0.00
REBILLABLE EXPENSES	1,215,126	0.00	538,600	0.00	529,100	0.00	529,100	0.00
TOTAL - EE	**1,280,573**	**0.00**	**600,000**	**0.00**	**600,000**	**0.00**	**600,000**	**0.00**
GRAND TOTAL	**$1,280,573**	**0.00**	**$600,000**	**0.00**	**$600,000**	**0.00**	**$600,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$1,280,573**	**0.00**	**$600,000**	**0.00**	**$600,000**	**0.00**	**$600,000**	**0.00**

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Fixed Price Vehicle and Equipment
Program is found in the following core budget(s): Fixed Price Vehicle and Equipment

1. What does this program do?

This core request is for funding to acquire low mileage vehicles and construction equipment from the Federal Government to be resold to state agencies and eligible entities. This program enables eligible entities to buy used vehicles instead of new vehicles. This program is a self sustaining program that does not have any actual cost to the State.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 37, RSMo

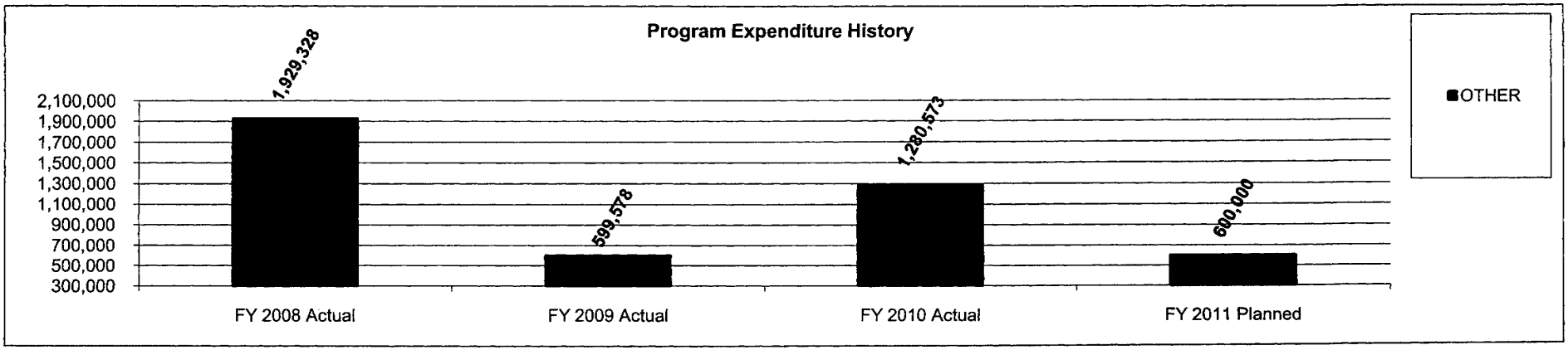
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Federal Surplus Property Fund (0407)

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Fixed Price Vehicle and Equipment
Program is found in the following core budget(s): Fixed Price Vehicle and Equipment

7a. Provide an effectiveness measure.

Number of fixed price vehicles sold.

FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Targeted	FY 2012 Targeted	FY 2013 Targeted
129	189	147	138	85	175	175

Number of vehicles obtained

FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Targeted	FY 2012 Targeted	FY 2013 Targeted
107	228	108	150	75	175	175

7b. Provide an efficiency measure.

Percentage of vehicles sold compared to number of vehicles obtained

FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Targeted	FY 2012 Targeted	FY 2013 Targeted
120.6%	82%	136%	92%	100%	100%	100%

7c. Provide the number of clients/individuals served, if applicable.

See attached list of who purchased vehicles in FY 2010

7d. Provide a customer satisfaction measure, if available.

N/A

Sold To:	Date Sold	Year	Make	Model
Bellfontaine Hab Center	12/4/2009	2005	Chev	Silverado 1500
Beth Haven Nursing Home	2/25/2010	2006	Dodge	Grand Caravan
Boonslick RPC	6/15/2010	2002	Chev	2500
Butterfield Youth Services	9/24/2009	2004	Chev	Classic
Cabool R-4 School	6/16/2010	2002	Dodge	Ram 3500
Cabool R-4 School	6/16/2010	2007	Chev	Impala
Cabool R-4 School	6/16/2010	2006	Chev	Malibu
Carter County	7/31/2009	2003	Chev	Tahoe 4x4
Central MO Regional Center	9/3/2009	2006	Dodge	Stratus
Charleston R-1 School	10/14/2009	2002	Chev	Express G2500
Children's Therapy Center	3/16/2010	2003	Chev	Silverado C2500
Christian County	2/10/2010	2004	Ford	F250
City of Anderson	1/26/2010	2000	Dodge	Dakota
City of Bowling Green	8/28/2009	2006	Chev	Silverado
City of Butler	1/14/2010	2005	Chev	Tahoe LS
City of Cameron	10/20/2009	2002	Ford	Expd 4x4 xlt
City of Eldon	2/25/2010	2003	Chev	Silverado C2500
City of Eldon	2/25/2010	2003	Chev	Silverado C2500
City of Fairfax	8/7/2009	2001	Ford	F350 4x4
City of Farmington	9/30/2009	2002	Dodge	Caravan SE
City of Farmington	9/30/2009	2001	Dodge	Caravan SE
City of Grant City	10/28/2009	2002	Chev	K2500 Silverado
City of Hayti	10/7/2009	2004	Ford	E150 van
City of Higginsville	11/18/2009	2005	Chev	Silverado 1500
City of Holts Summit	11/17/2009	2004	Ford	Crown Vic
City of Jefferson	5/18/2010	2001	Ford	F350
City of Jefferson	5/18/2010	2001	Ford	F350
City of Lebanon	11/4/2009	2003	Ford	Expedition XLT
City of Louisiana	7/1/2009	2005	Chev	Silverado 1500
City of Marshall	11/23/2009	2005	Ford	F150 XL
City of Nevada	8/19/2009	2004	Ford	Crown Vic
City of Nevada	8/19/2009	2003	Ford	Crown Vic
City of Nevada	8/19/2009	2002	Dodge	Caravan
City of Nevada	12/17/2009	2002	Ford	Expedition
City of Potosi	10/13/2009	2005	Chev	Silverado 1500

Sold To:	Date Sold	Year	Make	Model
City of Scott City	9/24/2009	2001	Ford	Expedition XLT
City of Springfield	8/21/2009	2001	Dodge	Ram 3500
City of Springfield	2/9/2010	2005	Dodge	Ram 2500 4x4
City of Springfield	2/9/2010	2006	Dodge	Ram 2500 4x4
City of Vandalia	8/5/2009	2001	Chev	S10 4x4
Clever R-V School	2/24/2010	2001	Dodge	Ram 2500 4x4
Cole Co R-1 School	10/2/2009	2002	Chev	G1500 8 pass van
Cooper County	6/16/2010	2005	Ford	F250
Cooper County	6/16/2010	2005	Ford	F250
Corrections, Dept. of	7/22/2009	2002	Chev	G3500 Van Exp
Corrections, Dept. of	8/20/2009	2005	Ford	F350 XL
Corrections, Dept. of	8/21/2009	2006	Dodge	Stratus
Corrections, Dept. of	8/21/2009	2003	Dodge	Ram 1500 crew
Corrections, Dept. of	8/28/2009	2005	Ford	E150 Van
Corrections, Dept. of	10/5/2009	2005	Dodge	Stratus
Corrections, Dept. of	10/15/2009	2006	Chev	Malibu
Corrections, Dept. of	12/10/2009	2006	Ford	Crown Vic
Dept. of Health & Sr. Services	12/7/2009	2005	Chev	Malibu Classic
Dept. of Social Services	12/18/2009	2006	Dodge	Stratus
Dept. of Social Services	12/18/2009	2002	Dodge	Caravan SE
Dept. of Social Services	12/18/2009	2005	Chev	Trailblazer
DESE	8/11/2009	2004	Dodge	Stratus
DESE	9/21/2009	2005	Dodge	Stratus
Economic Development	7/14/2009	2005	Ford	Taurus
Franklin County	2/26/2010	2004	Dodge	Ram 1500 4x4
Franklin County	2/26/2010	2004	Dodge	Ram 1500 4x4
Ft. Zumwalt Schools	7/8/2009	2004	Dodge	Stratus
Ft. Zumwalt Schools	7/8/2009	2006	Dodge	Stratus
Ft. Zumwalt Schools	7/8/2009	2002	Chev	G1500 Van exp
Ft. Zumwalt Schools	3/31/2010	2006	Ford	Taurus
Ft. Zumwalt Schools	4/7/2010	2001	Ford	Ranger
General Services/Social Services	2/22/2010	1998	Ford	F800
General Services/Social Services	3/4/2010	2004	Ford	Crown Vic
Gentry County	6/30/2010	2002	Ford	F350 4x4
Jasper County	1/20/2010	2003	Ford	F350 4x4
Jasper County	1/20/2010	2005	Chev	Colorado

Sold To:	Date Sold	Year	Make	Model
Jefferson Co. Health Dept	10/26/2009	2005	Chev	Classic
Jefferson Co. Health Dept	10/26/2009	2001	Dodge	Caravan SE
Kingdom Projects	3/4/2010	2006	Chev	Silverado
Kingdom Projects	6/17/2010	2001	Dodge	Ram 1500
Laclede County	1/13/2010	2004	Ford	Crown Vic
Laclede Industries	12/9/2009	2001	Dodge	Ram
Lafayette Co. Enterprises	3/16/2010	2004	Chev	Silverado 1500
Linn State Tech college	5/4/2010	2002	Chev	G35 van
Mental Health Dept.	11/17/2009	2001	Dodge	Caravan SE
Miller Benefit Spec Rd Dist	2/18/2010	2002	Dodge	Ram 2500
Miller County	12/1/2009	2002	Chev	Balzer 4x4
Miller County	12/7/2009	2002	Chev	Blazer
MO Dept. of Corrections	6/28/2010	2007	Chev	Impala
MO Dept. of Corrections	6/28/2010	2007	Chev	Impala
MODOT	7/16/2009	2002	Chev	G1500 Van exp
MODOT	10/15/2009	2002	Chev	G3500 Van
MODOT	12/18/2009	2002	Chev	S10 4x4
MODOT	1/14/2010	2002	Chev	Silverado
MODOT	6/2/2010	2005	Ford	F250
Moniteau Co Senate Bill 40	11/2/2009	2005	Dodge	Stratus
NE Community Action Corp	7/21/2009	2004	Chev	C1500 Silverado
NW Missouri Industries	3/23/2010	1999	Ford	E150 van
OA - FMDC	2/8/2010	2002	Ford	F350 4x4
Opportunity Enterprises	5/19/2010	2001	Ford	F350
Pettis County	6/15/2010	2006	Dodge	Ram 2500 4x4
Phelps County Regional Med	8/2/2009	2006	Chev	Malibu
Phelps County Regional Med	3/31/2010	2005	Chev	Impala
Pike County	10/15/2009	2001	Dodge	Ram 3500
Pike County	10/15/2009	2004	Chev	Blazer
Pike County	10/21/2009	2006	Dodge	Ram
Pike County	3/5/2010	2001	Ford	E350 Econoline van
Polk County	3/16/2010	2005	Dodge	Ram 1500
Poplar Bluff R-1 School	9/22/2009	2005	Dodge	Stratus
Poplar Bluff R-1 School	9/22/2009	2001	Chev	Silverado 2500
Poplar Bluff R-1 School	10/16/2009	2002	Chev	Silverado 3500
PWSD #2, Callaway Co.	9/10/2009	2002	Chev	Suburban 4x4

Sold To:	Date Sold	Year	Make	Model
PWSD #3, Jeff City	8/21/2009	2001	Chev	Silverado
Randolph County	7/8/2009	2002	Chev	Blazer 4
Saline County	8/20/2009	2005	Chev	Silverado 1500
Saline County 911	7/31/2009	2002	Ford	Expd 4x4 xlt
SE MO State Univ	5/25/2010	2003	Chev	Venture Van
SE MO State Univ	5/25/2010	2002	Chev	G35 Van
SE MO State Univ	5/25/2010	2000	Ford	E350 Van
Sedalia School Dist #20	9/30/2009	2005	Dodge	Stratus
SEMO State Univ	5/25/2010	2001	Chev	S10
Southeast MO State University	12/7/2009	2001	Dodge	Ram 2500
Springfield/Branson Airport	12/4/2009	2004	Ford	F250
Town of Carrollton	1/25/2010	2002	Chev	Blazer
Town of Carrollton	2/1/2010	2004	Ford	F250 4x4
UMC	7/20/2009	2005	Ford	F350 4x4 Crewcab
UMC	7/24/2009	2002	Ford	F150 XL
UMC	8/17/2009	2002	Dodge	Caravan
UMR	9/22/2009	2001	Chev	1500 Silverado 4x4
UMR	11/17/2009	2005	Chev	Impala
UMR	11/19/2009	2001	Dodge	Ram 2500
UMR	11/23/2009	2004	Ford	E150 Van
UMR	11/30/2009	2002	Dodge	Caravan SE
UMR	12/16/2009	2002	Chev	Silverado 2500
UMR	2/16/2010	2001	Chev	S10
UMR	3/23/2010	2001	Dodge	B2500 van
UMR	3/30/2010	2003	Chev	Silverado C2500
UMR	5/19/2010	2005	Chev	Classic
Univ of Central MO - Warrensburg	10/13/2009	2002	Ford	F150XL
Warren County R-III School	10/7/2009	2005	Chev	Malibu Classic
Washington Co Memorial Hosp	11/20/2009	2001	Dodge	Ram 2500 4x4
Webb City School Dist	9/23/2009	2001	Dodge	Ram 2500
Webster County	10/6/2009	2004	Chev	Silverado

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY RECYCLING								
CORE								
PERSONAL SERVICES								
FEDERAL SURPLUS PROPERTY	0	0.00	45,984	1.00	45,984	1.00	45,984	1.00
TOTAL - PS	0	0.00	45,984	1.00	45,984	1.00	45,984	1.00
EXPENSE & EQUIPMENT								
FEDERAL SURPLUS PROPERTY	34,446	0.00	41,610	0.00	41,610	0.00	41,610	0.00
TOTAL - EE	34,446	0.00	41,610	0.00	41,610	0.00	41,610	0.00
TOTAL	**34,446**	**0.00**	**87,594**	**1.00**	**87,594**	**1.00**	**87,594**	**1.00**
GRAND TOTAL	**$34,446**	**0.00**	**$87,594**	**1.00**	**$87,594**	**1.00**	**$87,594**	**1.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30960
Division	Purchasing & Mat. Mgmt.		
Core -	Surplus Property Recycling		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	45,984	45,984	
EE	0	0	41,610	41,610	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**87,594**	**87,594**	
FTE	**0.00**	**0.00**	**1.00**	**1.00**	
Est. Fringe	*0*	*0*	*25,590*	*25,590*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

Notes: An "E" is requested for other funds EE

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	45,984	45,984	
EE	0	0	41,610	41,610	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**87,594**	**87,594**	
FTE	**0.00**	**0.00**	**1.00**	**1.00**	
Est. Fringe	*0*	*0*	*25,590*	*25,590*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

Notes: An "E" is requested for other funds EE

This core request is for funding to cover operating costs of the State's recycling program such as promotional/information materials and providing desk side/other containers to collect materials.

The purpose of the Missouri State Recycling Program is to assist State of Missouri government agencies with:
- Procurement of products manufactured with recycled materials
- Coordinating waste reduction strategies
- Overseeing the collection of recyclables by establishing recycling services contracts

3. PROGRAM LISTING (list programs included in this core funding)

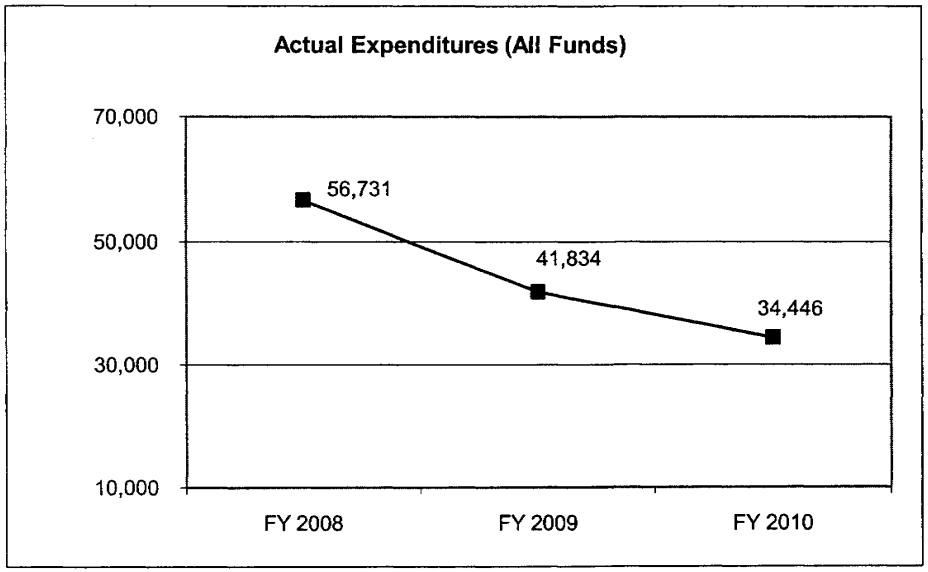
Surplus Property Recycling

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30960
Division	Purchasing & Mat. Mgmt.		
Core -	Surplus Property Recycling		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	59,610	42,610	41,610	87,594 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	59,610	42,610	41,610	N/A
Actual Expenditures (All Funds)	56,731	41,834	34,446	N/A
Unexpended (All Funds)	2,879	776	7,164	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	2,879	776	7,164	N/A
	(1)	(2)		



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES: (1) Estimated appropriation was increased by $18,000
(2) Estimated appropriation was increased by $1,000

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
SURPLUS PROPERTY RECYCLING

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	1.00	0	0	45,984	45,984	
	EE	0.00	0	0	41,610	41,610	
	Total	**1.00**	**0**	**0**	**87,594**	**87,594**	
DEPARTMENT CORE REQUEST							
	PS	1.00	0	0	45,984	45,984	
	EE	0.00	0	0	41,610	41,610	
	Total	**1.00**	**0**	**0**	**87,594**	**87,594**	
GOVERNOR'S RECOMMENDED CORE							
	PS	1.00	0	0	45,984	45,984	
	EE	0.00	0	0	41,610	41,610	
	Total	**1.00**	**0**	**0**	**87,594**	**87,594**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY RECYCLING								
CORE								
PLANNER I	0	0.00	45,984	1.00	45,984	1.00	45,984	1.00
TOTAL - PS	**0**	**0.00**	**45,984**	**1.00**	**45,984**	**1.00**	**45,984**	**1.00**
TRAVEL, IN-STATE	534	0.00	500	0.00	500	0.00	500	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
FUEL & UTILITIES	144	0.00	0	0.00	0	0.00	0	0.00
SUPPLIES	29,922	0.00	31,766	0.00	31,766	0.00	31,766	0.00
PROFESSIONAL DEVELOPMENT	1,052	0.00	5,000	0.00	5,000	0.00	5,000	0.00
COMMUNICATION SERV & SUPP	356	0.00	0	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	88	0.00	1,344	0.00	1,344	0.00	1,344	0.00
HOUSEKEEPING & JANITORIAL SERV	1,353	0.00	0	0.00	0	0.00	0	0.00
M&R SERVICES	997	0.00	0	0.00	0	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
MISCELLANEOUS EXPENSES	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TOTAL - EE	**34,446**	**0.00**	**41,610**	**0.00**	**41,610**	**0.00**	**41,610**	**0.00**
GRAND TOTAL	**$34,446**	**0.00**	**$87,594**	**1.00**	**$87,594**	**1.00**	**$87,594**	**1.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$34,446**	**0.00**	**$87,594**	**1.00**	**$87,594**	**1.00**	**$87,594**	**1.00**

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Surplus Property Recycling
Program is found in the following core budget(s): Surplus Property Recycling

1. What does this program do?

The purpose of the Missouri State Recycling Program is to assist the State of Missouri government agencies with:
-Procurement of products manufactured with recycled materials.
-Coordinating waste reduction strategies.
-Overseeing the collection of recyclables by establishing recycling services contracts.

This program provides promotion/information materials and collecting/recycling miscellaneous items.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 34.031 and 34.032, RSMo

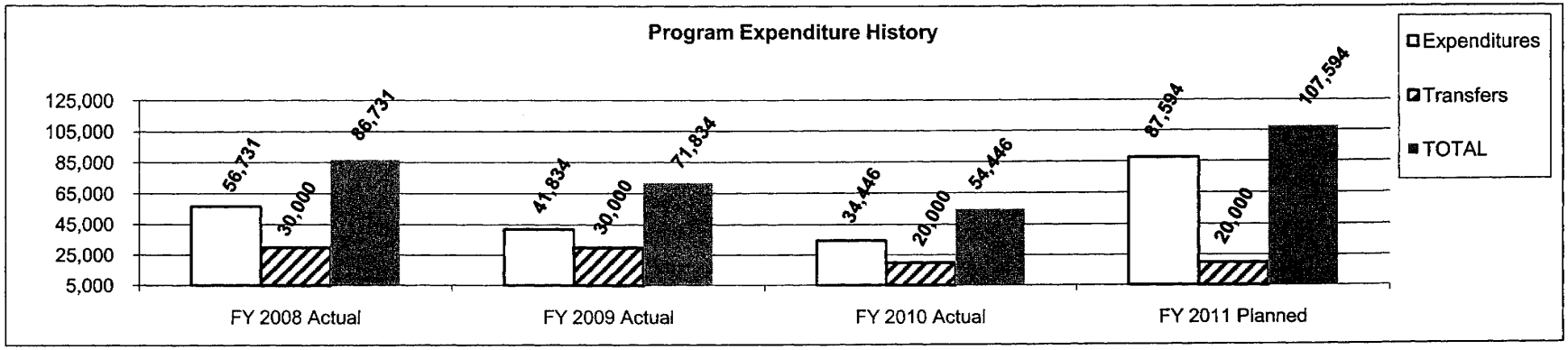
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Federal Surplus Property Fund (0407)

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Surplus Property Recycling
Program is found in the following core budget(s): Surplus Property Recycling

7a. Provide an effectiveness measure.

Recycling revenues received by the state

FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Projected	FY 2012 Targeted	FY 2013 Targeted
$279,628	$130,100	$175,615	$140,000	$145,000	$146,000

7b. Provide an efficiency measure.

Material Recycled, i.e., paper, plastic, cardboard

FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Projected	FY 2012 Targeted	FY 2013 Targeted
2,473 tons	1,933 tons	2,519 tons	2,100 tons	2,200 tons	2,225 tons

Excess revenues transferred to the Department of Social Services

FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Projected	FY 2012 Targeted	FY 2013 Targeted
$30,000	$30,000	$20,000	$21,000	$22,000	$23,000

7c. Provide the number of clients/individuals served, if applicable.

N/A

7d. Provide a customer satisfaction measure, if available.

N/A

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
RECYCLING FUNDS TRANSFER								
CORE								
FUND TRANSFERS								
FEDERAL SURPLUS PROPERTY	20,000	0.00	20,000	0.00	20,000	0.00	20,000	0.00
TOTAL - TRF	20,000	0.00	20,000	0.00	20,000	0.00	20,000	0.00
TOTAL	**20,000**	**0.00**	**20,000**	**0.00**	**20,000**	**0.00**	**20,000**	**0.00**
GRAND TOTAL	**$20,000**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30965
Division	Purchasing & Materials Mgmt.		
Core -	Surplus Property Recycling Transfer		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	20,000	20,000	E
Total	**0**	**0**	**20,000**	**20,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

Notes: An "E" is requested for other funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	20,000	20,000	E
Total	**0**	**0**	**20,000**	**20,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Federal Surplus Property Fund (0407)

Notes: An "E" is requested for other funds

2. CORE DESCRIPTION

Pursuant to Section 34.032, RSMo, this appropriation facilitates the transfer of excess funds from the recycling program to the Department of Social Services (DSS) to be used by DSS for the heating assistance program pursuant to section 660.100 to 660.135, RSMo.

3. PROGRAM LISTING (list programs included in this core funding)

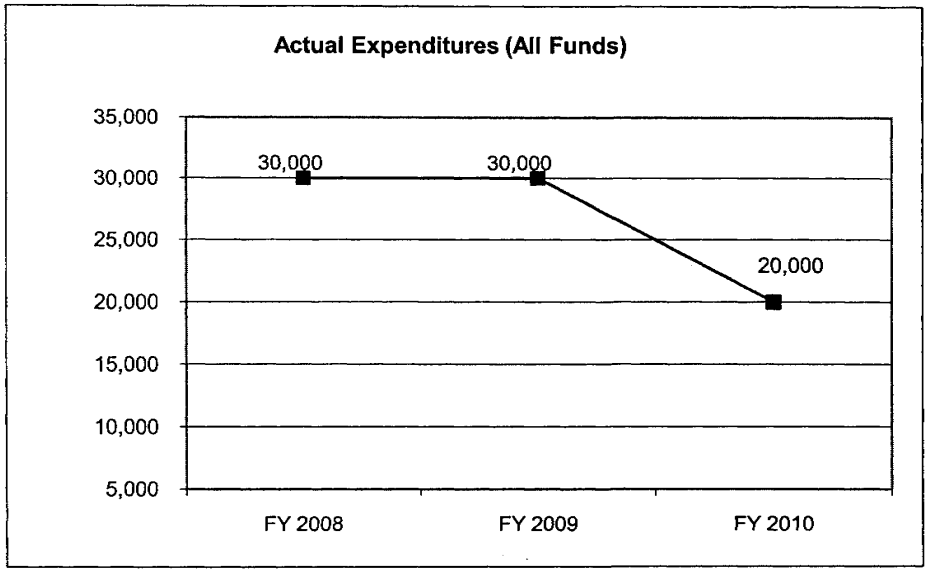
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30965
Division	Purchasing & Materials Mgmt.		
Core -	Surplus Property Recycling Transfer		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	30,000	30,000	20,000	20,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	30,000	30,000	20,000	N/A
Actual Expenditures (All Funds)	30,000	30,000	20,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
	(1)	(2)		



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:
(1) Estimated appropriation increased by $10,000
(2) Estimated appropriation increased by $10,000

OFFICE OF ADMINISTRATION
RECYCLING FUNDS TRANSFER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	20,000	20,000	
	Total	**0.00**	**0**	**0**	**20,000**	**20,000**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	20,000	20,000	
	Total	**0.00**	**0**	**0**	**20,000**	**20,000**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	20,000	20,000	
	Total	**0.00**	**0**	**0**	**20,000**	**20,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
RECYCLING FUNDS TRANSFER								
CORE								
TRANSFERS OUT	20,000	0.00	20,000	0.00	20,000	0.00	20,000	0.00
TOTAL - TRF	**20,000**	**0.00**	**20,000**	**0.00**	**20,000**	**0.00**	**20,000**	**0.00**
GRAND TOTAL	**$20,000**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$20,000**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**	**$20,000**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY SALE PROCEED								
CORE								
EXPENSE & EQUIPMENT								
PROCEEDS OF SURPLUS PROPERTY	51,317	0.00	47,000	0.00	42,000	0.00	42,000	0.00
TOTAL - EE	51,317	0.00	47,000	0.00	42,000	0.00	42,000	0.00
PROGRAM-SPECIFIC								
PROCEEDS OF SURPLUS PROPERTY	72,861	0.00	43,000	0.00	48,000	0.00	48,000	0.00
TOTAL - PD	72,861	0.00	43,000	0.00	48,000	0.00	48,000	0.00
TOTAL	**124,178**	**0.00**	**90,000**	**0.00**	**90,000**	**0.00**	**90,000**	**0.00**
GRAND TOTAL	**$124,178**	**0.00**	**$90,000**	**0.00**	**$90,000**	**0.00**	**$90,000**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY SALE FUND-TRF								
CORE								
FUND TRANSFERS								
PROCEEDS OF SURPLUS PROPERTY	1,216,984	0.00	1,000,000	0.00	1,000,000	0.00	1,000,000	0.00
TOTAL - TRF	1,216,984	0.00	1,000,000	0.00	1,000,000	0.00	1,000,000	0.00
TOTAL	**1,216,984**	**0.00**	**1,000,000**	**0.00**	**1,000,000**	**0.00**	**1,000,000**	**0.00**
GRAND TOTAL	**$1,216,984**	**0.00**	**$1,000,000**	**0.00**	**$1,000,000**	**0.00**	**$1,000,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30980 & 30985
Division	Purchasing & Materials Mgmt.		
Core -	Surplus Property Proceeds/Transfer		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	42,000	42,000	E
PSD	0	0	48,000	48,000	E
TRF	0	0	1,000,000	1,000,000	E
Total	**0**	**0**	**1,090,000**	**1,090,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Proceeds of Surplus Property Sales Fund

Notes: An "E" is requested for other funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	42,000	42,000	E
PSD	0	0	48,000	48,000	E
TRF	0	0	1,000,000	1,000,000	E
Total	**0**	**0**	**1,090,000**	**1,090,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Proceeds of Surplus Property Sales Fund

Notes: An "E" is requested for other funds

2. CORE DESCRIPTION

To pay the costs of conducting state surplus property sales. Expenses for state surplus property operations included auctioneer feeds, advertising, and travel expenses. In addition, reimbursement is made for use of office space and equipment. Also, this appropriation is for the distribution of state surplus property proceeds by transfer to the state funds from which the property was originally purchased.

3. PROGRAM LISTING (list programs included in this core funding)

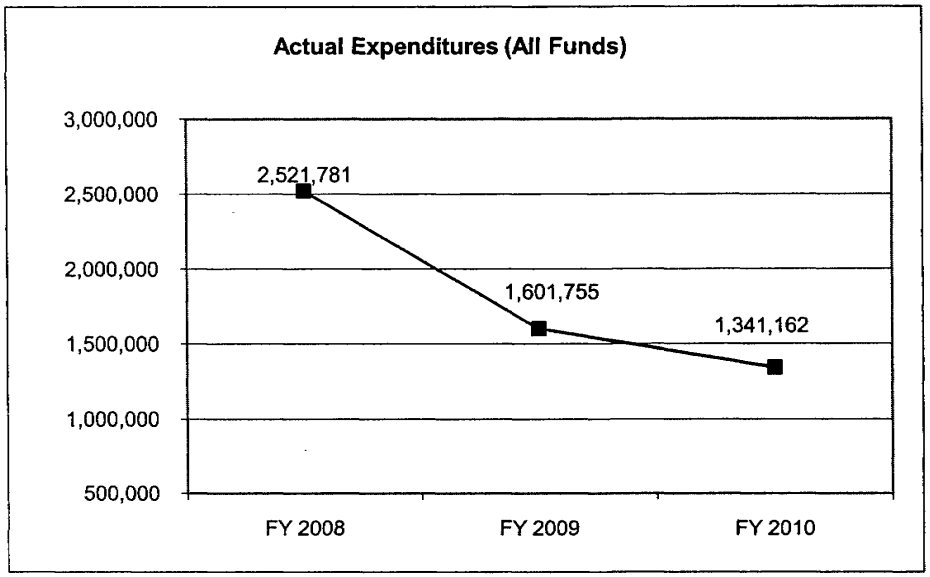
Surplus Property Proceeds/Transfer

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	30980 & 30985
Division	Purchasing & Materials Mgmt.		
Core -	Surplus Property Proceeds/Transfer		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	2,523,000	1,603,000	1,341,500	1,090,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,523,000	1,603,000	1,341,500	N/A
Actual Expenditures (All Funds)	2,521,781	1,601,755	1,341,162	N/A
Unexpended (All Funds)	1,219	1,245	338	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1,219	1,245	338	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) Estimated appropriation increased by $1,433,000
(2) Estimated appropriation increased by $513,000
(3) Estimated appropriation increased by $251,500

OFFICE OF ADMINISTRATION
SURPLUS PROPERTY SALE PROCEED

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		EE	0.00	0	0	47,000	47,000	
		PD	0.00	0	0	43,000	43,000	
		Total	**0.00**	**0**	**0**	**90,000**	**90,000**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reallocation	374 1576	EE	0.00	0	0	(5,000)	(5,000)	To better reflect planned expenditures
Core Reallocation	374 1576	PD	0.00	0	0	5,000	5,000	To better reflect planned expenditures
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**0**	**0**	
DEPARTMENT CORE REQUEST								
		EE	0.00	0	0	42,000	42,000	
		PD	0.00	0	0	48,000	48,000	
		Total	**0.00**	**0**	**0**	**90,000**	**90,000**	
GOVERNOR'S RECOMMENDED CORE								
		EE	0.00	0	0	42,000	42,000	
		PD	0.00	0	0	48,000	48,000	
		Total	**0.00**	**0**	**0**	**90,000**	**90,000**	

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
SURPLUS PROPERTY SALE FUND-TRF

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	1,000,000	1,000,000	
	Total	**0.00**	**0**	**0**	**1,000,000**	**1,000,000**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	1,000,000	1,000,000	
	Total	**0.00**	**0**	**0**	**1,000,000**	**1,000,000**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	1,000,000	1,000,000	
	Total	**0.00**	**0**	**0**	**1,000,000**	**1,000,000**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY SALE PROCEED								
CORE								
TRAVEL, IN-STATE	313	0.00	500	0.00	500	0.00	500	0.00
SUPPLIES	927	0.00	1,500	0.00	1,500	0.00	1,500	0.00
PROFESSIONAL SERVICES	33,075	0.00	35,000	0.00	30,000	0.00	30,000	0.00
M&R SERVICES	0	0.00	100	0.00	100	0.00	100	0.00
EQUIPMENT RENTALS & LEASES	290	0.00	800	0.00	800	0.00	800	0.00
MISCELLANEOUS EXPENSES	16,712	0.00	9,000	0.00	9,000	0.00	9,000	0.00
REBILLABLE EXPENSES	0	0.00	100	0.00	100	0.00	100	0.00
TOTAL - EE	**51,317**	**0.00**	**47,000**	**0.00**	**42,000**	**0.00**	**42,000**	**0.00**
PROGRAM DISTRIBUTIONS	67,282	0.00	42,900	0.00	47,900	0.00	47,900	0.00
REFUNDS	5,579	0.00	100	0.00	100	0.00	100	0.00
TOTAL - PD	**72,861**	**0.00**	**43,000**	**0.00**	**48,000**	**0.00**	**48,000**	**0.00**
GRAND TOTAL	**$124,178**	**0.00**	**$90,000**	**0.00**	**$90,000**	**0.00**	**$90,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$124,178**	**0.00**	**$90,000**	**0.00**	**$90,000**	**0.00**	**$90,000**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
SURPLUS PROPERTY SALE FUND-TRF								
CORE								
TRANSFERS OUT	1,216,984	0.00	1,000,000	0.00	1,000,000	0.00	1,000,000	0.00
TOTAL - TRF	**1,216,984**	**0.00**	**1,000,000**	**0.00**	**1,000,000**	**0.00**	**1,000,000**	**0.00**
GRAND TOTAL	**$1,216,984**	**0.00**	**$1,000,000**	**0.00**	**$1,000,000**	**0.00**	**$1,000,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$1,216,984**	**0.00**	**$1,000,000**	**0.00**	**$1,000,000**	**0.00**	**$1,000,000**	**0.00**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name State Surplus Property Sales Proceeds/Transfer
Program is found in the following core budget(s): Surplus Property Proceeds/Transfer

1. What does this program do?

Chapter 34, RSMo authorizes OA to transfer state surplus property between state agencies, distribute state surplus property to eligible entities, and to sell state surplus property, which is not transferred or distributed, to the general public by auction or sealed bid. Per 37.090, RSMo, a fund was established to pay the costs of conducting state surplus property sales and to distribute the monies received in excess of costs to the fund which purchased the item that was sold. Expenses for state surplus property operations include auctioneer fees, advertising and travel expenses. In addition, reimbursements are made for personnel, use of office space and equipment.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapters 34 and 37, RSMo

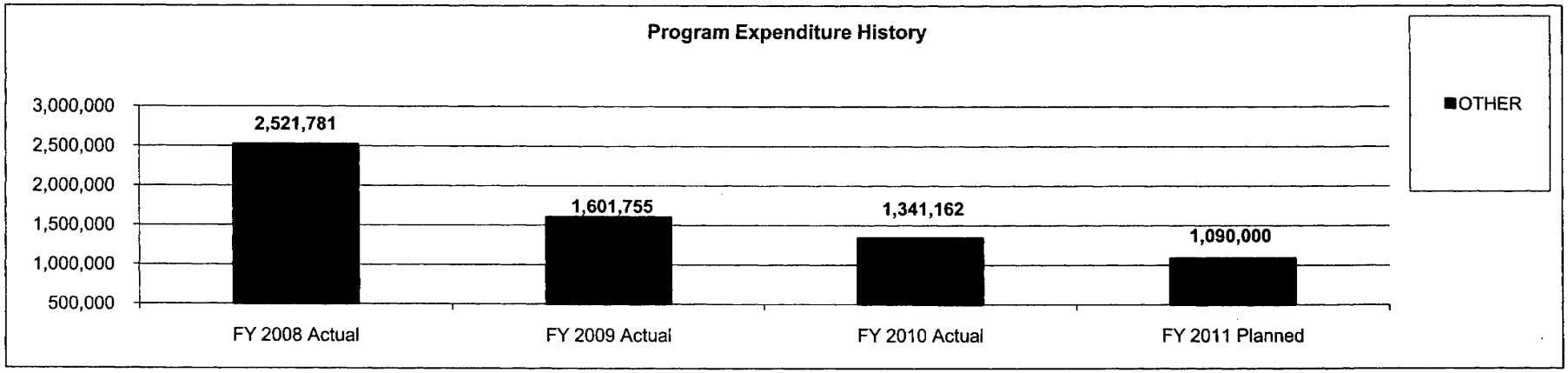
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Proceeds of Surplus Property Sales Fund (0710)

PROGRAM DESCRIPTION

Department Office of Administration
Program Name State Surplus Property Sales Proceeds/Transfer
Program is found in the following core budget(s): Surplus Property Proceeds/Transfer

7a. Provide an effectiveness measure.

Number of invoices (transfers of state surplus property to state agencies/other eligible entities).

FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Targeted	FY 2012 Targeted	FY 2013 Targeted
630	725	1011	779	550	550	550

7b. Provide an efficiency measure.

Revenues transferred to back to state agencies after sale of property

FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Targeted	FY 2012 Targeted	FY 2013 Targeted
$1,088,483	$2,462,066.00	$1,549,568	$1,270,731	$1,000,000	$1,000,000	$1,000,000

7c. Provide the number of clients/individuals served, if applicable.

See attached list showing reimbursements made to agencies in FY 2010.

7d. Provide a customer satisfaction measure, if available.

N/A

REIMBURSEMENTS MADE BY FUND 0710 IN FY 2010

FUND #	FUND NAME	Amount
101	GENERAL REVENUE	279,395.29
104	VOCATIONAL REHABILITATION	3,385.84
105	DEPT ELEM-SEC EDUCATION	225.00
122	DEPT OF LABOR RELATIONS ADMIN	18,101.53
132	DEPT OF REVENUE	1,113.59
137	JUDICIARY - FEDERAL	207.68
138	DED COUNCIL ARTS FEDERAL OTHER	266.46
140	DEPT NATURAL RESOURCES	3,820.64
143	DEPARTMENT OF HEALTH	43,458.88
148	DEPT MENTAL HEALTH	90.00
149	DEPT OF TRANSPORT HWY SAFETY	329.51
152	DEPT PUBLIC SAFETY	14,376.81
154	HOMELAND SECURITY	106.22
155	DIV JOB DEVELOPMENT & TRAINING	5,022.27
165	OA INFORMATION TECH FED& OTHER	1,521.16
194	FEDERAL DRUG SEIZURE	383.90
197	COMMUNITY SERV COMM-FED/OTHER	357.71
249	COMPULSIVE GAMBLER	90.00
257	ELEVATOR SAFETY	131.48
266	SEC OF ST TECHNOLOGY TRUST	14,216.54
267	MO AIR EMISSION REDUCTION	270.00
270	STATEWIDE COURT AUTOMATION	22,365.27
286	GAMING COMMISSION FUND	1,887.13
295	ANIMAL CARE RESERVE	97.41
299	LIVESTOCK BRANDS	109.34
304	VETERANS' COMMISSION CI TRUST	1,350.00
407	FEDERAL SURPLUS PROPERTY	186,160.58
415	STATE PARKS EARNINGS	57,707.65
425	NATURAL RESOURCES REVOLVING SE	127,050.07
460	MO VETERANS HOMES	1,130.01
500	DNR COST ALLOCATION	6,043.81
501	STATE FACILITY MAINT & OPERAT	493.11
505	OA REVOLVING ADMINISTRATIVE TR	309,881.62
510	WORKING CAPITAL REVOLVING	89.73
547	DED ADMINISTRATIVE	264.36
550	DIVISION OF FINANCE	1,435.90
566	DEPT OF INSURANCE DEDICATED	2,368.03

FUND #	FUND NAME	Amount
568	NRP-WATER POLLUTION PERMIT FEE	343.56
585	PETROLEUM STORAGE TANK INS	175.22
594	NRP-AIR POLLUTION PERMIT FEE	1,152.29
607	PUBLIC SERVICE COMMISSION	2,805.23
609	CONSERVATION COMMISSION	87.71
610	DEPT OF SOC SERV FEDERAL & OTH	272.26
613	PARKS SALES TAX	54,169.01
614	SOIL AND WATER SALES TAX	198.83
631	MERCHANDISE PRACTICES	109.49
644	STATE HWYS AND TRANS DEPT	17,889.55
657	LOTTERY ENTERPRISE	1,998.88
660	GROUNDWATER PROTECTION	87.54
662	PETROLEUM INSPECTION FUND	431.58
668	STATE LAND SURVEY PROGRAM	109.49
669	PETROLEUM VIOLATION ESCROW	106.22
676	HAZARDOUS WASTE FUND	235.85
679	SAFE DRINKING WATER FUND	110.72
683	MARKETING DEVELOPMENT FUND	90.00
689	PROFESSIONAL REGISTRATION FEES	8,065.92
695	HWYPTRL MTR VEHICLE/AIRCRAFT	18,928.39
698	MERAMEC-ONONDAGA STATE PARKS	814.13
911	BABLER STATE PARK	264.05
926	MENTAL HEALTH TRUST	8,600.00
	Corrections Canteen	2,873.19
	Missouri Southern State University	985.98
	Northwest MO State University	30,814.99
	Southeast MO State University	13,706.99
	Total reimbursements made for property sold	**1,270,731.60**

Facilities Mgmt,Desgn
&Construction

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MANSION DONATIONS								
CORE								
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	11,060	0.00	30,000	0.00	30,000	0.00	30,000	0.00
TOTAL - EE	11,060	0.00	30,000	0.00	30,000	0.00	30,000	0.00
TOTAL	**11,060**	**0.00**	**30,000**	**0.00**	**30,000**	**0.00**	**30,000**	**0.00**
GRAND TOTAL	**$11,060**	**0.00**	**$30,000**	**0.00**	**$30,000**	**0.00**	**$30,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31042
Division	Facilities Management, Design and Construction		
Core -	Governor's Mansion Donation		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	30,000	30,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**30,000**	**30,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Management & Operation (0501)
Note: An "E" is requested for Other funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	30,000	30,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**30,000**	**30,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Management & Operation (0501)
Note: An "E" is requested for Other funds

2. CORE DESCRIPTION

This appropriation provides authority to spend donated funds in support of maintenance, renovations, and operations at the Executive Mansion and grounds. Additionally, the Mansion Donations Fund is a revolving fund that can be used for voluntary contributions and donations to the Board of Public Buildings on behalf of the Governor's Mansion, and will be available to pay costs associated with public events at the Mansion. Contributions can be made by visitors to the Governor's Mansion, and monies can be expended for the public purpose of sponsoring cultural and educational events for the citizens of the State of Missouri. Such monies can also be expended for the purpose of allowing citizen groups to hold functions at the Mansion.

3. PROGRAM LISTING (list programs included in this core funding)

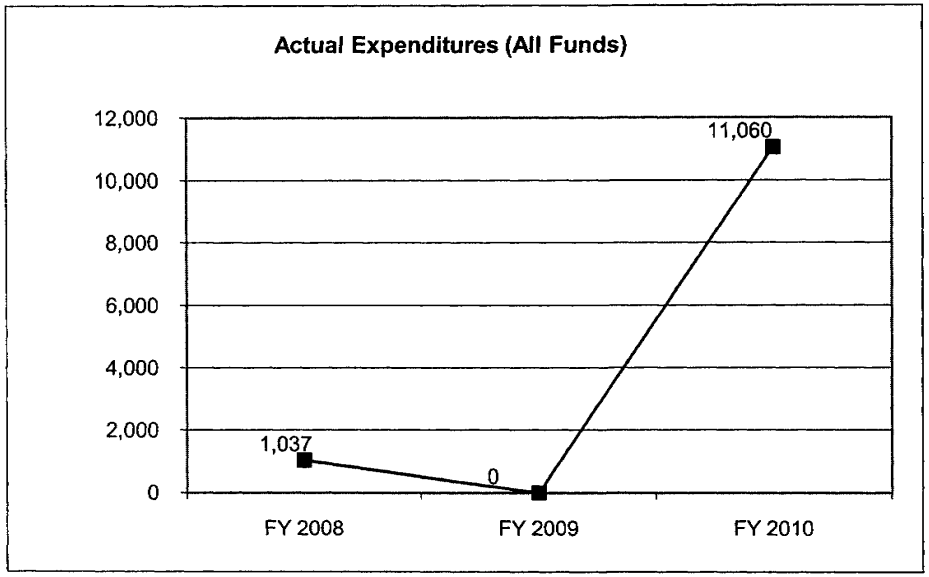
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31042
Division	Facilities Management, Design and Construction		
Core -	Governor's Mansion Donation		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	30,000	30,000	30,000	30,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	30,000	30,000	30,000	N/A
Actual Expenditures (All Funds)	1,037	0	11,060	N/A
Unexpended (All Funds)	28,963	30,000	18,940	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	28,963	30,000	18,940	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
MANSION DONATIONS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	30,000	30,000	
	Total	**0.00**	**0**	**0**	**30,000**	**30,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	30,000	30,000	
	Total	**0.00**	**0**	**0**	**30,000**	**30,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	30,000	30,000	
	Total	**0.00**	**0**	**0**	**30,000**	**30,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MANSION DONATIONS								
CORE								
SUPPLIES	1,503	0.00	5,000	0.00	5,000	0.00	5,000	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	5,000	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	3,163	0.00	5,000	0.00	5,000	0.00	5,000	0.00
M&R SERVICES	788	0.00	0	0.00	5,000	0.00	5,000	0.00
MISCELLANEOUS EXPENSES	5,606	0.00	15,000	0.00	15,000	0.00	15,000	0.00
TOTAL - EE	**11,060**	**0.00**	**30,000**	**0.00**	**30,000**	**0.00**	**30,000**	**0.00**
GRAND TOTAL	**$11,060**	**0.00**	**$30,000**	**0.00**	**$30,000**	**0.00**	**$30,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$11,060**	**0.00**	**$30,000**	**0.00**	**$30,000**	**0.00**	**$30,000**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ASSET MANAGEMENT								
CORE								
PERSONAL SERVICES								
STATE FACILITY MAINT & OPERAT	18,277,338	491.13	24,278,312	680.00	24,278,312	783.50	23,415,430	758.50
TOTAL - PS	18,277,338	491.13	24,278,312	680.00	24,278,312	783.50	23,415,430	758.50
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	63,878,049	0.00	65,328,340	0.00	65,379,000	0.00	65,379,000	0.00
TOTAL - EE	63,878,049	0.00	65,328,340	0.00	65,379,000	0.00	65,379,000	0.00
PROGRAM-SPECIFIC								
STATE FACILITY MAINT & OPERAT	2,452,426	0.00	208,000	0.00	100,000	0.00	100,000	0.00
TOTAL - PD	2,452,426	0.00	208,000	0.00	100,000	0.00	100,000	0.00
TOTAL	**84,607,813**	**491.13**	**89,814,652**	**680.00**	**89,757,312**	**783.50**	**88,894,430**	**758.50**
Additional Consolidation - 1300017								
PERSONAL SERVICES								
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	3,056,185	0.00	3,056,185	0.00
TOTAL - PS	0	0.00	0	0.00	3,056,185	0.00	3,056,185	0.00
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	0	0.00	0	0.00	737,081	0.00	737,081	0.00
TOTAL - EE	0	0.00	0	0.00	737,081	0.00	737,081	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**3,793,266**	**0.00**	**3,793,266**	**0.00**
GRAND TOTAL	**$84,607,813**	**491.13**	**$89,814,652**	**680.00**	**$93,550,578**	**783.50**	**$92,687,696**	**758.50**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31041
Division	Facilities Management, Design and Construction		
Core -	Asset Management		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	24,278,312	24,278,312
EE	0	0	65,379,000	65,379,000
PSD	0	0	100,000	100,000
TRF	0	0	0	0
Total	**0**	**0**	**89,757,312**	**89,757,312**
FTE	**0.00**	**0.00**	**783.50**	**783.50**
Est. Fringe	*0*	*0*	*13,510,881*	*13,510,881*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance & Operation (0501)

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	0	0	23,415,430	23,415,430
EE	0	0	65,379,000	65,379,000
PSD	0	0	100,000	100,000
TRF	0	0	0	0
Total	**0**	**0**	**88,894,430**	**88,894,430**
FTE	**0.00**	**0.00**	**758.50**	**758.50**
Est. Fringe	*0*	*0*	*13,030,687*	*13,030,687*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance & Operation (0501)

2. CORE DESCRIPTION

Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. By focusing on identifying and reducing deferred maintenance, bringing to bear new technology to manage our assets, and using a full range of procurement tools to efficiently and effectively improve the condition of the state real estate portfolio, we will reduce operating costs. Well maintained facilities are cheaper to operate.

DFMDC provides professional asset management services to assist state entities in meeting their facility needs for the benefit of the public. These services include: Real Estate Services, Portfolio Management, Facility Management, Project Management, Contract Management, Facility Condition Assessment, Space Management, Space Standards, Statewide Master Plan and Energy Management. Starting in FY08, institutional consolidations of fuel & utility dollars and maintenance and repair dollars were transferred to DFMDC. Additional institutional consolidation will be included in the FY12 budget request.

3. PROGRAM LISTING (list programs included in this core funding)

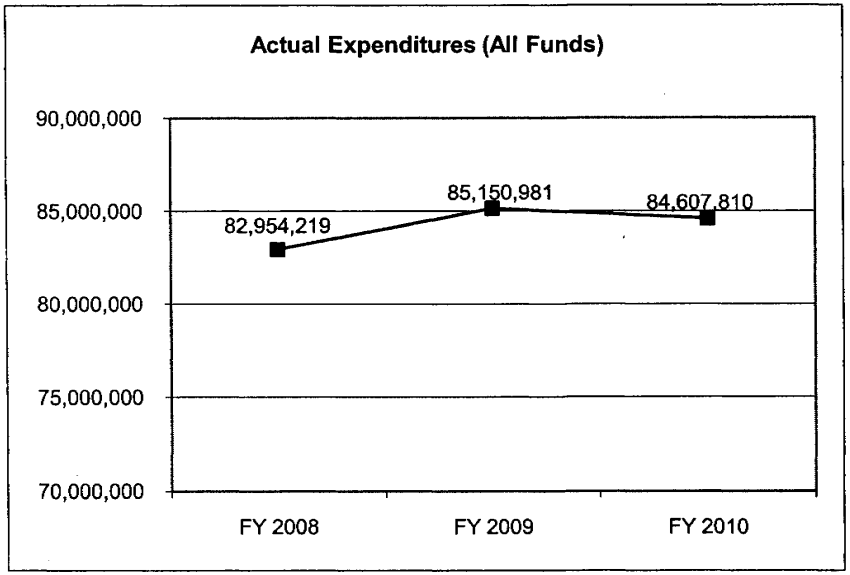
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31041
Division	Facilities Management, Design and Construction		
Core -	Asset Management		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	85,618,046	87,053,297	86,404,820	89,814,652
Less Reverted (All Funds)	(2,404,834)	(155,993)	(29,700)	N/A
Budget Authority (All Funds)	83,213,212	86,897,304	86,375,120	N/A
Actual Expenditures (All Funds)	82,954,219	85,150,981	84,607,810	N/A
Unexpended (All Funds)	258,993	1,746,323	1,767,310	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	258,993	1,746,323 (1)	1,767,310 (2)	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) FY2009 - Fuel & Utilities Supplemental Request of $1,746,297 not needed and put into Agency Reserve to match Governor Reserve in HB13-State-owned and Institution funds. Actual unexpended was $28.00.

(2) FY2010 - Agency Reserve of $1,767,310 to match Governor Reserve in HB13-State-owned and Institution funds. Actual unexpended was $0.19.

OFFICE OF ADMINISTRATION
ASSET MANAGEMENT

5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES									
			PS	680.00	0	0	24,278,312	24,278,312	
			EE	0.00	0	0	65,328,340	65,328,340	
			PD	0.00	0	0	208,000	208,000	
			Total	**680.00**	**0**	**0**	**89,814,652**	**89,814,652**	
DEPARTMENT CORE ADJUSTMENTS									
Transfer In	1409	2605	PS	64.00	0	0	0	0	From Dept of Correctons for maintenance consolidation
Transfer In	1410	2605	PS	1.00	0	0	0	0	From Dept of Elem & Secondary Educ for maintenance consolidation
Transfer In	1411	2605	PS	38.50	0	0	0	0	From Dept of Social Services for maintenance consolidation
1x Expenditures	780	2148	EE	0.00	0	0	(55,492)	(55,492)	One-time costs of constructon mgmt in-sourcing
Core Reduction	782	2148	EE	0.00	0	0	(1,848)	(1,848)	FY 11 spending restriction
Core Reallocation	781	2605	PS	(0.00)	0	0	0	0	To better reflect planned expenditures
Core Reallocation	781	2148	EE	0.00	0	0	108,000	108,000	To better reflect planned expenditures
Core Reallocation	781	2148	PD	0.00	0	0	(108,000)	(108,000)	To better reflect planned expenditures
NET DEPARTMENT CHANGES				**103.50**	**0**	**0**	**(57,340)**	**(57,340)**	
DEPARTMENT CORE REQUEST									
			PS	783.50	0	0	24,278,312	24,278,312	
			EE	0.00	0	0	65,379,000	65,379,000	
			PD	0.00	0	0	100,000	100,000	
			Total	**783.50**	**0**	**0**	**89,757,312**	**89,757,312**	

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
ASSET MANAGEMENT

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1824 2605	PS	(25.00)	0	0	(862,882)	(862,882)	25 FTE reduction for FMDC
NET GOVERNOR CHANGES			**(25.00)**	**0**	**0**	**(862,882)**	**(862,882)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	758.50	0	0	23,415,430	23,415,430	
		EE	0.00	0	0	65,379,000	65,379,000	
		PD	0.00	0	0	100,000	100,000	
		Total	**758.50**	**0**	**0**	**88,894,430**	**88,894,430**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	31041	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	FMDC Asset Management	**DIVISION:**	Facilities Management, Design and Construction

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

Continued PS/EE flexibility of 25% would allow the Division of Facilities Management, Design and Construction the ability to adjust funding to match varying asset management needs and costs. PS and EE will differ annually based on needs to cover operational expenses, address emergency and changing situations, etc. In addition, the level of withholds and core reductions will impact how the flexibility will be used.

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$0.00	$0.00	25% flexibility between PS & EE

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
N/A	Flexibility may be used to redirect PS/E&E to efficiently conduct asset management needs and cost.

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ASSET MANAGEMENT								
CORE								
SR OFC SUPPORT ASST (CLERICAL)	51,397	2.00	79,272	3.00	80,976	3.00	80,976	3.00
ADMIN OFFICE SUPPORT ASSISTANT	64,896	2.00	64,896	2.00	65,940	2.00	65,940	2.00
OFFICE SUPPORT ASST (KEYBRD)	103,930	4.39	142,368	6.00	121,932	8.00	121,932	8.00
SR OFC SUPPORT ASST (KEYBRD)	421,374	15.73	447,989	17.00	476,640	17.00	476,640	17.00
STORES CLERK	0	0.00	20,724	1.00	20,724	1.00	20,724	1.00
STOREKEEPER I	44,493	1.69	81,156	3.00	161,496	6.00	136,536	5.00
STOREKEEPER II	59,821	2.03	59,040	2.00	59,040	2.00	59,040	2.00
SUPPLY MANAGER I	68,064	2.00	68,064	2.00	68,064	2.00	68,064	2.00
SUPPLY MANAGER II	36,612	1.00	36,612	1.00	36,612	1.00	36,612	1.00
STATE LEASING COOR	306,959	5.97	310,704	6.00	308,244	6.00	308,244	6.00
ACCOUNT CLERK II	112,887	4.38	110,676	4.00	136,368	5.00	136,368	5.00
ACCOUNTANT I	240,331	7.94	281,628	9.00	248,148	8.00	248,148	8.00
ACCOUNTANT II	200,743	5.00	208,524	5.00	200,736	5.00	159,024	4.00
ACCOUNTANT III	0	0.00	0	0.00	45,984	1.00	45,984	1.00
EXECUTIVE I	68,904	1.85	45,204	1.00	75,528	2.00	75,528	2.00
EXECUTIVE II	33,422	0.71	47,184	1.00	0	0.00	0	0.00
BUILDING MGR II	43,344	1.00	43,344	1.00	43,344	1.00	43,344	1.00
TELECOMMUN ANAL IV	47,184	1.00	47,184	1.00	47,184	1.00	47,184	1.00
HORTICULTURIST	38,751	1.00	38,700	1.00	38,700	1.00	0	0.00
CUSTODIAL WORKER I	39,696	2.00	39,696	2.00	39,696	2.00	39,696	2.00
CUSTODIAL WORKER II	23,064	1.00	23,064	1.00	23,064	1.00	23,064	1.00
CUSTODIAL WORK SPV	56,062	2.11	53,688	2.00	53,688	2.00	53,688	2.00
HOUSEKEEPER I	51,371	1.80	57,240	2.00	57,240	2.00	29,580	1.00
HOUSEKEEPER II	67,531	2.04	66,288	2.00	66,288	2.00	66,288	2.00
CAPITAL IMPROVEMENTS SPEC II	43,344	1.00	43,344	1.00	43,344	1.00	43,344	1.00
CONTRACT SPEC I (OFC OF ADM)	34,644	1.00	34,644	1.00	34,644	1.00	34,644	1.00
CONTRACT SPEC II (OFC OF ADM)	201,831	4.03	200,556	4.00	248,640	5.00	248,640	5.00
TECHNICAL ASSISTANT III	33,456	1.00	33,420	1.00	33,420	1.00	33,420	1.00
TECHNICAL ASSISTANT IV	82,680	2.00	85,728	2.00	85,274	2.00	85,274	2.00
DESIGN ENGR III	224,331	3.20	284,580	4.00	284,580	4.00	213,036	3.00
ARCHITECT II	57,864	1.00	57,864	1.00	0	0.00	0	0.00
DESIGNER I	34,644	1.00	34,644	1.00	34,644	1.00	34,644	1.00

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ASSET MANAGEMENT								
CORE								
DESIGNER II	85,719	2.00	85,188	2.00	40,968	1.00	40,968	1.00
DESIGNER III	46,496	0.84	41,664	1.00	88,851	2.00	88,851	2.00
LABORER I	98,307	4.68	147,870	6.00	84,792	5.00	84,792	5.00
LABORER II	48,363	2.06	374,398	16.00	365,796	16.00	343,812	15.00
LABOR SPV	61,872	2.11	82,068	3.00	82,320	11.00	51,828	10.00
GROUNDSKEEPER I	46,848	2.00	92,208	4.00	92,208	4.00	92,208	4.00
GROUNDSKEEPER II	0	0.00	55,620	2.00	55,620	2.00	55,620	2.00
MAINTENANCE WORKER I	31,716	1.02	189,708	7.00	163,680	6.00	111,168	4.00
MAINTENANCE WORKER II	932,388	30.87	2,673,995	88.00	3,246,746	160.50	3,136,226	156.50
MAINTENANCE SPV I	822,376	23.34	1,226,779	34.00	1,244,371	60.00	1,244,371	60.00
MAINTENANCE SPV II	512,626	12.89	563,988	14.00	520,716	20.00	452,702	18.00
LOCKSMITH	68,901	2.06	100,872	3.00	100,872	6.00	100,872	6.00
REFRIGERATION MECHANIC I	69,628	2.11	367,680	11.00	333,168	10.00	333,168	10.00
REFRIGERATION MECHANIC II	288,038	8.20	584,995	16.00	578,213	16.00	578,213	16.00
BUILDING CONSTRUCTION WKR II	79,927	2.57	65,532	2.00	59,160	2.00	59,160	2.00
BUILDING CONSTRUCTION SPV	38,700	1.00	38,700	1.00	38,700	1.00	38,700	1.00
HEAVY EQUIPMENT MECHANIC	66,831	2.02	66,288	2.00	66,288	2.00	66,288	2.00
HEAVY EQUIPMENT SPV	41,204	1.01	40,973	1.00	40,973	1.00	40,973	1.00
PARK MAINTENANCE WKR I	23,141	1.02	22,680	1.00	22,680	1.00	22,680	1.00
PARK MAINTENANCE WKR II	113,562	4.28	105,660	4.00	107,198	4.00	107,198	4.00
PARK MAINTENANCE WKR III	28,764	1.01	28,596	1.00	28,596	1.00	28,596	1.00
CARPENTER	239,073	7.03	587,243	18.00	561,887	17.00	561,887	17.00
CARPENTER SPV	36,753	1.00	36,612	1.00	36,612	1.00	36,612	1.00
ELECTRICIAN	225,646	7.17	638,172	20.00	667,308	21.00	637,728	20.00
PAINTER	124,791	3.63	497,181	15.00	534,201	16.00	534,201	16.00
PLUMBER	64,721	2.06	447,864	14.00	453,944	14.00	423,848	13.00
POWER PLANT MECHANIC	289,281	9.49	304,188	10.00	308,201	10.00	308,201	10.00
SHEET METAL WORKER	0	0.00	29,580	1.00	29,580	1.00	29,580	1.00
ELECTRONICS TECH	91,534	2.75	132,985	4.00	102,517	9.00	102,517	9.00
BOILER OPERATOR	958,543	35.19	965,880	35.00	1,011,576	36.00	921,360	33.00
STATIONARY ENGR	3,478,667	104.46	3,615,749	106.00	3,629,597	107.00	3,597,341	106.00
HVAC INSTRUMENT CONTROLS TECH	211,371	6.35	199,705	6.00	207,888	6.00	207,888	6.00

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ASSET MANAGEMENT								
CORE								
PLANT MAINTENANCE ENGR I	917,190	23.81	822,642	21.00	817,818	21.00	695,682	18.00
PLANT MAINTENANCE ENGR II	702,533	16.63	854,318	20.00	745,972	18.00	745,972	18.00
PLANT MAINTENANCE ENGR III	1,045,040	21.91	1,045,356	22.00	1,194,324	25.00	1,194,324	25.00
CONSTRUCTION INSPECTOR	136,581	3.04	140,207	3.00	294,240	6.00	294,240	6.00
CONSTRUCTION INSPECTOR SUPV	49,101	1.02	48,084	1.00	48,084	1.00	48,084	1.00
FACILITY ASSESSOR II	347,915	6.08	5	0.00	0	0.00	0	0.00
DESIGN/DEVELOP/SURVEY MGR B1	159,389	3.02	334,553	6.00	157,949	3.00	157,949	3.00
DESIGN/DEVELOP/SURVEY MGR B2	265,128	4.16	316,812	5.00	405,566	6.00	405,566	6.00
DESIGN/DEVELOP/SURVEY MGR B3	306,649	4.01	305,600	4.00	305,600	4.00	305,600	4.00
FACILITIES OPERATIONS MGR B1	469,313	8.38	507,551	9.00	437,603	8.00	437,603	8.00
FACILITIES OPERATIONS MGR B2	563,791	8.88	574,278	9.00	574,278	9.00	574,278	9.00
FACILITIES OPERATIONS MGR B3	312,641	4.17	300,718	4.00	371,218	5.00	300,718	4.00
FISCAL & ADMINISTRATIVE MGR B1	0	0.00	0	0.00	63,986	1.00	63,986	1.00
FISCAL & ADMINISTRATIVE MGR B2	239,606	3.93	243,220	4.00	127,704	2.00	127,704	2.00
FISCAL & ADMINISTRATIVE MGR B3	71,702	1.00	71,496	1.00	71,496	1.00	71,496	1.00
OFFICE OF ADMINISTRATION MGR 1	57,361	1.02	54,324	1.00	59,004	1.00	59,004	1.00
DESIGNATED PRINCIPAL ASST DEPT	18,561	0.32	0	0.00	22,877	0.39	22,877	0.39
DIVISION DIRECTOR	95,288	1.00	95,288	1.00	95,288	1.00	95,288	1.00
DESIGNATED PRINCIPAL ASST DIV	127,700	2.77	249,036	3.00	145,927	3.40	145,927	3.40
LEGAL COUNSEL	19,668	0.27	0	0.00	102,849	1.40	102,849	1.40
CLERK	11,309	0.50	0	0.00	0	0.00	0	0.00
TYPIST	2,575	0.12	0	0.00	0	0.00	0	0.00
ACCOUNT CLERK	5,063	0.24	0	0.00	0	0.00	0	0.00
MISCELLANEOUS TECHNICAL	32,861	0.95	0	0.00	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	20,116	0.34	0	0.00	0	0.00	0	0.00
INSPECTOR	14,653	0.29	0	0.00	0	0.00	0	0.00
SPECIAL ASST PROFESSIONAL	75,398	1.03	0	0.00	27,452	0.40	27,452	0.40
ENGINEERING AIDE	3,116	0.13	0	0.00	0	0.00	0	0.00
LABORER	16,616	0.97	0	0.00	0	0.00	0	0.00
MAINTENANCE WORKER	7,161	0.27	0	0.00	0	0.00	0	0.00
SKILLED TRADESMAN	61,503	1.73	48,538	2.00	63,668	0.41	63,668	0.41
PLANT ENGINEER	2,393	0.05	0	0.00	0	0.00	0	0.00

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ASSET MANAGEMENT								
CORE								
MAINTENANCE WORKER II	0	0.00	492,192	18.00	0	0.00	0	0.00
MAINTENANCE WORKER III	0	0.00	187,440	6.00	0	0.00	0	0.00
ADMIN ASST II	0	0.00	28,008	1.00	0	0.00	0	0.00
TOTAL - PS	**18,277,338**	**491.13**	**24,278,312**	**680.00**	**24,278,312**	**783.50**	**23,415,430**	**758.50**
TRAVEL, IN-STATE	94,463	0.00	154,650	0.00	90,000	0.00	90,000	0.00
TRAVEL, OUT-OF-STATE	3,223	0.00	15,000	0.00	100	0.00	100	0.00
FUEL & UTILITIES	45,690,724	0.00	49,712,855	0.00	47,968,900	0.00	47,968,900	0.00
SUPPLIES	6,083,499	0.00	5,713,082	0.00	6,329,400	0.00	6,329,400	0.00
PROFESSIONAL DEVELOPMENT	41,853	0.00	61,500	0.00	30,000	0.00	30,000	0.00
COMMUNICATION SERV & SUPP	248,671	0.00	201,924	0.00	250,000	0.00	250,000	0.00
PROFESSIONAL SERVICES	2,323,029	0.00	2,010,818	0.00	1,600,000	0.00	1,600,000	0.00
HOUSEKEEPING & JANITORIAL SERV	3,401,971	0.00	3,268,769	0.00	3,500,000	0.00	3,500,000	0.00
M&R SERVICES	3,551,006	0.00	2,963,308	0.00	3,800,000	0.00	3,800,000	0.00
COMPUTER EQUIPMENT	15,210	0.00	1,600	0.00	100	0.00	100	0.00
MOTORIZED EQUIPMENT	124,248	0.00	168,492	0.00	100,000	0.00	100,000	0.00
OFFICE EQUIPMENT	380,850	0.00	36,000	0.00	300,000	0.00	300,000	0.00
OTHER EQUIPMENT	1,347,172	0.00	495,663	0.00	600,000	0.00	600,000	0.00
PROPERTY & IMPROVEMENTS	452,157	0.00	371,135	0.00	700,000	0.00	700,000	0.00
BUILDING LEASE PAYMENTS	652	0.00	700	0.00	500	0.00	500	0.00
EQUIPMENT RENTALS & LEASES	45,787	0.00	43,940	0.00	40,000	0.00	40,000	0.00
MISCELLANEOUS EXPENSES	73,534	0.00	108,904	0.00	70,000	0.00	70,000	0.00
TOTAL - EE	**63,878,049**	**0.00**	**65,328,340**	**0.00**	**65,379,000**	**0.00**	**65,379,000**	**0.00**
PROGRAM DISTRIBUTIONS	406,640	0.00	0	0.00	0	0.00	0	0.00
DEBT SERVICE	2,045,786	0.00	208,000	0.00	100,000	0.00	100,000	0.00
TOTAL - PD	**2,452,426**	**0.00**	**208,000**	**0.00**	**100,000**	**0.00**	**100,000**	**0.00**
GRAND TOTAL	**$84,607,813**	**491.13**	**$89,814,652**	**680.00**	**$89,757,312**	**783.50**	**$88,894,430**	**758.50**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$84,607,813**	**491.13**	**$89,814,652**	**680.00**	**$89,757,312**	**783.50**	**$88,894,430**	**758.50**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Facilities Management, Design and Construction
Program is found in the following core budget(s): Asset Management

1. What does this program do?

Since the merger of Facilities Management and Design and Construction by the Governor (Executive Order 05-08) we have refocused the mission of the organization from delivering construction projects, negotiating leases and managing buildings into a new vision of asset management. By focusing on identifying the reduction of deferred maintenance, bringing to bear new technology to manage our assets and using full range of procurement tools to efficiently and effectively improve the condition of the state real estate portfolio, we will reduce operating costs. Well-maintained facilities are cheaper to operate.

DFMDC provides professional asset management services to assist state entities in meeting their facility needs for the benefit of the public. These services include: Real Estate Services, Portfolio Management, Facility Management, Project Management, Contract Management, Facility Condition Assessment, Space Management, Space Standards, Statewide Master Plan, and Energy Management. Beginning in FY08, institutional consolidation of fuel & utility and maintenance and repair dollars were transferred to FMDC. Additional institutional consolidation will be included in the FY12 budget request.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes, Chapter 8, Section 8.120, Division of Design and Construction Created - Duties
Missouri Revised Statutes, Chapter 8, Section 8.110, Division of Facilities Management Created - Duties
Missouri Revised Statutes, Chapter 34.030, Leasing

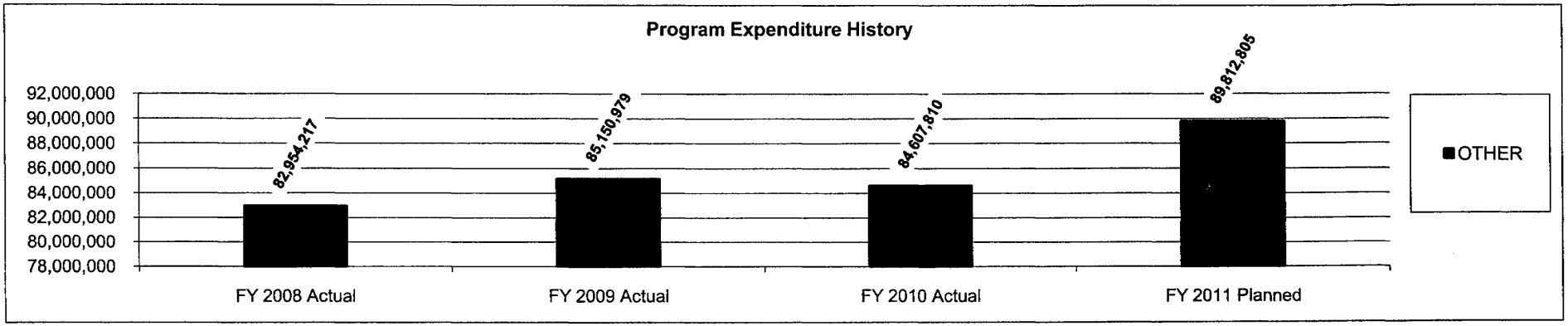
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

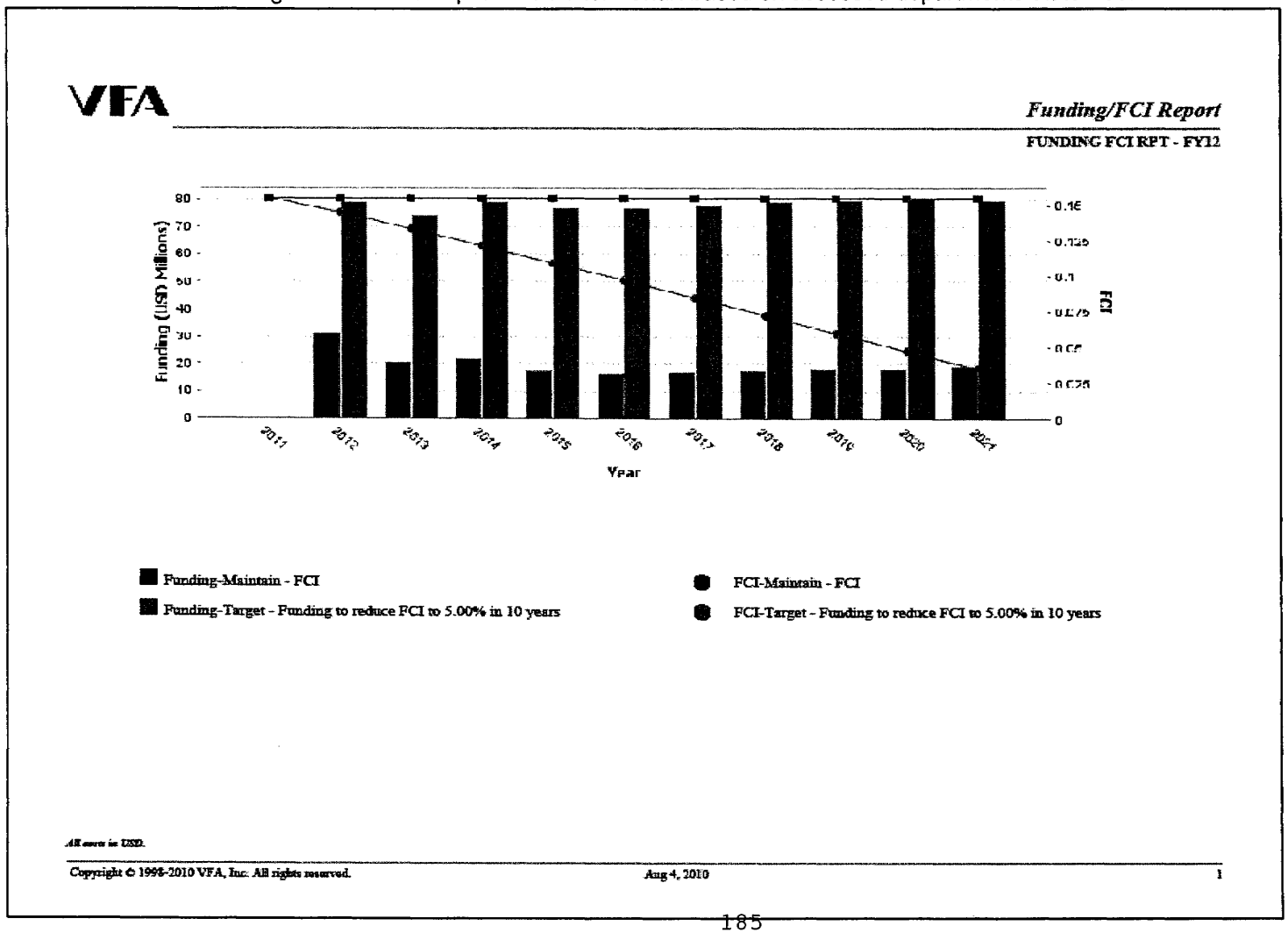
State Facility Maintenance and Operations Fund (0501)

PROGRAM DESCRIPTION

Department	**Office of Administration**
Program Name	**Facilities Management, Design and Construction**
Program is found in the following core budget(s):	**Asset Management**

7a. Provide an effectiveness measure.

DFMDC manages a Facilities Condition Assessment (FCA) program to measure the condition of state facilities. This standardized methodology provides the foundation for making cost effective capital decisions. Chart based on assessed departments statewide.

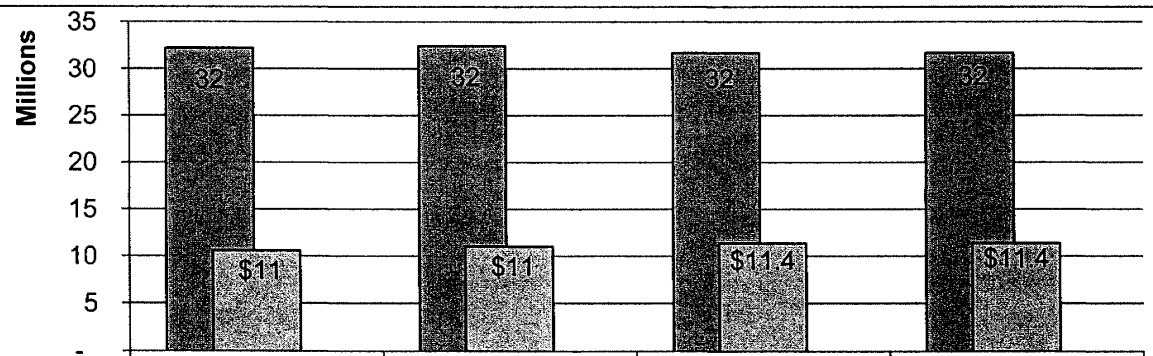


PROGRAM DESCRIPTION

Department Office of Administration
Program Name Facilities Management, Design and Construction
Program is found in the following core budget(s): Asset Management

7b. Provide an efficiency measure.

Division of Facilities Management, Design and Construction - Asset Management cost per square foot.



	FY2008	FY2009	FY2010	FY2011
Net Square Footage	32,220,088	32,428,279	31,721,646	31,721,646
Asset Management Cost w/ Fringe	$10,587,933	$11,020,950	$11,391,444	$11,391,444
Cost per Square Foot	$0.33	$0.34	$0.36	$0.36

7c. Provide the number of clients/individuals served, if applicable.

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public.

The mission is to provide a superior workplace environment for state occupants and their visitors and protect the State's investments in property assets. The goal is to provide agencies with the information and resources that will support their development of high-performance workplaces--workplaces that will meet agencies' business needs and can be readily adapted to changing work practices and strategies.

7d. Provide a customer satisfaction measure, if available.

N/A

NEW DECISION ITEM
RANK: 5 **OF** 5

Department	Office of Administration	**Budget Unit**	31041
Division	Facilities Management, Design and Construction		
DI Name	Add'l Maintenance Consolidation **DI#** 1300017		

1. AMOUNT OF REQUEST

	FY 2012 Budget Request					FY 2012 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	3,056,185	3,056,185	PS	0	0	3,056,185	3,056,185
EE	0	0	737,081	737,081	EE	0	0	737,081	737,081
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	**0**	**0**	**3,793,266**	**3,793,266**	**Total**	**0**	**0**	**3,793,266**	**3,793,266**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	**FTE**	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*1,700,767*	*1,700,767*	***Est. Fringe***	*0*	*0*	*1,700,767*	*1,700,767*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: 0501 - State Facilities Maintenance and Operations Fund

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: 0501 - State Facilities Maintenance and Operations Fund

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate	X	Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan		Other:		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

This decision item provides appropriation authority from the facility management operations fund (SFMOF) for additional maintenance consolidation. This additional consolidation would include maintenance for Social Services-Youth Services, Elementary & Secondary Education, Public Safety-Highway Patrol, and the Department of Corrections. This authority will allow the Division of Facilities Management, Design and Construction to provide facility management support.

The funds to support this item will be transferred from agency's operating budgets into the Real Estate Budget (House Bill 13), transferred to 0501-State Facility Maintenance and Operation Fund for expenditures in HB5.

NEW DECISION ITEM
RANK: 5 **OF** 5

Department	Office of Administration	**Budget Unit**	31041
Division	Facilities Management, Design and Construction		
DI Name	Add'l Maintenance Consolidation **DI#** 1300017		

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

This entire decision item is an increase in appropriation authority only, in HB5, from where FMDC provides the operational maintenance from the "operational rent" charged to HB13. It does not represent new dollars.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class			Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
100	000022	OFFICE SUPPORT ASST (KEYBRD)					70,344		70,344	0.0	
100	006001	LABORER I					20,136		20,136	0.0	
100	006005	LABOR SPV					213,960		213,960	0.0	
100	006012	MAINTENANCE WORKER II					1,430,647		1,430,647	0.0	
100	006014	MAINTENANCE SPV I					803,814		803,814	0.0	
100	006015	MAINTENANCE SPV II					249,420		249,420	0.0	
100	006026	LOCKSMITH					89,352		89,352	0.0	
100	006087	ELECTRONICS TECH					178,512		178,512	0.0	
									0	0.0	
Total PS			**0**	**0.0**	**0**	**0.0**	**3,056,185**	**0.0**	**3,056,185**	**0.0**	**0**
140	TRAVEL, IN-STATE						0		0		
160	TRAVEL, OUT-OF-STATE						0		0		
180	FUEL AND UTILITIES						0		0		
190	SUPPLIES						396,395		396,395		
320	PROFESSIONAL DEVELOPMENT						38,400		38,400		
340	COMMUNICATION SERVICES AND SUPP						6,400		6,400		
400	PROFESSIONAL SERVICES						19,384		19,384		
420	HOUSEKEEPING AND JANITORIAL SERV						33,100		33,100		
430	M&R SERVICES						126,639		126,639		
480	COMPUTER EQUIPMENT						0		0		
560	MOTORIZED EQUIPMENT						17,114		17,114		

NEW DECISION ITEM

RANK: 5 **OF** 5

Department	Office of Administration				**Budget Unit**	31041			
Division	Facilities Management, Design and Construction								
DI Name	Add'l Maintenance Consolidation	**DI#** 1300017							
580	OFFICE EQUIPMENT					18,451		18,451	
590	OTHER EQUIPMENT					13,655		13,655	
640	PROPERTY AND IMPROVEMENTS					64,115		64,115	
680	BUILDING LEASE PAYMENTS					0		0	
690	EQUIPMENT RENTAL & LEASES					3,428		3,428	
740	MISCELLANEOUS EXPENSES					0		0	
						0		0	
Total EE		**0**		**0**		**737,081**		**737,081**	**0**
Program Distributions								0	
Total PSD		**0**		**0**		**0**		**0**	**0**
Transfers									
Total TRF		**0**		**0**		**0**		**0**	**0**
Grand Total		**0**	**0.0**	**0**	**0.0**	**3,793,266**	**0.0**	**3,793,266**	**0.0** **0**

NEW DECISION ITEM
RANK: 5 **OF** 5

Department	Office of Administration	**Budget Unit**	31041
Division	Facilities Management, Design and Construction		
DI Name	Add'l Maintenance Consolidation **DI#** 1300017		

Budget Object Class/Job Class			Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
100	000022	OFFICE SUPPORT ASST (KEYBRD)					70,344		70,344	0.0	
100	006001	LABORER I					20,136		20,136		
100	006005	LABOR SPV					213,960		213,960		
100	006012	MAINTENANCE WORKER II					1,430,647		1,430,647		
100	006014	MAINTENANCE SPV I					803,814		803,814		
100	006015	MAINTENANCE SPV II					249,420		249,420		
100	006026	LOCKSMITH					89,352		89,352		
100	006087	ELECTRONICS TECH					178,512		178,512	0.0	
Total PS			**0**	**0.0**	**0**	**0.0**	**3,056,185**	**0.0**	**3,056,185**	**0.0**	**0**
140	TRAVEL, IN-STATE						0		0		
160	TRAVEL, OUT-OF-STATE						0		0		
180	FUEL AND UTILITIES						0		0		
190	SUPPLIES						396,395		396,395		
320	PROFESSIONAL DEVELOPMENT						38,400		38,400		
340	COMMUNICATION SERVICES AND SUPP						6,400		6,400		
400	PROFESSIONAL SERVICES						19,384		19,384		
420	HOUSEKEEPING AND JANITORIAL SERV						33,100		33,100		
430	M&R SERVICES						126,639		126,639		
480	COMPUTER EQUIPMENT						0		0		
560	MOTORIZED EQUIPMENT						17,114		17,114		
580	OFFICE EQUIPMENT						18,451		18,451		
590	OTHER EQUIPMENT						13,655		13,655		
640	PROPERTY AND IMPROVEMENTS						64,115		64,115		
680	BUILDING LEASE PAYMENTS						0		0		
690	EQUIPMENT RENTAL & LEASES						3,428		3,428		
740	MISCELLANEOUS EXPENSES						0		0		
Total EE			**0**		**0**		**737,081**		**737,081**		**0**

NEW DECISION ITEM

RANK: 5 **OF** 5

Department	Office of Administration			**Budget Unit**	31041				
Division	Facilities Management, Design and Construction								
DI Name	Add'l Maintenance Consolidation	**DI#** 1300017							
Program Distributions							0		
Total PSD		**0**		**0**		**0**	**0**		**0**
Transfers									
Total TRF		**0**		**0**		**0**	**0**		**0**
Grand Total		**0**	**0.0**	**0**	**0.0**	**3,793,266**	**0.0**	**3,793,266**	**0.0**	**0**

NEW DECISION ITEM
RANK: 5 **OF** 5

Department	Office of Administration	**Budget Unit**	31041
Division	Facilities Management, Design and Construction		
DI Name	Add'l Maintenance Consolidation **DI#** 1300017		

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional

6a. Provide an effectiveness measure.

See Performance Measures identified in DFMDC Program Description.

6b. Provide an efficiency measure.

See Performance Measures identified in DFMDC Program Description.

6c. Provide the number of clients/individuals served, if applicable.

DFMDC provides professional services to assist state entities in meeting their facility needs for the benefit of the public.

6d. Provide a customer satisfaction measure, if available.

See Performance Measures identified in DFMDC Program Description.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

See Performance Measures identified in DFMDC Program Description.

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ASSET MANAGEMENT								
Additional Consolidation - 1300017								
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	70,344	0.00	70,344	0.00
LABORER I	0	0.00	0	0.00	20,136	0.00	20,136	0.00
LABOR SPV	0	0.00	0	0.00	213,960	0.00	213,960	0.00
MAINTENANCE WORKER II	0	0.00	0	0.00	1,430,647	0.00	1,430,647	0.00
MAINTENANCE SPV I	0	0.00	0	0.00	803,814	0.00	803,814	0.00
MAINTENANCE SPV II	0	0.00	0	0.00	249,420	0.00	249,420	0.00
LOCKSMITH	0	0.00	0	0.00	89,352	0.00	89,352	0.00
ELECTRONICS TECH	0	0.00	0	0.00	178,512	0.00	178,512	0.00
TOTAL - PS	**0**	**0.00**	**0**	**0.00**	**3,056,185**	**0.00**	**3,056,185**	**0.00**
SUPPLIES	0	0.00	0	0.00	396,395	0.00	396,395	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	0	0.00	38,400	0.00	38,400	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	6,400	0.00	6,400	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	19,384	0.00	19,384	0.00
HOUSEKEEPING & JANITORIAL SERV	0	0.00	0	0.00	33,100	0.00	33,100	0.00
M&R SERVICES	0	0.00	0	0.00	126,639	0.00	126,639	0.00
MOTORIZED EQUIPMENT	0	0.00	0	0.00	17,114	0.00	17,114	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	18,451	0.00	18,451	0.00
OTHER EQUIPMENT	0	0.00	0	0.00	13,655	0.00	13,655	0.00
PROPERTY & IMPROVEMENTS	0	0.00	0	0.00	64,115	0.00	64,115	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	0	0.00	3,428	0.00	3,428	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**737,081**	**0.00**	**737,081**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$3,793,266**	**0.00**	**$3,793,266**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$3,793,266**	**0.00**	**$3,793,266**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO STATE CAPITOL COMMISSION								
CORE								
EXPENSE & EQUIPMENT								
SECOND CAPITOL COMMISSION	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TOTAL	**0**	**0.00**	**25,000**	**0.00**	**25,000**	**0.00**	**25,000**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31049
Division	Facilities Management, Design and Construction		
Core -	MO State Capitol Commission		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	25,000	25,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**25,000**	**25,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Capitol Commission (0745)
Note: An "E" is requested for Other funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	25,000	25,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**25,000**	**25,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Capitol Commission (0745)
An "E" is requested for Other funds

2. CORE DESCRIPTION

This appropriation provides authority to spend gifts, bequests, grants, and donated funds in support of the work of the Missouri State Capitol Commission for the restoration and preservation of the Capitol Building, the promotion of the historical significance of the Capitol Building, and the improved accessibility of the Capitol Building. Established in SB 480 (2009), the legislation also established the State Capitol Commission Fund. Any moneys received by the Commission from sources other than appropriation, including from private sources, gifts, donations and grants, are to be credited to that fund and appropriated by the General Assembly. The Commission exercises general supervision and administration of the fund. Appropriation authority is required to allow for the expenditure of any funds that may be received.

An estimated appropriation is requested to ensure the ability to expend all funds should receipts exceed the stated authority amount.

3. PROGRAM LISTING (list programs included in this core funding)

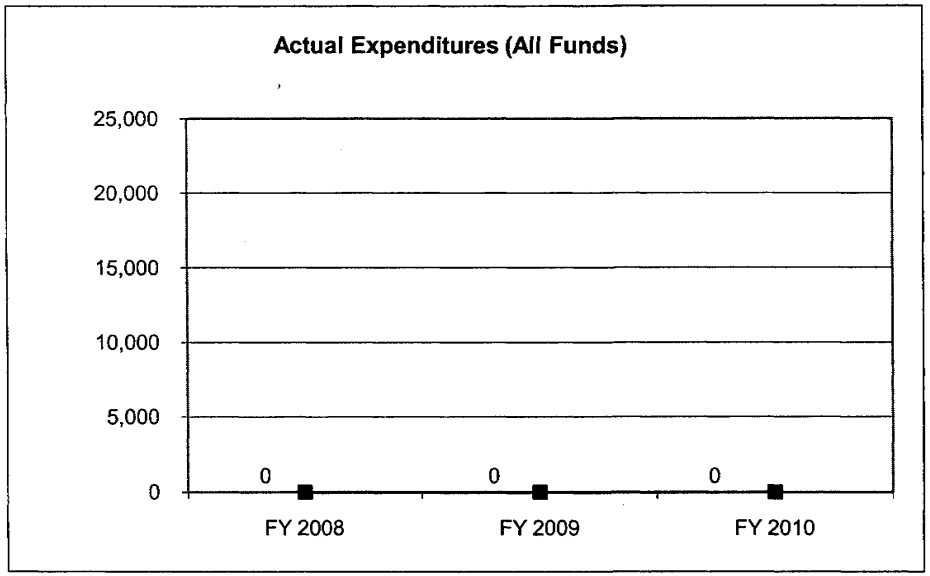
N/A

4. FINANCIAL HISTORY

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31049
Division	Facilities Management, Design and Construction		
Core -	MO State Capitol Commission		

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	25,000	25,000	25,000	25,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	25,000	25,000	25,000	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	25,000	25,000	25,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	25,000	25,000	25,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
MO STATE CAPITOL COMMISSION

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	25,000	25,000	
	Total	**0.00**	**0**	**0**	**25,000**	**25,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	25,000	25,000	
	Total	**0.00**	**0**	**0**	**25,000**	**25,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	25,000	25,000	
	Total	**0.00**	**0**	**0**	**25,000**	**25,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO STATE CAPITOL COMMISSION								
CORE								
PROFESSIONAL SERVICES	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	**0**	**0.00**	**25,000**	**0.00**	**25,000**	**0.00**	**25,000**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**

OFFICE OF ADMINISTRATION

DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FAC MGMT SERVICES								
CORE								
EXPENSE & EQUIPMENT								
STATE FACILITY MAINT & OPERAT	290,694	0.00	708,861	0.00	708,861	0.00	708,861	0.00
TOTAL - EE	290,694	0.00	708,861	0.00	708,861	0.00	708,861	0.00
PROGRAM-SPECIFIC								
STATE FACILITY MAINT & OPERAT	0	0.00	10	0.00	10	0.00	10	0.00
TOTAL - PD	0	0.00	10	0.00	10	0.00	10	0.00
TOTAL	**290,694**	**0.00**	**708,871**	**0.00**	**708,871**	**0.00**	**708,871**	**0.00**
GRAND TOTAL	**$290,694**	**0.00**	**$708,871**	**0.00**	**$708,871**	**0.00**	**$708,871**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31055
Division	Facilities Management, Design and Construction		
Core -	Facilities Management Services		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	708,861	708,861	E
PSD	0	0	10	10	
TRF	0	0	0	0	
Total	**0**	**0**	**708,871**	**708,871**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance & Operation (0501)
Note: An "E" is requested for Other funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	708,861	708,861	E
PSD	0	0	10	10	
TRF	0	0	0	0	
Total	**0**	**0**	**708,871**	**708,871**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance & Operation (0501)
Note: An "E" is requested for Other funds

2. CORE DESCRIPTION

This core represents revolving fund authority that allows the Division of Facilities Management, Design and Construction to make up-front payments for expenses associated with facility management, purchases of materials for facility modifications, tenant services that support agency programs, replacement, and repair costs, and other support services at state facilities when recovery is obtained from a third party. DFMDC bills agencies for such costs via the interagency billing process.

This pass through appropriation gives DFMDC the ability to effectively manage facilities, modification projects and other services by establishing a mechanism to make up-front purchases for materials without reducing appropriation authority for facility operating purposes. The Division also makes up-front payments for other extraordinary services agencies may require that would otherwise place an unreasonable burden on the regular operating budget of the facility.

3. PROGRAM LISTING (list programs included in this core funding)

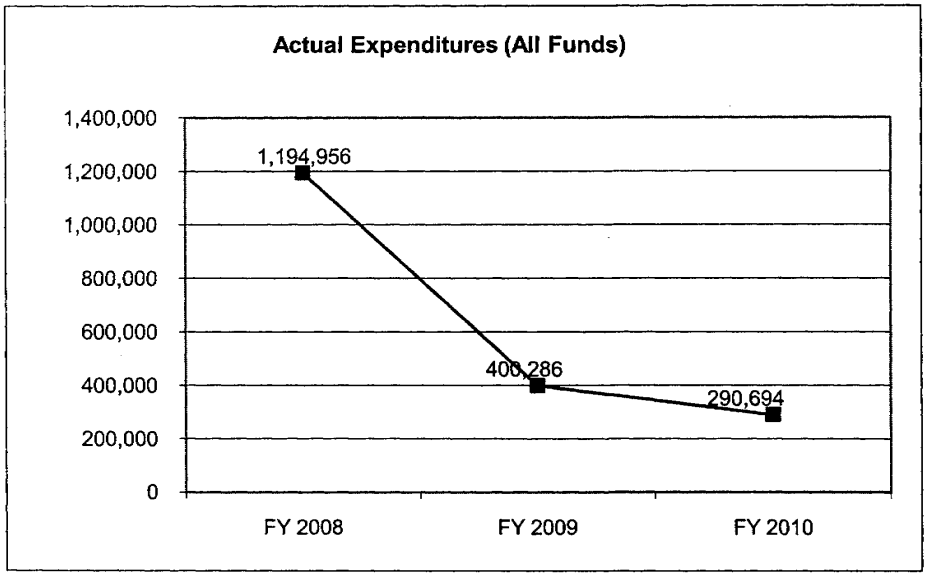
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31055
Division	Facilities Management, Design and Construction		
Core -	Facilities Management Services		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1,564,187	708,871	708,871	708,871 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,564,187	708,871	708,871	N/A
Actual Expenditures (All Funds)	1,194,956	400,286	290,694	N/A
Unexpended (All Funds)	369,231	308,585	418,177	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	369,231 (1)	308,585	418,177	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES: (1) Estimated appropriation increased $855,316

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
FAC MGMT SERVICES

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	Total	**0.00**	**0**	**0**	**708,871**	**708,871**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	Total	**0.00**	**0**	**0**	**708,871**	**708,871**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	708,861	708,861	
	PD	0.00	0	0	10	10	
	Total	**0.00**	**0**	**0**	**708,871**	**708,871**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FAC MGMT SERVICES								
CORE								
SUPPLIES	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
PROFESSIONAL SERVICES	0	0.00	5,000	0.00	5,000	0.00	5,000	0.00
M&R SERVICES	0	0.00	35,000	0.00	35,000	0.00	35,000	0.00
PROPERTY & IMPROVEMENTS	0	0.00	40,000	0.00	40,000	0.00	40,000	0.00
REBILLABLE EXPENSES	290,694	0.00	627,861	0.00	627,861	0.00	627,861	0.00
TOTAL - EE	**290,694**	**0.00**	**708,861**	**0.00**	**708,861**	**0.00**	**708,861**	**0.00**
REFUNDS	0	0.00	10	0.00	10	0.00	10	0.00
TOTAL - PD	**0**	**0.00**	**10**	**0.00**	**10**	**0.00**	**10**	**0.00**
GRAND TOTAL	**$290,694**	**0.00**	**$708,871**	**0.00**	**$708,871**	**0.00**	**$708,871**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$290,694**	**0.00**	**$708,871**	**0.00**	**$708,871**	**0.00**	**$708,871**	**0.00**

General Services

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
GENERAL SERVICES - OPERATING								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	812,321	19.03	838,490	21.00	838,490	21.00	838,490	21.00
OA REVOLVING ADMINISTRATIVE TR	2,188,205	67.24	2,725,523	85.00	2,725,523	85.00	2,725,523	85.00
TOTAL - PS	3,000,526	86.27	3,564,013	106.00	3,564,013	106.00	3,564,013	106.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	59,389	0.00	80,993	0.00	78,872	0.00	76,983	0.00
OA REVOLVING ADMINISTRATIVE TR	472,646	0.00	883,059	0.00	974,806	0.00	974,806	0.00
TOTAL - EE	532,035	0.00	964,052	0.00	1,053,678	0.00	1,051,789	0.00
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	96,668	0.00	96,669	0.00	4,922	0.00	4,922	0.00
TOTAL - PD	96,668	0.00	96,669	0.00	4,922	0.00	4,922	0.00
TOTAL	**3,629,229**	**86.27**	**4,624,734**	**106.00**	**4,622,613**	**106.00**	**4,620,724**	**106.00**
GRAND TOTAL	**$3,629,229**	**86.27**	**$4,624,734**	**106.00**	**$4,622,613**	**106.00**	**$4,620,724**	**106.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31113
Division	Division of General Services		
Core -	Operating		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	838,490	0	2,725,523	3,564,013
EE	78,872	0	974,806	1,053,678
PSD	0	0	4,922	4,922
TRF	0	0	0	0
Total	**917,362**	**0**	**3,705,251**	**4,622,613**
FTE	**21.00**	**0.00**	**85.00**	**106.00**
Est. Fringe	*466,620*	*0*	*1,516,754*	*1,983,373*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	838,490	0	2,725,523	3,564,013
EE	76,983	0	974,806	1,051,789
PSD	0	0	4,922	4,922
TRF	0	0	0	0
Total	**915,473**	**0**	**3,705,251**	**4,620,724**
FTE	**21.00**	**0.00**	**85.00**	**106.00**
Est. Fringe	*466,620*	*0*	*1,516,754*	*1,983,373*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)

2. CORE DESCRIPTION

Core funding to support the Division of General Services, a multi-faceted organization providing a number of essential support services to state agencies and to the Office of Administration.

State Printing provides comprehensive reproduction services including design, printing, finishing, and quick copy services. Central Mail Services advises agencies on efficient mailing practices, and provides comprehensive mailing services to most state agencies operating within the Jefferson City area. Risk Management administers the Legal Expense Fund and the workers' compensation program for state employees, purchases insurance as required and advises state agencies on risk management issues. Vehicle Maintenance operates a centralized maintenance facility to provide mechanical repairs and body shop services for state vehicles based in the Mid-Missouri area. Fleet Management establishes statewide policies governing state vehicle operations and management; coordinates a centralized fleet information system; operates a consolidated car pool serving agencies in the Jefferson City area and serves as a resource for fleet management issues. General Services also provides administrative support and staffing to operate the Missouri Public Entity Risk Management Fund (MOPERM) program and coordinates the Missouri State Employees Charitable Campaign.

CORE DECISION ITEM

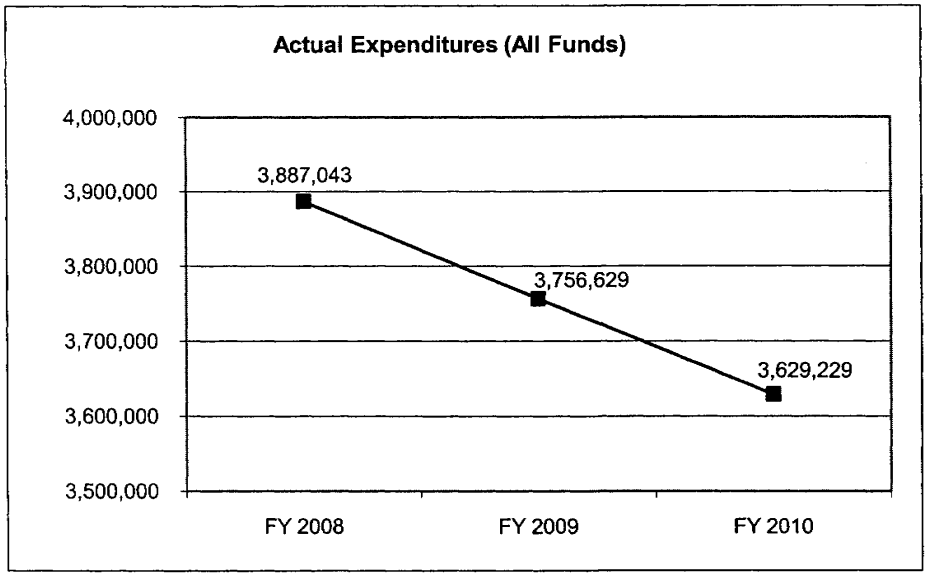
Department	Office of Administration	**Budget Unit**	31113
Division	Division of General Services		
Core -	Operating		

3. PROGRAM LISTING (list programs included in this core funding)

State Printing
Risk Management
Vehicle Maintenance
Fleet Management
Central Mail Services

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	4,600,497	4,493,061	4,364,791	4,624,734
Less Reverted (All Funds)	(31,883)	(61,407)	(54,070)	N/A
Budget Authority (All Funds)	4,568,614	4,431,654	4,310,721	N/A
Actual Expenditures (All Funds)	3,887,043	3,756,629	3,629,229	N/A
Unexpended (All Funds)	681,571	675,025	681,492	N/A
Unexpended, by Fund:				
General Revenue	598	23,158	27,844	N/A
Federal	0	0	0	N/A
Other	680,973	651,867	653,648	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
GENERAL SERVICES - OPERATING

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	106.00	838,490	0	2,725,523	3,564,013	
		EE	0.00	80,993	0	883,059	964,052	
		PD	0.00	0	0	96,669	96,669	
		Total	**106.00**	**919,483**	**0**	**3,705,251**	**4,624,734**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	382 4539	EE	0.00	(2,121)	0	0	(2,121)	Amount of FY 11 spending restrictions
Core Reallocation	375 4540	EE	0.00	0	0	91,747	91,747	To better reflect planned expenditures
Core Reallocation	375 4540	PD	0.00	0	0	(91,747)	(91,747)	To better reflect planned expenditures
NET DEPARTMENT CHANGES			**0.00**	**(2,121)**	**0**	**0**	**(2,121)**	
DEPARTMENT CORE REQUEST								
		PS	106.00	838,490	0	2,725,523	3,564,013	
		EE	0.00	78,872	0	974,806	1,053,678	
		PD	0.00	0	0	4,922	4,922	
		Total	**106.00**	**917,362**	**0**	**3,705,251**	**4,622,613**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1684 4539	EE	0.00	(1,889)	0	0	(1,889)	FY12 Core Reductions
NET GOVERNOR CHANGES			**0.00**	**(1,889)**	**0**	**0**	**(1,889)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	106.00	838,490	0	2,725,523	3,564,013	
		EE	0.00	76,983	0	974,806	1,051,789	

OFFICE OF ADMINISTRATION
GENERAL SERVICES - OPERATING

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	4,922	4,922	
	Total	**106.00**	**915,473**	**0**	**3,705,251**	**4,620,724**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	31113	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Operating	**DIVISION:**	General Services

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

The Division of General Services requests a continuation of a 25% flexibility for both the personal services and expense and equipment appropriations within its operating core. Successive budget reductions over the past several years has left the agency with limited ability to respond to changing needs. Flexibility will allow the division to react to unforeseen issues that could impact the ability to fulfill its operational responsibilities.

			Flex %	Flex Amount
Operations - 0101	PS	$838,490	25%	$209,623
	E&E	$78,872	25%	$19,718
Operations - 0505	PS	$2,725,523	25%	$681,381
	E&E	$979,728	25%	$244,932

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$0	**$0**	**$50,000**

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
GENERAL SERVICES - OPERATING								
CORE								
ADMIN OFFICE SUPPORT ASSISTANT	31,717	1.01	60,768	2.00	92,484	3.00	92,484	3.00
SR OFC SUPPORT ASST (KEYBRD)	25,800	1.00	89,349	3.50	50,376	2.00	50,376	2.00
PRINTING/MAIL TECHNICIAN I	242,625	10.40	375,528	16.00	375,528	16.00	375,528	16.00
PRINTING/MAIL TECHNICIAN II	276,266	10.26	449,122	15.00	443,253	15.00	443,253	15.00
PRINTING/MAIL TECHNICIAN III	449,931	14.54	474,588	15.50	499,588	15.50	499,588	15.50
PRINTING/MAIL TECHNICIAN IV	282,054	8.28	275,328	8.00	273,096	8.00	273,096	8.00
PRINTING/MAIL CUSTOMER SVC REP	135,695	3.69	148,380	4.00	148,380	4.00	148,380	4.00
PRINTING/MAIL COORDINATOR	52,492	1.21	89,280	2.00	89,280	2.00	89,280	2.00
STOREKEEPER II	29,580	1.00	29,580	1.00	29,580	1.00	29,580	1.00
FORMS ANAL III	32,433	0.79	40,968	1.00	0	0.00	0	0.00
ACCOUNTANT II	38,700	1.00	38,700	1.00	38,700	1.00	38,700	1.00
EXECUTIVE I	61,836	2.00	61,836	2.00	61,836	2.00	61,836	2.00
RISK MANAGEMENT TECH I	35,163	1.29	27,204	1.00	27,204	1.00	27,204	1.00
RISK MANAGEMENT TECH II	227,926	7.47	225,497	8.00	243,764	8.50	243,764	8.50
RISK MANAGEMENT SPEC I	120,624	3.00	120,624	3.00	120,624	3.00	120,624	3.00
RISK MANAGEMENT SPEC II	91,015	1.84	141,456	3.00	141,456	3.00	141,456	3.00
ADMINISTRATIVE ANAL III	8,690	0.21	0	0.00	41,712	1.00	41,712	1.00
LABORER I	12,966	0.62	34,680	2.00	34,680	2.00	34,680	2.00
MAINTENANCE SPV I	40,968	1.00	40,968	1.00	40,968	1.00	40,968	1.00
MOTOR VEHICLE MECHANIC	27,173	0.90	60,192	2.00	60,192	2.00	60,192	2.00
GARAGE SPV	35,016	1.09	32,256	1.00	32,256	1.00	32,256	1.00
GRAPHIC ARTS SPEC II	67,218	2.02	66,708	2.00	66,708	2.00	66,708	2.00
GRAPHICS SPV	44,310	1.00	44,220	1.00	44,220	1.00	44,220	1.00
OFFICE OF ADMINISTRATION MGR 1	155,268	3.01	204,009	4.00	202,092	4.00	202,092	4.00
OFFICE OF ADMINISTRATION MGR 2	132,761	2.00	132,756	2.00	132,756	2.00	132,756	2.00
OFFICE OF ADMINISTRATION MGR 3	69,943	1.00	69,948	1.00	69,948	1.00	69,948	1.00
DESIGNATED PRINCIPAL ASST DEPT	1,064	0.02	0	0.00	0	0.00	0	0.00
DIVISION DIRECTOR	95,288	1.00	95,292	1.00	95,292	1.00	95,292	1.00
DESIGNATED PRINCIPAL ASST DIV	150,981	3.08	134,776	3.00	108,040	3.00	108,040	3.00
LEGAL COUNSEL	1,127	0.02	0	0.00	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	22,620	0.50	0	0.00	0	0.00	0	0.00

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
GENERAL SERVICES - OPERATING								
CORE								
SPECIAL ASST PROFESSIONAL	1,276	0.02	0	0.00	0	0.00	0	0.00
TOTAL - PS	**3,000,526**	**86.27**	**3,564,013**	**106.00**	**3,564,013**	**106.00**	**3,564,013**	**106.00**
TRAVEL, IN-STATE	771	0.00	1,610	0.00	300	0.00	273	0.00
TRAVEL, OUT-OF-STATE	1,181	0.00	1,150	0.00	0	0.00	0	0.00
SUPPLIES	113,796	0.00	152,984	0.00	170,339	0.00	170,339	0.00
PROFESSIONAL DEVELOPMENT	3,718	0.00	6,360	0.00	2,140	0.00	2,140	0.00
COMMUNICATION SERV & SUPP	13,433	0.00	31,210	0.00	30,790	0.00	30,790	0.00
PROFESSIONAL SERVICES	90,216	0.00	69,570	0.00	117,134	0.00	115,272	0.00
HOUSEKEEPING & JANITORIAL SERV	246	0.00	200	0.00	300	0.00	300	0.00
M&R SERVICES	120,956	0.00	171,956	0.00	296,000	0.00	296,000	0.00
COMPUTER EQUIPMENT	3,798	0.00	0	0.00	0	0.00	0	0.00
MOTORIZED EQUIPMENT	56,653	0.00	82,834	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	61,707	0.00	289,248	0.00	250,700	0.00	250,700	0.00
OTHER EQUIPMENT	42,759	0.00	34,800	0.00	50,439	0.00	50,439	0.00
EQUIPMENT RENTALS & LEASES	5,274	0.00	105,460	0.00	97,086	0.00	97,086	0.00
MISCELLANEOUS EXPENSES	17,527	0.00	16,670	0.00	38,450	0.00	38,450	0.00
TOTAL - EE	**532,035**	**0.00**	**964,052**	**0.00**	**1,053,678**	**0.00**	**1,051,789**	**0.00**
DEBT SERVICE	96,668	0.00	96,669	0.00	4,922	0.00	4,922	0.00
TOTAL - PD	**96,668**	**0.00**	**96,669**	**0.00**	**4,922**	**0.00**	**4,922**	**0.00**
GRAND TOTAL	**$3,629,229**	**86.27**	**$4,624,734**	**106.00**	**$4,622,613**	**106.00**	**$4,620,724**	**106.00**
GENERAL REVENUE	**$871,710**	**19.03**	**$919,483**	**21.00**	**$917,362**	**21.00**	**$915,473**	**21.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$2,757,519**	**67.24**	**$3,705,251**	**85.00**	**$3,705,251**	**85.00**	**$3,705,251**	**85.00**

PROGRAM DESCRIPTION

Department: Office of Administration

Program Name: State Printing Center

Program is found in the following core budget(s): General Services Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	1,907,217	3,543,000	5,450,217
TOTAL	1,907,217	3,543,000	5,450,217

1. What does this program do?

State Printing provides comprehensive printing services to all state agencies, including printing consultation, art/graphics design, typesetting, offset and web printing, binding, quick copy color service and wide format copying.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 34.170 et. seq.

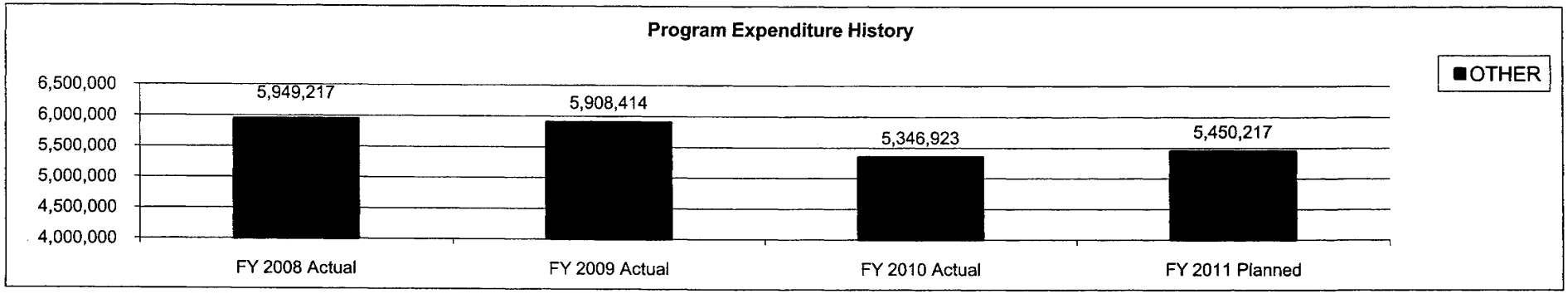
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



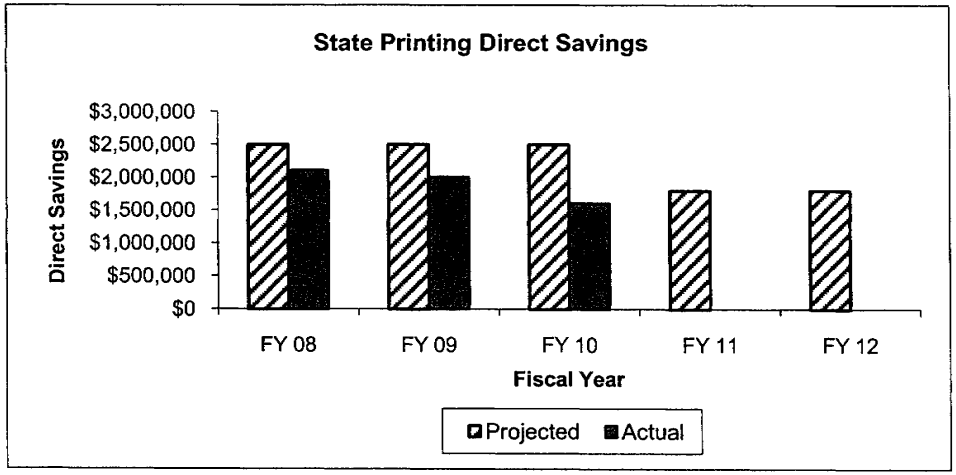
PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: State Printing Center
Program is found in the following core budget(s): General Services Operating Core, Rebillable Expenses Core

6. What are the sources of the "Other " funds?

OA Revolving Administrative Trust Fund (0505)

7a. Provide an effectiveness measure.



	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Savings*	30.00%	22.93%	25.00%	21.30%	25.00%	19.73%	20.00%	23.00%	25.00%

* Based on comparisons to local commercial vendors and industry average charges using a "market basket" of frequently printed items

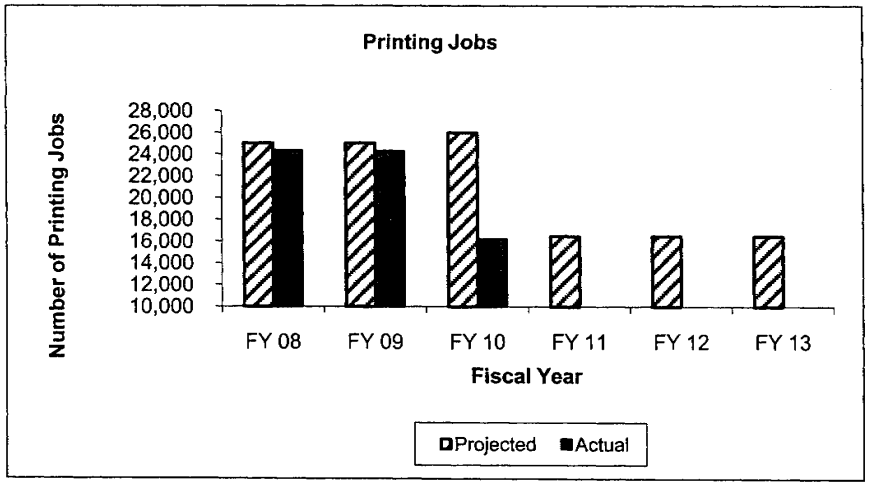
7b. Provide an efficiency measure.

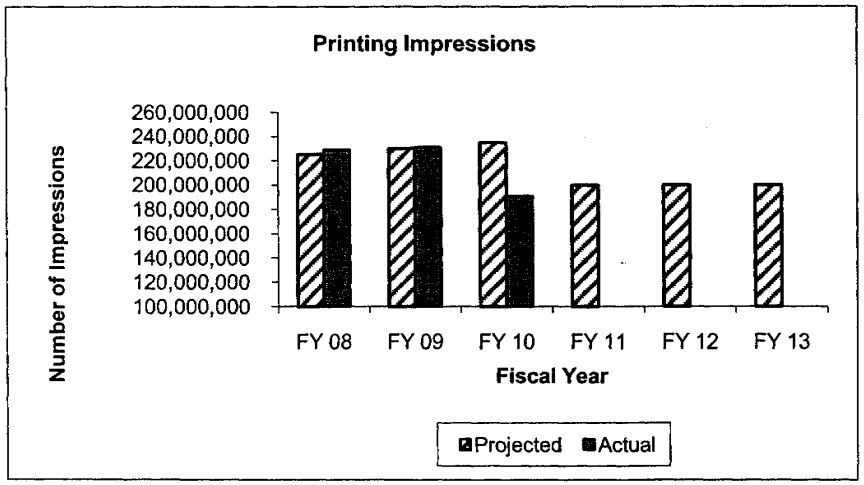
	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Cost Per Impression	$0.0220	$0.0223	$0.0220	$0.0220	$0.0220	$0.0240	$0.0230	$0.0230	$0.0220

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: State Printing Center
Program is found in the following core budget(s): General Services Operating Core, Rebillable Expenses Core

7c. Provide the number of clients/individuals served, if applicable.





7d. Provide a customer satisfaction measure, if available.

	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Jobs on Time %	85%	84%	85%	85%	90%	86%	88%	90%	90%
Rework %	0.25%	0.20%	0.25%	0.19%	0.25%	0.20%	0.20%	0.20%	0.20%

PROGRAM DESCRIPTION

Department: Office of Administration

Program Name: Division of General Services - Risk Management

Program is found in the following core budget(s): General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core

	GS Operating Core	Workers' Comp Core	Workers' Comp Tax Core	Legal Expense Fund Core	Property Preserv. Fund Core	TOTAL
GR	616,775	23,042,132	1,465,000	6,000,000		31,123,907
FEDERAL						0
OTHER		800,000	60,000	757,435	1	1,617,436
TOTAL	616,775	23,842,132	1,525,000	6,757,435	1	32,741,343

1. What does this program do?

Risk Management administers the state's self-insured workers' compensation program for state employees, settles claims against the Legal Expense Fund, procures insurance to protect the state's assets and serves as a resource to state agencies on safety and risk management issues.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 287; Section 105.800; Section 105.711 et. seq.; Section 37.410 et. seq. and Section 537.600, RSMo

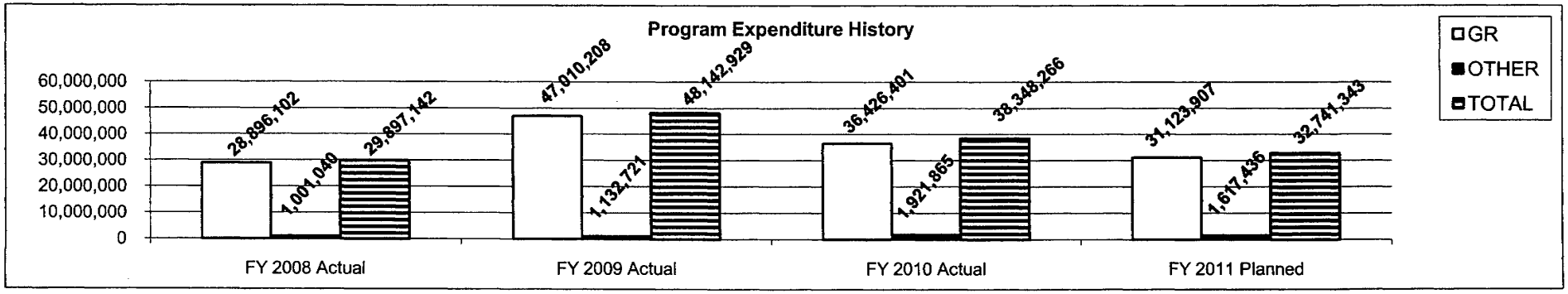
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Office of Administration

Program Name: Division of General Services - Risk Management

Program is found in the following core budget(s): General Services Operating Core, Workers' Compensation Core, Workers' Compensation Tax Core, Legal Expense Fund Core, Property Preservation Fund Core, Rebillable Expenses Core

6. What are the sources of the "Other " funds?

Conservation Commission Fund (0609), Legal Expense Fund (0692), Revolving Administrative Trust Fund (0505), Property Preservation Fund (0128). All other state funds that have workers' compensation expenditures reimburse GR through a transfer appropriation for expenditures and tax obligations. Similarly, certain other funds pay into the Legal Expense Fund through a transfer appropriation for their cost of claims.

7a. Provide an effectiveness measure.

	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Work Comp PPO Savings	$6.5 M	$7.6M	$7.0 M	$8.1M	$7.7M	$8.9	8.5	8.5	8.5
% Medical Cost PPO Savings	33%	35%	33%	35%	33%	37%	35%	35%	35%

7b. Provide an efficiency measure.

	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
WC Lost Workday Incidence Rate	1.00	0.88	1.00	0.91	1.00	0.74	1.00	1.00	1.00
Work Comp Benefit Cost per Emp.	$325.00	$386.42	$370.00	$430.63	$425.00	$423.25	$435.00	$435.00	$435.00
Lost Time Claims per Adjuster	300	348	340	377	375	420	425	425	425

7c. Provide the number of clients/individuals served, if applicable.

	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
WC Reported Injuries with Cost	3,200	3,732	4,100	4,257	4,200	3,845	4,000	4,000	4,000
Work Comp Payments Processed	34,000	41,299	40,000	44,712	40,000	41,164	41,000	41,000	41,000
Legal Exp. Fund Claims Processed	--	668	700	817	750	915	900	900	900

7d. Provide a customer satisfaction measure, if available.

	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Timeliness of TTD Payments	85%	70%	80%	82%	85%	90%	90%	90%	90%
Average Days to Pay Medical Bills						7	7	7	7

PROGRAM DESCRIPTION

Department: Office of Administration

Program Name: Vehicle Maintenance

Program is found in the following core budget(s): General Services Operating Core and Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	281,889	415,800	697,689
TOTAL	281,889	415,800	697,689

1. What does this program do?

Vehicle Maintenance provides complete diagnostic, mechanical repair and body shop services for state vehicles principally stationed in the Jefferson City area.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Vehicle Policy (SP-4)

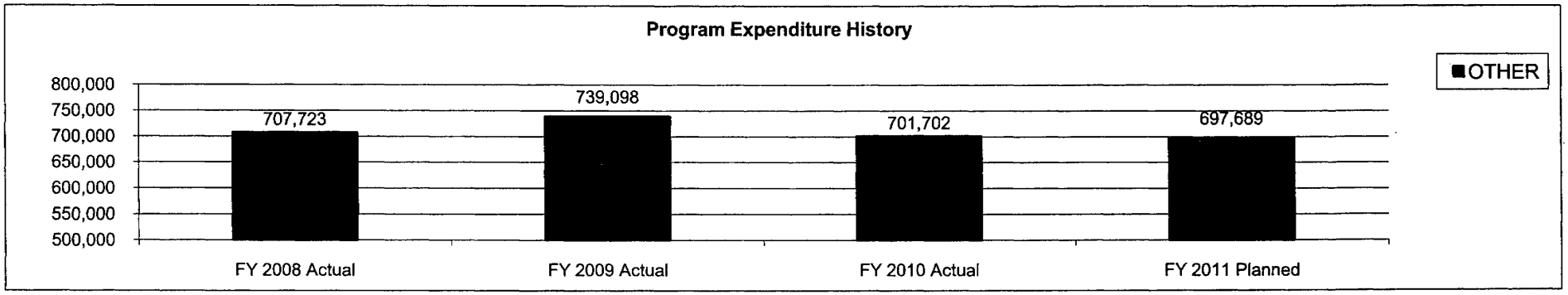
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



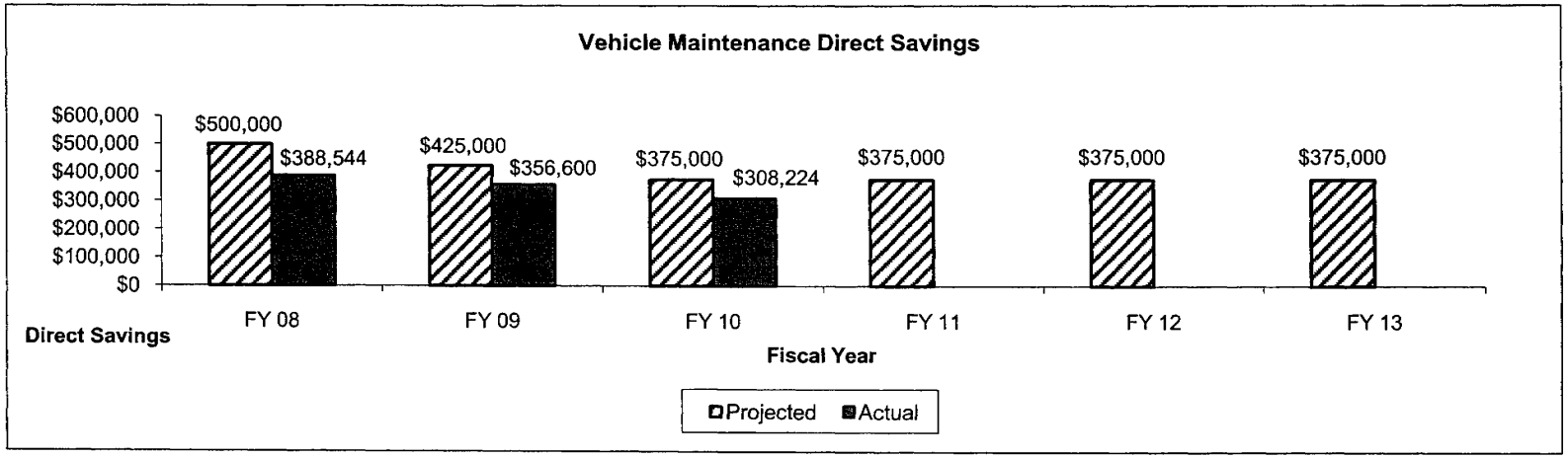
PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Vehicle Maintenance
Program is found in the following core budget(s): General Services Operating Core and Rebillable Expenses Core

6. What are the sources of the "Other " funds?

OA Revolving Administrative Trust Fund (0505)

7a. Provide an effectiveness measure.



	FY 07		FY 08		FY 09		FY 10	FY 11	FY 12
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Direct Savings %	35.00%	32.5%	33.0%	30.6%	33.0%	27.8%	30.0%	30.0%	30.0%

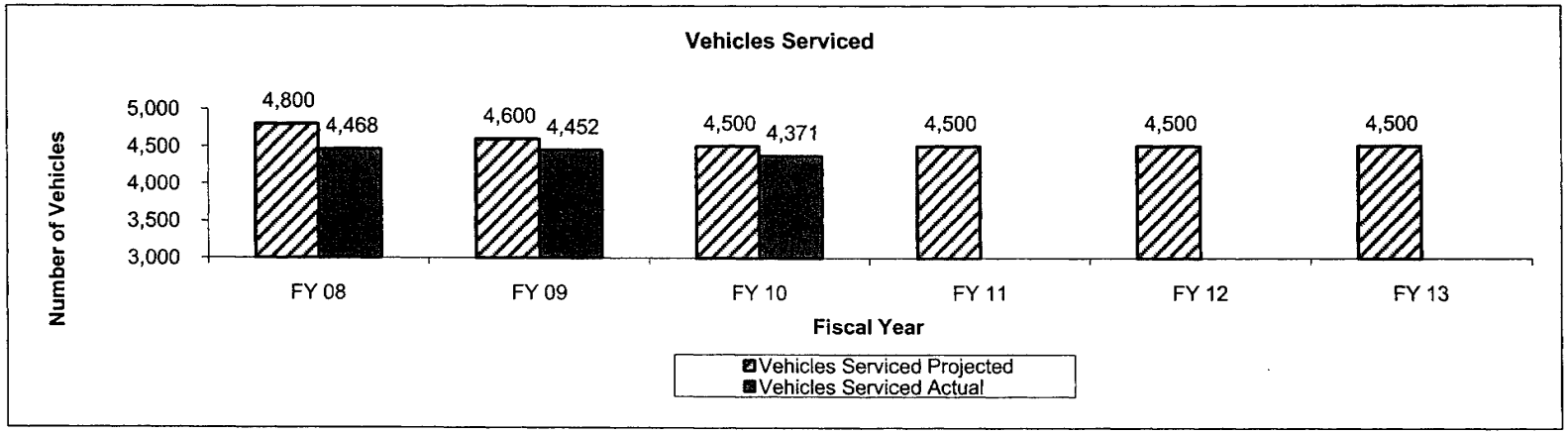
7b. Provide an efficiency measure.

	FY 07		FY 08		FY 09		FY 10	FY 11	FY 12
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Revenues per Employee	$150,000	$134,297	$140,000	$135,011	$140,000	$133,250	$140,000	$140,000	$140,000

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Vehicle Maintenance
Program is found in the following core budget(s): General Services Operating Core and Rebillable Expenses Core

7c. Provide the number of clients/individuals served, if applicable.



7d. Provide a customer satisfaction measure, if available.
N/A

PROGRAM DESCRIPTION

Department: Office of Administration

Program Name: Fleet Management

Program is found in the following core budget(s): GS Operating Core, Rebillable Expenses Core, Fleet Vehicle Replacement

	GS Operating Core	Rebillable Expenses Core	Fleet Vehicle Replace	TOTAL
GR				0
FEDERAL				0
OTHER	89,922	1,297,030		1,386,952
TOTAL	89,922	1,297,030	0	1,386,952

1. What does this program do?

Fleet Management establishes statewide policies governing state vehicle operations and management; coordinates a centralized fleet information system, pre-approves most agency vehicle purchases, operates a centralized car pool, reports annually the status of the state vehicle fleet to the Governor and General Assembly and serves as a resource on fleet management issues.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 37.450

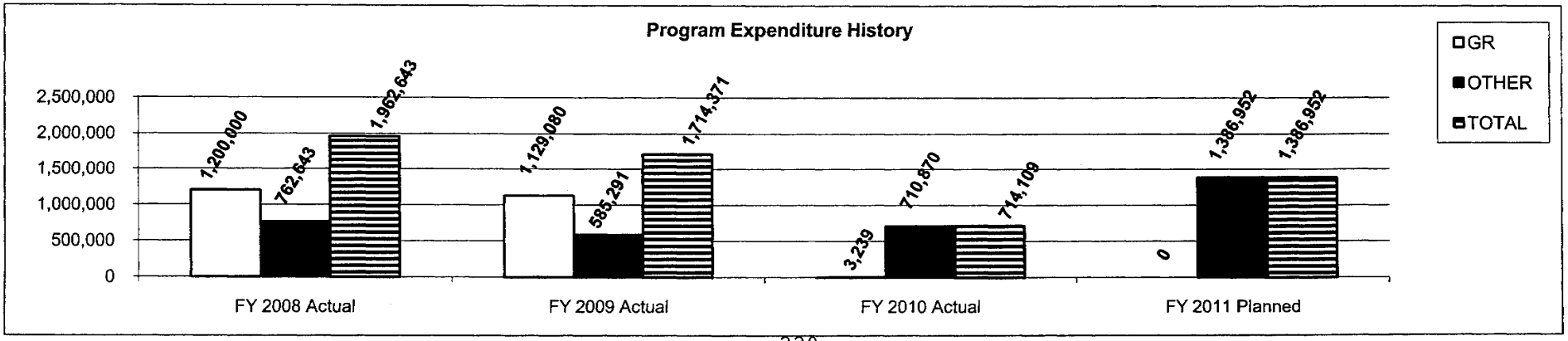
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Fleet Management
Program is found in the following core budget(s): GS Operating Core, Rebillable Expenses Core, Fleet Vehicle Replacement

6. What are the sources of the "Other " funds?
OA Revolving Administrative Trust Fund

7a. Provide an effectiveness measure.

	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Cost Per Mile - Sedans (weighted)	$0.250	$0.288	$0.308	$0.272	$0.292		$0.312		
Average Annual Pool Miles	16,750	16,674	17,000	17,209	17,000	15,013	17,000	17,500	18,000
Average Passenger Vehicle Age (Yrs)	7.4	5.2	6.2	5.3	7.2	5.4	6.4	7.4	8.4
Average Passenger Vehicle	79,902	65,439	79,424	69,194	93,487	71,910	85,210	98,510	111,810
Odometer Reading									

*Assuming no replacements

7b. Provide an efficiency measure.

	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Vehicles per 100 Employees	17.5	19.1	19	19.5	19	20.7	19	18	18

7c. Provide the number of clients/individuals served, if applicable.

	FY 08		FY 09		FY 10		FY 11	FY 12	FY 13
Measure	Proj.	Actual	Proj.	Actual	Proj.	Actual	Projected	Projected	Projected
Licensed State Vehicles	11,250	11,083	11,100	11,124	11,200	11,300	11,000	10,800	10,700

7d. Provide a customer satisfaction measure, if available.
N/A

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Central Mail Services
Program is found in the following core budget(s): GS Operating Core, Rebillable Expenses Core

	GS Operating Core	Rebillable Expenses Core	TOTAL
GR			0
FEDERAL			0
OTHER	955,952	6,959,670	7,915,622
TOTAL	955,952	6,959,670	7,915,622

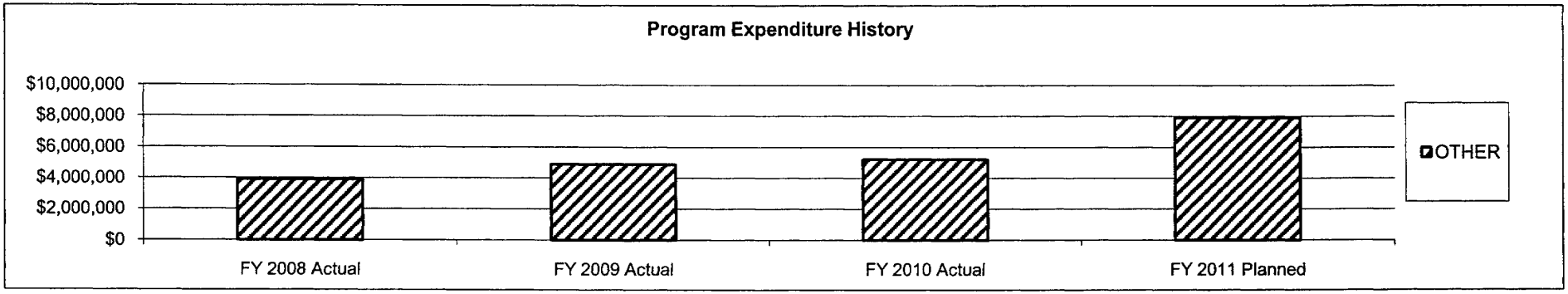
1. What does this program do?
Central Mail Services provides comprehensive mailing services to state agencies operating within the Jefferson City area.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)
Section 37.120, RSMo

3. Are there federal matching requirements? If yes, please explain.
No.

4. Is this a federally mandated program? If yes, please explain.
No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



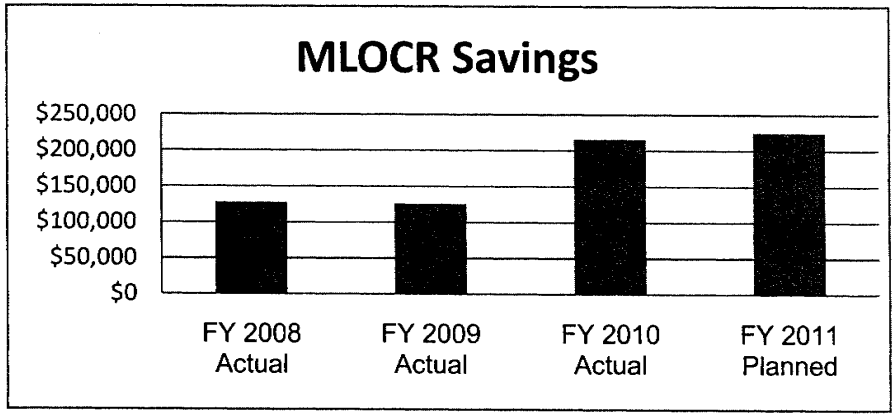
6. What are the sources of the "Other " funds?
OA Revolving Administrative Trust Fund (0505)

PROGRAM DESCRIPTION

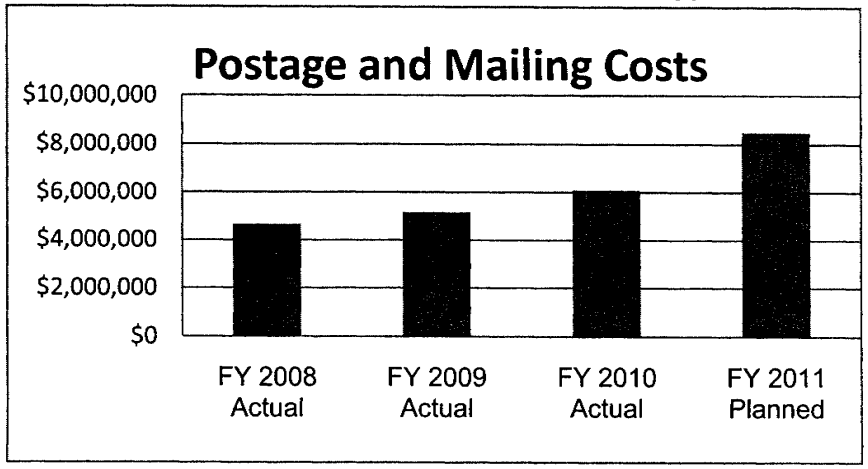
Department: Office of Administration
Program Name: Central Mail Services
Program is found in the following core budget(s): GS Operating Core, Rebillable Expenses Core

7a. Provide an effectiveness measure.
NA

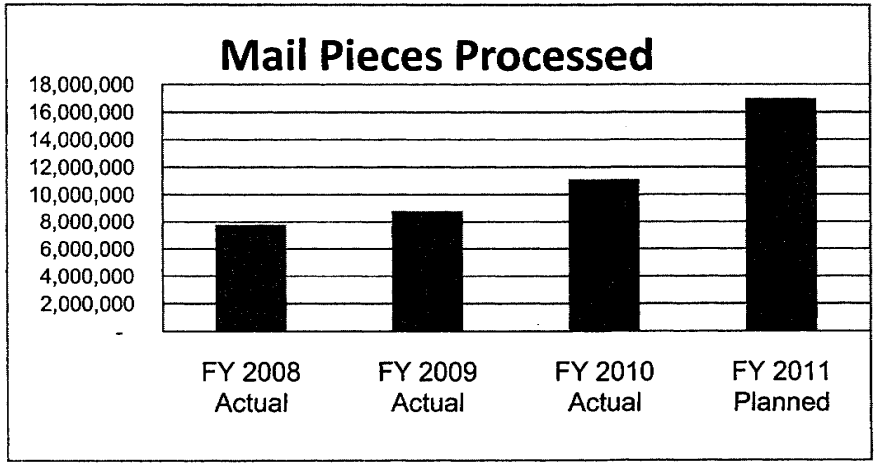
7b. Provide an efficiency measure.



7c. Provide the number of clients/individuals served, if applicable.



7d. Provide a customer satisfaction measure, if available.
NA



Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
STATE PROPERTY PRSRVTN TRF								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - TRF	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL	**0**	**0.00**	**1**	**0.00**	**1**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31043
Division	Division of General Services		
Core -	Property Preservation Fund Transfer		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	1	0	0	1	E
Total	**1**	**0**	**0**	**1**	**E**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:
Notes: An "E" is requested for General Revenue.

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	1	0	0	1	E
Total	**1**	**0**	**0**	**1**	**E**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:
Notes: An "E" is requested for General Revenue.

2. CORE DESCRIPTION

Core request for the purpose of funding the Property Preservation Fund. Transfers from General Revenue are made on an as needed, if needed basis.

3. PROGRAM LISTING (list programs included in this core funding)

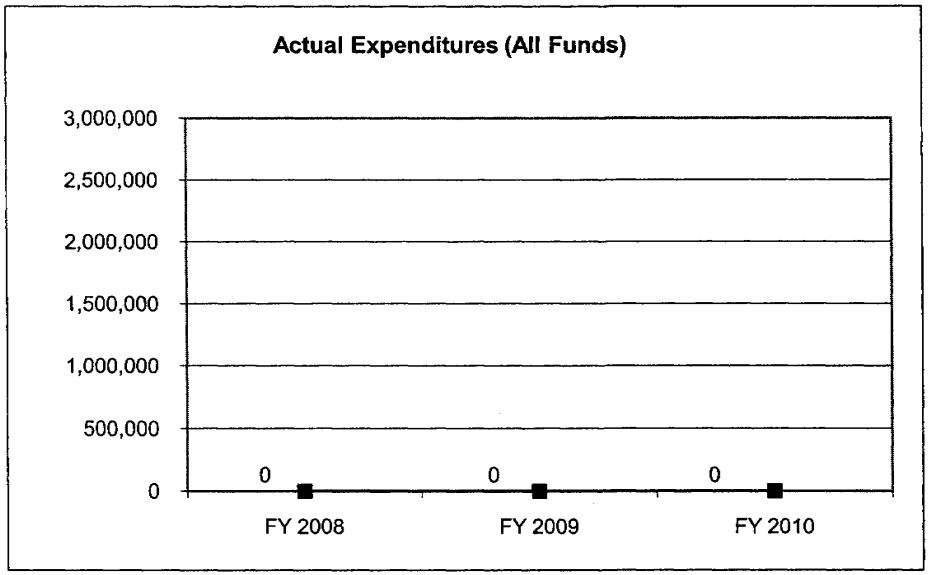
Risk Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31043
Division	Division of General Services		
Core -	Property Preservation Fund Transfer		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1	1	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	1	1	1	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
STATE PROPERTY PRSRVTN TRF

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
STATE PROPERTY PRSRVTN TRF								
CORE								
TRANSFERS OUT	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - TRF	**0**	**0.00**	**1**	**0.00**	**1**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
STATE PROPERTY PRSRVTN PMTS								
CORE								
PROGRAM-SPECIFIC								
STATE PROPERTY PRESERVATION	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL	**0**	**0.00**	**1**	**0.00**	**1**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31044
Division	Division of General Services		
Core -	Property Preservation Fund		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	1	1	E
TRF	0	0	0	0	
Total	**0**	**0**	**1**	**1**	**E**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Property Preservation Fund (0128)
Notes: An "E" is requested for Other Funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	1	1	E
TRF	0	0	0	0	
Total	**0**	**0**	**1**	**1**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Property Preservation Fund (0128)
Notes: An "E" is requested for Other Funds

2. CORE DESCRIPTION

Core appropriation authority to make payments from the Property Preservation Fund - a self-funded alternative to the purchase of property insurance for bonded state owned or leased facilities. The State of Missouri is required under bond covenants to purchase property insurance for bonded state buildings to protect the bondholders should the assets backing the bonds, the covered buildings, be damaged or destroyed. Prior to the passage of legislation creating the Property Preservation Fund, over 92.5% of the value of all state property was uninsured. The remaining 7.5% was covered by property insurance. The fund was created to provide coverage to named property for purposes of repairing or replacing state-owned or leased property damaged from natural or man-made events. Only if a loss to a covered building occurs would a payment be made. The fund is estimated to save the state over $1 million annually in insurance costs.

This appropriation will be used to repair or replace certain state-owned or leased property damaged from natural or man-made events. Due to the uncertainty of losses, actual expenditures from the fund may fluctuate significantly from year to year. In any given year there is the risk that a bonded building may be damaged and the state would be liable for the cost to repair or replace the damaged building. Over the past 23 years, there have been only two claims totaling $281,000 for losses to covered bonded buildings. This appropriation is requested on an estimated basis.

CORE DECISION ITEM

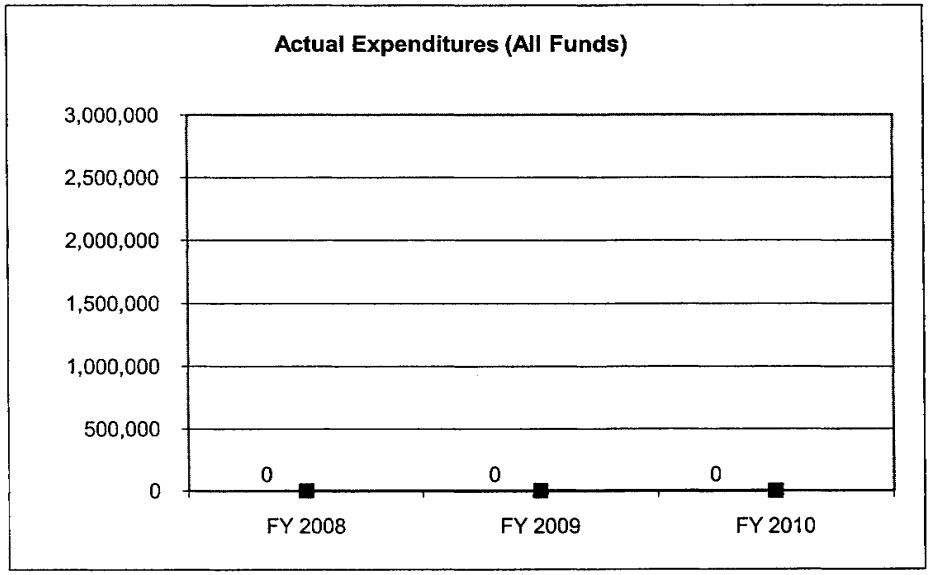
Department	Office of Administration	**Budget Unit**	31044
Division	Division of General Services		
Core -	Property Preservation Fund		

3. PROGRAM LISTING (list programs included in this core funding)

Risk Management

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1	1	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1	1	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
STATE PROPERTY PRSRVTN PMTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	1	1	
	Total	**0.00**	**0**	**0**	**1**	**1**	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	1	1	
	Total	**0.00**	**0**	**0**	**1**	**1**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	1	1	
	Total	**0.00**	**0**	**0**	**1**	**1**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
STATE PROPERTY PRSRVTN PMTS								
CORE								
PROGRAM DISTRIBUTIONS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	**0**	**0.00**	**1**	**0.00**	**1**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
REBILLABLE EXPENSES								
CORE								
EXPENSE & EQUIPMENT								
OA REVOLVING ADMINISTRATIVE TR	9,209,564	0.00	10,000,000	0.00	10,000,000	0.00	10,000,000	0.00
TOTAL - EE	9,209,564	0.00	10,000,000	0.00	10,000,000	0.00	10,000,000	0.00
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	6,178	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	6,178	0.00	0	0.00	0	0.00	0	0.00
TOTAL	**9,215,742**	**0.00**	**10,000,000**	**0.00**	**10,000,000**	**0.00**	**10,000,000**	**0.00**
GRAND TOTAL	**$9,215,742**	**0.00**	**$10,000,000**	**0.00**	**$10,000,000**	**0.00**	**$10,000,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31119
Division	General Services		
Core -	Rebillable Expenses		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	10,000,000	10,000,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**10,000,000**	**10,000,000**	E
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)
Notes: An "E" is requested for Other Funds.

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	10,000,000	10,000,000	E
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	**0**	**0**	**10,000,000**	**10,000,000**	E
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)
Notes: An "E" is requested for Other Funds.

2. CORE DESCRIPTION

Appropriation authority to purchase required raw materials used in the production of final goods and services to state agencies. State Printing, Vehicle Maintenance, Fleet Management, and Central Mail Services use this revolving fund appropriation to purchase inventory (e.g., paper, parts, fuel, and postage) and obtain outside services to provide products and services to state agencies. This appropriation is also used to purchase goods or services that are rebilled to state agencies, including the cost of vehicles and supporting expenses for the consolidated Jefferson City carpool.

The amount of paper, vehicle parts, postage, fuel, services, or supplies acquired is directly dependent on the level of demand by agencies. Funds appropriated for rebillable expenses is used for the purchase of raw materials or goods placed in inventory for later conversion or sale and for services obtained that are necessary to produce final goods or services. Equipment, maintenance, and rebillable coded expenditures required to produce the final goods or services are paid from this appropriation.

This appropriation will also be used to replace property, damaged through the fault of a third party, to the extent recovery is made from the third party or their insurer. This allows state agencies to replace state owned property that is destroyed through the fault of a third party. Also, under Section 37.452, RSMo, agencies are authorized to use credits from the sale of surplus vehicles toward the purchase of new vehicles through this appropriation.

CORE DECISION ITEM

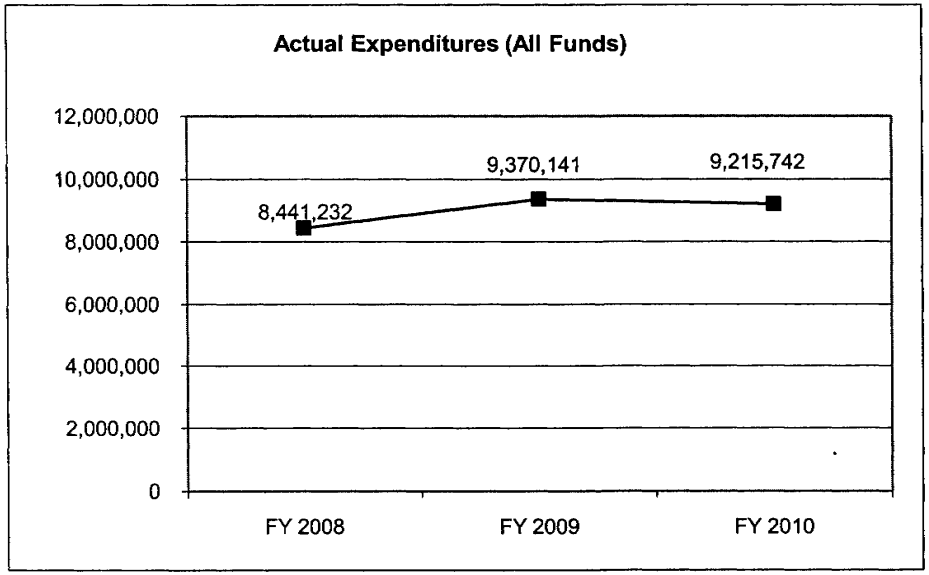
Department	Office of Administration	**Budget Unit**	31119
Division	General Services		
Core -	Rebillable Expenses		

3. PROGRAM LISTING (list programs included in this core funding)

State Printing
Vehicle Maintenance
Fleet Management
Central Mail Services

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.	
Appropriation (All Funds)	11,700,000	10,000,000	10,000,000	10,000,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	11,700,000	10,000,000	10,000,000	N/A	
Actual Expenditures (All Funds)	8,441,232	9,370,141	9,215,742	N/A	
Unexpended (All Funds)	3,258,768	629,859	784,258	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	3,258,768	629,859	784,258	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
REBILLABLE EXPENSES

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	10,000,000	10,000,000	
	Total	**0.00**	**0**	**0**	**10,000,000**	**10,000,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	10,000,000	10,000,000	
	Total	**0.00**	**0**	**0**	**10,000,000**	**10,000,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	10,000,000	10,000,000	
	Total	**0.00**	**0**	**0**	**10,000,000**	**10,000,000**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
REBILLABLE EXPENSES								
CORE								
M&R SERVICES	5,684	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	455,398	0.00	500,000	0.00	500,000	0.00	500,000	0.00
REBILLABLE EXPENSES	8,748,482	0.00	9,500,000	0.00	9,500,000	0.00	9,500,000	0.00
TOTAL - EE	**9,209,564**	**0.00**	**10,000,000**	**0.00**	**10,000,000**	**0.00**	**10,000,000**	**0.00**
REFUNDS	6,178	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	**6,178**	**0.00**	**0**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$9,215,742**	**0.00**	**$10,000,000**	**0.00**	**$10,000,000**	**0.00**	**$10,000,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$9,215,742**	**0.00**	**$10,000,000**	**0.00**	**$10,000,000**	**0.00**	**$10,000,000**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
LEGAL EXPENSE FUND-TRANSFER								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	8,972,247	0.00	6,000,000	0.00	6,000,000	0.00	6,000,000	0.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	25,000	0.00	25,000	0.00	25,000	0.00
CONSERVATION COMMISSION	24,579	0.00	130,000	0.00	130,000	0.00	130,000	0.00
PARKS SALES TAX	124,492	0.00	2,286	0.00	2,286	0.00	2,286	0.00
SOIL AND WATER SALES TAX	8,476	0.00	149	0.00	149	0.00	149	0.00
STATE HWYS AND TRANS DEPT	888,826	0.00	600,000	0.00	600,000	0.00	600,000	0.00
TOTAL - TRF	10,018,620	0.00	6,757,435	0.00	6,757,435	0.00	6,757,435	0.00
TOTAL	**10,018,620**	**0.00**	**6,757,435**	**0.00**	**6,757,435**	**0.00**	**6,757,435**	**0.00**
GRAND TOTAL	**$10,018,620**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31122
Division	Division of General Services		
Core -	Legal Expense Fund Transfer		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	6,000,000	0	757,435	6,757,435	E
Total	**6,000,000**	**0**	**757,435**	**6,757,435**	E
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Several Funding Sources (see below)
Notes: An "E" is requested for all funds.

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	6,000,000	0	757,435	6,757,435	E
Total	**6,000,000**	**0**	**757,435**	**6,757,435**	E
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Several Funding Sources (see below)
Notes: An "E" is requested for all funds.

2. CORE DESCRIPTION

Appropriation to fund transfers to the State Legal Expense Fund on an as needed basis for the payment of claims, premiums, and expenses as provided by Sections 105.711 et seq., RSMo.

Other funds are:

$ 25,000E	Office of Administration Revolving Administrative Trust Fund
130,000E	Conservation Commission Fund
600,000E	State Highways and Transportation Department Fund
2,286E	Parks Sales Tax
149E	Soil and Water

3. PROGRAM LISTING (list programs included in this core funding)

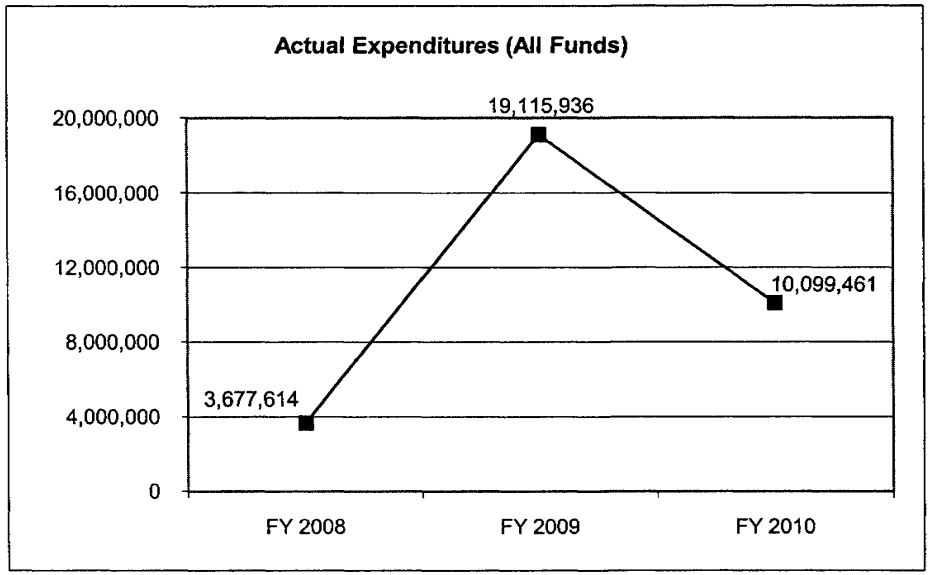
Risk Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31122
Division	Division of General Services		
Core -	Legal Expense Fund Transfer		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.	
Appropriation (All Funds)	6,757,435	19,706,652	10,150,383	6,757,435	E
Less Reverted (All Funds)	(18,000)	(18,000)	0	N/A	
Budget Authority (All Funds)	6,739,435	19,688,652	10,150,383	N/A	
Actual Expenditures (All Funds)	3,677,614	19,115,936	10,099,461	N/A	
Unexpended (All Funds)	3,061,821	572,716	50,922	N/A	
Unexpended, by Fund:					
General Revenue	2,621,103	102,490	753	N/A	
Federal	0	0	0	N/A	
Other	440,718	470,226	50,169	N/A	
		(1)	(2)		



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) Estimated appropriations increased $12,800,000 GR; $140,471 Parks Sales Tax; $8,746 Soil and Water Sales Tax

(2) Estimated appropriations increased $2,973,000 GR; $289,090 Conservation, $122,382 Parks Sales Tax; $8,476 Soil and Water Sales Tax

OFFICE OF ADMINISTRATION
LEGAL EXPENSE FUND-TRANSFER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	6,000,000	0	757,435	6,757,435	
	Total	**0.00**	**6,000,000**	**0**	**757,435**	**6,757,435**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	6,000,000	0	757,435	6,757,435	
	Total	**0.00**	**6,000,000**	**0**	**757,435**	**6,757,435**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	6,000,000	0	757,435	6,757,435	
	Total	**0.00**	**6,000,000**	**0**	**757,435**	**6,757,435**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
LEGAL EXPENSE FUND-TRANSFER								
CORE								
TRANSFERS OUT	10,018,620	0.00	6,757,435	0.00	6,757,435	0.00	6,757,435	0.00
TOTAL - TRF	**10,018,620**	**0.00**	**6,757,435**	**0.00**	**6,757,435**	**0.00**	**6,757,435**	**0.00**
GRAND TOTAL	**$10,018,620**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**
GENERAL REVENUE	**$8,972,247**	**0.00**	**$6,000,000**	**0.00**	**$6,000,000**	**0.00**	**$6,000,000**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$1,046,373**	**0.00**	**$757,435**	**0.00**	**$757,435**	**0.00**	**$757,435**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
LEGAL EXPENSE FUND								
CORE								
EXPENSE & EQUIPMENT								
STATE LEGAL EXPENSE	8,994,386	0.00	6,257,435	0.00	6,257,435	0.00	6,257,435	0.00
TOTAL - EE	8,994,386	0.00	6,257,435	0.00	6,257,435	0.00	6,257,435	0.00
PROGRAM-SPECIFIC								
STATE LEGAL EXPENSE	999,794	0.00	500,000	0.00	500,000	0.00	500,000	0.00
TOTAL - PD	999,794	0.00	500,000	0.00	500,000	0.00	500,000	0.00
TOTAL	**9,994,180**	**0.00**	**6,757,435**	**0.00**	**6,757,435**	**0.00**	**6,757,435**	**0.00**
GRAND TOTAL	**$9,994,180**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31123
Division	Division of General Services		
Core -	Legal Expense Fund		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	6,257,435	6,257,435	E
PSD	0	0	500,000	500,000	E
TRF	0	0	0	0	
Total	**0**	**0**	**6,757,435**	**6,757,435**	**E**
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Legal Expense Fund (0692)
Notes: An "E" is requested for Other Funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	6,257,435	6,257,435	E
PSD	0	0	500,000	500,000	E
TRF	0	0	0	0	
Total	**0**	**0**	**6,757,435**	**6,757,435**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Legal Expense Fund (0692)
Notes: An "E" is requested for Other Funds

2. CORE DESCRIPTION

Core appropriation from the State Legal Expense Fund, a self-funded mechanism established under Section 105.711 et seq., RSMo to pay liability claims against the state, its officers, or employees and to purchase certain insurance when deemed necessary.

3. PROGRAM LISTING (list programs included in this core funding)

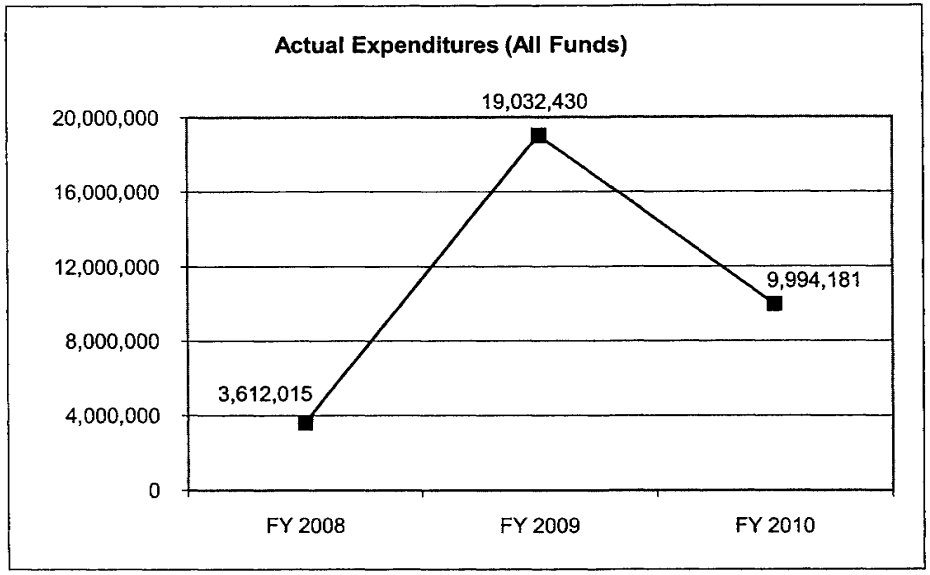
Risk Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31123
Division	Division of General Services		
Core -	Legal Expense Fund		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	6,757,435	19,057,435	9,994,435	6,757,435 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	6,757,435	19,057,435	9,994,435	N/A
Actual Expenditures (All Funds)	3,612,015	19,032,430	9,994,181	N/A
Unexpended (All Funds)	3,145,420	25,005	254	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	3,145,420	25,005	254	N/A
		(1)	(2)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) Estimated appropriation increased $12,300,000 in FY 09.

(2) Estimated appropriation increased $3,237,000 in FY 10.

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
LEGAL EXPENSE FUND

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	6,257,435	6,257,435	
	PD	0.00	0	0	500,000	500,000	
	Total	**0.00**	**0**	**0**	**6,757,435**	**6,757,435**	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	6,257,435	6,257,435	
	PD	0.00	0	0	500,000	500,000	
	Total	**0.00**	**0**	**0**	**6,757,435**	**6,757,435**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	6,257,435	6,257,435	
	PD	0.00	0	0	500,000	500,000	
	Total	**0.00**	**0**	**0**	**6,757,435**	**6,757,435**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
LEGAL EXPENSE FUND								
CORE								
TRAVEL, IN-STATE	0	0.00	335	0.00	335	0.00	335	0.00
TRAVEL, OUT-OF-STATE	0	0.00	2,000	0.00	2,000	0.00	2,000	0.00
PROFESSIONAL SERVICES	6,443,302	0.00	4,250,000	0.00	4,250,000	0.00	4,250,000	0.00
OTHER EQUIPMENT	0	0.00	100	0.00	100	0.00	100	0.00
EQUIPMENT RENTALS & LEASES	9,097	0.00	5,000	0.00	5,000	0.00	5,000	0.00
MISCELLANEOUS EXPENSES	2,541,987	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - EE	**8,994,386**	**0.00**	**6,257,435**	**0.00**	**6,257,435**	**0.00**	**6,257,435**	**0.00**
PROGRAM DISTRIBUTIONS	999,794	0.00	500,000	0.00	500,000	0.00	500,000	0.00
TOTAL - PD	**999,794**	**0.00**	**500,000**	**0.00**	**500,000**	**0.00**	**500,000**	**0.00**
GRAND TOTAL	**$9,994,180**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$9,994,180**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**	**$6,757,435**	**0.00**

Assigned Programs

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ADMIN HEARING COMMISSION								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	683,691	12.88	909,213	15.50	909,213	15.50	909,213	15.50
TOTAL - PS	683,691	12.88	909,213	15.50	909,213	15.50	909,213	15.50
EXPENSE & EQUIPMENT								
GENERAL REVENUE	81,655	0.00	87,267	0.00	86,777	0.00	86,424	0.00
TOTAL - EE	81,655	0.00	87,267	0.00	86,777	0.00	86,424	0.00
TOTAL	**765,346**	**12.88**	**996,480**	**15.50**	**995,990**	**15.50**	**995,637**	**15.50**
GRAND TOTAL	**$765,346**	**12.88**	**$996,480**	**15.50**	**$995,990**	**15.50**	**$995,637**	**15.50**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31212C
Division	Assigned Programs		
Core -	Administrative Hearing Commission		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	909,213	0	0	909,213
EE	86,777	0	0	86,777
PSD	0	0	0	0
TRF	0	0	0	0
Total	**995,990**	**0**	**0**	**995,990**
FTE	**15.50**	**0.00**	**0.00**	**15.50**
Est. Fringe	*428,967*	*0*	*0*	*428,967*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	909,213	0	0	909,213
EE	86,424	0	0	86,424
PSD	0	0	0	0
TRF	0	0	0	0
Total	**995,637**	**0**	**0**	**995,637**
FTE	**15.50**	**0.00**	**0.00**	**15.50**
Est. Fringe	*428,967*	*0*	*0*	*428,967*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Administrative Hearing Commission was established under Chapter 621, RSMo. Its purpose is to hear and decide cases arising from disputes between state agencies and private parties. Our mission is to serve the citizens of Missouri by holding hearings, reviewing settlements, and issuing timely decisions in cases that involve taxes, professional licenses, public safety, Medicaid and other matters.

The core budget request is for the AHC to process cases, hold hearings, produce transcripts, and issue decisions.

3. PROGRAM LISTING (list programs included in this core funding)

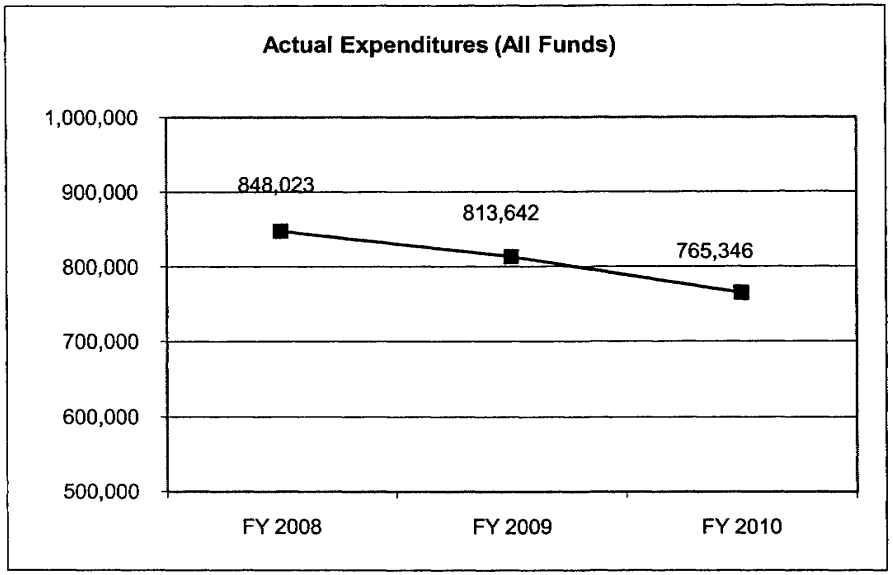
Administrative Hearing Commission

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31212C
Division	Assigned Programs		
Core -	Administrative Hearing Commission		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	961,834	983,914	928,661	996,480
Less Reverted (All Funds)	(19,905)	(49,386)	(41,106)	N/A
Budget Authority (All Funds)	941,929	934,528	887,555	N/A
Actual Expenditures (All Funds)	848,023	813,642	765,346	N/A
Unexpended (All Funds)	93,906	120,886	122,209	N/A
Unexpended, by Fund:				
General Revenue	93,906	120,886	122,209	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
ADMIN HEARING COMMISSION

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	15.50	909,213	0	0	909,213	
		EE	0.00	87,267	0	0	87,267	
		Total	**15.50**	**996,480**	**0**	**0**	**996,480**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	380 7636	EE	0.00	(490)	0	0	(490)	FY 11 spending restrictions
NET DEPARTMENT CHANGES			**0.00**	**(490)**	**0**	**0**	**(490)**	
DEPARTMENT CORE REQUEST								
		PS	15.50	909,213	0	0	909,213	
		EE	0.00	86,777	0	0	86,777	
		Total	**15.50**	**995,990**	**0**	**0**	**995,990**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1685 7636	EE	0.00	(353)	0	0	(353)	FY12 Core Reductions
NET GOVERNOR CHANGES			**0.00**	**(353)**	**0**	**0**	**(353)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	15.50	909,213	0	0	909,213	
		EE	0.00	86,424	0	0	86,424	
		Total	**15.50**	**995,637**	**0**	**0**	**995,637**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	31212	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Administrative Hearing Commission	**DIVISION:**	Assigned Programs

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

It is requested that 25%, PS and/or E&E be allowed between each appropriation, as provided in House Bill 1005, as Flexible PS/EE. This flexibility enables the AHC to better respond to any unforeseeable fiscal changes during tight financial times.

DEPARTMENT REQUEST

		Appr Total	Flex % Request	Flex Amount Request
	PS	$909,213	25%	$227,303
	E&E	$86,777	25%	$21,694
Total Request		$995,990	25%	$248,997

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
0	Unknown	Unknown

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
	Flexibility was approved in the amount of 25% for FY11. Use for current year is unknown at this time.

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ADMIN HEARING COMMISSION								
CORE								
SR OFC SUPPORT ASST (KEYBRD)	54,117	2.18	39,528	1.50	50,536	2.00	50,536	2.00
COURT REPORTER II	78,835	1.69	96,736	2.00	96,736	2.00	96,736	2.00
EXECUTIVE I	29,580	1.00	35,816	1.00	35,816	1.00	35,816	1.00
PARALEGAL	32,509	1.00	34,295	1.00	34,295	1.00	34,295	1.00
LEGAL COUNSEL	133,490	2.23	218,665	4.00	207,657	3.50	207,657	3.50
COMMISSION MEMBER	283,862	2.77	409,721	4.00	409,721	4.00	409,721	4.00
SPECIAL ASST OFFICE & CLERICAL	38,975	1.01	40,341	1.00	40,341	1.00	40,341	1.00
PRINCIPAL ASST BOARD/COMMISSON	32,323	1.00	34,111	1.00	34,111	1.00	34,111	1.00
TOTAL - PS	**683,691**	**12.88**	**909,213**	**15.50**	**909,213**	**15.50**	**909,213**	**15.50**
TRAVEL, IN-STATE	1,274	0.00	5,275	0.00	5,104	0.00	5,041	0.00
TRAVEL, OUT-OF-STATE	2,726	0.00	1,976	0.00	1,976	0.00	1,976	0.00
SUPPLIES	27,109	0.00	23,791	0.00	23,791	0.00	23,791	0.00
PROFESSIONAL DEVELOPMENT	5,409	0.00	5,890	0.00	5,890	0.00	5,890	0.00
COMMUNICATION SERV & SUPP	5,122	0.00	7,626	0.00	7,626	0.00	7,626	0.00
PROFESSIONAL SERVICES	6,601	0.00	16,854	0.00	16,535	0.00	16,245	0.00
M&R SERVICES	21,008	0.00	12,980	0.00	12,980	0.00	12,980	0.00
COMPUTER EQUIPMENT	5,027	0.00	0	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	7,379	0.00	9,987	0.00	9,987	0.00	9,987	0.00
OTHER EQUIPMENT	0	0.00	975	0.00	975	0.00	975	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	10	0.00	10	0.00	10	0.00
MISCELLANEOUS EXPENSES	0	0.00	1,903	0.00	1,903	0.00	1,903	0.00
TOTAL - EE	**81,655**	**0.00**	**87,267**	**0.00**	**86,777**	**0.00**	**86,424**	**0.00**
GRAND TOTAL	**$765,346**	**12.88**	**$996,480**	**15.50**	**$995,990**	**15.50**	**$995,637**	**15.50**
GENERAL REVENUE	**$765,346**	**12.88**	**$996,480**	**15.50**	**$995,990**	**15.50**	**$995,637**	**15.50**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Administrative Hearing Commission
Program is found in the following core budget(s): Administrative Hearing Commission

1. What does this program do?

The Administrative Hearing Commission (AHC) provides business entities and private citizens with an impartial review of decisions made by state agencies. The AHC hears and decides cases involving millions of dollars in tax and Medicaid reimbursement revenues; serious threats to public safety such as unsafe nursing homes, enforcement of the liquor control laws, and peace officers' certificates; and discipline of professional licenses. New statutes add to our jurisdiction almost every year. For example, in the past several years, statutes have transferred jurisdiction over motor carrier and railroad safety matters, surety agent licenses, and motor vehicle dealer licenses to the AHC. Additionally, the AHC serves as hearing officer through a memorandum of understanding with certain other state agencies whose cases do not fall into our statutory jurisdiction, most notably the Missouri Commission on Human Rights, and the Missouri Consolidated Health Care Plan. The Department of Natural Resources was previously included in that group, however HB 824 transferred the authority to hear appeals to the Hazardous Waste Management Commission, Land Reclamation Commission, Safe Drinking Water Commission, Air Conservation Commission, and Clean Water Commission to the AHC beginning August 28, 2005. Beginning August 28, 2010, the AHC will have jurisdiction over personnel cases formally adjudicated by the Personnel Advisory Board including, for example, discipline stemming from termination, demotion and/or whistle blowing.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 621, RSMo creates the AHC and sets forth its procedures and jurisdiction.

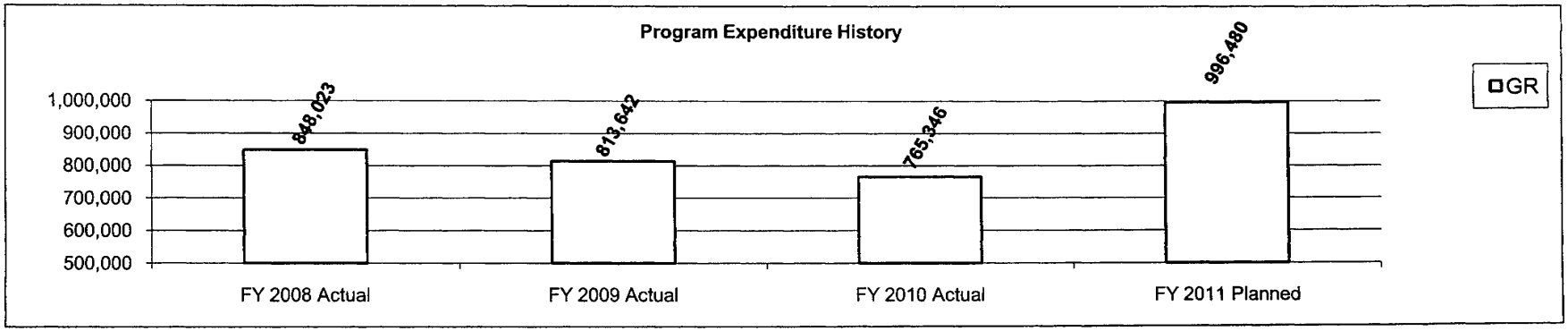
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Administrative Hearing Commission
Program is found in the following core budget(s): Administrative Hearing Commission

6. What are the sources of the "Other " funds?

N/A

7a. Provide an effectiveness measure.

1. Percentage of cases disposed in desired timeframes.
   Goal: 90% within 18 months
   98% within 24 months

Case Processing Time Standards:
Age of Case at Disposition

	Goal	Actual Performance			Projected Performance		
		FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013
Within 18 Months*	90%	96.6%	96.1%	96.2%	95.8%	95.8%	95.8%
Within 24 Months*	98%	98.1%	98.1%	97.9%	98.0%	98.0%	98.0%

* The times refer to the time between the date a case is filed and the date it is finally disposed at the AHC.

PROGRAM DESCRIPTION

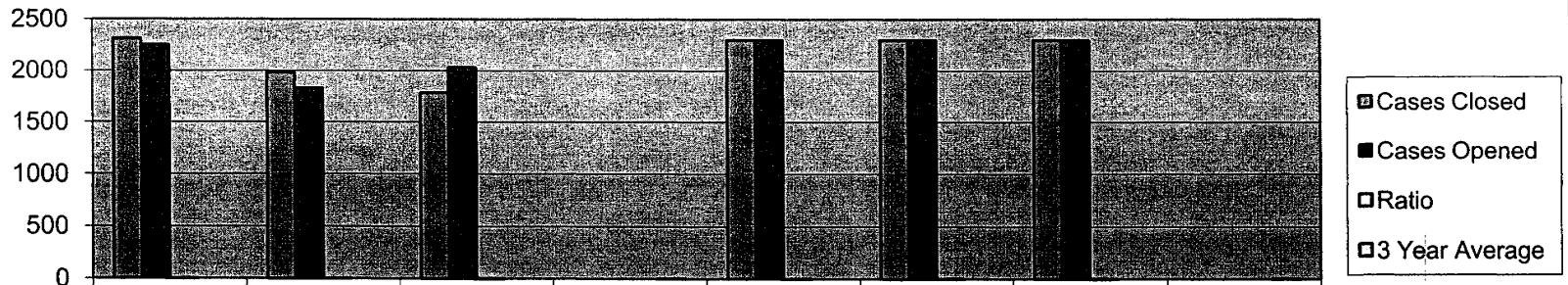
Department: Office of Administration
Program Name: Administrative Hearing Commission
Program is found in the following core budget(s): Administrative Hearing Commission

7b.

Provide an efficiency measure.

Ratio of cases closed to cases opened.

Cases Closed-Cases Opened Ratio
3 Year Actual;
Current Year & 2 Future Years Projected



	FY2008 Actual	FY2009 Actual	FY2010 Actual	Average *Actual	FY2011 Projected	FY2012 Projected	FY2013 Projected	Average **Projected
Cases Closed	2311	1980	1784		2300	2300	2300	
Cases Opened	2251	1829	2033		2300	2300	2300	
Ratio	102.67%	108.26%	88.00%		100.00%	100.00%	100.00%	
3 Year Average				99.64%				100.00%

*Average figure is more accurate measure than any one year as it corrects for unusual patterns that may occur at the beginning or end of a fiscal year.

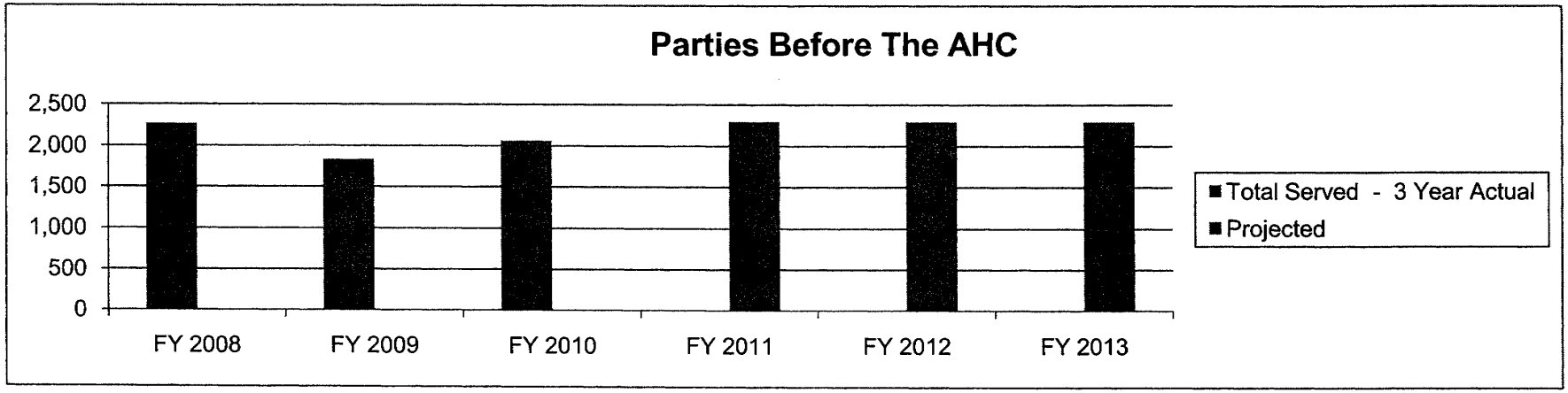
**Projections will not be accurate because we do not control the number of cases filed. However, in recent years about 2000 cases per year have been filed, and our goal is to close cases at the same rate, on average, as they are opened. The AHC has been given jurisdiction, effective August 28, 2010, over appeals from employment actions against state merit employees. Any merit employee who has been dismissed, involuntarily demoted for cause, or suspended for more than five working days has the right to appeal this decision to the AHC. The appeal must set forth the employee's reasons for claiming that the action was for political, religious or racial reasons, or not for the good of the service. In addition, jurisdiction over employee "whistle blower" cases will be transferred to the AHC on the same date.

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Administrative Hearing Commission
Program is found in the following core budget(s): Administrative Hearing Commission

7c.

Provide the number of clients/individuals served, if applicable.



Actual numbers are 2266, FY 08; 1837, FY09 and 2062, FY10. A number of parties, such as some state agencies, have many cases before us each year. In this graph, each party is only counted one time even if that party had multiple cases at the AHC. Projections are made for current Fiscal Year 2011 and future Fiscal Years 2012-2013. The increase in projected client/individuals served in 2011 to 2013 result from the expanded jurisdiction the AHC will have over grievances filed by state employees that formally were adjudicated by the Personnel Advisory Board. Approximately 300 additional cases are expected to be filed at the AHC as a result.

7d.

Provide a customer satisfaction measure, if available.

None is available at this time.

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
OFFICE OF CHILD ADVOCATE								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	126,202	2.46	137,161	2.68	71,348	1.31	71,348	1.31
OA-FEDERAL AND OTHER	86,064	1.54	71,114	1.32	54,776	1.04	59,999	1.04
TOTAL - PS	212,266	4.00	208,275	4.00	126,124	2.35	131,347	2.35
EXPENSE & EQUIPMENT								
GENERAL REVENUE	7,200	0.00	15,107	0.00	5,823	0.00	5,780	0.00
OA-FEDERAL AND OTHER	12,910	0.00	66,883	0.00	4,469	0.00	4,469	0.00
TOTAL - EE	20,110	0.00	81,990	0.00	10,292	0.00	10,249	0.00
TOTAL	232,376	4.00	290,265	4.00	136,416	2.35	141,596	2.35
GRAND TOTAL	$232,376	4.00	$290,265	4.00	$136,416	2.35	$141,596	2.35

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31313
Division	Assigned Programs		
Core -	Office of Child Advocate		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	71,348	54,776	0	126,124
EE	5,823	4,469	0	10,292
PSD	0	0	0	0
TRF	0	0	0	0
Total	**77,171**	**59,245**	**0**	**136,416**
FTE	**1.31**	**1.04**	**0.00**	**2.35**
Est. Fringe	*39,705*	*30,483*	*0*	*70,188*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	71,348	59,999	0	131,347
EE	5,780	4,469	0	10,249
PSD	0	0	0	0
TRF	0	0	0	0
Total	**77,128**	**64,468**	**0**	**141,596**
FTE	**1.31**	**1.04**	**0.00**	**2.35**
Est. Fringe	*39,705*	*33,389*	*0*	*73,095*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Office of Child Advocate responds to complaints in Missouri's child protection system to help ensure that our children are secure and free from abuse and neglect. The Office of Child Advocate interacts with persons, organizations, and agencies responsible for providing services to, or caring for, children who are victims of abuse and neglect.

3. PROGRAM LISTING (list programs included in this core funding)

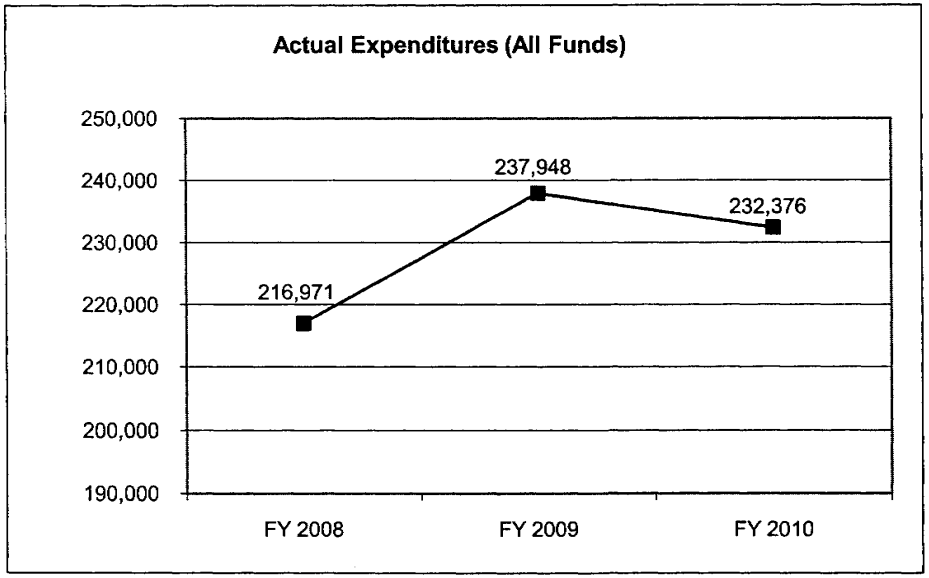
Child Advocacy

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31313
Division	Assigned Programs		
Core -	Office of Child Advocate		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	307,016	312,365	300,648	290,265
Less Reverted (All Funds)	(5,132)	(13,152)	(15,263)	
Budget Authority (All Funds)	301,884	299,213	285,385	N/A
Actual Expenditures (All Funds)	216,971	237,948	232,376	N/A
Unexpended (All Funds)	84,913	61,265	53,009	N/A
Unexpended, by Fund:				
General Revenue	26,105	26,300	13,986	N/A
Federal	58,808	34,965	39,023	N/A
Other	0	0	0	N/A
				(1)



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) General Revenue was reduced $75,097 for spending restrictions imposed in FY11, this also reduced Federal Funds due to ability to only spend 44.18% of total expenditures.

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
OFFICE OF CHILD ADVOCATE

5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES									
			PS	4.00	137,161	71,114	0	208,275	
			EE	0.00	15,107	66,883	0	81,990	
			Total	**4.00**	**152,268**	**137,997**	**0**	**290,265**	
DEPARTMENT CORE ADJUSTMENTS									
Core Reduction	53	6321	PS	(1.37)	(65,813)	0	0	(65,813)	FY 11 expenditure restrictions
Core Reduction	53	6322	EE	0.00	(9,284)	0	0	(9,284)	FY 11 expenditure restrictions
Core Reduction	55	6323	PS	(0.28)	0	(16,338)	0	(16,338)	Loss of federal match due to GR spending restriction reduction
Core Reduction	55	6324	EE	0.00	0	(62,414)	0	(62,414)	Loss of federal match due to GR spending restriction reduction
NET DEPARTMENT CHANGES				**(1.65)**	**(75,097)**	**(78,752)**	**0**	**(153,849)**	
DEPARTMENT CORE REQUEST									
			PS	2.35	71,348	54,776	0	126,124	
			EE	0.00	5,823	4,469	0	10,292	
			Total	**2.35**	**77,171**	**59,245**	**0**	**136,416**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS									
Core Reduction	55	6323	PS	0.00	0	5,223	0	5,223	Loss of federal match due to GR spending restriction reduction
Core Reduction	1686	6322	EE	0.00	(43)	0	0	(43)	FY12 Core Reductions
NET GOVERNOR CHANGES				**0.00**	**(43)**	**5,223**	**0**	**5,180**	
GOVERNOR'S RECOMMENDED CORE									
			PS	2.35	71,348	59,999	0	131,347	

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
OFFICE OF CHILD ADVOCATE

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	5,780	4,469	0	10,249	
	Total	**2.35**	**77,128**	**64,468**	**0**	**141,596**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	31313	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Office of Child Advocate	**DIVISION:**	Assigned Programs

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

25% of GR PS & EE budgeted amounts. The flexibility will help the organization manage responsibilities and resources should any withholdings occur.

101	PS	$71,348	25%	$17,837
	E&E	$5,823	25%	$1,456
135	PS	$54,776	25%	$13,694
		$4,469	25%	$1,117

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$16,721	**Unknown. Dependent upon mandated budget adjustments.**	**Dependent upon timing and amount of any FY11 withholdings.**

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
Flexibility allows for Federal EE funds to PS to allow for OCA to meet OCA salaries as well as maximize the federal grant dollars. Federal grant allows for OCA to spend 44% of total expenditures.	Flexibility allows for Federal EE funds to PS to allow for OCA to meet OCA salaries as well as maximize the federal grant dollars. Federal grant allows for OCA to spend 44% of total expenditures.

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
OFFICE OF CHILD ADVOCATE								
CORE								
ADMINISTRATIVE ASSISTANT	45,000	1.00	45,000	1.00	40,046	0.85	40,046	0.85
PROGRAM MANAGER	71,717	1.00	74,945	1.00	60,527	1.00	60,527	1.00
INVESTIGATOR	95,549	2.00	88,330	2.00	25,551	0.50	30,774	0.50
TOTAL - PS	**212,266**	**4.00**	**208,275**	**4.00**	**126,124**	**2.35**	**131,347**	**2.35**
TRAVEL, IN-STATE	5,105	0.00	17,469	0.00	3,350	0.00	3,320	0.00
TRAVEL, OUT-OF-STATE	4,250	0.00	7,851	0.00	0	0.00	0	0.00
SUPPLIES	1,097	0.00	3,500	0.00	769	0.00	769	0.00
PROFESSIONAL DEVELOPMENT	1,832	0.00	7,509	0.00	500	0.00	500	0.00
COMMUNICATION SERV & SUPP	5,309	0.00	4,990	0.00	4,050	0.00	4,050	0.00
PROFESSIONAL SERVICES	1,219	0.00	27,353	0.00	799	0.00	786	0.00
M&R SERVICES	42	0.00	70	0.00	74	0.00	74	0.00
OFFICE EQUIPMENT	747	0.00	6,437	0.00	500	0.00	500	0.00
BUILDING LEASE PAYMENTS	500	0.00	1,500	0.00	250	0.00	250	0.00
MISCELLANEOUS EXPENSES	9	0.00	5,311	0.00	0	0.00	0	0.00
TOTAL - EE	**20,110**	**0.00**	**81,990**	**0.00**	**10,292**	**0.00**	**10,249**	**0.00**
GRAND TOTAL	**$232,376**	**4.00**	**$290,265**	**4.00**	**$136,416**	**2.35**	**$141,596**	**2.35**
GENERAL REVENUE	**$133,402**	**2.46**	**$152,268**	**2.68**	**$77,171**	**1.31**	**$77,128**	**1.31**
FEDERAL FUNDS	**$98,974**	**1.54**	**$137,997**	**1.32**	**$59,245**	**1.04**	**$64,468**	**1.04**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Child Advocacy
Program is found in the following core budget(s):	Office of Child Advocate

1. What does this program do?

The Office of Child Advocate (OCA) shall provide information as appropriate on the rights and responsibilities of individuals receiving children's services and on the procedures for providing these services. OCA shall investigate, upon his or her own initiative, or upon receipt of a complaint, an administrative action alleged to be contrary to law, rule, or policy. OCA shall monitor the procedures established, implemented, and practiced by the Department of Social Services and recommend changes in the procedures for addressing the needs of families and children. OCA shall submit an annual report, including recommendations, to the Governor and Chief Justice of the Supreme Court analyzing the work of the office.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State statute 37.700-37.730 and 210.145

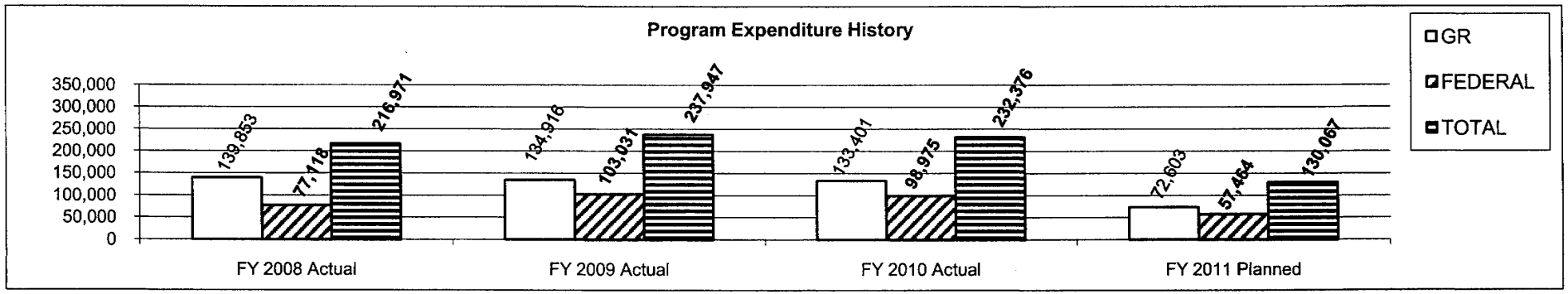
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Child Advocacy
Program is found in the following core budget(s):	Office of Child Advocate

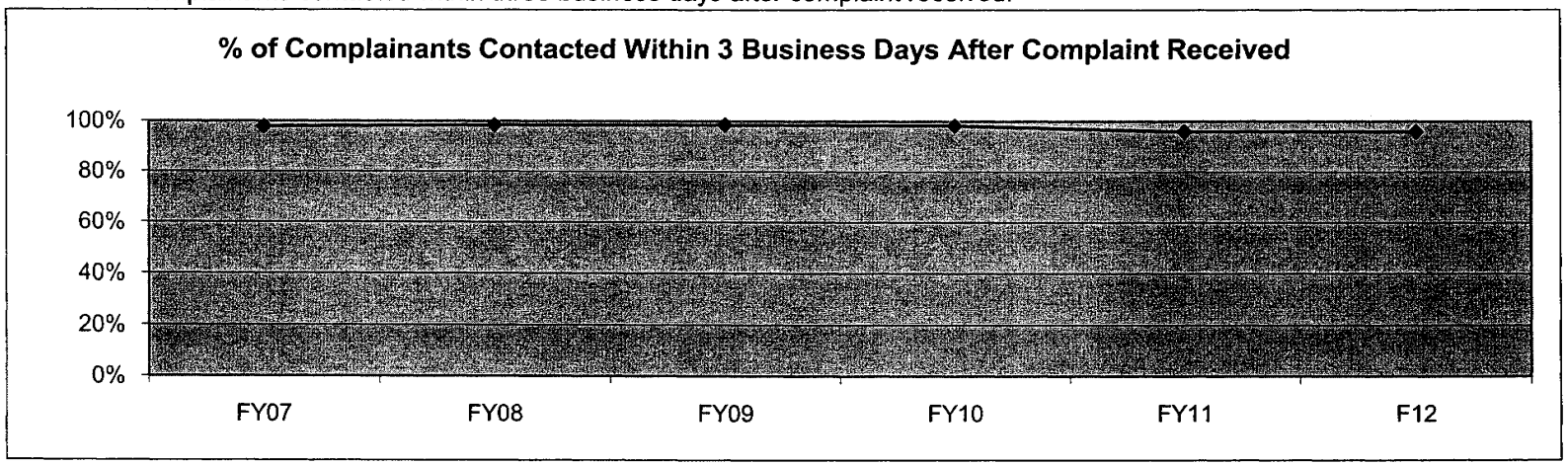
7a. Provide an effectiveness measure.

Increase the knowledge of families/citizens on the Office of Child Advocate and the Child Welfare system in Missouri, leading to more positive outcomes for children and families.

OCA has done the following to increase the knowledge of families and citizens:
- Event displays
- Panel Discussions
- Television interview (KOMU TV, Pepper and Friends)
- OCA website
- Speaking engagements to various groups and organizations

7b. Provide an efficiency measure.

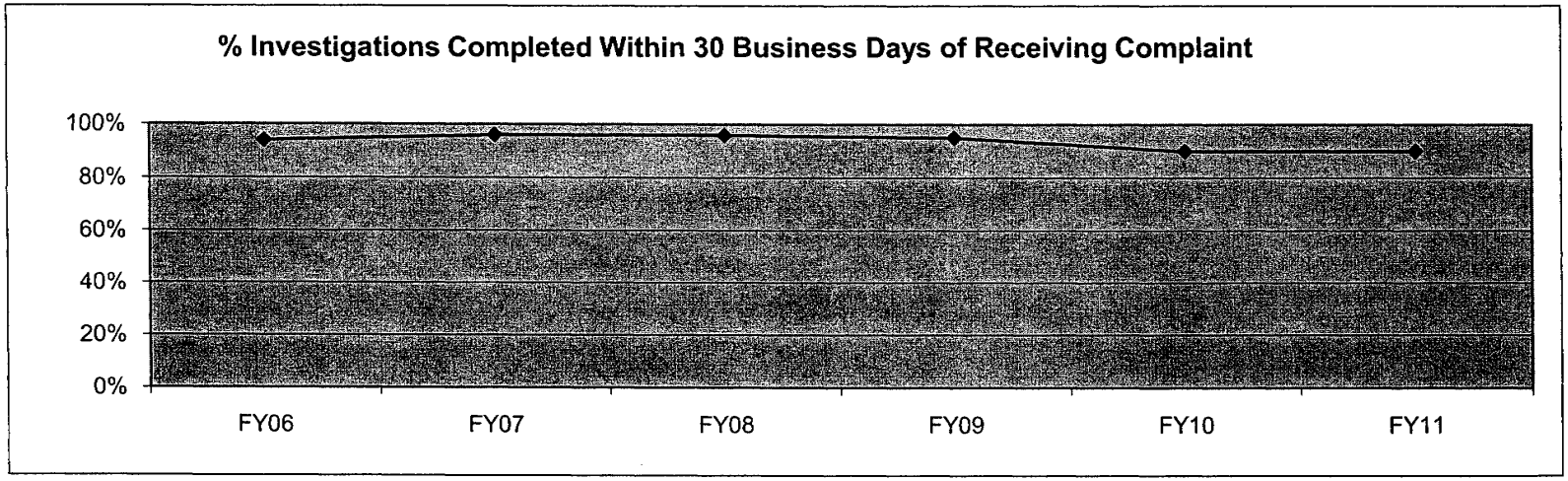
1. Percent of complainants contacted within three business days after complaint received.



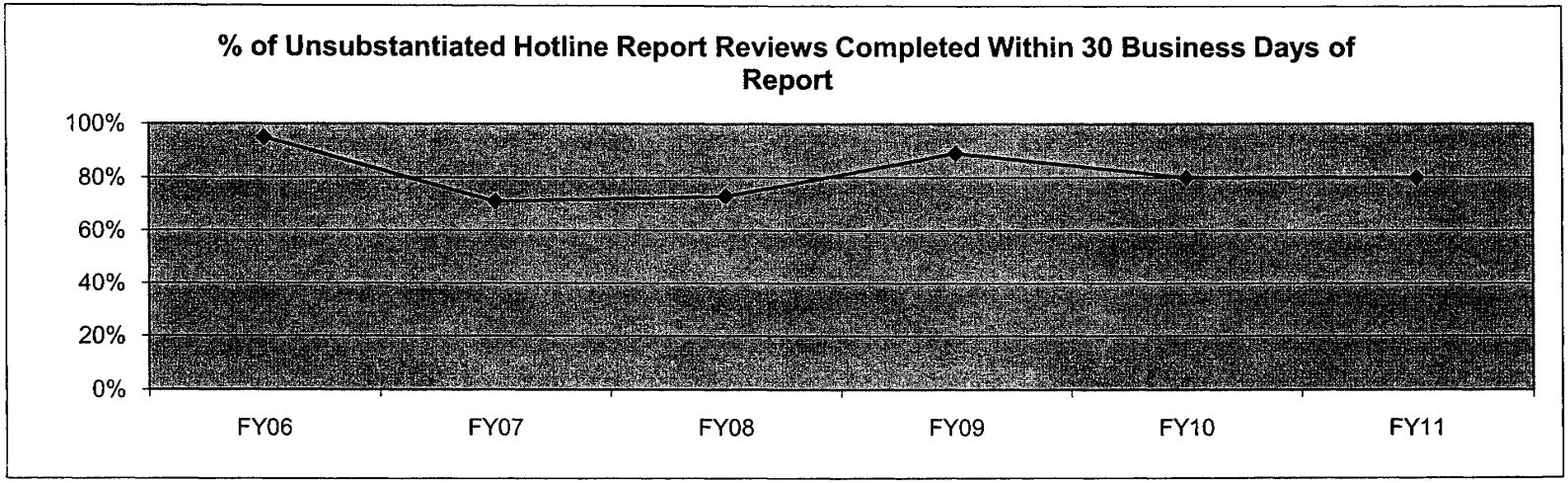
PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Child Advocacy
Program is found in the following core budget(s):	Office of Child Advocate

2. Percent of investigations completed within 30 business days of receiving complaint.



3. Percent of unsubstantiated hotline report reviews completed within 30 business days of report.



PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Child Advocacy
Program is found in the following core budget(s):	Office of Child Advocate

7c. Provide the number of clients/individuals served, if applicable.

554 complainants. 539 children.

The number of complainants includes new cases, reopened cases, unsubstantiated reviews, information and referrals, and unable to contact.

7d. Provide a customer satisfaction measure, if available.

N/A at this time - instrument under consideration

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CHILDREN'S TRUST FUND - OPER								
CORE								
PERSONAL SERVICES								
CHILDREN'S TRUST	202,783	4.00	211,199	5.00	211,199	5.00	211,199	5.00
TOTAL - PS	202,783	4.00	211,199	5.00	211,199	5.00	211,199	5.00
EXPENSE & EQUIPMENT								
CHILDREN'S TRUST	50,235	0.00	144,140	0.00	144,140	0.00	144,140	0.00
TOTAL - EE	50,235	0.00	144,140	0.00	144,140	0.00	144,140	0.00
PROGRAM-SPECIFIC								
CHILDREN'S TRUST	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TOTAL - PD	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TOTAL	**253,018**	**4.00**	**356,339**	**5.00**	**356,339**	**5.00**	**356,339**	**5.00**
GRAND TOTAL	**$253,018**	**4.00**	**$356,339**	**5.00**	**$356,339**	**5.00**	**$356,339**	**5.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31315
Division	Assigned Programs		
Core -	Children's Trust Fund		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	211,199	211,199
EE	0	0	144,140	144,140
PSD	0	0	1,000	1,000
TRF	0	0	0	0
Total	**0**	**0**	**356,339**	**356,339**
FTE	**0.00**	**0.00**	**5.00**	**5.00**
Est. Fringe	*0*	*0*	*126,994*	*126,994*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Children's Trust Fund (0694)

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	211,199	211,199
EE	0	0	144,140	144,140
PSD	0	0	1,000	1,000
TRF	0	0	0	0
Total	**0**	**0**	**356,339**	**356,339**
FTE	**0.00**	**0.00**	**5.00**	**5.00**
Est. Fringe	*0*	*0*	*126,994*	*126,994*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Children's Trust Fund (0694)

2. CORE DESCRIPTION

The Children's Trust Fund (CTF) awards community based grants and conducts public education campaigns to prevent child abuse in Missouri. Funded grants to local governmental agencies, hospitals, schools, not-for-profit and faith-based organizations to support such projects as mentoring for teen parents, grandparent & fatherhood support projects, respite (crisis nursery), home visitation, parent education and parental nurturing. Projects that result in positive outcomes for families are promoted to other communities for replication. Public education awareness campaigns include the prevention of Shaken Baby Syndrome, promoting safe sleep practices that reduces the chance of crib death, "Not Even For a Minute" which focuses on never leaving a child unattended in a vehicle, emotional abuse, parent with patience, and positive parent education.

3. PROGRAM LISTING (list programs included in this core funding)

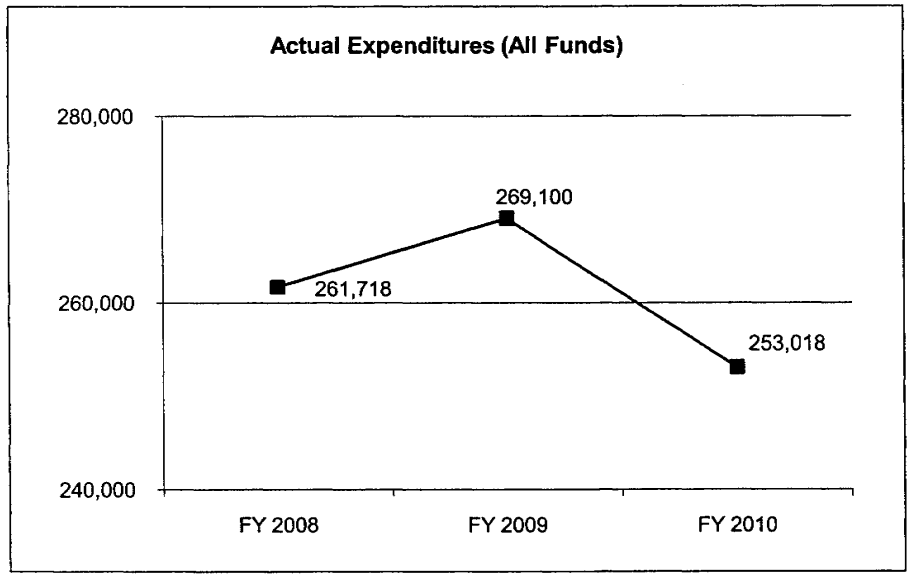
Prevention of Child Abuse and Neglect

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31315
Division	Assigned Programs		
Core -	Children's Trust Fund		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	350,189	356,339	356,339	356,339
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	350,189	356,339	356,339	N/A
Actual Expenditures (All Funds)	261,718	269,100	253,018	N/A
Unexpended (All Funds)	88,471	87,239	103,321	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	88,471	87,239	103,321	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
CHILDREN'S TRUST FUND - OPER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	5.00	0	0	211,199	211,199	
	EE	0.00	0	0	144,140	144,140	
	PD	0.00	0	0	1,000	1,000	
	Total	**5.00**	**0**	**0**	**356,339**	**356,339**	
DEPARTMENT CORE REQUEST							
	PS	5.00	0	0	211,199	211,199	
	EE	0.00	0	0	144,140	144,140	
	PD	0.00	0	0	1,000	1,000	
	Total	**5.00**	**0**	**0**	**356,339**	**356,339**	
GOVERNOR'S RECOMMENDED CORE							
	PS	5.00	0	0	211,199	211,199	
	EE	0.00	0	0	144,140	144,140	
	PD	0.00	0	0	1,000	1,000	
	Total	**5.00**	**0**	**0**	**356,339**	**356,339**	

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CHILDREN'S TRUST FUND - OPER								
CORE								
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	8,418	1.00	8,418	1.00	8,418	1.00
PUBLIC INFORMATION COOR	47,184	1.00	47,181	1.00	47,181	1.00	47,181	1.00
EXECUTIVE I	33,420	1.00	33,418	1.00	33,418	1.00	33,418	1.00
ST CNSLT ON CHILD WELFARE	49,104	1.00	49,107	1.00	49,107	1.00	49,107	1.00
PRINCIPAL ASST BOARD/COMMISSON	73,075	1.00	73,075	1.00	73,075	1.00	73,075	1.00
TOTAL - PS	**202,783**	**4.00**	**211,199**	**5.00**	**211,199**	**5.00**	**211,199**	**5.00**
TRAVEL, IN-STATE	6,100	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TRAVEL, OUT-OF-STATE	0	0.00	15,000	0.00	15,000	0.00	15,000	0.00
SUPPLIES	7,181	0.00	37,500	0.00	37,500	0.00	37,500	0.00
PROFESSIONAL DEVELOPMENT	2,780	0.00	5,275	0.00	5,275	0.00	5,275	0.00
COMMUNICATION SERV & SUPP	1,944	0.00	6,189	0.00	6,189	0.00	6,189	0.00
PROFESSIONAL SERVICES	30,393	0.00	38,276	0.00	38,276	0.00	38,276	0.00
M&R SERVICES	419	0.00	2,500	0.00	2,500	0.00	2,500	0.00
OFFICE EQUIPMENT	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
OTHER EQUIPMENT	0	0.00	3,100	0.00	3,100	0.00	3,100	0.00
BUILDING LEASE PAYMENTS	225	0.00	3,800	0.00	3,800	0.00	3,800	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	3,000	0.00	3,000	0.00	3,000	0.00
MISCELLANEOUS EXPENSES	1,193	0.00	3,500	0.00	3,500	0.00	3,500	0.00
TOTAL - EE	**50,235**	**0.00**	**144,140**	**0.00**	**144,140**	**0.00**	**144,140**	**0.00**
REFUNDS	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TOTAL - PD	**0**	**0.00**	**1,000**	**0.00**	**1,000**	**0.00**	**1,000**	**0.00**
GRAND TOTAL	**$253,018**	**4.00**	**$356,339**	**5.00**	**$356,339**	**5.00**	**$356,339**	**5.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$253,018**	**4.00**	**$356,339**	**5.00**	**$356,339**	**5.00**	**$356,339**	**5.00**

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Children's Trust Fund - Prevention of Child Abuse/Neglect
Program is found in the following core budget(s):	CTF Operating & CTF Program

1. What does this program do?

Funding from the Children's Trust Fund (CTF) provides grants to local community based agencies and organizations to prevent and/or alleviate child abuse and neglect. CTF also conducts numerous public education awareness campaigns including the prevention of Shaken Baby Syndrome, promoting safe sleep practices that reduce the chance of crib death, "Not Even For A Minute" which focuses on never leaving a child unattended in a vehicle, emotional abuse, and positive parenting tips. In FY11 Children's Trust Fund is providing nearly 107 prevention grants supporting activities as mentoring for teen parents, support services for grandparents raising grandchildren, home visitation services for high risk parents and parents with medically fragile children, safe crib, parent education and skill building services, infant massage and nurturing programs to promote the child-parent emotional bonding, respite care for parents through crisis nurseries, hospital based education programs for parents with newborns to prevent shaken baby syndrome, professional development opportunities through the State Technical Assistance Team (STAT) to provide training for child investigators, practitioners, and specialists with children's issues. CTF also provides funding for the Missouri Kids Count Data Book project.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

210.170 - 210.174, RSMo

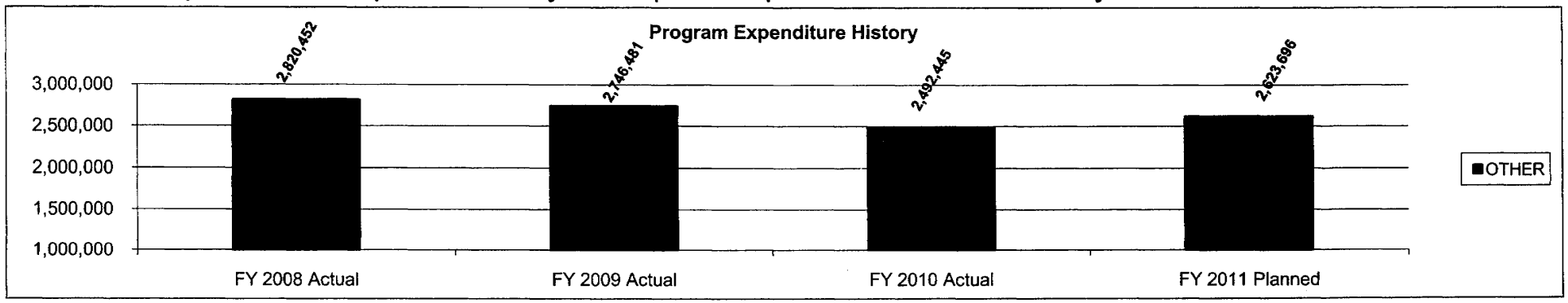
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Donations, federal grant, license plate fees, vital record fees, marriage license fees, and income tax check-off.
210.173, RSMo; 143.100, RSMo; 193.265, RSMo; 451.151, RSMo; 301.463, RSMo

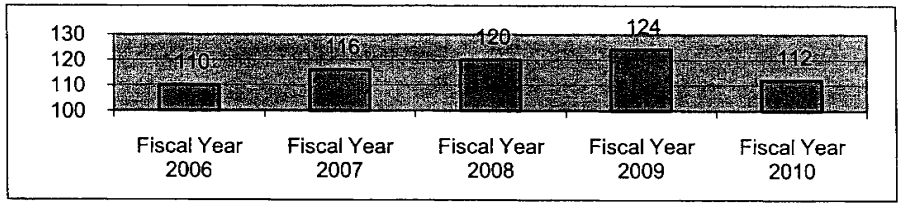
PROGRAM DESCRIPTION

Department Office of Administration
Program Name Children's Trust Fund - Prevention of Child Abuse/Neglect
Program is found in the following core budget(s): CTF Operating & CTF Program

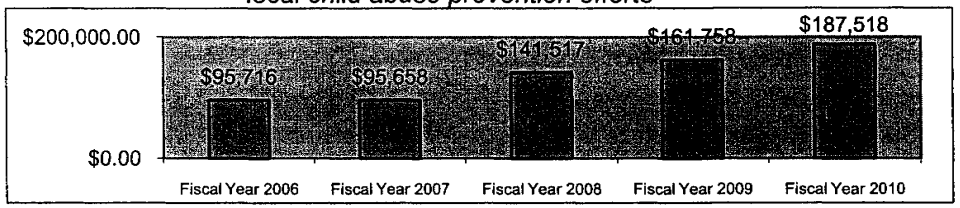
7a. Provide an effectiveness measure.
Shaken Baby Cases Confirmed by the Children's Division

	2006	2007	2008	2009
Fatal Victims	8	9	5	6
Non-Fatal Victims	29	23	26	20

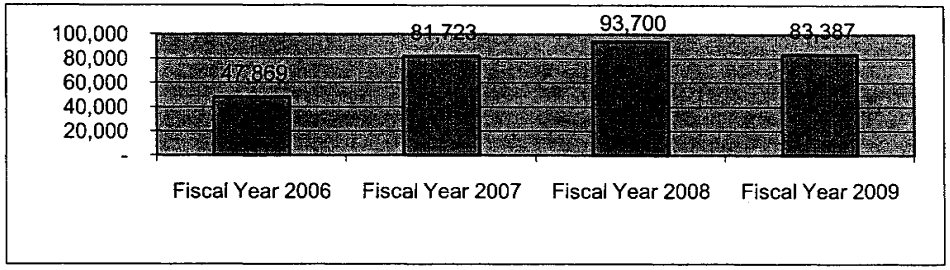
7b. Provide an efficiency measure.
Investment in general/community based child abuse prevention grants:

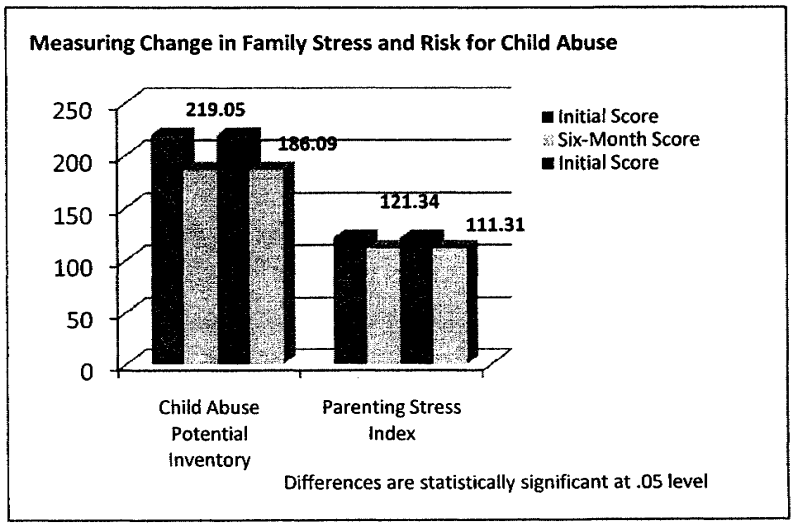


Funding provided to Community License Plate Partners to support local child abuse prevention efforts



7c. Provide the number of clients/individuals served, if applicable.
Number of families, children, and professionals served by community based prevention grants:

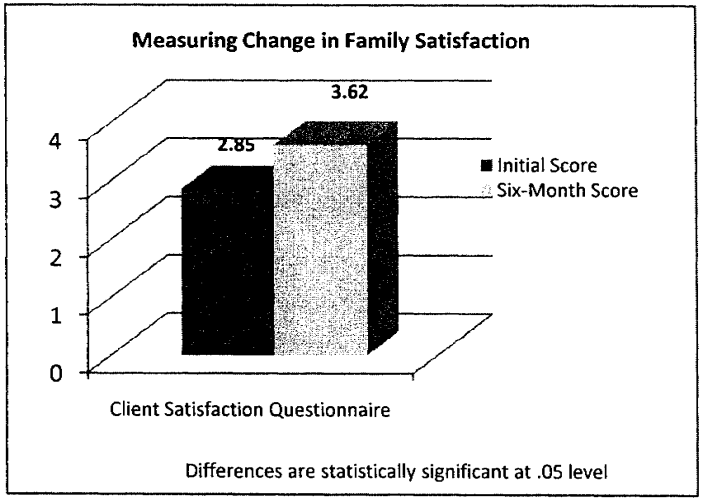




PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Children's Trust Fund - Prevention of Child Abuse/Neglect
Program is found in the following core budget(s):	CTF Operating & CTF Program

7d. Provide a customer satisfaction measure, if available.



OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CTF-PROGRAM								
CORE								
PROGRAM-SPECIFIC								
CHILDREN'S TRUST	2,492,446	0.00	3,360,000	0.00	3,360,000	0.00	3,360,000	0.00
TOTAL - PD	2,492,446	0.00	3,360,000	0.00	3,360,000	0.00	3,360,000	0.00
TOTAL	**2,492,446**	**0.00**	**3,360,000**	**0.00**	**3,360,000**	**0.00**	**3,360,000**	**0.00**
GRAND TOTAL	**$2,492,446**	**0.00**	**$3,360,000**	**0.00**	**$3,360,000**	**0.00**	**$3,360,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31316
Division	Assigned Programs		
Core	CTF Program Distributions		

1. CORE FINANCIAL SUMMARY

FY 2011 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	3,360,000	3,360,000	E
TRF	0	0	0	0	
Total	**0**	**0**	**3,360,000**	**3,360,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Children's Trust Fund (0694)
Notes: An "E" is requested for Other Funds

FY 2011 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	3,360,000	3,360,000	E
TRF	0	0	0	0	
Total	**0**	**0**	**3,360,000**	**3,360,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Children's Trust Fund (0694)
Notes: An "E" is requested for Other Funds

2. CORE DESCRIPTION

To prevent child abuse and neglect by ensuring the funding of results-oriented and evidenced-based programs, training for prevention professionals and research, promoting public awareness and education, and assisting in the integration of statewide prevention efforts.

3. PROGRAM LISTING (list programs included in this core funding)

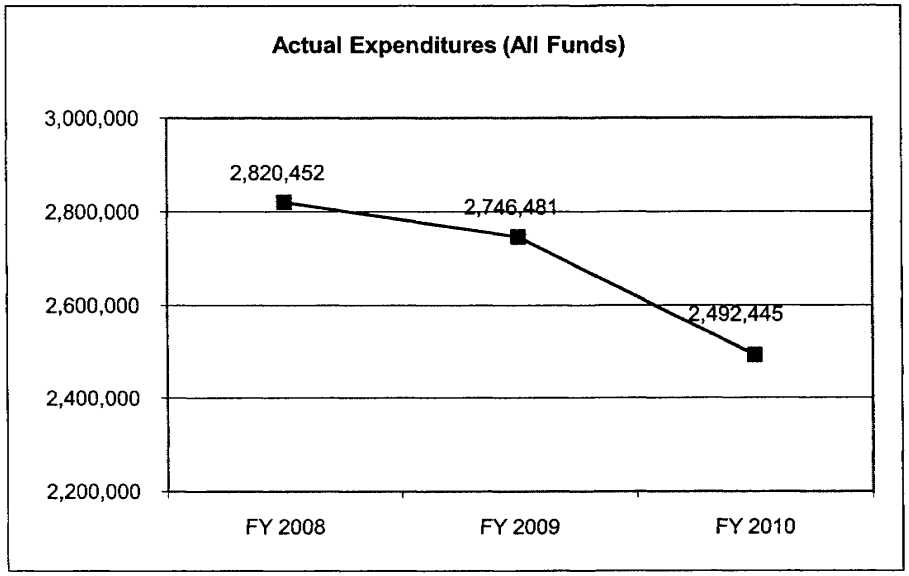
Prevention of Child Abuse and Neglect through grant distribution, education, and public awareness.

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31316
Division	Assigned Programs		
Core	CTF Program Distributions		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	3,360,000	3,360,000	3,360,000	3,360,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,360,000	3,360,000	3,360,000	N/A
Actual Expenditures (All Funds)	2,820,452	2,746,481	2,492,445	N/A
Unexpended (All Funds)	539,548	613,519	867,555	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	539,548	613,519	867,555	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

OFFICE OF ADMINISTRATION
CTF-PROGRAM

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	3,360,000	3,360,000	
	Total	**0.00**	**0**	**0**	**3,360,000**	**3,360,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	3,360,000	3,360,000	
	Total	**0.00**	**0**	**0**	**3,360,000**	**3,360,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	3,360,000	3,360,000	
	Total	**0.00**	**0**	**0**	**3,360,000**	**3,360,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CTF-PROGRAM								
CORE								
PROGRAM DISTRIBUTIONS	2,492,446	0.00	3,360,000	0.00	3,360,000	0.00	3,360,000	0.00
TOTAL - PD	**2,492,446**	**0.00**	**3,360,000**	**0.00**	**3,360,000**	**0.00**	**3,360,000**	**0.00**
GRAND TOTAL	**$2,492,446**	**0.00**	**$3,360,000**	**0.00**	**$3,360,000**	**0.00**	**$3,360,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$2,492,446**	**0.00**	**$3,360,000**	**0.00**	**$3,360,000**	**0.00**	**$3,360,000**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
GOV COUNCIL ON DISABILITY								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	168,371	4.00	168,375	4.00	168,375	4.00	168,375	4.00
TOTAL - PS	168,371	4.00	168,375	4.00	168,375	4.00	168,375	4.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	20,733	0.00	21,563	0.00	20,756	0.00	20,356	0.00
OA REVOLVING ADMINISTRATIVE TR	11,230	0.00	25,000	0.00	25,000	0.00	25,000	0.00
TOTAL - EE	31,963	0.00	46,563	0.00	45,756	0.00	45,356	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	0	0.00	100	0.00	100	0.00	100	0.00
TOTAL - PD	0	0.00	100	0.00	100	0.00	100	0.00
TOTAL	**200,334**	**4.00**	**215,038**	**4.00**	**214,231**	**4.00**	**213,831**	**4.00**
GRAND TOTAL	**$200,334**	**4.00**	**$215,038**	**4.00**	**$214,231**	**4.00**	**$213,831**	**4.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31430
Division	Assigned Programs		
Core -	Governor's Council on Disability		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	168,375	0	0	168,375
EE	20,756	0	25,000	45,756
PSD	100	0	0	100
TRF	0	0	0	0
Total	**189,231**	**0**	**25,000**	**214,231**
FTE	**4.00**	**0.00**	**0.00**	**4.00**
Est. Fringe	*93,701*	*0*	*0*	*93,701*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust (0505)

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	168,375	0	0	168,375
EE	20,356	0	25,000	45,356
PSD	100	0	0	100
TRF	0	0	0	0
Total	**188,831**	**0**	**25,000**	**213,831**
FTE	**4.00**	**0.00**	**0.00**	**4.00**
Est. Fringe	*93,701*	*0*	*0*	*93,701*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust (0505)

2. CORE DESCRIPTION

The Governor's Council on Disability provides leadership to persons with disabilities and state government through:
1. Technical Assistance and Referral
2. Presentations
3. Providing recommendations to the state and local government on policies and practices which promote inclusion in community life for persons with disabilities.
4. Advising employers on hiring practices of persons with disabilities.
5. Conducting statewide youth leadership forum for high school students with disabilities.
6. Distribute the disability Legislative Update and educate consumers on the legislative process.

Due to budget restraints and the retirement of one Disability Program Specialist, we are requesteing that one of our positions be reclassified to a Disability Program Representative. This HR decision is pending, and the final new salary amount to be determined. Any unused Personal Service appropriation will be flexed to E&E, after position is filled, in order to meet critical outreach needs.

3. PROGRAM LISTING (list programs included in this core funding)

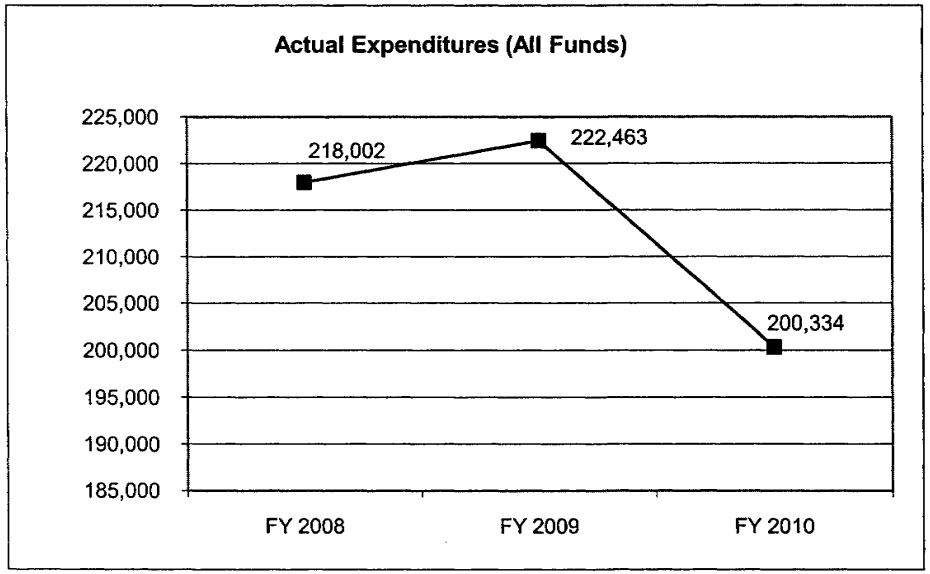
Governor's Council on Disability

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31430
Division	Assigned Programs		
Core -	Governor's Council on Disability		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	247,948	251,945	222,723	215,038
Less Reverted (All Funds)	(6,238)	(13,162)	(8,609)	N/A
Budget Authority (All Funds)	241,710	238,783	214,114	N/A
Actual Expenditures (All Funds)	218,002	222,463	200,334	N/A
Unexpended (All Funds)	23,708	16,320	13,780	N/A
Unexpended, by Fund:				
General Revenue	11,767	0	10	N/A
Federal	0	0	0	N/A
Other	11,941	16,320	13,770	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
GOV COUNCIL ON DISABILITY

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	4.00	168,375	0	0	168,375	
		EE	0.00	21,563	0	25,000	46,563	
		PD	0.00	100	0	0	100	
		Total	**4.00**	**190,038**	**0**	**25,000**	**215,038**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	6 6881	EE	0.00	(807)	0	0	(807)	FY11 spending restrictions
NET DEPARTMENT CHANGES			**0.00**	**(807)**	**0**	**0**	**(807)**	
DEPARTMENT CORE REQUEST								
		PS	4.00	168,375	0	0	168,375	
		EE	0.00	20,756	0	25,000	45,756	
		PD	0.00	100	0	0	100	
		Total	**4.00**	**189,231**	**0**	**25,000**	**214,231**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1687 6881	EE	0.00	(400)	0	0	(400)	FY12 Core Reductions
NET GOVERNOR CHANGES			**0.00**	**(400)**	**0**	**0**	**(400)**	
GOVERNOR'S RECOMMENDED CORE								
		PS	4.00	168,375	0	0	168,375	
		EE	0.00	20,356	0	25,000	45,356	
		PD	0.00	100	0	0	100	
		Total	**4.00**	**188,831**	**0**	**25,000**	**213,831**	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER:	31430	**DEPARTMENT:**	Office of Administration
BUDGET UNIT NAME:	Governor's Council on Disability	**DIVISION:**	Assigned Programs

1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.

DEPARTMENT REQUEST

It is requested that 25% be approved as flexible PS/EE. This flexibility would help manage responsibilities and resources should any withholding or unexpected equipment replacement need occur. *This represents the same flexibility percentage authorized in FY 2011.*

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
$1,460	$1,500	Unknown

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
To prevent layoffs in 2010 following core reductions, a small portion of the EE budget will be flexed to PS to meet payroll obligations.	To maintain operation expenses in 2011, a small portion of the PS budget will be flexed to EE to meet office obligations.

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
GOV COUNCIL ON DISABILITY								
CORE								
EXECUTIVE I	36,612	1.00	36,615	1.00	36,615	1.00	36,615	1.00
DISABILITY PROGRAM REP	0	0.00	0	0.00	36,600	1.00	36,600	1.00
DISABILITY PROGRAM SPEC	77,400	2.00	77,400	2.00	40,800	1.00	40,800	1.00
PRINCIPAL ASST BOARD/COMMISSON	54,359	1.00	54,360	1.00	54,360	1.00	54,360	1.00
TOTAL - PS	**168,371**	**4.00**	**168,375**	**4.00**	**168,375**	**4.00**	**168,375**	**4.00**
TRAVEL, IN-STATE	7,902	0.00	6,529	0.00	5,913	0.00	5,687	0.00
TRAVEL, OUT-OF-STATE	284	0.00	1,099	0.00	1,099	0.00	1,099	0.00
SUPPLIES	3,925	0.00	7,165	0.00	7,165	0.00	7,165	0.00
PROFESSIONAL DEVELOPMENT	6,665	0.00	16,820	0.00	17,000	0.00	17,000	0.00
COMMUNICATION SERV & SUPP	2,877	0.00	2,048	0.00	2,048	0.00	2,048	0.00
PROFESSIONAL SERVICES	7,937	0.00	10,802	0.00	10,611	0.00	10,437	0.00
M&R SERVICES	61	0.00	100	0.00	61	0.00	61	0.00
OFFICE EQUIPMENT	0	0.00	100	0.00	100	0.00	100	0.00
OTHER EQUIPMENT	0	0.00	100	0.00	100	0.00	100	0.00
BUILDING LEASE PAYMENTS	1,200	0.00	900	0.00	900	0.00	900	0.00
MISCELLANEOUS EXPENSES	1,112	0.00	900	0.00	759	0.00	759	0.00
TOTAL - EE	**31,963**	**0.00**	**46,563**	**0.00**	**45,756**	**0.00**	**45,356**	**0.00**
PROGRAM DISTRIBUTIONS	0	0.00	100	0.00	100	0.00	100	0.00
TOTAL - PD	**0**	**0.00**	**100**	**0.00**	**100**	**0.00**	**100**	**0.00**
GRAND TOTAL	**$200,334**	**4.00**	**$215,038**	**4.00**	**$214,231**	**4.00**	**$213,831**	**4.00**
GENERAL REVENUE	**$189,104**	**4.00**	**$190,038**	**4.00**	**$189,231**	**4.00**	**$188,831**	**4.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$11,230**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**	**$25,000**	**0.00**

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Governor's Council on Disability
Program is found in the following core budget(s):	Governor's Council on Disability

1. What does this program do?

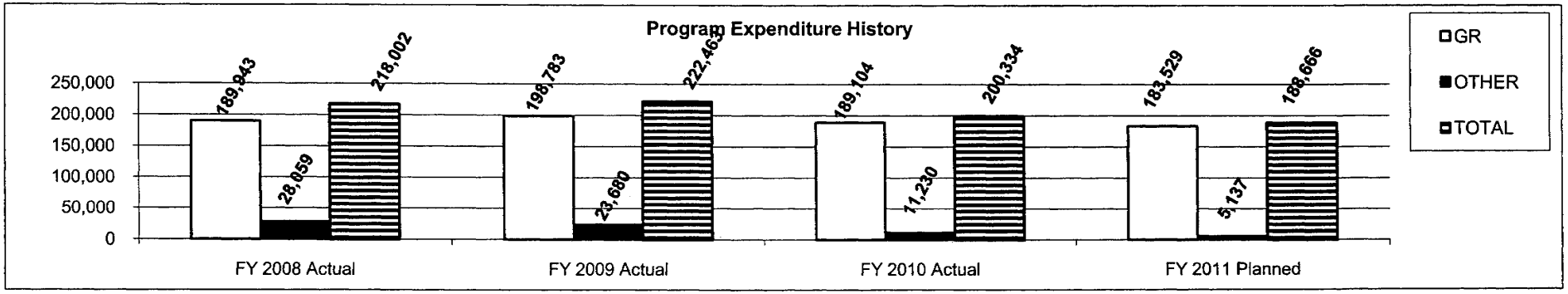
The Governor's Council on Disability provides leadership to persons with disabilities and state government through:
1. Technical Assistance and Referral
2. Presentations
3. Recommendations to the state and local government on policies and practices which promote inclusion of community life for persons with disabilities.
4. Advising the employment community on hiring practices of persons with disabilities.
5. Making recommendations to the Missouri General Assembly on disability-related legislation.
6. Our major programs: Youth Leadership Forum, Disability Mentoring Day, Legislative Education Project and Legislative Update for persons with disabilities, Poster and Journalism Contest, Inclusion Awards, Directory of Resources, and Business Leadership Network.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)
Revised Statutes Missouri, Sections 286.200-286.210

3. Are there federal matching requirements? If yes, please explain.
No

4. Is this a federally mandated program? If yes, please explain.
No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

OA Revolving Administrative Trust Fund consists of private donations and small foundation grants to operate the Missouri Youth Leadership Forum.

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Governor's Council on Disability
Program is found in the following core budget(s): Governor's Council on Disability

7a. Provide an effectiveness measure.

The mission of the Governor's Council on Disability is to increase access and independence for persons with disabilities in local and state government services, in employment, in public accommodations through advocacy and education, in educational settings, businesses, and local communities.

7b. Provide an efficiency measure.

Staff travel expenses of $5,543.25 include conducting statewide presentations on employment, disability awareness, ADA, and promoting the Governor's Council on Disability through exhibits at conferences.

To address the high unemployment rate among people with disabilities, MYLF is created to provide a successful transition from high school to employment.

Disability web portal is designed to provide links to state departments and other disability organizations.

The disability Legislative Update provides bill information regarding disability issues and the legislative education project informs consumers about how a bill becomes a law and how to build working relationships with legislators.

7c. Provide the number of clients/individuals served, if applicable.

Technical Assistance calls/e-mails: 550+

Youth Leadership Forum received 63 applicants and 23 were confirmed.

# of individuals presented to: 1,900+ (30 different presentations)

List serve of 10,000 plus that receive information on the legislative update, legislative education project, GCD's awards programs, youth programming, employment, education and other disability related information.

100,000+ hits per month on the disability portal website

7d. Provide a customer satisfaction measure, if available.

Legislative Update survey is sent out annually in August to establish legislative priorities for the upcoming session.

MYLF post conference evaluations are sent out to all participants to show outcomes of the program.

GCD presentation evaluations are completed by the participants.

Business Leadership Network participants evaluate the BLN events.

Disability Portal website provides an online customer satisfaction survey.

Legislative Education Project participants complete an evaluation after program participation.

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO PUBLIC ENTITY RISK MGMT PG								
CORE								
PERSONAL SERVICES								
OA REVOLVING ADMINISTRATIVE TR	615,745	14.00	645,169	14.00	645,169	14.00	645,169	14.00
TOTAL - PS	615,745	14.00	645,169	14.00	645,169	14.00	645,169	14.00
EXPENSE & EQUIPMENT								
OA REVOLVING ADMINISTRATIVE TR	18,134	0.00	61,847	0.00	61,847	0.00	61,847	0.00
TOTAL - EE	18,134	0.00	61,847	0.00	61,847	0.00	61,847	0.00
TOTAL	**633,879**	**14.00**	**707,016**	**14.00**	**707,016**	**14.00**	**707,016**	**14.00**
GRAND TOTAL	**$633,879**	**14.00**	**$707,016**	**14.00**	**$707,016**	**14.00**	**$707,016**	**14.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31616
Division	Assigned Programs		
Core -	Missouri Public Entity Risk Management Program		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	645,169	645,169
EE	0	0	61,847	61,847
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**707,016**	**707,016**
FTE	**0.00**	**0.00**	**14.00**	**14.00**
Est. Fringe	*0*	*0*	*359,037*	*359,037*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	0	0	645,169	645,169
EE	0	0	61,847	61,847
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**707,016**	**707,016**
FTE	**0.00**	**0.00**	**14.00**	**14.00**
Est. Fringe	*0*	*0*	*359,037*	*359,037*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Revolving Administrative Trust Fund (0505)

2. CORE DESCRIPTION

Core appropriation to pay for staff and related expenses required by the Missouri Public Entity Risk Management (MOPERM) Fund as set forth by Section 537.705(4), RSMo. All Revolving Administrative Trust Fund amounts expended through this appropriation are fully reimbursed from MOPERM funds generated from member premiums.

3. PROGRAM LISTING (list programs included in this core funding)

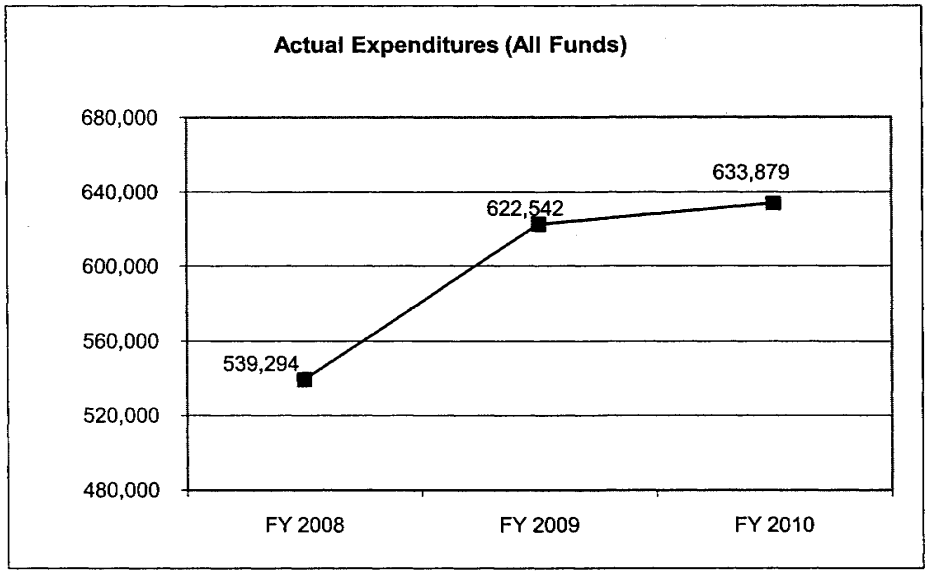
Missouri Public Entity Risk Management Program

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31616
Division	Assigned Programs		
Core -	Missouri Public Entity Risk Management Program		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	688,224	707,016	707,016	707,016
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	688,224	707,016	707,016	N/A
Actual Expenditures (All Funds)	539,294	622,542	633,879	N/A
Unexpended (All Funds)	148,930	84,474	73,137	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	148,930	84,474	73,137	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
MO PUBLIC ENTITY RISK MGMT PG

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	14.00	0	0	645,169	645,169	
	EE	0.00	0	0	61,847	61,847	
	Total	**14.00**	**0**	**0**	**707,016**	**707,016**	
DEPARTMENT CORE REQUEST							
	PS	14.00	0	0	645,169	645,169	
	EE	0.00	0	0	61,847	61,847	
	Total	**14.00**	**0**	**0**	**707,016**	**707,016**	
GOVERNOR'S RECOMMENDED CORE							
	PS	14.00	0	0	645,169	645,169	
	EE	0.00	0	0	61,847	61,847	
	Total	**14.00**	**0**	**0**	**707,016**	**707,016**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO PUBLIC ENTITY RISK MGMT PG								
CORE								
ADMIN OFFICE SUPPORT ASSISTANT	3,294	0.13	0	0.00	0	0.00	0	0.00
SR OFC SUPPORT ASST (KEYBRD)	46,080	1.87	49,152	2.00	49,152	2.00	49,152	2.00
ACCOUNTANT I	32,256	1.00	32,256	1.00	32,256	1.00	32,256	1.00
EXECUTIVE I	39,468	1.00	39,468	1.00	39,468	1.00	39,468	1.00
RISK MANAGEMENT TECH I	29,471	1.08	54,408	2.00	0	0.00	0	0.00
RISK MANAGEMENT TECH II	27,115	0.92	0	0.00	59,160	2.00	59,160	2.00
RISK MANAGEMENT SPEC I	131,700	3.00	163,524	3.00	158,772	3.00	158,772	3.00
FISCAL & ADMINISTRATIVE MGR B1	55,542	1.00	55,542	1.00	55,542	1.00	55,542	1.00
OFFICE OF ADMINISTRATION MGR 1	169,353	3.00	169,353	3.00	169,353	3.00	169,353	3.00
PRINCIPAL ASST BOARD/COMMISSON	81,466	1.00	81,466	1.00	81,466	1.00	81,466	1.00
TOTAL - PS	**615,745**	**14.00**	**645,169**	**14.00**	**645,169**	**14.00**	**645,169**	**14.00**
TRAVEL, IN-STATE	0	0.00	14,347	0.00	14,347	0.00	14,347	0.00
SUPPLIES	10,587	0.00	25,000	0.00	25,000	0.00	25,000	0.00
PROFESSIONAL DEVELOPMENT	59	0.00	3,000	0.00	3,000	0.00	3,000	0.00
COMMUNICATION SERV & SUPP	6,327	0.00	12,000	0.00	12,000	0.00	12,000	0.00
PROFESSIONAL SERVICES	1,161	0.00	7,500	0.00	7,500	0.00	7,500	0.00
TOTAL - EE	**18,134**	**0.00**	**61,847**	**0.00**	**61,847**	**0.00**	**61,847**	**0.00**
GRAND TOTAL	**$633,879**	**14.00**	**$707,016**	**14.00**	**$707,016**	**14.00**	**$707,016**	**14.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$633,879**	**14.00**	**$707,016**	**14.00**	**$707,016**	**14.00**	**$707,016**	**14.00**

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Missouri Public Entity Risk Management Fund (MOPERM)
Program is found in the following core budget(s): MOPERM Core

1. What does this program do?

MOPERM is a risk sharing pool providing Missouri public entities with liability and property coverage. Under Section 537.705(4), RSMo., the Office of Administration shall provide staff for MOPERM and shall be reimbursed for all expenses incurred on behalf of the fund.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 537.700, RSMo. et seq. established MOPERM, defines the requirements for membership in the fund, provides for its supervision by a board of trustees, and establishes guidelines for MOPERM's financial operation.

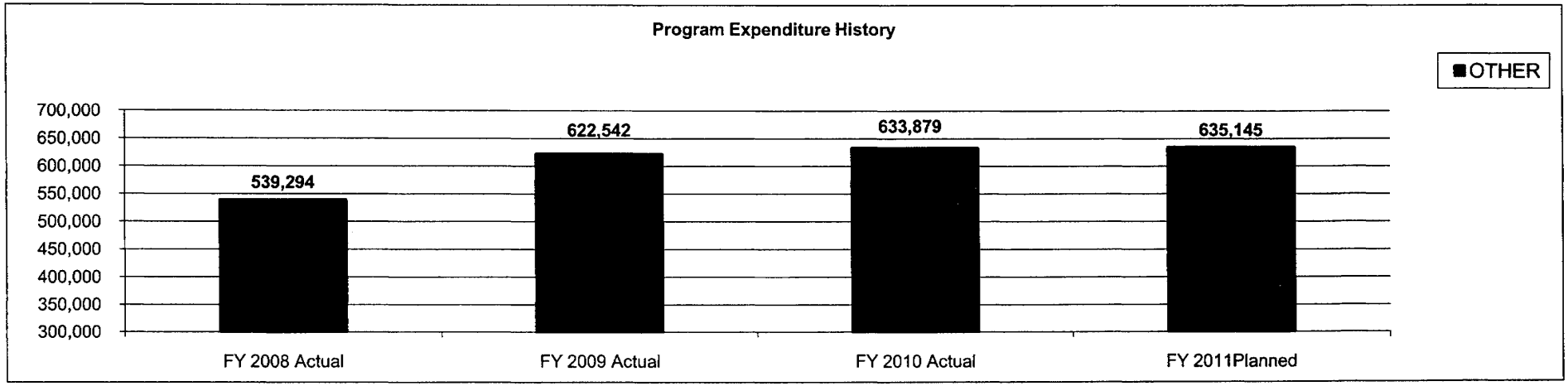
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



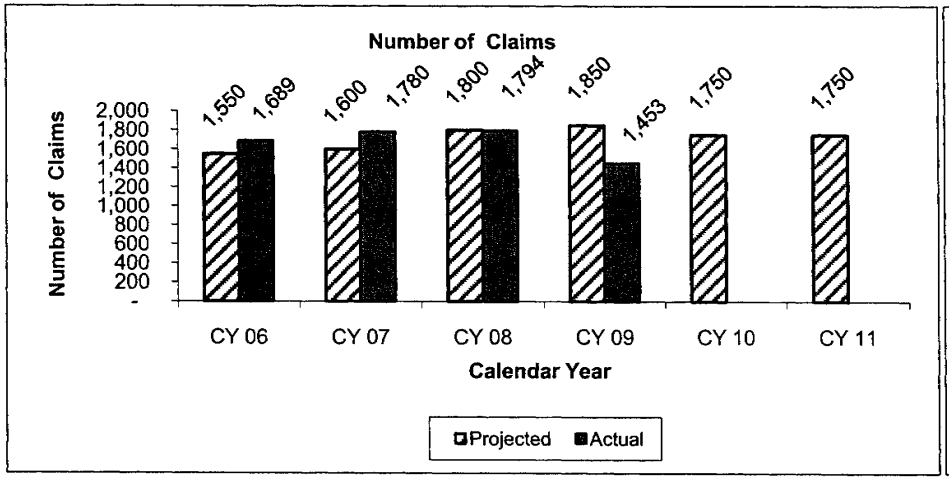
6. What are the sources of the "Other " funds?

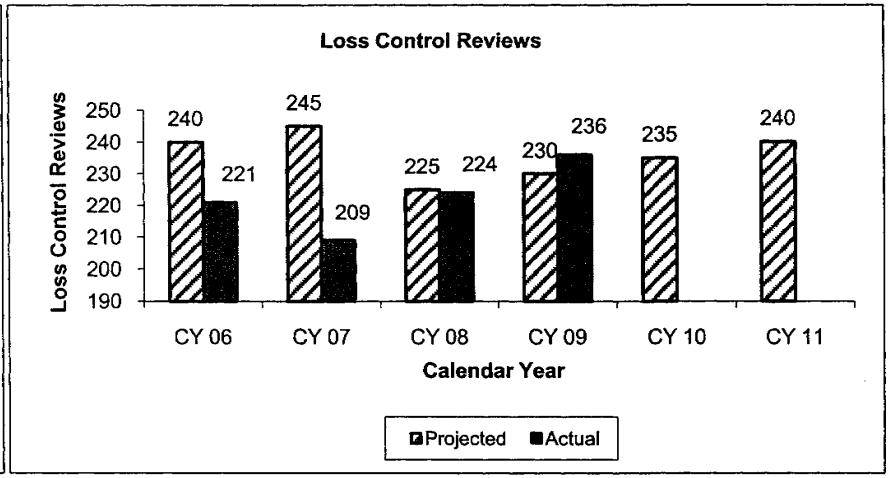
OA Revolving Administrative Trust Fund (0505)

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Missouri Public Entity Risk Management Fund (MOPERM)
Program is found in the following core budget(s): MOPERM Core

7a. Provide an effectiveness measure.

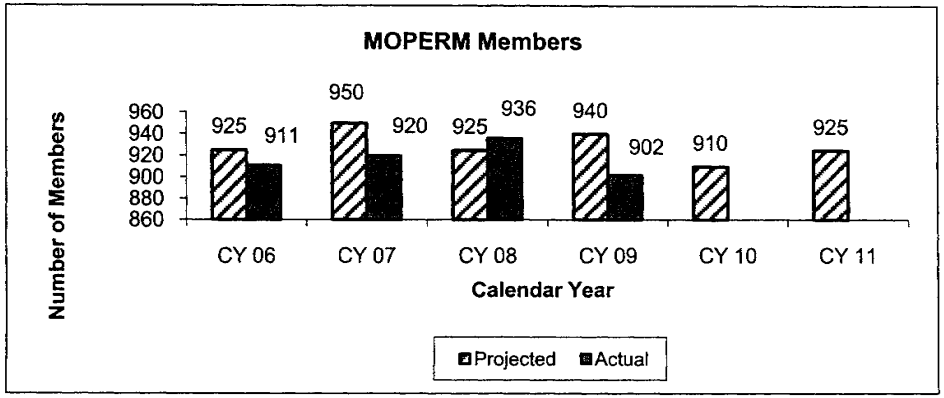




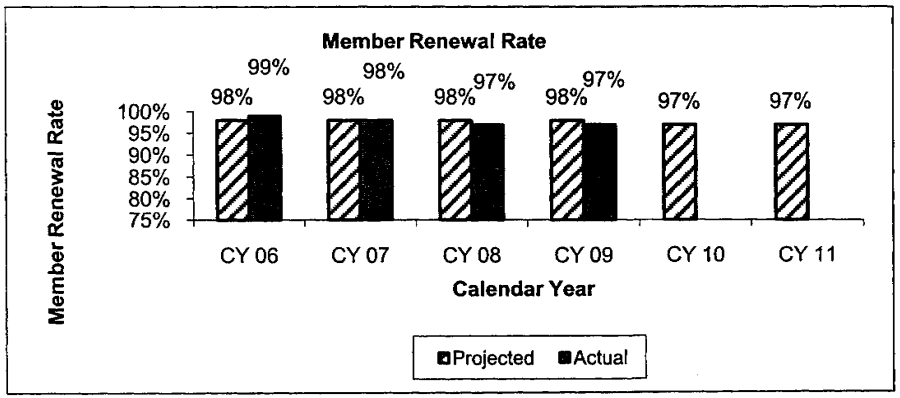
7b. Provide an efficiency measure.

N/A

7c. Provide the number of clients/individuals served, if applicable.



7d. Provide a customer satisfaction measure, if available.



OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO ETHICS COM - OPER								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	809,684	18.11	932,569	20.00	932,569	20.00	932,569	20.00
TOTAL - PS	809,684	18.11	932,569	20.00	932,569	20.00	932,569	20.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	299,115	0.00	302,967	0.00	302,967	0.00	302,967	0.00
TOTAL - EE	299,115	0.00	302,967	0.00	302,967	0.00	302,967	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	130	0.00	200	0.00	200	0.00	200	0.00
TOTAL - PD	130	0.00	200	0.00	200	0.00	200	0.00
TOTAL	**1,108,929**	**18.11**	**1,235,736**	**20.00**	**1,235,736**	**20.00**	**1,235,736**	**20.00**
Ethics Legislation SB 844 - 1300009								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	260,472	5.00	95,540	2.00
TOTAL - PS	0	0.00	0	0.00	260,472	5.00	95,540	2.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	16,152	0.00	3	0.00
TOTAL - EE	0	0.00	0	0.00	16,152	0.00	3	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**276,624**	**5.00**	**95,543**	**2.00**
Resources Need - 1300010								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	76,236	2.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	76,236	2.00	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	0	0.00	11,898	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	11,898	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**88,134**	**2.00**	**0**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO ETHICS COM - OPER								
Pay Grid Assignment - 1300011								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	0	0.00	51,819	0.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	51,819	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**51,819**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$1,108,929**	**18.11**	**$1,235,736**	**20.00**	**$1,652,313**	**27.00**	**$1,331,279**	**22.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31828
Division	Assigned Programs		
Core -	Missouri Ethics Commission		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	932,569	0	0	932,569
EE	302,967	0	0	302,967
PSD	200	0	0	200
TRF	0	0	0	0
Total	**1,235,736**	**0**	**0**	**1,235,736**
FTE	**20.00**	**0.00**	**0.00**	**20.00**
Est. Fringe	*560,754*	*0*	*0*	*560,754*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	932,569	0	0	932,569
EE	302,967	0	0	302,967
PSD	200	0	0	200
TRF	0	0	0	0
Total	**1,235,736**	**0**	**0**	**1,235,736**
FTE	**20.00**	**0.00**	**0.00**	**20.00**
Est. Fringe	*560,754*	*0*	*0*	*560,754*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The core request provides resources necessary for the Missouri Ethics Commission and staff to meet the duties and responsibilities described in Chapters 105 and 130, RSMo. These duties and responsibilities include, but are not limited to, the administration of the following:

- campaign finance disclosure report review and audit
- lobbyist registration
- lobbyist report review and audit
- personal financial disclosure statement
- opinion writing in response to formal requests
- investigation of conflict of interest allegations
- audit and investigation of complaints
- investigation of alleged code of conduct violations

The authority to investigate complaints is specifically provided in Chapter 105, RSMo. Further details concerning the duties and responsibilities of the Ethics Commission can be found in Sections 105.955.14 through 105.955.18, RSMo. As specified in Section 105.955.1, the Commission is assigned to the Office of Administration for budgeting purposes only.

The primary goal of the Commission is to promote voluntary compliance with, and when necessary, impartial enforcement of, the statutes over which the Commission has jurisdiction. In general, this includes ensuring that all reports and statements are filed in a timely manner, are complete and accurate, and that information not otherwise protected by law is available to the public.

CORE DECISION ITEM

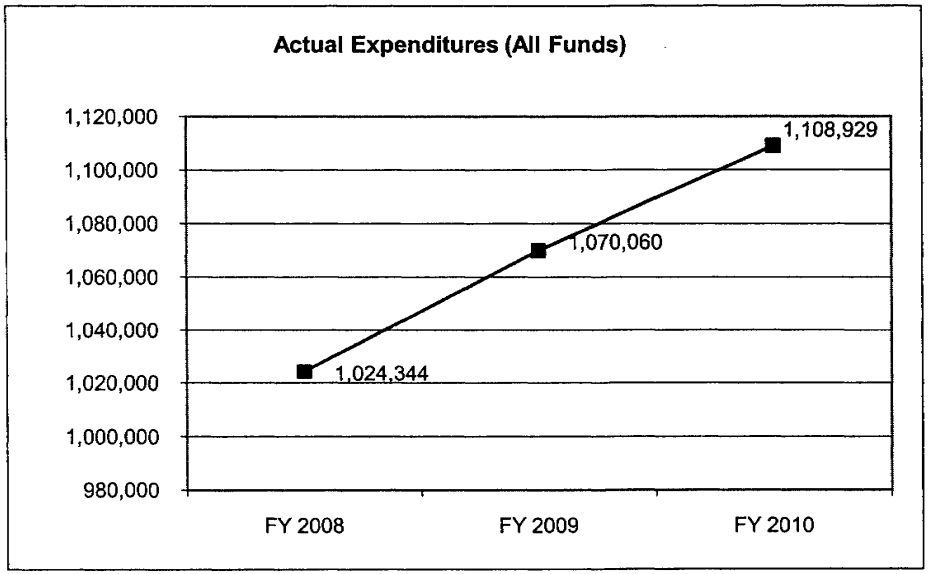
Department	Office of Administration	**Budget Unit**	31828
Division	Assigned Programs		
Core -	Missouri Ethics Commission		

3. PROGRAM LISTING (list programs included in this core funding)

Campaign Finance
Lobbyist
Personal Financial Disclosure
Compliance
Administrative

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1,187,997	1,214,084	1,195,839	1,235,736
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,187,997	1,214,084	1,195,839	N/A
Actual Expenditures (All Funds)	1,024,344	1,070,060	1,108,929	N/A
Unexpended (All Funds)	163,653	144,024	86,910	N/A
Unexpended, by Fund:				
General Revenue	163,653	144,024	86,910	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
MO ETHICS COM - OPER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	20.00	932,569	0	0	932,569	
	EE	0.00	302,967	0	0	302,967	
	PD	0.00	200	0	0	200	
	Total	**20.00**	**1,235,736**	**0**	**0**	**1,235,736**	
DEPARTMENT CORE REQUEST							
	PS	20.00	932,569	0	0	932,569	
	EE	0.00	302,967	0	0	302,967	
	PD	0.00	200	0	0	200	
	Total	**20.00**	**1,235,736**	**0**	**0**	**1,235,736**	
GOVERNOR'S RECOMMENDED CORE							
	PS	20.00	932,569	0	0	932,569	
	EE	0.00	302,967	0	0	302,967	
	PD	0.00	200	0	0	200	
	Total	**20.00**	**1,235,736**	**0**	**0**	**1,235,736**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO ETHICS COM - OPER								
CORE								
GENERAL COUNSEL	70,715	1.00	70,716	1.00	70,716	1.00	70,716	1.00
ASSISTANT DIRECTOR	75,054	1.00	75,000	1.00	75,000	1.00	75,000	1.00
REPORTING SPECIALIST	142,731	4.92	145,574	5.00	145,574	5.00	145,574	5.00
EXECUTIVE DIRECTOR	85,000	1.00	89,590	1.00	89,590	1.00	89,590	1.00
SUPPORT ASSISTANT	20,517	0.91	52,152	2.00	52,152	2.00	52,152	2.00
ADMINISTRATIVE ASSISTANT	30,047	1.00	30,299	1.00	30,299	1.00	30,299	1.00
DIRECTOR OF BUSINESS SERVICES	70,000	1.00	0	0.00	70,000	1.00	70,000	1.00
SENIOR FIELD INVESTIGATOR	114,455	2.81	124,895	3.00	124,895	3.00	124,895	3.00
INVESTIGATOR II	0	0.00	70,000	1.00	0	0.00	0	0.00
SPECIAL INVESTIGATOR	0	0.00	11,033	0.00	11,033	0.00	11,033	0.00
COMP INFO TECHNOLOGIST TRAINEE	7,146	0.25	0	0.00	0	0.00	0	0.00
DIRECTOR OF INFORMATION TECH	62,471	1.00	70,000	1.00	70,000	1.00	70,000	1.00
COMP INFO TECHNOLOGIST I	32,559	0.96	34,032	1.00	34,032	1.00	34,032	1.00
COMPUTER INFO TECHNOLOGIST II	30,849	0.82	59,541	1.00	59,541	1.00	59,541	1.00
ACCOUNT CLERK II	0	0.00	27,044	1.00	0	0.00	0	0.00
COMPUTER INFO TECHNOLOGIST III	42,504	1.00	53,300	1.00	53,300	1.00	53,300	1.00
PARALEGAL	12,236	0.38	0	0.00	27,044	1.00	27,044	1.00
COMMISSION MEMBERS	13,400	0.06	19,393	0.00	19,393	0.00	19,393	0.00
TOTAL - PS	**809,684**	**18.11**	**932,569**	**20.00**	**932,569**	**20.00**	**932,569**	**20.00**
TRAVEL, IN-STATE	25,981	0.00	45,000	0.00	45,000	0.00	45,000	0.00
TRAVEL, OUT-OF-STATE	2,547	0.00	4,500	0.00	4,500	0.00	4,500	0.00
SUPPLIES	63,523	0.00	44,450	0.00	44,450	0.00	44,450	0.00
PROFESSIONAL DEVELOPMENT	8,298	0.00	19,000	0.00	15,100	0.00	15,100	0.00
COMMUNICATION SERV & SUPP	17,076	0.00	25,550	0.00	18,000	0.00	18,000	0.00
PROFESSIONAL SERVICES	105,122	0.00	79,533	0.00	92,283	0.00	92,283	0.00
M&R SERVICES	45,301	0.00	6,500	0.00	6,500	0.00	6,500	0.00
COMPUTER EQUIPMENT	16,386	0.00	66,634	0.00	66,634	0.00	66,634	0.00
OFFICE EQUIPMENT	10,309	0.00	9,200	0.00	9,200	0.00	9,200	0.00
OTHER EQUIPMENT	947	0.00	0	0.00	0	0.00	0	0.00
BUILDING LEASE PAYMENTS	1,767	0.00	600	0.00	200	0.00	200	0.00
EQUIPMENT RENTALS & LEASES	168	0.00	0	0.00	0	0.00	0	0.00

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO ETHICS COM - OPER								
CORE								
MISCELLANEOUS EXPENSES	1,690	0.00	2,000	0.00	1,100	0.00	1,100	0.00
TOTAL - EE	**299,115**	**0.00**	**302,967**	**0.00**	**302,967**	**0.00**	**302,967**	**0.00**
REFUNDS	130	0.00	200	0.00	200	0.00	200	0.00
TOTAL - PD	**130**	**0.00**	**200**	**0.00**	**200**	**0.00**	**200**	**0.00**
GRAND TOTAL	**$1,108,929**	**18.11**	**$1,235,736**	**20.00**	**$1,235,736**	**20.00**	**$1,235,736**	**20.00**
GENERAL REVENUE	**$1,108,929**	**18.11**	**$1,235,736**	**20.00**	**$1,235,736**	**20.00**	**$1,235,736**	**20.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department	**Office of Administration**
Program Name	**Campaign Finance Program**
Program is found in the following core budget(s):	**Missouri Ethics Commission**

1. What does this program do?

The staff of the program assist filers in complying with the statutes via telephone inquires, e-mail inquires and statewide training seminars. The individuals required to file committee disclosure reports are a person or any combination of persons, who accept contributions or make expenditures exceeding certain dollar thresholds for the purpose of attempting to influence the action of voters. The staff receives, processes, and audits the reports. The number of reports received varies depending on the election year. The even numbered calendar years will contain 6 to 8 reporting deadlines, while the odd numbered calendar years will contain only 4 to 5 reporting deadlines. The goal of the program is to ensure accurate and timely filings.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State: Chapter 130, RSMo

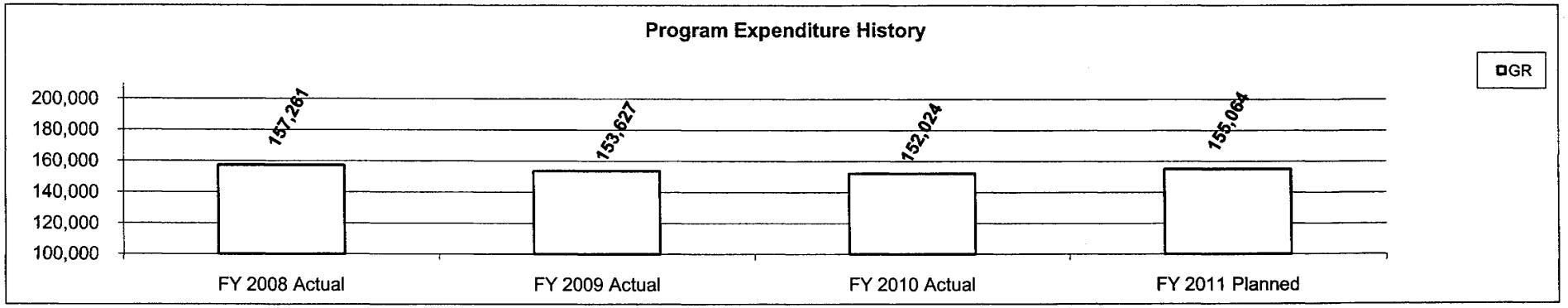
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



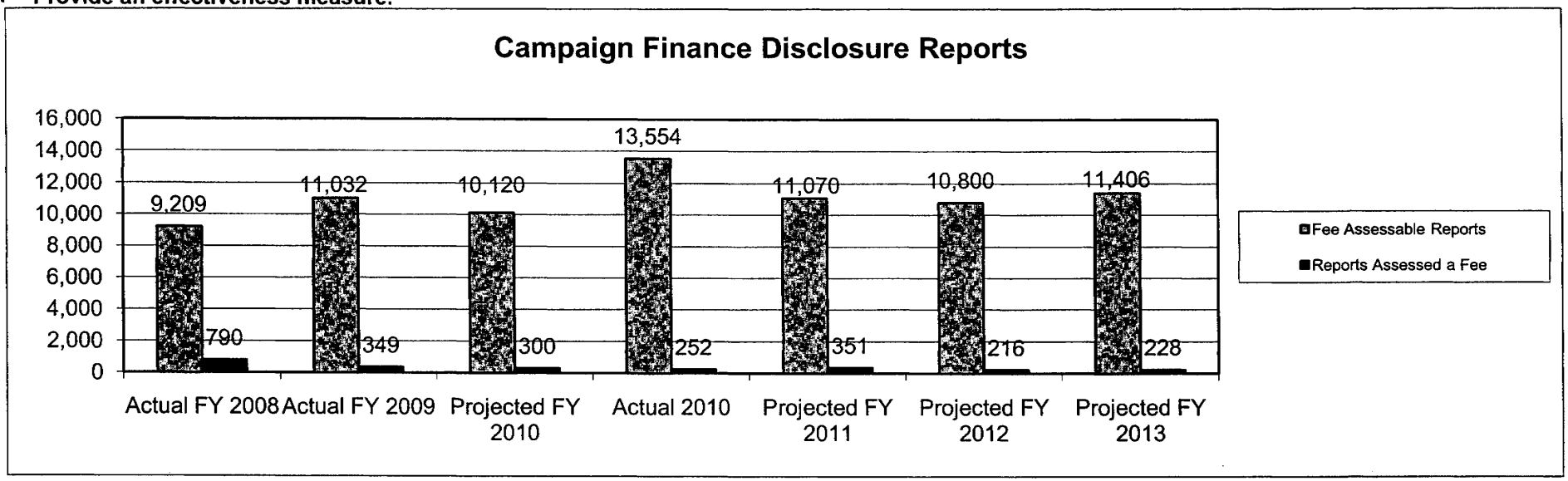
6. What are the sources of the "Other " funds?

N/A

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Campaign Finance Program
Program is found in the following core budget(s): Missouri Ethics Commission

7a. Provide an effectiveness measure.



7b. Provide an efficiency measure.

The campaign finance electronic filing program has allowed our office to process, audit and make the campaign finance reports available to the public in a more efficient manner. A filer can timely file their reports with our agency on the day of the deadline without making a trip to our office. The program also contains measures to aid the filer in completing the reports accurately. The public can view the electronically filed reports the day they are received by our office.

7c. Provide the number of clients/individuals served, if applicable.

	FY 2008 Actual	FY 2009 Actual	FY 2010 Projected	FY 2010 Actual	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
Candidate Committees filing with our office	785	815	1,000	1,283	1,045	800	800
Continuing Committees filing with our office	1,126	1,504	1,040	976	1,540	1,540	1,540
Political Party Committees filing with our office	378	344	370	345	40	40	40

7d. Provide a customer satisfaction measure, if available.

N/A

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Lobbyist Program
Program is found in the following core budget(s): Missouri Ethics Commission

1. What does this program do?

The staff members of the program assist lobbyists in filing their registration form, annual renewal form, electronic monthly expenditure reports and an annual principal report. Also a monthly report is distributed to each legislator, supreme court judge and statewide office holder listing any expenditure made on their behalf by a lobbyist. There are approximately one thousand lobbyists registered with the Missouri Ethics Commission.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State: Chapter 105, RSMo

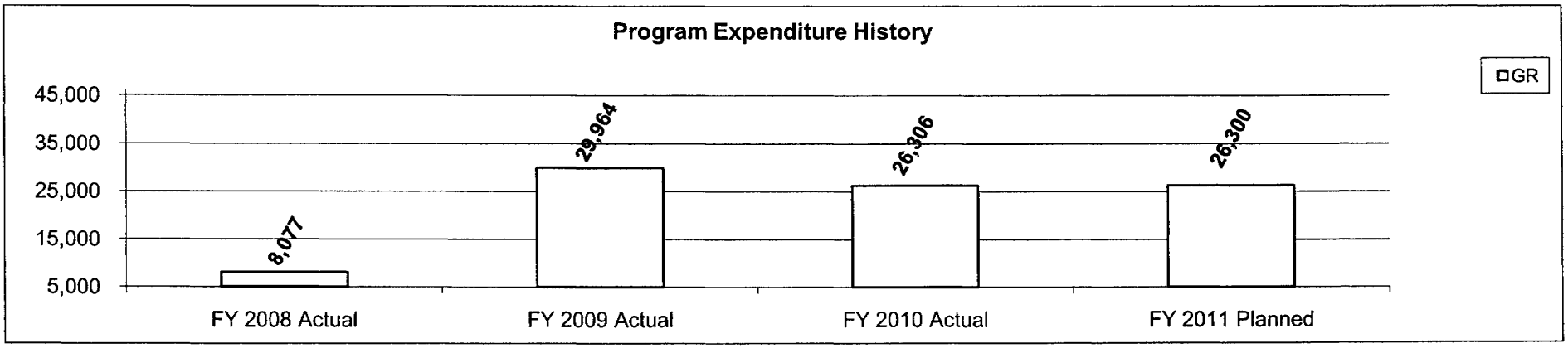
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



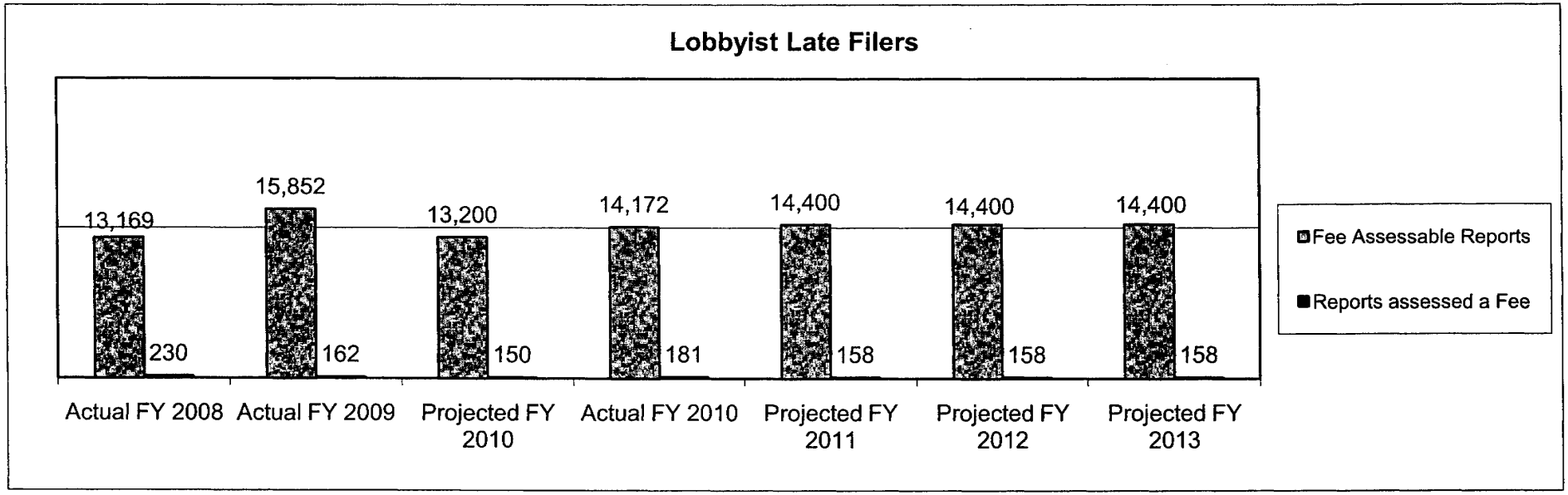
6. What are the sources of the "Other " funds?

N/A

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Lobbyist Program
Program is found in the following core budget(s): Missouri Ethics Commission

7a. Provide an effectiveness measure.



7b. Provide an efficiency measure.
The lobbyist electronic reporting system has reduced the number of instructional inquiries received from lobbyists.

7c. Provide the number of clients/individuals served, if applicable.

	FY 2008 Actual	FY 2009 Actual	FY 2010 Projected	FY 2010 Actual	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
Lobbyist Registered with our office	1,287	1,321	1,200	1,321	1,200	1,200	1,200

7d. Provide a customer satisfaction measure, if available.
N/A

PROGRAM DESCRIPTION

Department	**Office of Administration**
Program Name	**Personal Financial Disclosure**
Program is found in the following core budget(s):	**Missouri Ethics Commission**

1. What does this program do?

The staff members of the program assist filers in complying with the statutes. The personal financial disclosure statements are reviewed and processed. The individuals required to file a personal financial disclosure statement are judges, elected and appointed office holders, candidates for elective or appointed offices, administrative assistants to the statewide office holders, members of boards and commissions, and certain employees of state agencies, just to name a few. The number of personal financial disclosure forms filed will vary from 8,000 to 12,000 in a year. The program must also request and receive annual budget information from over 3,000 political subdivisions. The staff must retain the reports for public viewing.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State: Chapter 105, RSMo

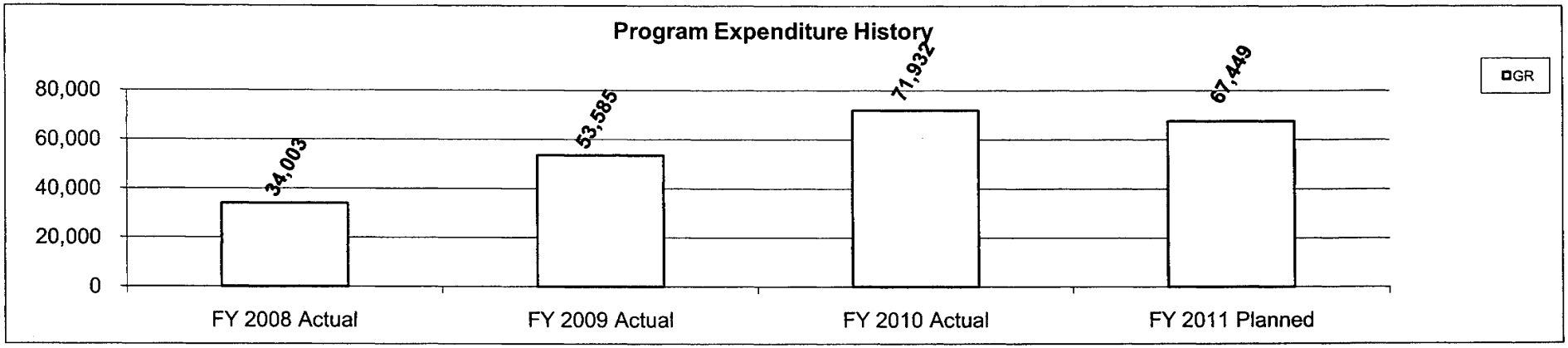
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



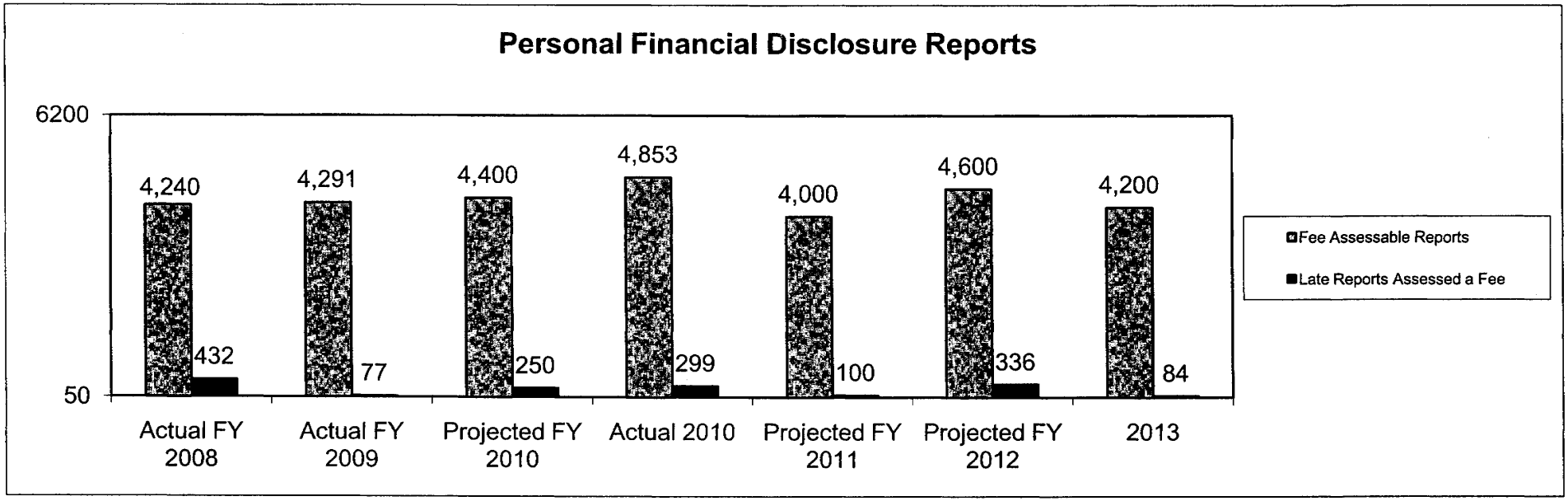
6. What are the sources of the "Other " funds?

N/A

PROGRAM DESCRIPTION

Department	**Office of Administration**
Program Name	**Personal Financial Disclosure**
Program is found in the following core budget(s):	**Missouri Ethics Commission**

7a. Provide an effectiveness measure.



7b. Provide an efficiency measure.
The personal financial disclosure statements are batched, scanned and filed daily which eliminates filing by alpha.

7c. Provide the number of clients/individuals served, if applicable.

	FY 2008 Actual	FY 2009 Actual	FY 2010 Projected	FY 2010 Actual	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
Individuals filing Personal Financial Disclosures	8,177	8,225	10,000	9,386	7,500	10,000	7,900
Political Subdivisions contacted for budget information	3,545	3,750	3,550	3,590	3,550	3,550	3,550

7d. Provide a customer satisfaction measure, if available.
N/A

PROGRAM DESCRIPTION

Department	**Office of Administration**
Program Name	**Compliance Program**
Program is found in the following core budget(s): Missouri Ethics Commission	

1. What does this program do?

The staff members of the program receive, process and investigate complaints. The staff also receives and researches opinion requests.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State: Chapter 105, RSMo

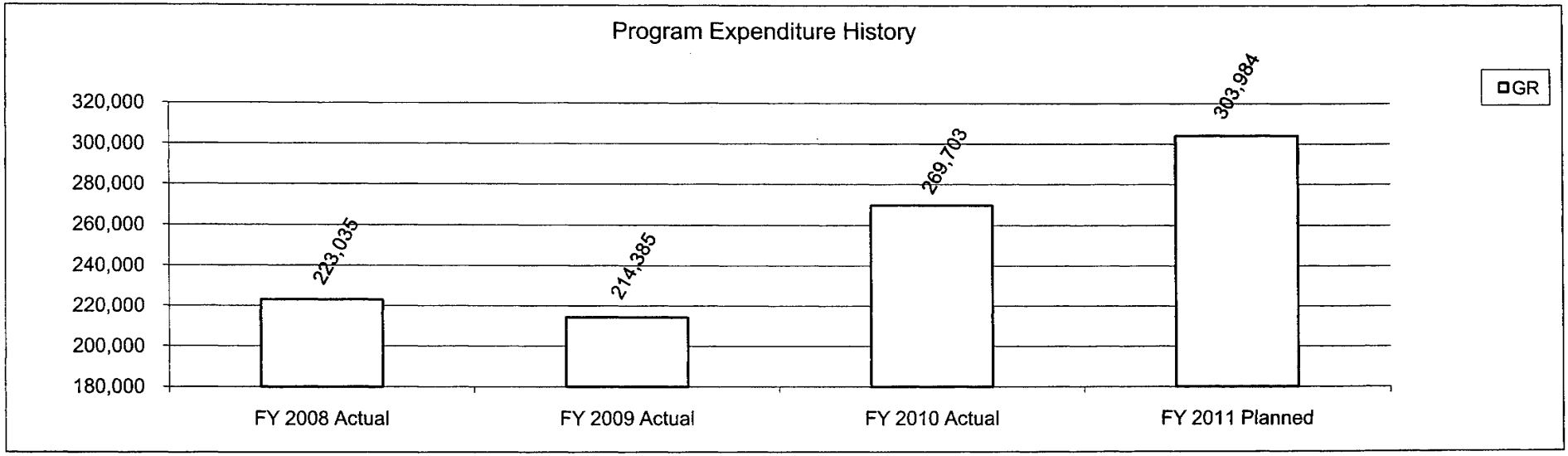
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Compliance Program
Program is found in the following core budget(s): Missouri Ethics Commission

7a. Provide an effectiveness measure.
N/A

7b. Provide an efficiency measure.
N/A

7c. Provide the number of clients/individuals served, if applicable.

	FY 2008 Actual	FY 2009 Actual	FY 2010 Projected	FY 2010 Actual	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
Complaints Filed with our office	290	237	200	218	250	150	250
Opinion Requests	12	12	20	12	10	15	15

7d. Provide a customer satisfaction measure, if available.
N/A

PROGRAM DESCRIPTION

Department	**Office of Administration**
Program Name	**Administrative**
Program is found in the following core budget(s):	**Missouri Ethics Commission**

1. What does this program do?

The administration program consists of general services staff, computer staff, the Executive Director, Assistant Director and Commission members. The program provides the general services to the other programs of the agency. The expenditures of the program obtain the supplies and equipment necessary for the agency to operate.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State: Chapters 105 and 130, RSMo

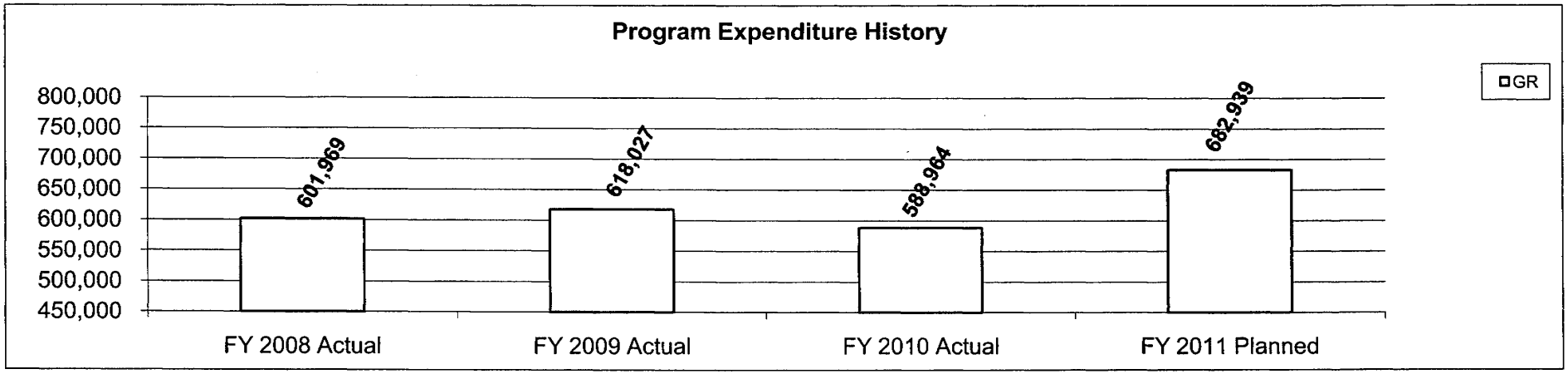
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

N/A

PROGRAM DESCRIPTION

Department	**Office of Administration**
Program Name	**Administrative**
Program is found in the following core budget(s): Missouri Ethics Commission	

7a. Provide an effectiveness measure.

The effectiveness measure is illustrated through the efficiency and effectiveness of the Campaign Finance program, Lobbyist program, Personal Financial Disclosure program and the Compliance program.

7b. Provide an efficiency measure.

The administrative expenditures average 56% of the agency's appropriation. The program contains 55% of the FTE's appropriated to the agency. The program also measures efficiency in the turn-around time for requests of information and computer downtime. A request for copies of public documents is usually filled the same day. The electronic filing systems are available 99% of the time for submission of required reports, viewing reports, and printing of submitted reports.

7c. Provide the number of clients/individuals served, if applicable.

The program not only serves the 9 FTE's of the agency but it also serves the members of the public. The members of the public request information and electronically file reports with our agency.

7d. Provide a customer satisfaction measure, if available.

N/A

NEW DECISION ITEM

RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses	**DI#** 1300009	

1. AMOUNT OF REQUEST

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	260,472	0	0	260,472
EE	16,152	0	0	16,152
PSD	0	0	0	0
TRF	0	0	0	0
Total	**276,624**	**0**	**0**	**276,624**
FTE	**5.00**	**0.00**	**0.00**	**5.00**
Est. Fringe	*134,534*	*0*	*0*	*134,534*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	95,540	0	0	95,540
EE	3	0	0	3
PSD	0	0	0	0
TRF	0	0	0	0
Total	**95,543**	**0**	**0**	**95,543**
FTE	**2.00**	**0.00**	**0.00**	**2.00**
Est. Fringe	*49,346*	*0*	*0*	*49,346*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

x	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan		Other:		

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses	**DI#** 1300009	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

SB 844 creates additional conflict of interest prohibitions, creates a requirement of providing a listing of all contributions made by a person whose name was submitted to the governor for appointment; requires reporting of location for lobbyist group expenditures; modifies the definition of lobbyist group expenditures; expands the definition of instances when the Commission can conduct an investigation; prohibits an individual from forming a new committee or serve as deputy treasurer if that individual has not complied with all of the reporting requirements or has not paid any outstanding penalties imposed by the MEC; requires the MEC to assess late fees on limited activity reports filed under Chapter 130; implements new language related to Political Party committees and Political Action committees and the contributions made between campaign finance committees; requires current statewide office holders, general assembly member and candidates for such offices to report any contribution received during the regular legislative session of over $500 within 48 hours and requires electronic filing for all campaign finance reports as outlined in Chapter 130.

The Commission will need two (2) Business Analysts, two (2) Investigators III and one (1) Staff Attorney to provide the necessary oversight for the provisions contained in SB 844.

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The two (2) Business Analysts will conduct the work necessary in reviewing, assisting and providing oversight for the provisions contained in SB 844. This includes answering correspondence, telephone calls and emails, reviewing campaign finance reports (approximately 10,000 filed annually) and Statements of Committee Organizations (approximately 1,000 annually), assisting with additional electronic filers, and lobbyist reports. The specific provisions related to these positions are listed below:

- Reporting contributions made to any candidate or campaign committee for the previous four years by a person whose name was submitted to the Governor for appointment
- Prohibition of an individual forming a campaign finance committee or serving as deputy treasurer until the individual has filed all outstanding reports and/or paid all fees assessed by the Commission
- Statutory requirements regarding contributions between campaign finance committees
- Statutory changes in the definitions of Political Party committee and Political Action committee
- Requirement for individuals currently holding office as a state representative, senator, governor, lieutenant governor, treasurer, attorney general, secretary of state, or auditor or a candidate of such office to report contributions over $500 made during the regular legislative session by any contributor to his/her campaign finance committee within 48 hours of receiving the contribution
- Electronic filing by all campaign finance committees
- Additional lobbyist reporting requirement for location
- Additional assistance in the statutory modification of the definition of a lobbyist group expenditure

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses	**DI#** 1300009	

Two (2) Investigator III positions will perform the investigative work in relation to the provisions contained in SB 844. The specific provisions related to these positions are listed below:
- The additional conflict of interest prohibitions in Section 105.456;
- The requirement for a person whose name has been submitted to the governor for appointment to disclose all campaign contributions made to any candidate committee or campaign committee within 30 days of submission of that person's name;
- Disclosure of a lobbyist group expenditure location;
- Expansion of instances when the MEC can conduct investigations;
- Prohibition of an individual forming a committee or serving as deputy treasurer of a committee with outstanding campaign finance reports or outstanding fees assessed by the MEC;
- The statutory provisions related to contributions made between committees
- The statutory provisions related to the definition of Political Party committees;
- Reporting requirement by any member of the general assembly or candidate for such office to report any contributions received of over $500 within 48 hours during the regular legislative session; also requiring notices to be sent, answering necessary correspondence and communication and tracking the results;
- Reporting requirement by the governor, lieutenant governor, treasurer, attorney general, secretary of state, or auditor or any candidate for such office to report any contributions received of over $500 within 48 hours during the regular legislative session or any time when legislation from the regular session legislative session awaits gubernatorial action; also requiring notices to be sent, answering necessary correspondence and communication and tracking the results;

One (1) Staff Attorney will conduct the legal work in relation to the provisions contained in SB 844.
- The additional conflict of interest prohibitions in Section 105.456;
- The requirement for a person whose name has been submitted to the governor for appointment to disclose all campaign contributions made to any candidate committee or campaign committee within 30 days of submission of that person's name;
- Disclosure of a lobbyist group expenditure location;
- Expansion of instances when the MEC can conduct investigations;
- Prohibition of an individual forming a committee or serving as deputy treasurer of a committee with outstanding campaign finance reports or outstanding fees assessed by the MEC;
- The statutory provisions related to contributions made between committees
- The statutory provisions related to the definition of Political Party committees;
- Reporting requirement by any member of the general assembly or candidate for such office to report any contributions received of over $500 within 48 hours during the regular legislative session; also requiring notices to be sent, answering necessary correspondence and communication and tracking the results;
- Reporting requirement by the governor, lieutenant governor, treasurer, attorney general, secretary of state, or auditor or any candidate for such office to report any contributions received of over $500 within 48 hours during the regular legislative session or any time when legislation from the regular session legislative session awaits gubernatorial action; also requiring notices to be sent, answering necessary correspondence and communication and tracking the results;

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses	**DI#** 1300009	

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Business Analysts J00116	83,743	2.0					83,743	2.0	
Investigator III J00114	113,075	2.0					113,075	2.0	
Staff Attorney J00102	63,654	1.0					63,654	1.0	
							0	0.0	0
Total PS	**260,472**	**5.00**	**0**	**0.0**	**0**	**0.0**	**260,472**	**5.0**	**0**
Desk (1) 580 - Office Equipment	497						497		497
Systems Furniture (2 @ $3,838) 580	7,676						7,676		7,676
Chairs (5 @ $379) 580	1,895						1,895		1,895
Side Chair (1) 580	139						139		139
File Cabinet (1) 580	555						555		555
Computers (5) 480 - Computer Equipment	3,355						3,355		
Telephones (5) 580	975						975		975
Office Supplies 190 - Supplies	1,060						1,060		
Total EE	**16,152**		**0**		**0**		**16,152**		**11,737**
Program Distributions							0		0
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers							0		0
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**276,624**	**5.00**	**0**	**0.0**	**0**	**0.0**	**276,624**	**5.0**	**11,737**

NEW DECISION ITEM
RANK: 5 OF 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses	**DI#** 1300009	

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	0
Business Analysts J00116	95,539	1.0					95,539	1.0	
Investigator III J00114	1	1.0					1	1.0	
Staff Attorney J00102	0	0.0					0	0.0	
Total PS	**95,540**	**2.0**	**0**	**0.0**	**0**	**0.0**	**95,540**	**2.0**	**0**
580 - Office Equipment	1						1		1
480 - Computer Equipment	1						1		
190 - Supplies	1						1		
Total EE	**3**		**0**		**0**		**3**		**1**
Program Distributions							0		0
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers							0		0
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**95,543**	**2.0**	**0**	**0.0**	**0**	**0.0**	**95,543**	**2.0**	**1**

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses **DI#** 1300009		

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

N/A

6b. Provide an efficiency measure.

N/A

6c. Provide the number of clients/individuals served, if applicable. Information provided in the answer to question number 6.

6d. Provide a customer satisfaction measure, if

N/A

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Implementing additional conflict of interest prohibitions in Section 105.456, RSMo., would require the MEC to provide:
- Information to public officials and the public as specified in the Commission duties in Section 105.491, 105.955.14(4), RSMo. Examples include providing education, developing informational materials, telephone, and email assistance; these materials require legal review prior to issuance/modification to ensure legal correctness.
- Assist public officials and the public in understanding the statutory provisions. The Commission currently receives on average between 5 – 10 phone calls and/or emails daily related to conflict of interest statutory provisions. These calls generally include legal issues which must be responded to by legal counsel.
- Respond to written complaints, conduct investigation, established in Section 105.955, RSMo. Investigative work requires identifying necessary documentation and records to request and/or subpoena, identifying witnesses and interviewing witnesses, reviewing all relevant documentation, performing complex and detailed analysis of data and information and witness interviews, communicating with Commission management and legal staff; reviewing Missouri statutes and constitution; drafting investigative report; presenting report to Commission.
- Perform legal actions related to investigations conducted in addition to conducting legal proceedings before the Commission in the event a violation is found. Conducting legal actions during investigation and hearing stage ensures fairness throughout Commission proceedings. Legal actions include reviewing all complaints received for statutory authority, reviewing case correspondence including legal memoranda and responses to investigators; providing legal oversight for all investigations (complaints and other investigations); this includes communicating with and reviewing all investigative work, work papers, and reports; conducting legal analysis of alleged statutory violations; drafting and issuing all legal documents including subpoenas, affidavits, pleadings, legal petitions for a hearing before the Commission, attorney correspondence, correspondence and communication with/to respondents, joint stipulations, findings of facts and conclusions of law, and Commission orders; preparation of hearing exhibits; interviews of hearing witnesses; preparation for and conducting hearings; oversight and review of appeal pleadings in the event of an appeal.

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses	**DI#** 1300009	

Providing a list of all contributions made to any candidate or campaign committee for the previous four years by a person's whose name was submitted to the governor for appointment would require the following of the MEC:
- Provide information to public officials and the public as specified in the Commission duties in Section 105.491, 105.955.14 (4), RSMo., about the new statutory requirements. Examples include providing education, developing informational materials, telephone and email assistance; these materials require legal review prior to issuance/modification to ensure legal correctness.
- Compile the listing of contributions made for the previous four year period by a person whose name was submitted to the governor for appointment. Currently, the data is in paper form and electronic.
- Develop internet/intranet appointee search for contributions
- Respond to written complaints and conduct investigations, established in Section 105.955.14, RSMo., Investigative work requires identifying necessary documentation and records to request and/or subpoena, identifying witnesses and interviewing witnesses, reviewing all relevant documentation, performing complex and detailed analysis of data and information and witness interviews, communicating with Commission management and legal staff; reviewing Missouri statutes and constitution; drafting investigative report; presenting report to Commission.
- Perform legal actions related to investigations conducted in addition to conducting legal proceedings before the Commission in the event a violation is found. Conducting legal actions during the investigation and hearing stage ensures fairness throughout Commission proceedings. Legal actions include reviewing all complaints received for statutory authority, reviewing case correspondence including legal memoranda and responses to investigators; providing legal oversight for all investigations (complaints and other investigations); this includes communicating with and reviewing all investigative work, work papers, and reports; conducting legal analysis of alleged statutory violations; drafting and issuing all legal documents including subpoenas, affidavits, pleadings, legal petitions for a hearing before the Commission, attorney correspondence, correspondence and communication with/to respondents, joint stipulations, findings of facts and conclusions of law, and Commission orders; preparation of hearing exhibits; interviews of hearing witnesses; preparation for and conducting hearings; oversight and review of appeal pleadings in the event of an appeal.
- The Governor currently appoints approximately 442 individuals, with the advice and consent of the Senate. This provision requires a Personal Financial Disclosure statement and listing of campaign finance contributions for each individual who is submitted to the Governor for consideration.

Additional reporting requirement for lobbyist group expenditures requiring a location to be reported would require the following of the MEC:
- Provide information to public officials, lobbyists, and the public as specified in the Commission duties in Section 105.491, 105.955.14 (4), RSMo., about the new statutory requirements. Examples include providing education, developing informational materials, telephone and email assistance; these materials require legal review prior to issuance/modification to ensure legal correctness. Additional inquiries will be received from the public, public officials, and lobbyists relating to the reporting of the location and the requirements. The Commission currently has 1,200 registered lobbyists.
- Provide oversight of the lobbyist monthly expenditure reports (1,200 monthly lobbyists reports – 14,400 annual) to ensure group expenditures disclose the location. This would also require notices to be sent, answering necessary correspondence and communication, tracking the results.
Investigate written complaints and conduct investigations, established in Section 105.955.14, RSMo. Investigative work requires identifying necessary documentation and records to request and/or subpoena, identifying witnesses and interviewing witnesses, reviewing all relevant documentation, performing complex and detailed analysis of data and information and witness interviews, communicating with Commission management and legal staff; reviewing Missouri statutes and constitution; drafting investigative report; presenting report to Commission.

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
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DI Name	SB 844 Expenses	**DI#** 1300009	

- Perform legal actions related to investigations conducted in addition to conducting legal proceedings before the Commission in the event a violation is found. Conducting legal actions during the investigation and hearing stage ensures fairness throughout Commission proceedings. Legal actions include reviewing all complaints received for statutory authority, reviewing case correspondence including legal memoranda and responses to investigators; providing legal oversight for all investigations (complaints and other investigations); this includes communicating with and reviewing all investigative work, work papers, and reports; conducting legal analysis of alleged statutory violations; drafting and issuing all legal documents including subpoenas, affidavits, pleadings, legal petitions for a hearing before the Commission, attorney correspondence, correspondence and communication with/to respondents, joint stipulations, findings of facts and conclusions of law, and Commission orders; preparation of hearing exhibits; interviews of hearing witnesses; preparation for and conducting hearings; oversight and review of appeal pleadings in the event of an appeal.
- Modifications to the definition of lobbyist reporting of group expenditures would require the MEC to provide information to public officials, lobbyists, and the public as specified in the Commission duties in Section 105.491, 105.955.14(4), RSMo., about the new statutory language. Examples include providing education, developing information materials, telephone and email assistance. These materials require legal review prior to issuance/modification to ensure legal correctness. Additional inquiries will be received from the public, public officials, and lobbyists relating to group expenditure reporting and the requirements. The Commission currently has 1,200 registered lobbyists.

Expanding the definition of instances when the MEC can conduct investigations would require the following of the MEC:
- Provide information to public officials and the public as specified in the Commission duties in Section 105.491, 105.955.14 (4), RSMo., about the new statutory requirements. Examples include providing education, developing informational materials, telephone and email assistance. These materials require legal review prior to issuance/modification to ensure legal correctness.
- Conduct investigations as established in applicable statutes. Investigative work requires identifying necessary documentation and records to request and/or subpoena, identifying witnesses and interviewing witnesses, reviewing all relevant documentation, performing complex and detailed analysis of data and information and witness interviews, communicating with Commission management and legal staff; reviewing Missouri statutes and constitution; drafting investigative report; presenting report to Commission.
- Perform legal actions related to investigations conducted in addition to conducting legal proceedings before the Commission in the event a violation is found. Conducting legal actions during the investigation and hearing stage ensures fairness throughout Commission proceedings. Legal actions include reviewing all complaints received for statutory authority, reviewing case correspondence including legal memoranda and responses to investigators; providing legal oversight for all investigations (complaints and other investigations). This includes communicating with and reviewing all investigative work, work papers, and reports; conducting legal analysis of alleged statutory violations; drafting and issuing all legal documents including subpoenas, affidavits, pleadings, legal petitions for a hearing before the Commission, attorney correspondence, correspondence and communication with/to respondents, joint stipulations, findings of facts and conclusions of law, and Commission orders; preparation of hearing exhibits; interviews of hearing witnesses; preparation for and conducting hearings; oversight and review of appeal pleadings in the event of an appeal.

Assessment of a late filing fee for statement of limited activity reports required by Chapter 130, RSMo., would require the following of the MEC:
- Provide information to public officials and the public as specified in the Commission duties in Section 105.491, 105.955.14 (4), RSMo., about the new statutory requirements. Examples include providing education, developing informational materials, telephone and email assistance. These materials require legal review prior to issuance/modification to ensure legal correctness.

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses	**DI#** 1300009	

- Identify late filers; this includes creating and sending out late fee assessments, tracking those individuals, sending out the necessary notices, communicating with the non filer and/or late filer through written correspondence, emails, and/or telephone, tracking the receipt of payments, receipting and depositing payments, and coordinating/conducting any necessary collection efforts.
- The current number of limited activity reports filed with the MEC is 2,500; with average number filed late at 400. The number of notices sent could range from up to three notices to a maximum of six notices. On average, it is anticipated a minimum of three notices would be required, of 1,200 with a maximum of 2,400.

Hearing all late fee appeals for campaign finance, lobbyists, and personal financial disclosure would require the following of the MEC:
- Communicate and correspond with those appealing their late fees through written correspondence, telephone communication, and email communication
- Gathering the paperwork necessary for reviewing the late fee appeal
- Communicating the Commission's determination of the late fee appeal to the person appealing
- Providing legal oversight and review related to the appeal of late fee appeals

Prohibit an individual from forming a new committee or serving as deputy treasurer until the individual has filed all outstanding reports and/or paid all fees assessed by the commission. This provision would require the following of the MEC:
- Provide information to those committee officers and the public as specified in the Commission duties in Section 105.491, 105.955.14 (4), RSMo. about the new statutory requirements. Examples include providing education, developing informational materials, telephone and email assistance. These materials require legal review prior to issuance/modification to ensure legal correctness.
- Provide oversight in campaign finance committee adherence to the proposed statutory requirements, including reviewing, auditing, and performing cross checks of newly formed committees and/or deputy treasurer, as established in Section 105.955.14 (2), (3), RSMo. The Commission receives approximately 493 new statement of committee organizations each year.
- Investigate written complaints and conduct investigations, as established in Section 105.955.14, RSMo. Investigative work requires identifying necessary documentation and records to request and/or subpoena, identifying witnesses and interviewing witnesses, reviewing all relevant documentation, performing complex and detailed analysis of data and information and witness interviews, communicating with Commission management and legal staff; reviewing Missouri statutes and constitution; drafting investigative report; presenting report to Commission.
- Perform legal actions related to investigations conducted in addition to conducting legal proceedings before the Commission in the event a violation is found. Conducting legal actions during the investigation and hearing stage ensures fairness throughout Commission proceedings. Legal actions include reviewing all complaints received for statutory authority, reviewing case correspondence including legal memoranda and responses to investigators; providing legal oversight for all investigations (complaints and other investigations); this includes communicating with and reviewing all investigative work, work papers, and reports; conducting legal analysis of alleged statutory violations; drafting and issuing all legal documents including subpoenas, affidavits, pleadings, legal petitions for a hearing before the Commission, attorney correspondence, correspondence and communication with/to respondents, joint stipulations, findings of facts and conclusions of law, and Commission orders; preparation of hearing exhibits; interviews of hearing witnesses; preparation for and conducting hearings; oversight and review of appeal

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	SB 844 Expenses	**DI#** 1300009	

Implementing the statutory requirements regarding contributions between campaign finance committees, would require the following of the MEC:
- Provide information to those committee officers and the public as specified in the Commission duties in Section 105.491, 105.955.14 (4), RSMo., about the new statutory requirements. Examples include providing education, developing informational materials, telephone and email assistance. These materials require legal review prior to issuance/modification to ensure legal correctness.
- Provide oversight in campaign finance committee adherence to the transfer of funds, including reviewing, auditing, and performing cross checks, as established in Section 105.955.14 (2), (3), RSMo. Currently about 11,000 campaign finance reports are filed annually with the Commission (quarterly and other disclosure reports) from 2,200 different campaign finance committees.
- Investigate written complaints and conduct investigations, as established in Section 105.955.14, RSMo. Investigative work requires identifying necessary documentation and records to request and/or subpoena, identifying witnesses and interviewing witnesses, reviewing all relevant documentation, performing complex and detailed analysis of data and information and witness interviews, communicating with Commission management and legal staff; reviewing Missouri statutes and constitution; drafting investigative report; presenting report to Commission.
- Perform legal actions related to investigations conducted in addition to conducting legal proceedings before the Commission in the event a violation is found. Conducting legal actions during the investigation and hearing stage ensures fairness throughout Commission proceedings. Legal actions include reviewing all complaints received for statutory authority, reviewing case correspondence including legal memoranda and responses to investigators; providing legal oversight for all investigations (complaints and other investigations). This includes communicating with and reviewing all investigative work, work papers, and reports; conducting legal analysis of alleged statutory violations; drafting and issuing all legal documents including subpoenas, affidavits, pleadings, legal petitions for a hearing before the Commission, attorney correspondence, correspondence and communication with/to respondents, joint stipulations, findings of facts and conclusions of law, and Commission orders; preparation of hearing exhibits; interviews of hearing witnesses; preparation for and conducting hearings; oversight and review of appeal pleadings in the event of an appeal.

Requiring individuals currently holding office as a state representative, senator, governor, lieutenant governor, treasurer, attorney general, secretary of state, or auditor or a candidate of such office to report contributions over $500 made during the regular legislative session by any contributor to his/her campaign committee within 48 hours of receiving the contribution would require the following of the MEC:
- Provide information to public officials and the public as specified in the Commission duties in Section 105.491, 105.955.14 (4), RSMo., about the new statutory requirements. Examples include providing education, developing informational materials, telephone and email assistance. These materials require legal review prior to issuance/modification to ensure legal correctness.
- Provide oversight for public officials and campaign finance committee adherence to the approximate 846 contributions required to be reported over $500, including reviewing, auditing, and performing cross checks, as established in Section 105.955.14 (2), (3), RSMo.
- Respond to written complaints and conducting investigations as established in Section 105.955.14, RSMo. Investigative work requires identifying necessary documentation and records to request and/or subpoena, identifying witnesses and interviewing witnesses, reviewing all relevant documentation, performing complex and detailed analysis of data and information and witness interviews, communicating with Commission management and legal staff; reviewing Missouri statutes and constitution; drafting investigative report; presenting report to Commission.

NEW DECISION ITEM
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Department	Office of Administration	**Budget Unit**	31828
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DI Name	SB 844 Expenses **DI#** 1300009		

- Perform legal actions related to investigations conducted in addition to conducting legal proceedings before the Commission in the event a violation is found. Conducting legal actions during the investigation and hearing stage ensures fairness throughout Commission proceedings. Legal actions include reviewing all complaints received for statutory authority, reviewing case correspondence including legal memoranda and responses to investigators; providing legal oversight for all investigations (complaints and other investigations); this includes communicating with and reviewing all investigative work, work papers, and reports; conducting legal analysis of alleged statutory violations; drafting and issuing all legal documents including subpoenas, affidavits, pleadings, legal petitions for a hearing before the Commission, attorney correspondence, correspondence and communication with/to respondents, joint stipulations, findings of facts and conclusions of law, and Commission orders; preparation of hearing exhibits; interviews of hearing witnesses; preparation for and conducting hearings; oversight and review of appeal pleadings in the event of an appeal.
- Assess late fees for the required reports. During the 2010 regular session 846 contributions over the $500 threshold were received by statewide officeholders and members of the general assembly. Assessment of late fees requires identifying and tracking late or non filers; creating late filer and/or non filer notices; communicating with the late filer and/or non filer through written correspondence, telephone, and email; tracking the receipt of payments; receipting and depositing collection of late fee; preparing those who do not pay the late fee assessment for referral to the Attorney General's office for collection.
- Electronic filing, by all campaign finance committees required to report to the MEC, of all campaign finance reports outlined in Chapter 130 would require the MEC to provide information and assistance to public officials and the public as specified in the Commission duties in Section 105.491, 105.955.14(4), RSMo. Examples include providing education, developing informational materials, telephone, and email assistance. These materials require legal review prior to issuance/modification to ensure legal correctness.

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO ETHICS COM - OPER								
Ethics Legislation SB 844 - 1300009								
STAFF ATTORNEY	0	0.00	0	0.00	63,654	1.00	0	0.00
INVESTIGATOR III	0	0.00	0	0.00	113,075	2.00	1	1.00
BUSINESS ANALYST	0	0.00	0	0.00	83,743	2.00	95,539	1.00
TOTAL - PS	**0**	**0.00**	**0**	**0.00**	**260,472**	**5.00**	**95,540**	**2.00**
SUPPLIES	0	0.00	0	0.00	1,060	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	3,355	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	11,737	0.00	1	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**16,152**	**0.00**	**3**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$276,624**	**5.00**	**$95,543**	**2.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$276,624**	**5.00**	**$95,543**	**2.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

NEW DECISION ITEM
RANK: 6 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	Resources Need	**DI#** 1300010	

1. AMOUNT OF REQUEST

	FY 2012 Budget Request				FY 2012 Governor's Recommendation			
	GR	Federal	Other	Total	GR	Federal	Other	Total
PS	76,236	0	0	76,236	0	0	0	0
EE	11,898	0	0	11,898	0	0	0	0
PSD	0	0	0	0	0	0	0	0
TRF	0	0	0	0	0	0	0	0
Total	**88,134**	**0**	**0**	**88,134**	**0**	**0**	**0**	**0**
FTE	**2.00**	**0.00**	**0.00**	**2.00**	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*42,425*	*0*	*0*	*42,425*	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	x	Other: Resources needs		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The MEC currently provides standard reviews (as required in Section 105.955.14, RSMo.) of those campaign finance filers who are repeatedly delinquent in filing reports, are not filing at all, or do not report contributions reported by other committees. The MEC cannot currently review all committees falling within these criteria. This effectively allows inadequate reporting of the dollars contributed and spent in support of or opposition to candidates or ballot issues. The above positions would provide for:
Conducting initial work necessary to identify these delinquent/nonfilers – Reporting Specialist
Completing these standard reviews/audits – Investigator II

NEW DECISION ITEM
RANK: 6 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	Resources Need	**DI#** 1300010	

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The current Reporting Specialists oversee the filing of 11,000 campaign finance reports, 15,832 monthly lobbyists reports, 8,500 annual personal financial disclosures, 3,780 political subdivision annual operating budget filing and list of required filers, the registration of 1,000 lobbyists, customer service surrounding each of these customer groups, as well as education and outreach.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Investigator II J00113	49,104	1.0					49,104	1.0	
Reporting Specialist J00104	27,132	1.0					27,132	1.0	
Total PS	**76,236**	**2.0**	**0**	**0.0**	**0**	**0.0**	**76,236**	**2.0**	**0**
Chair (2 @ 379) 580 - Office Equipment	758						758		758
Systems Furniture (2@ 3,838) 580	7,676						7,676		7,676
File Cabinet (2 @ 555) 580	1,110						1,110		1,110
Telephone (2 @ 200) 580	400						400		400
Computer (2 @ 645) 480 - Computer Equip	1,290						1,290		
Office Supplies (2 @ 332) 190 - Supplies	664						664		
Total EE	**11,898**		**0**		**0**		**11,898**		**9,944**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**88,134**	**2.0**	**0**	**0.0**	**0**	**0.0**	**88,134**	**2.0**	**9,944**

NEW DECISION ITEM

RANK: 6 OF 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	Resources Need	**DI#** 1300010	

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
Investigator II J00113	0	0.0					0	0.0	
Reporting Specialist J00104	0	0.0					0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
Chair (2 @ 379) 580 - Office Equipment	0						0		0
Systems Furniture (2@ 3,838) 580	0						0		0
File Cabinet (2 @ 555) 580	0						0		0
Telephone (2 @ 200) 580	0						0		0
Computer (2 @ 645) 480 - Computer Equip	0						0		
Office Supplies (2 @ 332) 190 - Supplies	0						0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**

NEW DECISION ITEM
RANK: 6 **OF** 7

Department	Office of Administration	**Budget Unit**	31828
Division	Missouri Ethics Commission		
DI Name	Resources Need	**DI#** 1300010	

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

6b. Provide an efficiency measure.

The effectiveness and efficiency measure can assessed by the timeliness of providing oversight to our customers, increased compliance and reduction in processing of enforcement actions.

6c. Provide the number of clients/individuals served, if applicable.

The audience of the commission consists of 1,200 lobbyist, 2,604 campaign finance committees, 9,200 individuals filing a personal financial disclosure statements and 5-10 calls from the public concerning the possible filing of complaints.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

N/A

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO ETHICS COM - OPER								
Resources Need - 1300010								
REPORTING SPECIALIST	0	0.00	0	0.00	27,132	1.00	0	0.00
INVESTIGATOR II	0	0.00	0	0.00	49,104	1.00	0	0.00
TOTAL - PS	**0**	**0.00**	**0**	**0.00**	**76,236**	**2.00**	**0**	**0.00**
SUPPLIES	0	0.00	0	0.00	664	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	0	0.00	1,290	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	0	0.00	9,944	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**0**	**0.00**	**11,898**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$88,134**	**2.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$88,134**	**2.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

NEW DECISION ITEM
RANK: 7 **OF** 7

Department	**Office of Administration**	**Budget Unit**	31828
Division	**Missouri Ethics Commission**		
DI Name	**Pay Grid Assignment**	**DI#** 1300011	

1. AMOUNT OF REQUEST

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	51,819	0	0	51,819
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	**51,819**	**0**	**0**	**51,819**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*28,838*	*0*	*0*	*28,838*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion		Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan	x	Other:	Place current staff on the OA/Division of Personnel Pay Grid	

NEW DECISION ITEM
RANK: 7 OF 7

Department	Office of Administration	Budget Unit	31828
Division	Missouri Ethics Commission		
DI Name	Pay Grid Assignment	DI# 1300011	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The Missouri Ethics Commission's statutory responsibilities in Sections 105 and 130, RSMo., includes providing for the dissemination of public information related to the filings received by the Missouri Ethics Commission. The MEC does not classify their employees using the OA pay grid as a basis. The OA pay grid provides a salary basis for hiring and determining salary ranges within state government. Placing personnel on the pay grid ensures consistency with the remainder of the state.

Current Title Desc	OA/Personnel Job Title	Pay Grade
Support Assistant	Office Support Assistant	A08
Reporting Specialist	Senior Office Support Assistant	A12
Reporting Specialist	Senior Office Support Assistant	A12
Administrative Assistant	Business Information Specialist I	A18
Reporting Specialist	Business Information Specialist I	A18
Reporting Specialist	Training Technician I	A22
Reporting Specialist	Business Information Specialist II	A22
Paralegal	Business Information Specialist II	A22
Senior Field Investigator	Investigator II	A23

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The Missouri Ethics Commission compared the current job descriptions of the staff to the Office Administration positions.

NEW DECISION ITEM
RANK: 7 OF 7

Department	**Office of Administration**	**Budget Unit**	31828
Division	**Missouri Ethics Commission**		
DI Name	**Pay Grid Assignment**	**DI#** 1300011	

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
Support Assistant (1-Office Support Assistant)	2,676						2,676	0.0	
Reporting Specialist (2-Senior Office Support Assistant)	2,646						2,646	0.0	
Administrative Specialist (1-Business Information Specialist I)	2,568						2,568	0.0	
Reporting Specialist I (1-Business Information Specialist I)	1,485						1,485	0.0	
Reporting Specialist (1-Training Technician I)	6,838						6,838	0.0	
Reporting Specialist (1-Business Information Specialist II)	6,512						6,512	0.0	
Paralegal (1-Business Information Specialist II)	5,187						5,187	0.0	
Senior Field Investigators (3-Investigator II)	23,907						23,907	0.0	
							0	0.0	
Total PS	**51,819**	**0.00**	**0**	**0.0**	**0**	**0.0**	**51,819**	**0.0**	**0**
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**51,819**	**0.0**	**0**	**0.0**	**0**	**0.0**	**51,819**	**0.0**	**0**

NEW DECISION ITEM
RANK: 7 OF 7

Department	Office of Administration	Budget Unit	31828
Division	Missouri Ethics Commission		
DI Name	Pay Grid Assignment	DI# 1300011	

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
Support Assistant (1-Office Support Assistant)	0						0		
Reporting Specialist (2-Senior Office Support Assistant)	0						0		
Administrative Specialist (1-Business Information Specialist I)	0						0		
Reporting Specialist I (1-Business Information Specialist I)	0						0		
Reporting Specialist (1-Training Technician I)	0						0		
Reporting Specialist (1-Business Information Specialist II)	0						0		
Paralegal (1-Business Information Specialist II)	0						0		
Senior Field Investigators (3-Investigator II)	0						0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions							0		
Total PSD	**0**		**0**		**0**		**0**		**0**

NEW DECISION ITEM
RANK: 7 **OF** 7

Department	**Office of Administration**			**Budget Unit**	31828				
Division	**Missouri Ethics Commission**								
DI Name	**Pay Grid Assignment**	**DI#** 1300011							
Transfers									
Total TRF		0		0		0		0	0
Grand Total		0	0.0	0	0.0	0	0.0	0	0.0	0

NEW DECISION ITEM
RANK: 7 OF 7

Department	Office of Administration	Budget Unit	31828
Division	Missouri Ethics Commission		
DI Name	Pay Grid Assignment	DI# 1300011	

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

6b. Provide an efficiency measure.

The effectiveness and efficiency measure can assessed by the timeliness of providing oversight to our customers, increased compliance and reduction in processing of enforcement actions.

6c. Provide the number of clients/individuals served, if applicable.

The audience of the commission consists of 1,200 lobbyist, 2,604 campaign finance committees, 9,200 individuals filing a personal financial disclosure statements and 5-10 calls from the public concerning the possible filing of complaints.

6d. Provide a customer satisfaction measure, if available.

NEW DECISION ITEM
RANK: 7 OF 7

Department	**Office of Administration**	**Budget Unit**	31828
Division	**Missouri Ethics Commission**		
DI Name	**Pay Grid Assignment**	**DI#** 1300011	

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

The staff of the Missouri Ethics Commission provides education, oversight and enforcement of Chapter 105 and 130 RSMo.

The staff provides education by developing informational materials, and conducting training sessions. The training sessions are provided through webinars, online tutorials and in-person sessions. The Commission website provides access to the 17 different publications, 10 different tutorials and the ongoing schedule of webinars and in-person training seminars.

The MEC has 4 staff members providing oversight through telephone and e-mail assistance. The average number of phone calls and e-mails received requesting guidance or direction for compiling with the statutes ranges from 50 to 60 per day per staff member and during filing deadlines 80 to 100 per day per staff member.

The enforcement actions are addressed through late filing fee assessment and investigations. Assessment of late fees include creating and sending out late fee assessments, tracking those individuals, sending out the necessary notices, tracking the receipt of payments, and coordinating/conducting any necessary collection efforts. Currently one (1) Reporting Specialist sends out approximately 1,057 nonfiling and late fee assessments annually related to PFD filings and approximately 905 relating to Campaign Finance and Lobbyist. The investigative work requires identifying necessary documentation and records to request and/or subpoena, identifying witnesses and interviewing witnesses, reviewing all relevant documentation, performing complex and detailed analysis of data and information and witness interviews, communicating with Commission management and legal staff; reviewing Missouri statutes and constitution; drafting investigative report; presenting report to Commission. Legal actions occur during the investigative stage which include reviewing all complaints received for statutory authority, reviewing case correspondence including legal memoranda and responses to investigators; providing legal oversight for all investigations (complaints and other investigations); this includes communicating with and reviewing all investigative work, work papers, and reports; conducting legal analysis of alleged statutory violations; drafting and issuing all legal documents including subpoenas, affidavits, pleadings, legal petitions for a hearing before the Commission, attorney correspondence, correspondence and communication with/to respondents, joint stipulations, findings of facts and conclusions of law, and Commission orders; preparation of hearing exhibits; interviews of hearing witnesses; preparation for and conducting hearings; oversight and review of appeal pleadings in the event of an appeal.

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MO ETHICS COM - OPER								
Pay Grid Assignment - 1300011								
OFFICE SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	2,676	0.00	0	0.00
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	2,646	0.00	0	0.00
TRAINING TECH I	0	0.00	0	0.00	6,838	0.00	0	0.00
INVESTIGATOR II	0	0.00	0	0.00	23,907	0.00	0	0.00
BUSINESS INFO SPEC I	0	0.00	0	0.00	4,053	0.00	0	0.00
BUSINESS INFO SPEC II	0	0.00	0	0.00	11,699	0.00	0	0.00
TOTAL - PS	**0**	**0.00**	**0**	**0.00**	**51,819**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$51,819**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$51,819**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

Debt and Related Obligations

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BPB DEBT SERVICE								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	61,301,825	0.00	51,651,907	0.00	51,366,144	0.00	25,501,252	0.00
TOTAL - PD	61,301,825	0.00	51,651,907	0.00	51,366,144	0.00	25,501,252	0.00
TOTAL	**61,301,825**	**0.00**	**51,651,907**	**0.00**	**51,366,144**	**0.00**	**25,501,252**	**0.00**
GRAND TOTAL	**$61,301,825**	**0.00**	**$51,651,907**	**0.00**	**$51,366,144**	**0.00**	**$25,501,252**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31026
Division	Debt and Related Obligations		
Core	Board of Public Buildings - Debt Service		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	51,366,144	0	0	51,366,144
Total	**51,366,144**	**0**	**0**	**51,366,144**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	25,501,252	0	0	25,501,252 E
Total	**25,501,252**	**0**	**0**	**25,501,252**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and

Other Funds:
Notes: An "E" is requested for General Revenue.

2. CORE DESCRIPTION

This core request is for payment of principal and interest on outstanding Board of Public Buildings Special Obligation Bonds Series A 2001, B 2001 Refunding, A 2003, and A 2006. The Board is authorized to issue $945 million in revenue bonds in accordance with Sections 8.420 and 8.665, RSMo. The amount of authorization not issued is $73.8 million. There are four (4) series of Board of Public Buildings bonds outstanding as of 1/1/11 in the amount of $574,885,000. Debt service amounts for these bonds vary from year to year due to different maturity dates and interest rates of the bonds. The total amount required for the FY 12 debt service payments is less than the FY 11 core resulting in a net core reduction as follows:

	Principal Outstanding as of 01/01/11	Final Maturity	Fund	FY 11 Core Request	FY 12 Core Request	Fund Decrease
Series A 2001	$132,530,000	05/01/2026	0101	$12,475,425	$12,469,825	($5,600)
Series B 2001 Refunding	$4,165,000	12/01/2012	0101	$2,224,494	$2,217,394	($7,100)
Series A 2003	$329,565,000	10/15/2028	0101	$28,750,050	$28,482,363	($267,687)
Series A 2006	$108,625,000	10/01/2031	0101	$8,201,938	$8,196,562	($5,376)
BPB Grand Total	$574,885,000			$51,651,907	$51,366,144	($285,763)

3. PROGRAM LISTING (list programs included in this core funding)

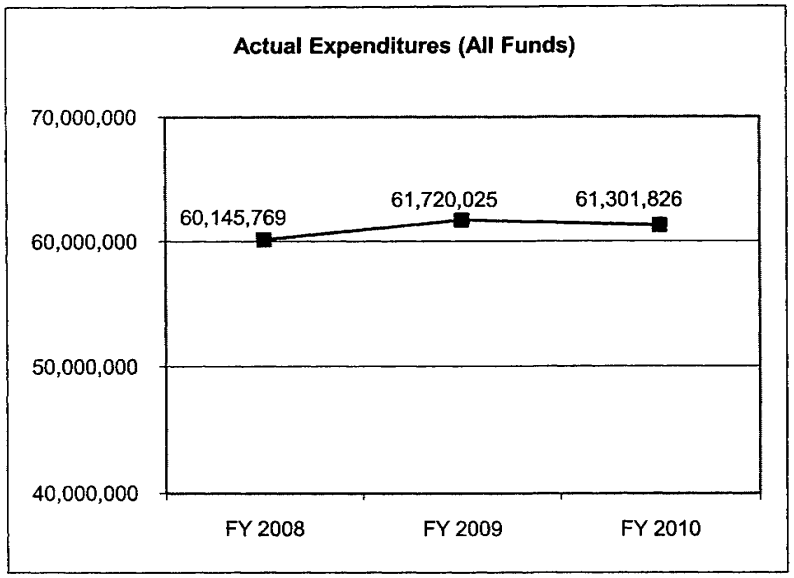
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31026
Division	Debt and Related Obligations		
Core	Board of Public Buildings - Debt Service		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	62,158,520	61,720,026	61,301,826	51,651,907
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	62,158,520	61,720,026	61,301,826	N/A
Actual Expenditures (All Funds)	60,145,769	61,720,025	61,301,826	N/A
Unexpended (All Funds)	2,012,751	1	0	N/A
Unexpended, by Fund:				
General Revenue	2,012,751	1	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
BPB DEBT SERVICE

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PD	0.00	51,651,907	0	0	51,651,907	
		Total	**0.00**	**51,651,907**	**0**	**0**	**51,651,907**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	337 8002	PD	0.00	(285,763)	0	0	(285,763)	Debt service requirement is less than FY 11 core
NET DEPARTMENT CHANGES			**0.00**	**(285,763)**	**0**	**0**	**(285,763)**	
DEPARTMENT CORE REQUEST								
		PD	0.00	51,366,144	0	0	51,366,144	
		Total	**0.00**	**51,366,144**	**0**	**0**	**51,366,144**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	2107 8002	PD	0.00	(25,864,892)	0	0	(25,864,892)	BPB Debt Service Refunding
NET GOVERNOR CHANGES			**0.00**	**(25,864,892)**	**0**	**0**	**(25,864,892)**	
GOVERNOR'S RECOMMENDED CORE								
		PD	0.00	25,501,252	0	0	25,501,252	
		Total	**0.00**	**25,501,252**	**0**	**0**	**25,501,252**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BPB DEBT SERVICE								
CORE								
DEBT SERVICE	61,301,825	0.00	51,651,907	0.00	51,366,144	0.00	25,501,252	0.00
TOTAL - PD	**61,301,825**	**0.00**	**51,651,907**	**0.00**	**51,366,144**	**0.00**	**25,501,252**	**0.00**
GRAND TOTAL	**$61,301,825**	**0.00**	**$51,651,907**	**0.00**	**$51,366,144**	**0.00**	**$25,501,252**	**0.00**
GENERAL REVENUE	**$61,301,825**	**0.00**	**$51,651,907**	**0.00**	**$51,366,144**	**0.00**	**$25,501,252**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ARBITRAGE/REFUNDING/FEES-HB5								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	32,250	0.00	5,922	0.00	5,922	0.00	5,922	0.00
TOTAL - EE	32,250	0.00	5,922	0.00	5,922	0.00	5,922	0.00
PROGRAM-SPECIFIC								
GENERAL REVENUE	387,175	0.00	24,732	0.00	24,732	0.00	24,732	0.00
TOTAL - PD	387,175	0.00	24,732	0.00	24,732	0.00	24,732	0.00
TOTAL	**419,425**	**0.00**	**30,654**	**0.00**	**30,654**	**0.00**	**30,654**	**0.00**
GRAND TOTAL	**$419,425**	**0.00**	**$30,654**	**0.00**	**$30,654**	**0.00**	**$30,654**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31031
Division	Debt and Related Obligations		
Core	House Bill 5 Debt - Annual Fees, Arbitrage Rebate, Refunding, and Related Expenses		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	5,922	0	0	5,922	E
PSD	24,732	0	0	24,732	E
Total	**30,654**	**0**	**0**	**30,654**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Notes: An "E" is requested for General Revenue Fund.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	5,922	0	0	5,922	E
PSD	24,732	0	0	24,732	E
Total	**30,654**	**0**	**0**	**30,654**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Notes: An "E" is requested for General Revenue Fund.

2. CORE DESCRIPTION

This core request is to pay annual paying agent and escrow agent fees, arbitrage rebate, refunding cost, defeasance and other cost associated with House Bill 5 debt. House Bill 5 debt includes: Board of Public Buildings special obligation bonds, Certificates of Participation for lease/purchases, Missouri Health and Educational Facilities Authority (MOHEFA) University of Missouri Columbia arena bonds, MOHEFA savings bonds, and State related bonds of the Missouri Development Finance Board. An E has been requested due to the uncertainty of these fees and expenses.

3. PROGRAM LISTING (list programs included in this core funding)

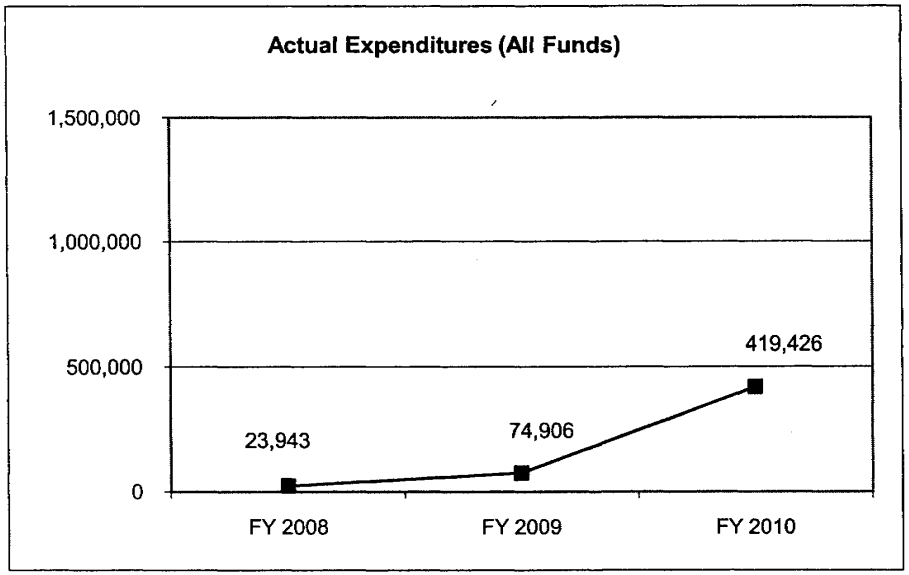
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31031
Division	Debt and Related Obligations		
Core	House Bill 5 Debt - Annual Fees, Arbitrage Rebate, Refunding, and Related Expenses		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	75,654	80,054	419,436	30,654 E
Less Reverted (All Funds)	0	(3,000)	0	N/A
Budget Authority (All Funds)	75,654	77,054	419,436	N/A
Actual Expenditures (All Funds)	23,943	74,906	419,426	N/A
Unexpended (All Funds)	51,711	2,148	10	N/A
Unexpended, by Fund:				
General Revenue	51,711	2,148	10	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) FY 08 appropriation was increased by $45,000 to make an arbitrage payment. This payment was delayed until FY 09 resulting in a comparable lapse amount.
(2) FY 09 appropriation includes $49,400 for arbitrage payments to the IRS.
(3) FY 10 appropriation includes $374,284 for arbitrage payments to the IRS.

OFFICE OF ADMINISTRATION
ARBITRAGE/REFUNDING/FEES-HB5

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	5,922	0	0	5,922	
	PD	0.00	24,732	0	0	24,732	
	Total	**0.00**	**30,654**	**0**	**0**	**30,654**	
DEPARTMENT CORE REQUEST							
	EE	0.00	5,922	0	0	5,922	
	PD	0.00	24,732	0	0	24,732	
	Total	**0.00**	**30,654**	**0**	**0**	**30,654**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	5,922	0	0	5,922	
	PD	0.00	24,732	0	0	24,732	
	Total	**0.00**	**30,654**	**0**	**0**	**30,654**	

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ARBITRAGE/REFUNDING/FEES-HB5								
CORE								
PROFESSIONAL SERVICES	32,250	0.00	0	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	5,922	0.00	5,922	0.00	5,922	0.00
TOTAL - EE	**32,250**	**0.00**	**5,922**	**0.00**	**5,922**	**0.00**	**5,922**	**0.00**
DEBT SERVICE	387,175	0.00	24,732	0.00	24,732	0.00	24,732	0.00
TOTAL - PD	**387,175**	**0.00**	**24,732**	**0.00**	**24,732**	**0.00**	**24,732**	**0.00**
GRAND TOTAL	**$419,425**	**0.00**	**$30,654**	**0.00**	**$30,654**	**0.00**	**$30,654**	**0.00**
GENERAL REVENUE	**$419,425**	**0.00**	**$30,654**	**0.00**	**$30,654**	**0.00**	**$30,654**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
L/P DEBT PAYMENTS								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	13,124,563	0.00	13,183,113	0.00	13,183,113	0.00	1,936,779	0.00
STATE FACILITY MAINT & OPERAT	0	0.00	2,600,466	0.00	2,599,691	0.00	2,599,691	0.00
TOTAL - PD	13,124,563	0.00	15,783,579	0.00	15,782,804	0.00	4,536,470	0.00
TOTAL	**13,124,563**	**0.00**	**15,783,579**	**0.00**	**15,782,804**	**0.00**	**4,536,470**	**0.00**
Lease/Purchase Debt Pymt Inc - 1300007								
PROGRAM-SPECIFIC								
GENERAL REVENUE	0	0.00	0	0.00	2,750	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	2,750	0.00	0	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**2,750**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$13,124,563**	**0.00**	**$15,783,579**	**0.00**	**$15,785,554**	**0.00**	**$4,536,470**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31033
Division	Debt and Related Obligations		
Core	Lease Purchase Debt Payments		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	13,183,113	0	2,599,691	15,782,804
Total	**13,183,113**	**0**	**2,599,691**	**15,782,804**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance and Operation Fund (0501)

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	1,936,779	0	2,599,691	4,536,470	E
Total	**1,936,779**	**0**	**2,599,691**	**4,536,470**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: State Facility Maintenance and Operation Fund (0501)
Notes: An "E" is requested for Other Funds

2. CORE DESCRIPTION

This core request is for payment of lease/purchase certificates of participation for three Department of Mental Health Projects (St. Louis Acute Care Psychiatric Hospital, the St. Louis Psychiatric Rehabilitation Center, and the Northwest Psychiatric Rehabilitation Center) and one Department of Corrections project (Bonne Terre Prison). Debt service amounts for these lease/purchase agreements vary from year to year.

The principal amount of certificates of participation outstanding as of 1/1/11 is $85,510,000 and will mature on 6/1/2019.

This request is also for the payment of annual debt service expenses related to the Leasehold Revenue Bonds Series 2005 and Series 2006. These bonds were issued through the Missouri Development Finance Board for the purchase of two buildings in St. Louis, one building in Florissant, and one building in Jennings.

The principal amount of revenue bonds outstanding as of 1/1/11 is $33,880,000 and will mature on 10/1/2030.

3. PROGRAM LISTING (list programs included in this core funding)

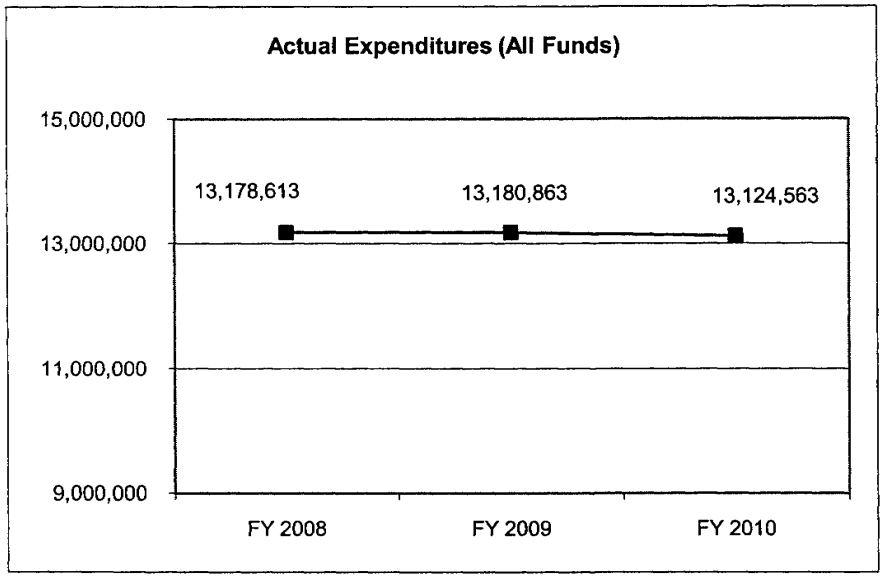
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	31033
Division	Debt and Related Obligations		
Core	Lease Purchase Debt Payments		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	13,178,613	13,180,863	13,177,613	15,783,579
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	13,178,613	13,180,863	13,177,613	N/A
Actual Expenditures (All Funds)	13,178,613	13,180,863	13,124,563	N/A
Unexpended (All Funds)	0	0	53,050	N/A
Unexpended, by Fund:				
General Revenue	0	0	53,050	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
L/P DEBT PAYMENTS

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PD	0.00	13,183,113	0	2,600,466	15,783,579	
		Total	**0.00**	**13,183,113**	**0**	**2,600,466**	**15,783,579**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	318 6753	PD	0.00	0	0	(775)	(775)	Debt service requirement less than FY 11 core
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**(775)**	**(775)**	
DEPARTMENT CORE REQUEST								
		PD	0.00	13,183,113	0	2,599,691	15,782,804	
		Total	**0.00**	**13,183,113**	**0**	**2,599,691**	**15,782,804**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	2108 5281	PD	0.00	(11,246,334)	0	0	(11,246,334)	FY12 Refunding Savings
NET GOVERNOR CHANGES			**0.00**	**(11,246,334)**	**0**	**0**	**(11,246,334)**	
GOVERNOR'S RECOMMENDED CORE								
		PD	0.00	1,936,779	0	2,599,691	4,536,470	
		Total	**0.00**	**1,936,779**	**0**	**2,599,691**	**4,536,470**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
L/P DEBT PAYMENTS								
CORE								
DEBT SERVICE	13,124,563	0.00	15,783,579	0.00	15,782,804	0.00	4,536,470	0.00
TOTAL - PD	**13,124,563**	**0.00**	**15,783,579**	**0.00**	**15,782,804**	**0.00**	**4,536,470**	**0.00**
GRAND TOTAL	**$13,124,563**	**0.00**	**$15,783,579**	**0.00**	**$15,782,804**	**0.00**	**$4,536,470**	**0.00**
GENERAL REVENUE	**$13,124,563**	**0.00**	**$13,183,113**	**0.00**	**$13,183,113**	**0.00**	**$1,936,779**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$2,600,466**	**0.00**	**$2,599,691**	**0.00**	**$2,599,691**	**0.00**

NEW DECISION ITEM
RANK: 5 **OF** 7

Department	Office of Administration	**Budget Unit**	31033
Division	Debt and Related Obligations		
DI Name	Lease Purchase Debt Payments Increase **DI#** 1300007		

1. AMOUNT OF REQUEST

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	2,750	0	0	2,750
TRF	0	0	0	0
Total	**2,750**	**0**	**0**	**2,750**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

	New Legislation		New Program		Fund Switch
	Federal Mandate		Program Expansion	X	Cost to Continue
	GR Pick-Up		Space Request		Equipment Replacement
	Pay Plan		Other:		

NEW DECISION ITEM
RANK: 5 OF 7

Department	Office of Administration	**Budget Unit**	31033
Division	Debt and Related Obligations		
DI Name	Lease Purchase Debt Payments Increase **DI#** 1300007		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

In March 2005, the State issued Series A 2005 Refunding Certificates of Participation (COPs) in the amount of $120,490,000. The proceeds of the COPs were used to refund four (4) series of lease/purchase certificates of participation as follows:

	Principal Refunded
MO Public Facilities Corp Series A 1994 (St. Louis Acute Care Psychiatric Hospital)	$13,945,000
MO PRC Corp Series A 1995 (St. Louis Psychiatric Rehabilitation Center)	$13,400,000
NW MO Public Facilities Corp Series B 1995 (Northwest Psychiatric Rehabilitation Center)	$9,915,000
MO Public Facilities Corp II Series A 1995 (Bonne Terre Prison)	$87,700,000
	$124,960,000

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

Debt service amounts for these Certificates of Participation (COPs) vary from year to year due to different maturity dates and interest rates of the COPs. The amount required for the FY 12 payments is greater than the FY 11 core as follows:

	Principal Outstanding as of 01/01/11	Final Maturity	Fund	FY 11 Core	FY 12 Request	**Difference**
Series A 2005 Refunding COPs	$85,510,000	06/01/2019	0101	$13,183,113	$13,185,863	**$2,750**

NEW DECISION ITEM
RANK: 5 OF 7

Department	Office of Administration	**Budget Unit**	31033
Division	Debt and Related Obligations		
DI Name	Lease Purchase Debt Payments Increase **DI#** 1300007		

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions	2,750						2,750		
Total PSD	**2,750**		**0**		**0**		**2,750**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**2,750**	**0.0**	**0**	**0.0**	**0**	**0.0**	**2,750**	**0.0**	**0**

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Program Distributions	0						0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**

NEW DECISION ITEM
RANK: 5 OF 7

Department	Office of Administration	**Budget Unit**	31033
Division	Debt and Related Obligations		
DI Name	Lease Purchase Debt Payments Increase **DI#** 1300007		

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

Prompt payment of principal and interest results in adherence to statutory requirement and bond resolutions. This promotes sound financial management and helps to maintain the State's triple AAA bond rating.

6b. Provide an efficiency measure.

Debt payments made on due dates:

Payment Dates

9/15; 11/15; 5/15

6c. Provide the number of clients/individuals served, if applicable.

N/A

6d. Provide a customer satisfaction measure, if available.

N/A

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Payment will be made to the Paying Agent on or before the required due dates.

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
L/P DEBT PAYMENTS								
Lease/Purchase Debt Pymt Inc - 1300007								
DEBT SERVICE	0	0.00	0	0.00	2,750	0.00	0	0.00
TOTAL - PD	**0**	**0.00**	**0**	**0.00**	**2,750**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$2,750**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$2,750**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MU BASKETBALL ARENA								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	2,890,955	0.00	2,883,580	0.00	2,872,455	0.00	2,872,455	0.00
TOTAL - PD	2,890,955	0.00	2,883,580	0.00	2,872,455	0.00	2,872,455	0.00
TOTAL	**2,890,955**	**0.00**	**2,883,580**	**0.00**	**2,872,455**	**0.00**	**2,872,455**	**0.00**
GRAND TOTAL	**$2,890,955**	**0.00**	**$2,883,580**	**0.00**	**$2,872,455**	**0.00**	**$2,872,455**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32350
Division	Debt and Related Obligations		
Core	MOHEFA MU Columbia Arena Project Debt Service		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	2,872,455	0	0	2,872,455
Total	**2,872,455**	**0**	**0**	**2,872,455**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	2,872,455	0	0	2,872,455
Total	**2,872,455**	**0**	**0**	**2,872,455**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core request is for the payment of principal and interest on outstanding Missouri Health and Educational Facilities Authority (MOHEFA) University of Missouri-Columbia arena project bonds. The State has entered into a financing agreement to pay the annual debt service on these bonds. The principal amount of bonds outstanding as of 1/1/11 is $24,530,000.

The bonds will mature on 11/1/2021.

This request includes a core reduction of $11,125.

3. PROGRAM LISTING (list programs included in this core funding)

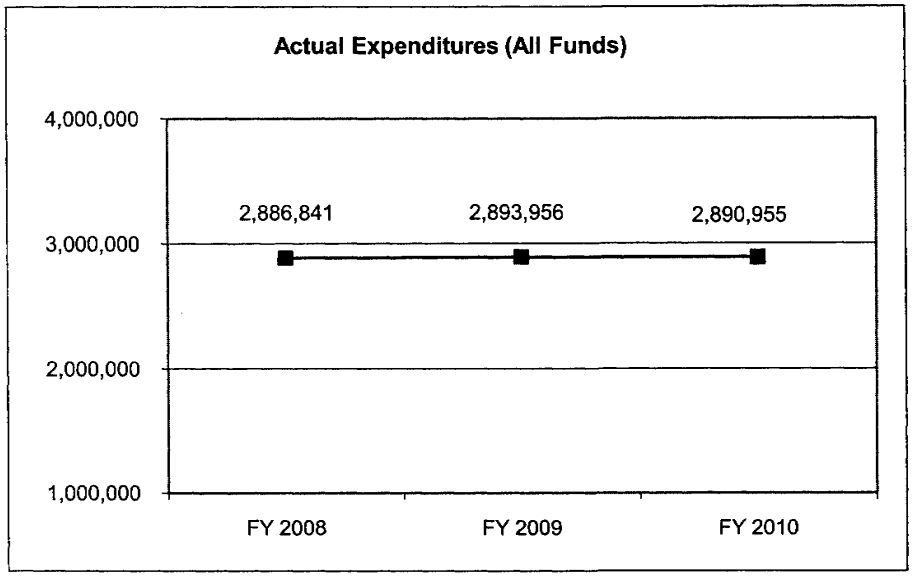
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32350
Division	Debt and Related Obligations		
Core	MOHEFA MU Columbia Arena Project Debt Service		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	2,887,070	2,894,015	2,890,955	2,883,580
Less Reverted (All Funds)	0	(59)	0	N/A
Budget Authority (All Funds)	2,887,070	2,893,956	2,890,955	N/A
Actual Expenditures (All Funds)	2,886,841	2,893,956	2,890,955	N/A
Unexpended (All Funds)	229	0	0	N/A
Unexpended, by Fund:				
General Revenue	229	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
MU BASKETBALL ARENA

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	2,883,580	0	0	2,883,580	
	Total	**0.00**	**2,883,580**	**0**	**0**	**2,883,580**	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction 319 5732	PD	0.00	(11,125)	0	0	(11,125)	Debt service requirment is less than FY 11 core
NET DEPARTMENT CHANGES		**0.00**	**(11,125)**	**0**	**0**	**(11,125)**	
DEPARTMENT CORE REQUEST							
	PD	0.00	2,872,455	0	0	2,872,455	
	Total	**0.00**	**2,872,455**	**0**	**0**	**2,872,455**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	2,872,455	0	0	2,872,455	
	Total	**0.00**	**2,872,455**	**0**	**0**	**2,872,455**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
MU BASKETBALL ARENA								
CORE								
DEBT SERVICE	2,890,955	0.00	2,883,580	0.00	2,872,455	0.00	2,872,455	0.00
TOTAL - PD	**2,890,955**	**0.00**	**2,883,580**	**0.00**	**2,872,455**	**0.00**	**2,872,455**	**0.00**
GRAND TOTAL	**$2,890,955**	**0.00**	**$2,883,580**	**0.00**	**$2,872,455**	**0.00**	**$2,872,455**	**0.00**
GENERAL REVENUE	**$2,890,955**	**0.00**	**$2,883,580**	**0.00**	**$2,872,455**	**0.00**	**$2,872,455**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
UNIFIED COMMUNICATIONS								
CORE								
PROGRAM-SPECIFIC								
OA REVOLVING ADMINISTRATIVE TR	0	0.00	0	0.00	1,975,724	0.00	1,975,724	0.00
TOTAL - PD	0	0.00	0	0.00	1,975,724	0.00	1,975,724	0.00
TOTAL	**0**	**0.00**	**0**	**0.00**	**1,975,724**	**0.00**	**1,975,724**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$1,975,724**	**0.00**	**$1,975,724**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32351
Division	Debt and Related Obligations		
DI Name	Unified Communication		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	1,975,724	1,975,724	E
TRF	0	0	0	0	
Total	**0**	**0**	**1,975,724**	**1,975,724**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust (0505)
Notes: An "E" is requested for Other funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	1,975,724	1,975,724	E
TRF	0	0	0	0	
Total	**0**	**0**	**1,975,724**	**1,975,724**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: OA Revolving Administrative Trust (0505)
Notes: An "E" is requested for Other funds

2. CORE DESCRIPTION

This request is for the payment of annual debt service expenses related to the Unified Communication lease purchase. This lease was entered into to provide financing for the purchase, upgrade, and replacement of the State's telecommunication system. The lease has a 7-year term at 2.99% interest. The principal outstanding at 1/1/11 is $8,792,246. The final payment will be made in FY 17.

3. PROGRAM LISTING (list programs included in this core funding)

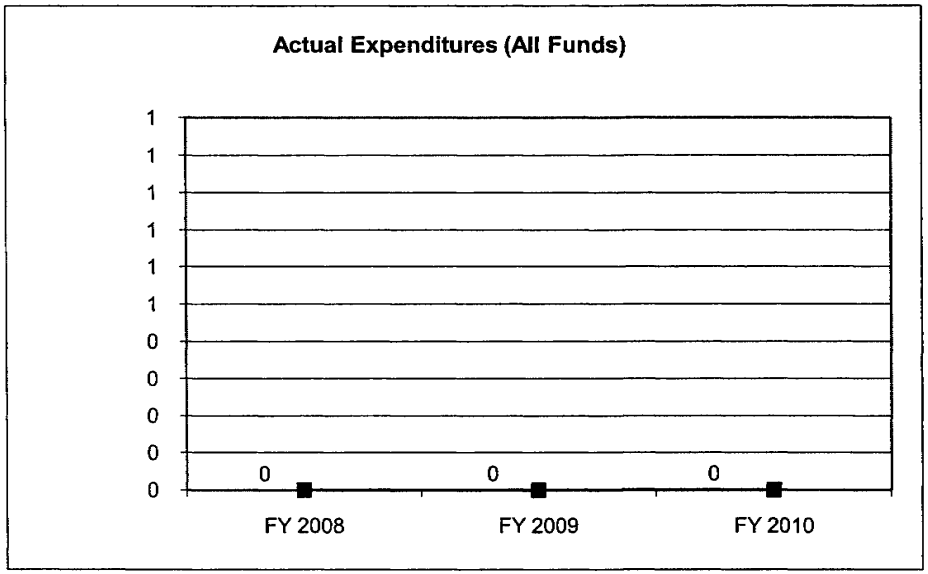
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32351
Division	Debt and Related Obligations		
DI Name	Unified Communication		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	0	0	0	0
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
UNIFIED COMMUNICATIONS

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
DEPARTMENT CORE ADJUSTMENTS								
Core Reallocation	585 7837	PD	0.00	0	0	1,975,724	1,975,724	From ITSD Telecommunications for unified communication payments
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**1,975,724**	**1,975,724**	
DEPARTMENT CORE REQUEST								
		PD	0.00	0	0	1,975,724	1,975,724	
		Total	**0.00**	**0**	**0**	**1,975,724**	**1,975,724**	
GOVERNOR'S RECOMMENDED CORE								
		PD	0.00	0	0	1,975,724	1,975,724	
		Total	**0.00**	**0**	**0**	**1,975,724**	**1,975,724**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
UNIFIED COMMUNICATIONS								
CORE								
DEBT SERVICE	0	0.00	0	0.00	1,975,724	0.00	1,975,724	0.00
TOTAL - PD	**0**	**0.00**	**0**	**0.00**	**1,975,724**	**0.00**	**1,975,724**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$1,975,724**	**0.00**	**$1,975,724**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$1,975,724**	**0.00**	**$1,975,724**	**0.00**

NEW DECISION ITEM
RANK: 5 OF 7

Department	Office of Administration	**Budget Unit**	32354
Division	Debt and Related Obligations		
DI Name	Interoperability Master Lease Payments **DI# 1300019**		

1. AMOUNT OF REQUEST

	FY 2012 Budget Request					FY 2012 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Federal	Other	Total	
PS	0	0	0	0	**PS**	0	0	0	0	
EE	0	0	0	0	**EE**	0	0	0	0	
PSD	0	0	0	0	**PSD**	5,839,670	0	0	5,839,670	E
TRF	0	0	0	0	**TRF**	0	0	0	0	
Total	**0**	**0**	**0**	**0**	**Total**	**5,839,670**	**0**	**0**	**5,839,670**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	**FTE**	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	***Est. Fringe***	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:
Notes: An "E" is requested for General Revenue.

2. THIS REQUEST CAN BE CATEGORIZED AS:

_____	New Legislation	_____	New Program	_____	Fund Switch
_____	Federal Mandate	_____	Program Expansion	_____	Cost to Continue
_____	GR Pick-Up	_____	Space Request	_____	Equipment Replacement
_____	Pay Plan	_____	Other: _____		

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The State has entered into a contract with Motorola to build a statewide interoperable radio communications system. The system will replace the radio communications currently used by state law enforcement agencies such as the highway patrol, and will provide a unified platform that will allow state and local agencies to communicate with each other. The system will also allow state and local agencies to meet the FCC mandate to narrow band all their communications equipment by January 2013. This project is financed through a combination of funding sources including grants and a 7 year lease with Central Bank.

NEW DECISION ITEM
RANK: 5 OF 7

Department	Office of Administration	**Budget Unit**	32354
Division	Debt and Related Obligations		
DI Name	Interoperability Master Lease Payments **DI# 1300019**		

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

In addition to grant funding, the State expects to draw $35.5 million from the Statewide Master Lease contract with Central Bank beginning the 1st quarter of fiscal year 2012. Funds will be borrowed for a term of 7 years at approximately 5% interest which will result in approximately $6,000,000 in annual debt service requirements.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Debt Service (660)							0		
Total PSD	**0**		**0**		**0**		**0**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**

NEW DECISION ITEM
RANK: 5 OF 7

Department	Office of Administration	**Budget Unit**	32354
Division	Debt and Related Obligations		
DI Name	Interoperability Master Lease Payments **DI# 1300019**		

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**	**0.0**	**0**
							0		
							0		
							0		
							0		
Total EE	**0**		**0**		**0**		**0**		**0**
Debt Service (660)	5,839,670						5,839,670		
Total PSD	**5,839,670**		**0**		**0**		**5,839,670**		**0**
Transfers									
Total TRF	**0**		**0**		**0**		**0**		**0**
Grand Total	**5,839,670**	**0.0**	**0**	**0.0**	**0**	**0.0**	**5,839,670**	**0.0**	**0**

NEW DECISION ITEM
RANK: 5 OF 7

Department	Office of Administration	**Budget Unit**	32354
Division	Debt and Related Obligations		
DI Name	Interoperability Master Lease Payments **DI# 1300019**		

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

Prompt payment of principal and interest results in adherence to master lease contract provisions.

6b. Provide an efficiency measure.

Debt payments made on due date.

6c. Provide the number of clients/individuals served, if applicable.

N/A

6d. Provide a customer satisfaction measure, if available.

N/A

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Debt service payments will be made on the due date in accordance with contractual obligations.

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
INTEROP MASTER LEASE								
Interoperability Master Lease - 1300019								
DEBT SERVICE	0	0.00	0	0.00	0	0.00	5,839,670	0.00
TOTAL - PD	**0**	**0.00**	**0**	**0.00**	**0**	**0.00**	**5,839,670**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$5,839,670**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$5,839,670**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ENERGY CONSERVATION								
CORE								
PROGRAM-SPECIFIC								
FACILITIES MAINTENANCE RESERVE	6,000,174	0.00	6,000,175	0.00	5,800,956	0.00	5,800,956	0.00
TOTAL - PD	6,000,174	0.00	6,000,175	0.00	5,800,956	0.00	5,800,956	0.00
TOTAL	**6,000,174**	**0.00**	**6,000,175**	**0.00**	**5,800,956**	**0.00**	**5,800,956**	**0.00**
GRAND TOTAL	**$6,000,174**	**0.00**	**$6,000,175**	**0.00**	**$5,800,956**	**0.00**	**$5,800,956**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32352
Division	Debt and Related Obligations		
Core	FMDC ESCO Debt Serivce		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	5,800,956	5,800,956
Total	**0**	**0**	**5,800,956**	**5,800,956**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Facilities Maintenance Reserve Fund (0124)

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	5,800,956	5,800,956
Total	**0**	**0**	**5,800,956**	**5,800,956**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Facilities Maintenance Reserve Fund (0124)

2. CORE DESCRIPTION

This core request is for payment of principal and interest on the outstanding master lease guaranteed energy savings. FMDC has utilized authority in RSMo, 8.235.4 to finance projects to produce energy savings, reduce consumption, reduce pollution, and increase productivity at facilities around the State. Projects have been financed for 15 years at interest rates between 2.20% and 4.03%. The principal amount of contracts outstanding as of 1/1/11 is $56,278,780.

This request includes a core reduction of $199,219.

3. PROGRAM LISTING (list programs included in this core funding)

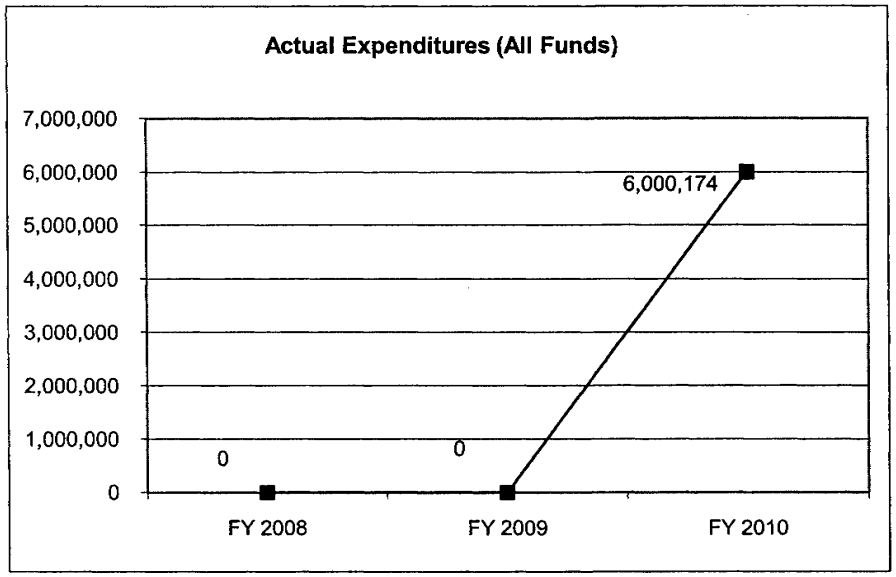
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32352
Division	Debt and Related Obligations		
Core	FMDC ESCO Debt Serivce		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	0	0	6,427,600	6,000,175
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	6,427,600	N/A
Actual Expenditures (All Funds)	0	0	6,000,174	N/A
Unexpended (All Funds)	0	0	427,426	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	427,426	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
ENERGY CONSERVATION

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PD	0.00	0	0	6,000,175	6,000,175	
		Total	**0.00**	**0**	**0**	**6,000,175**	**6,000,175**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	320 4468	PD	0.00	0	0	(199,219)	(199,219)	Debt service requirement is less than FY 11 core
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**(199,219)**	**(199,219)**	
DEPARTMENT CORE REQUEST								
		PD	0.00	0	0	5,800,956	5,800,956	
		Total	**0.00**	**0**	**0**	**5,800,956**	**5,800,956**	
GOVERNOR'S RECOMMENDED CORE								
		PD	0.00	0	0	5,800,956	5,800,956	
		Total	**0.00**	**0**	**0**	**5,800,956**	**5,800,956**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ENERGY CONSERVATION								
CORE								
DEBT SERVICE	6,000,174	0.00	6,000,175	0.00	5,800,956	0.00	5,800,956	0.00
TOTAL - PD	**6,000,174**	**0.00**	**6,000,175**	**0.00**	**5,800,956**	**0.00**	**5,800,956**	**0.00**
GRAND TOTAL	**$6,000,174**	**0.00**	**$6,000,175**	**0.00**	**$5,800,956**	**0.00**	**$5,800,956**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$6,000,174**	**0.00**	**$6,000,175**	**0.00**	**$5,800,956**	**0.00**	**$5,800,956**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
DEBT MANAGEMENT								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	15,881	0.00	85,000	0.00	85,000	0.00	85,000	0.00
TOTAL - EE	15,881	0.00	85,000	0.00	85,000	0.00	85,000	0.00
TOTAL	**15,881**	**0.00**	**85,000**	**0.00**	**85,000**	**0.00**	**85,000**	**0.00**
GRAND TOTAL	**$15,881**	**0.00**	**$85,000**	**0.00**	**$85,000**	**0.00**	**$85,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32353
Division	Debt and Related Obligations		
Core	Debt Management		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	85,000	0	0	85,000
PSD	0	0	0	0
Total	**85,000**	**0**	**0**	**85,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	85,000	0	0	85,000
PSD	0	0	0	0
Total	**85,000**	**0**	**0**	**85,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core request is to retain the services of a financial advisor and bond counsel to assist the State with managing its $1.3 billion of outstanding debt administered by the Office of Administration. The Financial advisor and bond counsel, with knowledge of the bond market, are responsible for monitoring the market with respect to the State's outstanding debt. They are responsible for making recommendations to State staff on any debt savings opportunities available to the State. They also keep the State apprised on any new financing mechanisms and strategies that would reduce the State's borrowing costs.

Series	Principal Amount Issued	Principal Amount Repaid/ Refunded	Principal Outstanding January 1, 2011
General Obligation Bonds	$3,376,444,240	$2,889,354,240	$487,090,000
Revenue Bonds	$1,297,175,000	$722,290,000	$574,885,000
Other Debt	$380,023,282	$97,299,502	$282,723,780
Totals Including Refunding Issues	$5,053,642,522	$3,708,943,742	$1,344,698,780

3. PROGRAM LISTING (list programs included in this core funding)

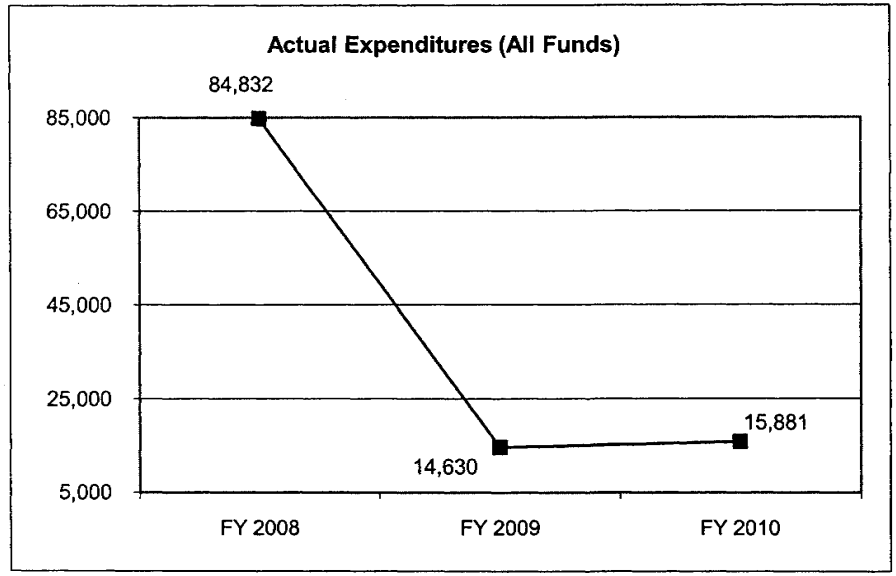
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32353
Division	Debt and Related Obligations		
Core	Debt Management		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	150,000	150,000	100,000	85,000
Less Reverted (All Funds)	(4,500)	(125,500)	(46,225)	N/A
Budget Authority (All Funds)	145,500	24,500	53,775	N/A
Actual Expenditures (All Funds)	84,832	14,630	15,881	N/A
Unexpended (All Funds)	60,668	9,870	37,894	N/A
Unexpended, by Fund:				
General Revenue	60,668	9,870	37,894	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
DEBT MANAGEMENT

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	85,000	0	0	85,000	
	Total	**0.00**	**85,000**	**0**	**0**	**85,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	85,000	0	0	85,000	
	Total	**0.00**	**85,000**	**0**	**0**	**85,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	85,000	0	0	85,000	
	Total	**0.00**	**85,000**	**0**	**0**	**85,000**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
DEBT MANAGEMENT								
CORE								
PROFESSIONAL SERVICES	15,881	0.00	85,000	0.00	85,000	0.00	85,000	0.00
TOTAL - EE	**15,881**	**0.00**	**85,000**	**0.00**	**85,000**	**0.00**	**85,000**	**0.00**
GRAND TOTAL	**$15,881**	**0.00**	**$85,000**	**0.00**	**$85,000**	**0.00**	**$85,000**	**0.00**
GENERAL REVENUE	**$15,881**	**0.00**	**$85,000**	**0.00**	**$85,000**	**0.00**	**$85,000**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Debt Management
Program is found in the following core budget(s):

	BPB Debt Service	HB 5 Debt Annual Fees	L/P Debt Payments	MOHEFA MU Arena	Debt Mgmt	New Job Training Certificates	Bartle Hall Conv Center	Jackson Co Conv Center	Edward Jones Dome	ESCO Debt	TOTAL
GR	51,651,907	30,654	13,183,113	2,883,580	85,000	1	2,000,000	3,000,000	12,000,000		84,834,255
FEDERAL											0
OTHER			2,600,466							6,000,175	8,600,641
TOTAL	51,651,907	30,654	15,783,579	2,883,580	85,000	1	2,000,000	3,000,000	12,000,000	6,000,175	93,434,896

1. What does this program do?

This program provides for payment of various fees associated with outstanding debt, such as paying agent and escrow agent fees, arbitrage rebate, refunding costs and defeasance costs. It also provides for lead and supporting roles in most state debt financings. Included in this oversight is contact with the three rating agencies. Debt included in the oversight includes special obligation bonds, lease/purchase debt, convention center and dome financings and certain projects associated with the Missouri Health and Educational Facilities Authority (MOHEFA). The following explains the various debt being managed:

Special Obligation Bonds: The Board of Public Buildings is authorized to issue $945 million in special obligation revenue bonds in accordance with RSMo, 8.420 and 8.665. The amount of authorization outstanding and not issued is $73.8 million. There are four (4) series of Board of Public Buildings bonds outstanding as of 1/1/11 in the amount of $574,885,000. To date, the final series of bonds will mature on 10/1/31.

Certificates of Participation: There are four (4) lease/purchase agreements outstanding. These consist of the St. Louis Acute Care Psychiatric Hospital, the St. Louis Psychiatric Rehabilitation Center, the Northwest Psychiatric Rehabilitation Center, and the Bonne Terre Prison. In March 2005, the state issued Refunding Certificates of Participation Series A 2005 to refund the original certificates of participation associated with the four lease/purchase agreements. The principal amount of certificates outstanding as of 1/1/11 is $85,510,000. The certificates will mature on 6/1/19.

MOHEFA: The Missouri Health and Educational Authority issued $35,000,000 of bonds for the University of Missouri-Columbia arena project. The State has entered into a financing agreement to pay the annual debt service on these bonds. The principal amount of bonds outstanding as of 1/1/11 is $24,530,000. The bonds will mature on 11/1/21.

Convention Center and Sports Complex: In accordance with RSMo, Section 67.638-67.645, certain cities and counties are allowed to create a "Convention and Sports Complex Fund" for the purpose of developing, maintaining or operating sports, convention, exhibition, or trade facilities. The State may then contribute annually to each fund. The State has agreed to and is currently contributing to two separate funds, the Bartle Hall Convention Center in Kansas City and the Jackson County Stadium Complex. The State's contribution will continue through Fiscal Year 2015.

RSMo, 67.650-67.658 allows for the establishment of the Regional Convention and Sports Complex Authority. The Authority issued Series A 1991 (State sponsored) Bonds in 1991. The proceeds were used in addition to proceeds from St. Louis City and St. Louis County sponsored bonds, to build the Edward Jones Dome in St. Louis. In 1993, the Authority refunded the callable portions of the Series A 1991 Bonds by issuing Series A 1993 Refunding Bonds. In 2003, the Authority refunded the outstanding bonds with Series A 2003 Refunding Bonds. The State contributes $10 million annually to the Authority to be used for debt service payments on the bonds. The State is also required to contribute $2 million annually for maintenance of the facility. Final debt service payment to the Authority will be made on August 1, 2021. The final contribution for maintenance will be made on August 1, 2023. The amount of bonds outstanding as of 1/1/11 is $82,525,000.

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Debt Management
Program is found in the following core budget(s):	

Missouri Development Finance Board: In FY 06, the Board issued $28,995,000 of Missouri Development Finance Board Leasehold Revenue Bonds Series 2005 dated November 1, 2005. These bonds were issued to finance the purchase of one building in Florissant, one building in St. Louis, and one building in Jennings. Missouri Development Finance Board issued $9,865,000 of Leasehold Revenue Bonds Series 2006 dated May 1, 2006. These bonds were issued to finance the purchase of one building in St. Louis. The State has entered into a lease with the Board. Payments under the lease agreement have been structured in amounts sufficient to pay principal and interest on the bonds. As of 1/1/11, the amount outstanding on the Series 2005 Bonds is $25,270,000 and the Series 2006 is $8,610,000.

ESCO Debt: FMDC has utilized authority in RSMo, 8.235.4 to finance projects to produce energy savings, reduce consumption, reduce pollution, and increase productivity at facilities around the State. Projects have been financed for 15 years at interest rates between 2.20% and 4.03%. The principal amount of contracts outstanding as of 1/1/11 is $56,278,780.

The personal service and expense and equipment costs associated with this program are not included in the costs presented in this form. Those costs are included in the Accounting Operations within the Division of Accounting. It is not cost beneficial to track the costs by program because of the overlap of job duties. The costs listed in this form are for the direct payment of debt and fees associated with that debt.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo, Chapter 8; RSMo, Sections: 67.638-67.645; 67.650-67.658; 178.892-178.896; and 288.128, 288.310, and 288.330.

3. Are there federal matching requirements? If yes, please explain.

No

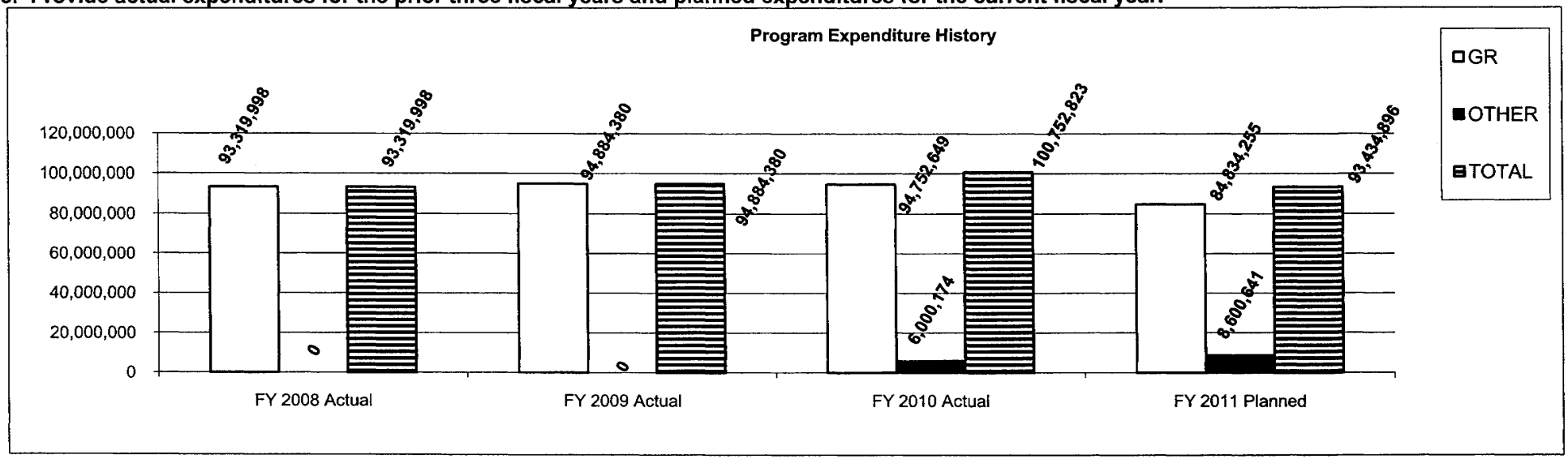
4. Is this a federally mandated program? If yes, please explain.

No

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	Debt Management
Program is found in the following core budget(s):	

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Above costs do not include personal service and expense and equipment cost for support staff.

6. What are the sources of the "Other" funds?

Facilities Maintenance Reserve Fund (0124)

7a. Provide an effectiveness measure.

Prompt payment of principal and interest results in adherence to statutory requirements and to bond resolutions and other financing agreements. This promotes sound financial management and helps to maintain the State's AAA bond rating. Generally, AAA rated bonds bear lower interest rates thereby lowering the overall interest costs incurred by the State.

PROGRAM DESCRIPTION

Department Office of Administration
Program Name Debt Management
Program is found in the following core budget(s):

7b. Provide an efficiency measure.

	Principal Outstanding 01/01/2011	Payment Dates	# of FY 09 Required Payment/ # of payments made by Due Date	# of FY 10 Required Payment/ # of payments made by Due Date
Bartle Hall Convention Center	n/a[1]	monthly or upon request	8/8	12/12
Jackson County Sport Complex	n/a[1]	monthly or upon request	6/6	7/7
Board of Public Buildings - Series A 2001	132,530,000	10/31; 4/30	2/2	2/2
Board of Public Buildings - Series B 2001 Refunding	4,165,000	11/30; 5/31	2/2	2/2
Board of Public Buildings - Series A 2003	329,565,000	10/15; 4/15	2/2	2/2
Board of Public Buildings - Series A 2006	108,625,000	9/30; 3/31	2/2	2/2
MDFB Leasehold Bonds - Series 2005	25,270,000	9/15; 3/15	2/2	2/2
MDFB Leasehold Bonds - Series 2006	8,610,000	9/15; 3/15	2/2	2/2
Certificates of Participation - Series A 2005 Refunding	85,510,000	11/15; 5/15	2/2	2/2
MOHEFA MU Arena - Series 2001	24,530,000	10/31; 4/30	2/2	2/2
Edward Jones Dome - Series A 2003 Refunding	82,525,000	7/31; 1/31	2/2	2/2
Energy Savings	56,278,780	quarterly	4/4	4/4
	857,608,780			

[1] State pays a fixed annual amount

7c. Provide the number of clients/individuals served, if applicable.

N/A

7d. Provide a customer satisfaction measure, if available.

N/A

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
NEW JOBS TRAINING CERTIFICATE								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL	**0**	**0.00**	**1**	**0.00**	**1**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32355
Division	Debt and Related Obligations		
Core	New Jobs Training Certificates		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	1	0	0	1	E
Total	**1**	**0**	**0**	**1**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:
Notes: An "E" is requested for General Revenue Fund.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	1	0	0	1	E
Total	**1**	**0**	**0**	**1**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:
Notes: An "E" is requested for General Revenue Fund.

2. CORE DESCRIPTION

This core request is to provide a funding contingency for new jobs training and job retention certificates' debt service cost in the event of non payment by the issuer. Sections 178.892 to 178.896, RSMo establishes the New Jobs Training Program and Sections 178.760 to 178.764, RSMo establishes the Job Retention Program. Essentially, businesses establishing new jobs in the State or retaining current jobs can enter into an agreement with a community college district to provide training for new employees. The training is funded from the proceeds of certificates issued by the community college district. Debt service on the certificates is payable only from Missouri withholding tax credits of the (first) new employees or (second) existing employees. If the business would sharply decrease or eliminate its operations, funds may not be available to meet debt service costs, therefore an "E" is being requested.

3. PROGRAM LISTING (list programs included in this core funding)

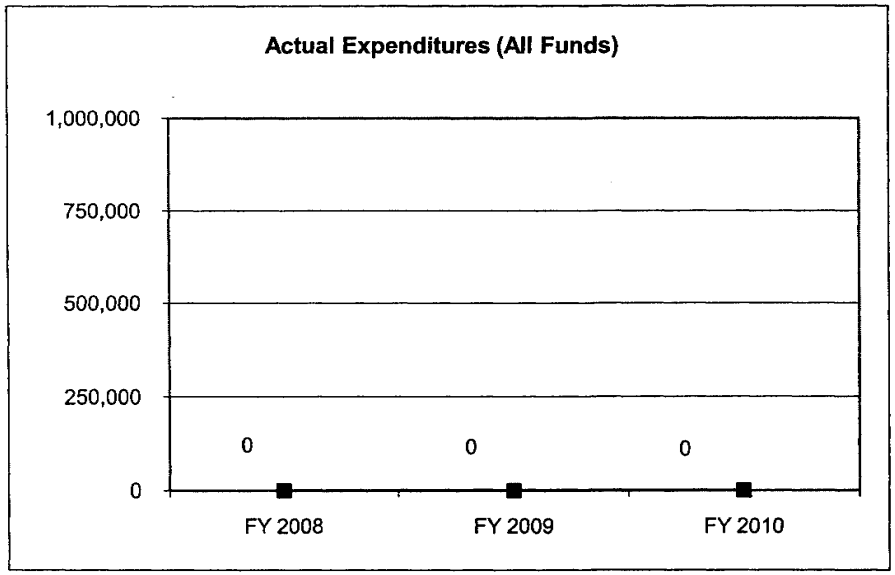
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32355
Division	Debt and Related Obligations		
Core	New Jobs Training Certificates		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1	1	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	1	1	1	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
NEW JOBS TRAINING CERTIFICATE

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	
DEPARTMENT CORE REQUEST							
	PD	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
NEW JOBS TRAINING CERTIFICATE								
CORE								
DEBT SERVICE	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	**0**	**0.00**	**1**	**0.00**	**1**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CONVENTION/SPORTS-BARTLE HALL								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - PD	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
GRAND TOTAL	$2,000,000	0.00	$2,000,000	0.00	$2,000,000	0.00	$2,000,000	0.00

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32363
Division	Debt and Related Obligations		
Core	Convention/Sports-Bartle Hall		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	2,000,000	0	0	2,000,000
Total	**2,000,000**	**0**	**0**	**2,000,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	2,000,000	0	0	2,000,000
Total	**2,000,000**	**0**	**0**	**2,000,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core request is to provide funding for the State's contribution to the Bartle Hall Convention Center in Kansas City. Sections 67.638 - 67.645, RSMo allow certain cities and counties to create a "Convention and Sports Complex Fund" for the purpose of developing, maintaining or operating within its jurisdiction, sports, convention, exhibition, or trade facilities. The state may then contribute annually to each fund. The state began contributing to the fund in Fiscal Year 1991 and has agreed to continue through Fiscal Year 2015.

3. PROGRAM LISTING (list programs included in this core funding)

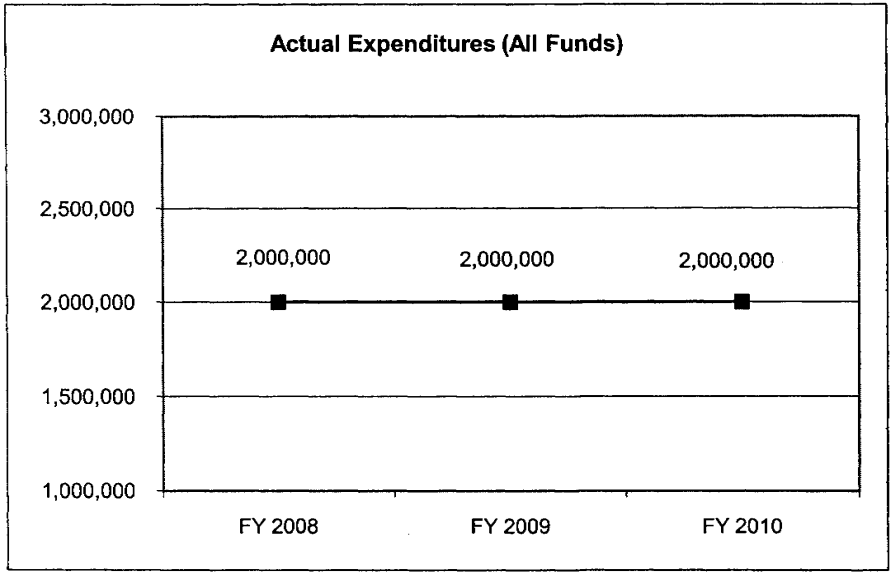
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32363
Division	Debt and Related Obligations		
Core	Convention/Sports-Bartle Hall		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	2,000,000	2,000,000	2,000,000	2,000,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,000,000	2,000,000	2,000,000	N/A
Actual Expenditures (All Funds)	2,000,000	2,000,000	2,000,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
CONVENTION/SPORTS-BARTLE HALL

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	2,000,000	0	0	2,000,000	
	Total	**0.00**	**2,000,000**	**0**	**0**	**2,000,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	2,000,000	0	0	2,000,000	
	Total	**0.00**	**2,000,000**	**0**	**0**	**2,000,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	2,000,000	0	0	2,000,000	
	Total	**0.00**	**2,000,000**	**0**	**0**	**2,000,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CONVENTION/SPORTS-BARTLE HALL								
CORE								
PROGRAM DISTRIBUTIONS	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
TOTAL - PD	**2,000,000**	**0.00**	**2,000,000**	**0.00**	**2,000,000**	**0.00**	**2,000,000**	**0.00**
GRAND TOTAL	**$2,000,000**	**0.00**	**$2,000,000**	**0.00**	**$2,000,000**	**0.00**	**$2,000,000**	**0.00**
GENERAL REVENUE	**$2,000,000**	**0.00**	**$2,000,000**	**0.00**	**$2,000,000**	**0.00**	**$2,000,000**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CONVENTION/SPORTS-JACKSON CO								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	3,000,000	0.00	3,000,000	0.00	3,000,000	0.00	3,000,000	0.00
TOTAL - PD	3,000,000	0.00	3,000,000	0.00	3,000,000	0.00	3,000,000	0.00
TOTAL	**3,000,000**	**0.00**	**3,000,000**	**0.00**	**3,000,000**	**0.00**	**3,000,000**	**0.00**
GRAND TOTAL	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32364
Division	Debt and Related Obligations		
Core	Convention/Sports-Jackson County		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	3,000,000	0	0	3,000,000
Total	**3,000,000**	**0**	**0**	**3,000,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	3,000,000	0	0	3,000,000
Total	**3,000,000**	**0**	**0**	**3,000,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core request is to provide funding for the State's contribution to the Jackson County (Kauffman/Arrowhead) Sports Stadium Complex. Sections 67.638 - 67.645, RSMo allow certain cities and counties to create a "Convention and Sports Complex Fund" for the purpose of developing, maintaining or operating within its jurisdiction, sports, convention, exhibition, or trade facilities. The state may then contribute annually to each fund. The state began contributing to the fund in Fiscal Year 1991 and has agreed to continue through Fiscal Year 2015.

3. PROGRAM LISTING (list programs included in this core funding)

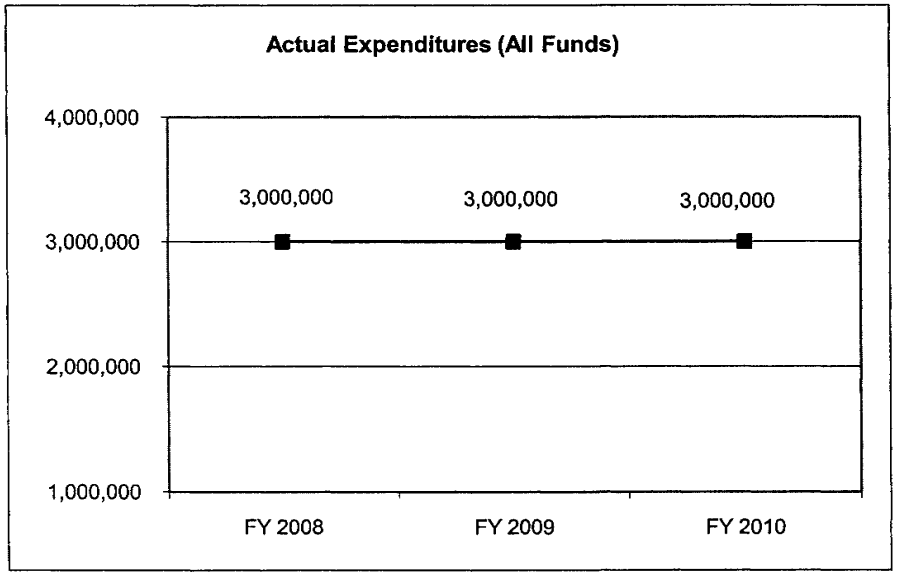
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32364
Division	Debt and Related Obligations		
Core	Convention/Sports-Jackson County		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	3,000,000	3,000,000	3,000,000	3,000,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,000,000	3,000,000	3,000,000	N/A
Actual Expenditures (All Funds)	3,000,000	3,000,000	3,000,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
CONVENTION/SPORTS-JACKSON CO

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	3,000,000	0	0	3,000,000	
	Total	**0.00**	**3,000,000**	**0**	**0**	**3,000,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	3,000,000	0	0	3,000,000	
	Total	**0.00**	**3,000,000**	**0**	**0**	**3,000,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	3,000,000	0	0	3,000,000	
	Total	**0.00**	**3,000,000**	**0**	**0**	**3,000,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CONVENTION/SPORTS-JACKSON CO								
CORE								
PROGRAM DISTRIBUTIONS	3,000,000	0.00	3,000,000	0.00	3,000,000	0.00	3,000,000	0.00
TOTAL - PD	**3,000,000**	**0.00**	**3,000,000**	**0.00**	**3,000,000**	**0.00**	**3,000,000**	**0.00**
GRAND TOTAL	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**
GENERAL REVENUE	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CONVENTION/SPORTS-EDWARD JONES								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	12,000,000	0.00	12,000,000	0.00	12,000,000	0.00	12,000,000	0.00
TOTAL - PD	12,000,000	0.00	12,000,000	0.00	12,000,000	0.00	12,000,000	0.00
TOTAL	**12,000,000**	**0.00**	**12,000,000**	**0.00**	**12,000,000**	**0.00**	**12,000,000**	**0.00**
GRAND TOTAL	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32365
Division	Debt and Related Obligations		
Core	Convention/Sports-Edward Jones Dome		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	12,000,000	0	0	12,000,000
Total	**12,000,000**	**0**	**0**	**12,000,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	12,000,000	0	0	12,000,000
Total	**12,000,000**	**0**	**0**	**12,000,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core request is to fund the State's sponsor payment to the Edward Jones Dome in St. Louis. Sections 67.650 - 67.658, RSMo allow for the establishment of a "Regional Convention and Sports Complex Authority." Pursuant to the issuance of the Convention and Sports Facility Project Bonds Series A 1991, the State of Missouri, as sponsor, is required to contribute $10,000,000 annually to the Regional Convention and Sports Complex Authority debt service and an additional $2,000,000 for preservation payments. Debt service payments began in Fiscal Year 1992 and will conclude in Fiscal Year 2022, while preservation payments will conclude in 2024.

The amount of outstanding State sponsored Convention and Sports Facility Project Bonds as of 1/1/11 is $82,525,000.

3. PROGRAM LISTING (list programs included in this core funding)

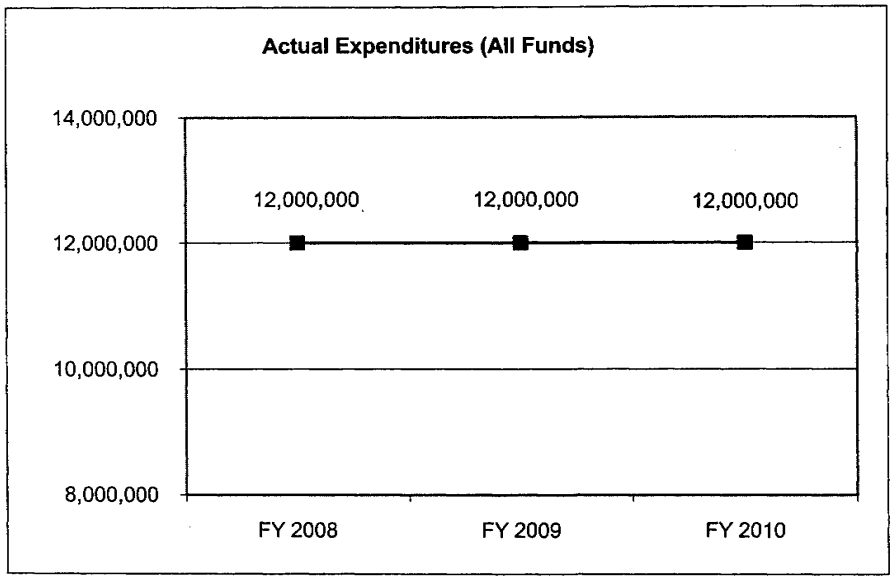
Debt Management

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32365
Division	Debt and Related Obligations		
Core	Convention/Sports-Edward Jones Dome		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	12,000,000	12,000,000	12,000,000	12,000,000
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	12,000,000	12,000,000	12,000,000	N/A
Actual Expenditures (All Funds)	12,000,000	12,000,000	12,000,000	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
CONVENTION/SPORTS-EDWARD JONES

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	12,000,000	0	0	12,000,000	
	Total	**0.00**	**12,000,000**	**0**	**0**	**12,000,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	12,000,000	0	0	12,000,000	
	Total	**0.00**	**12,000,000**	**0**	**0**	**12,000,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	12,000,000	0	0	12,000,000	
	Total	**0.00**	**12,000,000**	**0**	**0**	**12,000,000**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CONVENTION/SPORTS-EDWARD JONES								
CORE								
PROGRAM DISTRIBUTIONS	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00	2,000,000	0.00
DEBT SERVICE	10,000,000	0.00	10,000,000	0.00	10,000,000	0.00	10,000,000	0.00
TOTAL - PD	**12,000,000**	**0.00**	**12,000,000**	**0.00**	**12,000,000**	**0.00**	**12,000,000**	**0.00**
GRAND TOTAL	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**
GENERAL REVENUE	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**	**$12,000,000**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Administrative Disbursement

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CMIA-FEDERAL PAYMENTS								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	213,651	0.00	300,000	0.00	300,000	0.00	300,000	0.00
TOTAL - EE	213,651	0.00	300,000	0.00	300,000	0.00	300,000	0.00
TOTAL	**213,651**	**0.00**	**300,000**	**0.00**	**300,000**	**0.00**	**300,000**	**0.00**
GRAND TOTAL	**$213,651**	**0.00**	**$300,000**	**0.00**	**$300,000**	**0.00**	**$300,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32356
Division	Administrative Disbursements		
Core	CMIA and Other Federal Payments		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	300,000	0	0	300,000	E
PSD	0	0	0	0	
Total	**300,000**	**0**	**0**	**300,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for GR.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	300,000	0	0	300,000	E
PSD	0	0	0	0	
Total	**300,000**	**0**	**0**	**300,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for GR.

2. CORE DESCRIPTION

This core request is for payments that may become due to the Federal Government for items such as interest, refunds, and penalties.

Due to the uncertainty of these payments and fluctuating interest rates, an "E" is requested for this appropriation.

Federal Fiscal Year	State Pymt Fiscal Year	Threshold	Interest Rate	# of Programs	# of Agencies
2010	2011	56,470,000	.12%	16	8
2009	2010	52,840,000	.60%	18	8
2008	2009	51,870,000	2.99%	16	7
2007	2008	51,520,000	5.02%	16	7
2006	2007	49,790,000	4.18%	17	8
2005	2006	47,650,000	2.28%	18	9

3. PROGRAM LISTING (list programs included in this core funding)

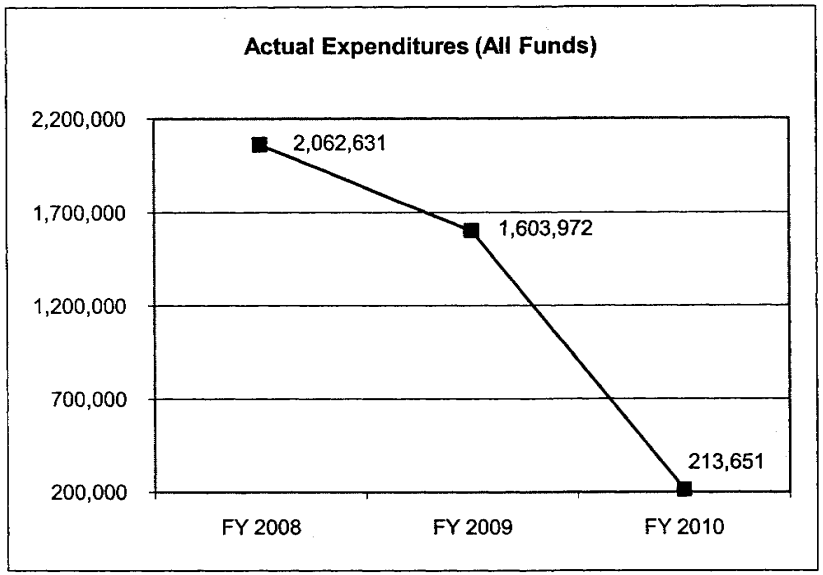
CMIA and Other Federal Payments

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32356
Division	Administrative Disbursements		
Core	CMIA and Other Federal Payments		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	2,117,351	1,629,506	2,000,000	300,000 E
Less Reverted (All Funds)	0	(25,534)	(1,784,252)	N/A
Budget Authority (All Funds)	2,117,351	1,603,972	215,748	N/A
Actual Expenditures (All Funds)	2,062,631	1,603,972	213,651	N/A
Unexpended (All Funds)	54,720	0	2,097	N/A
Unexpended, by Fund:				
General Revenue	54,720	0	2,097	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
	(1)	(2)		



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) FY 08 estimated appropriation increased by $1,717,351.

(2) FY 09 estimated appropriation increased by $1,229,506.

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
CMIA-FEDERAL PAYMENTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	300,000	0	0	300,000	
	Total	**0.00**	**300,000**	**0**	**0**	**300,000**	
DEPARTMENT CORE REQUEST							
	EE	0.00	300,000	0	0	300,000	
	Total	**0.00**	**300,000**	**0**	**0**	**300,000**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	300,000	0	0	300,000	
	Total	**0.00**	**300,000**	**0**	**0**	**300,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CMIA-FEDERAL PAYMENTS								
CORE								
MISCELLANEOUS EXPENSES	213,651	0.00	300,000	0.00	300,000	0.00	300,000	0.00
TOTAL - EE	**213,651**	**0.00**	**300,000**	**0.00**	**300,000**	**0.00**	**300,000**	**0.00**
GRAND TOTAL	**$213,651**	**0.00**	**$300,000**	**0.00**	**$300,000**	**0.00**	**$300,000**	**0.00**
GENERAL REVENUE	**$213,651**	**0.00**	**$300,000**	**0.00**	**$300,000**	**0.00**	**$300,000**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	CMIA and Other Federal Payments
Program is found in the following core budget(s):	CMIA and Other Federal Payments

1. What does this program do?

This program provides for payments to the federal government for items such as interest, refunds, and penalties.
The Federal Cash Management Improvement Act of 1990 and 1992 requires that the State track the draw down of federal funds for programs that exceed the threshold, as calculated using program expenditures. Interest is calculated using the daily equivalent of the annualized 13-week average treasury bill rate (5.02% in FY07, 2.99% in FY08, 0.60% in FY09, and 0.12% in FY10). Interest calculated on program disbursements from July 2009 through June 2010 is due in March of 2011.
The State also prepares a Statewide Cost Allocation Plan in accordance with OMB Circular A-87. This plan is used to allocate central service costs to various federal programs. The federal Department of Health and Human Services reviews the plan for adherence to the Circular. Reimbursement to the federal government may be required for any disallowed cost. In FY 06, $950,000 was reimbursed to the federal government. This represented their share of money that was swept from the OA Revolving Trust fund to the general revenue fund in FY 05.
This program also covers any IRS penalties that have been assessed.

2. What is the authorization for this program, i.e., federal or state statute, etc.?

Cash Management Improvement Act; OMB Circular A-87, IRS Tax Code

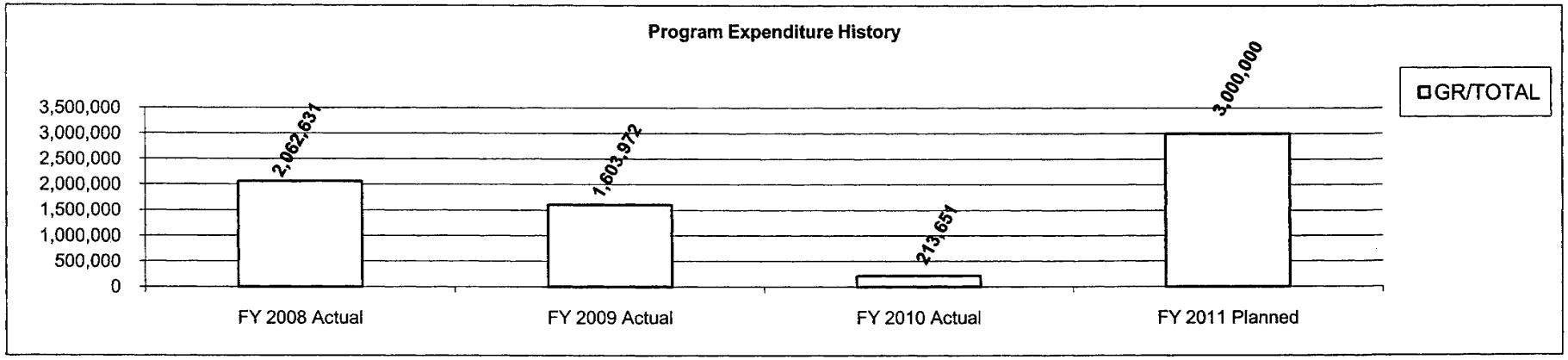
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

Yes. (see No. 1 above).

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department	Office of Administration
Program Name	CMIA and Other Federal Payments
Program is found in the following core budget(s):	CMIA and Other Federal Payments

6. What are the sources of the "Other" funds?

N/A

7a. Provide an effectiveness measure.

Compliance to the Cash Management Improvement Act of 1990 and 1992, the OMB Circular A-87 and IRS Tax Code.

Timely payment of other interest/penalty assessments.

7b. Provide an efficiency measure.

Prompt payment to the federal government by March 31, for CMIA interest.

7c. Provide the number of clients/individuals served, if applicable.

N/A

7d. Provide a customer satisfaction measure, if available.

N/A

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
AUDIT RECOVERY DISTRIBUTION								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL	**0**	**0.00**	**1**	**0.00**	**1**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32486
Division	Administrative Disbursements		
Core	Audit Recovery Distribution		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	1	0	0	1	E
PSD	0	0	0	0	
Total	**1**	**0**	**0**	**1**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for GR.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	1	0	0	1	E
PSD	0	0	0	0	
Total	**1**	**0**	**0**	**1**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for GR.

2. CORE DESCRIPTION

Appropriation authority is being requested to distribute a percentage of monies recovered by the State to the audit firm who recovered the funds. The amount to be distributed to the audit recovery firm will be based upon the terms of the contract awarded for the service. If no monies are recovered, the contractor does not receive any payment. Because the amount of the recovery is uncertain, we are requesting an estimated appropriation. We do not have a current contract, but want to hold the appropriation open as a placeholder.

Vendors do not always properly credit state agencies for duplicate payments erroneously made, or for equipment and supplies returned because of defects or other errors in shipping. An audit recovery firm researches contract terms, vendor invoices, and payments made in order to identify the payments owed to the State as a result of billing and payment errors. The firm works with the vendors to recover the funds, and, once the State is paid, the contractor is given a recovery fee.

3. PROGRAM LISTING (list programs included in this core funding)

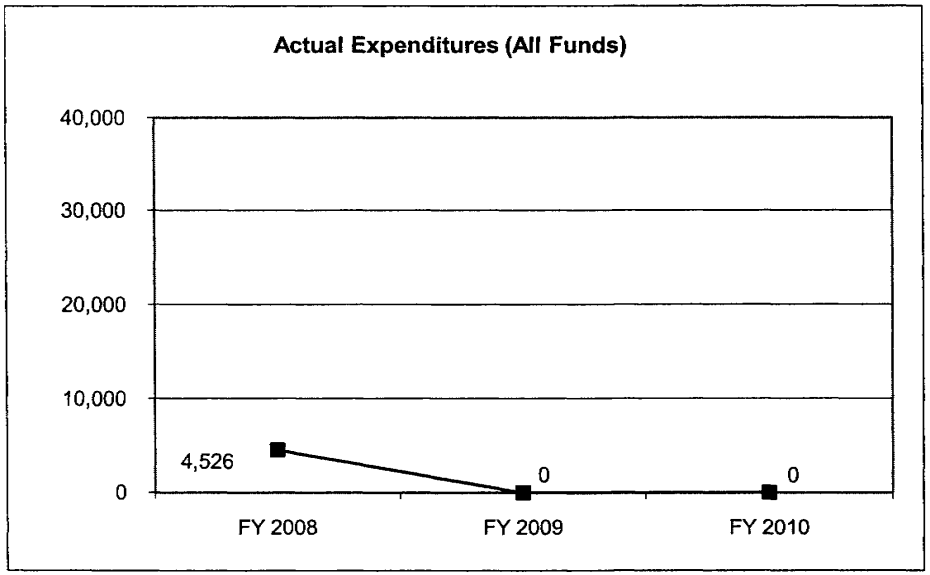
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32486
Division	Administrative Disbursements		
Core	Audit Recovery Distribution		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	200,000	1	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	200,000	1	1	N/A
Actual Expenditures (All Funds)	4,526	0	0	N/A
Unexpended (All Funds)	195,474	1	1	N/A
Unexpended, by Fund:				
General Revenue	195,474	1	1	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
AUDIT RECOVERY DISTRIBUTION

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	
DEPARTMENT CORE REQUEST							
	EE	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	1	0	0	1	
	Total	**0.00**	**1**	**0**	**0**	**1**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
AUDIT RECOVERY DISTRIBUTION								
CORE								
PROFESSIONAL SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	**0**	**0.00**	**1**	**0.00**	**1**	**0.00**	**1**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CASH FLOW LOANS								
CORE								
FUND TRANSFERS								
BUDGET RESERVE	555,699,321	0.00	399,999,999	0.00	399,999,999	0.00	399,999,999	0.00
OA REVOLVING ADMINISTRATIVE TR	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - TRF	555,699,321	0.00	400,000,000	0.00	400,000,000	0.00	400,000,000	0.00
TOTAL	555,699,321	0.00	400,000,000	0.00	400,000,000	0.00	400,000,000	0.00
GRAND TOTAL	$555,699,321	0.00	$400,000,000	0.00	$400,000,000	0.00	$400,000,000	0.00

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32500
Division	Administrative Disbursements		
Core	Cash Flow Loans		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
TRF	0	0	400,000,000	400,000,000	E
Total	**0**	**0**	**400,000,000**	**400,000,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Budget Reserve Fund (0100) and various other funds.

Notes: An "E" is requested for Other funds.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
TRF	0	0	400,000,000	400,000,000	E
Total	**0**	**0**	**400,000,000**	**400,000,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Budget Reserve Fund (0100) and various other funds.

Notes: An "E" is requested for Other funds.

2. CORE DESCRIPTION

This request provides the mechanism to transfer funds from the Budget Reserve Fund into general revenue or any other state fund for short-term loans pursuant to Section 27(a), Article IV, Constitution of Missouri. This appropriation also allows for transfers from various other funds into general revenue or any other state funds for short-term loans.

Transfers from the Budget Reserve Fund are deemed "cash operating transfers." An amount equal to the cash operating transfer received by such fund, together with the interest that would have been earned on such amount, must be transferred back to the Budget Reserve Fund or other fund prior to May sixteenth of the fiscal year in which the transfer was made. No cash operating transfers out of the Budget Reserve Fund may be made after May 15 of any fiscal year.

Transfers from other state funds into general revenue or other state fund shall only be transferred from May 15 to June 30 in any fiscal year, and an amount equal to the cash operating transfer received by such fund, together with the interest that would have been earned on such amount, must be transferred back to the other fund prior to June 30 of the fiscal year in which the transfer was made.

3. PROGRAM LISTING (list programs included in this core funding)

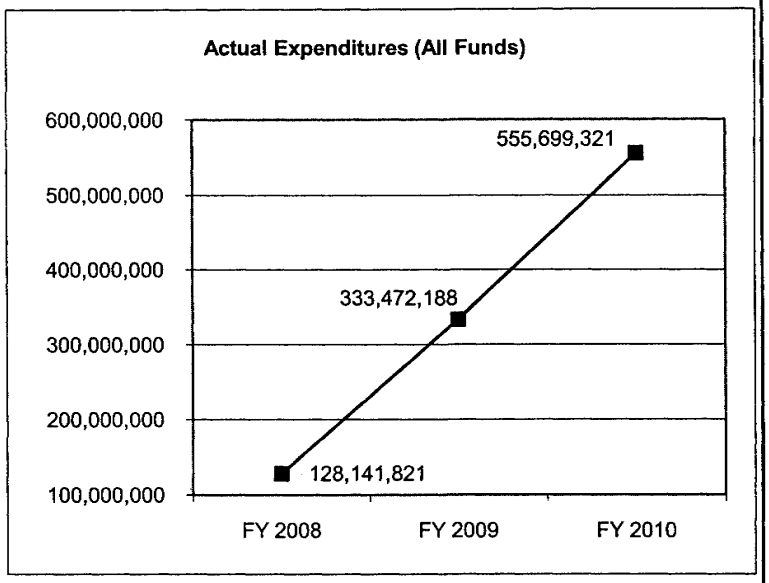
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32500
Division	Administrative Disbursements		
Core	Cash Flow Loans		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	400,000,000	400,000,000	555,699,323	400,000,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	400,000,000	400,000,000	555,699,323	N/A
Actual Expenditures (All Funds)	128,141,821	333,472,188	555,699,321	N/A
Unexpended (All Funds)	271,858,179	66,527,812	2	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	271,858,179	66,527,812	2 (1)	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) FY 10 appropriation was increased by $155,699,323.

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
CASH FLOW LOANS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	400,000,000	400,000,000	
	Total	**0.00**	**0**	**0**	**400,000,000**	**400,000,000**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	400,000,000	400,000,000	
	Total	**0.00**	**0**	**0**	**400,000,000**	**400,000,000**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	400,000,000	400,000,000	
	Total	**0.00**	**0**	**0**	**400,000,000**	**400,000,000**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CASH FLOW LOANS								
CORE								
TRANSFERS OUT	555,699,321	0.00	400,000,000	0.00	400,000,000	0.00	400,000,000	0.00
TOTAL - TRF	**555,699,321**	**0.00**	**400,000,000**	**0.00**	**400,000,000**	**0.00**	**400,000,000**	**0.00**
GRAND TOTAL	**$555,699,321**	**0.00**	**$400,000,000**	**0.00**	**$400,000,000**	**0.00**	**$400,000,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$555,699,321**	**0.00**	**$400,000,000**	**0.00**	**$400,000,000**	**0.00**	**$400,000,000**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
PAYBACK CASH FLOW LOANS								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	520,000,000	0.00	325,000,000	0.00	325,000,000	0.00	325,000,000	0.00
DEPT ELEM-SEC EDUCATION	25,000,000	0.00	0	0.00	0	0.00	0	0.00
MENTAL HLTH INTERGOVER TRANSFR	4,699,321	0.00	0	0.00	0	0.00	0	0.00
BLIND PENSION	0	0.00	75,000,000	0.00	75,000,000	0.00	75,000,000	0.00
HEALTHY FAMILIES TRUST	6,000,000	0.00	0	0.00	0	0.00	0	0.00
TOTAL - TRF	555,699,321	0.00	400,000,000	0.00	400,000,000	0.00	400,000,000	0.00
TOTAL	**555,699,321**	**0.00**	**400,000,000**	**0.00**	**400,000,000**	**0.00**	**400,000,000**	**0.00**
GRAND TOTAL	**$555,699,321**	**0.00**	**$400,000,000**	**0.00**	**$400,000,000**	**0.00**	**$400,000,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32505
Division	Administrative Disbursements		
Core	Payback Cash Flow Loans		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	325,000,000	0	75,000,000	400,000,000	E
Total	**325,000,000**	**0**	**75,000,000**	**400,000,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Various
Notes: An "E" is requested for GR and Other funds.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	325,000,000	0	75,000,000	400,000,000	E
Total	**325,000,000**	**0**	**75,000,000**	**400,000,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Various
Notes: An "E" is requested for GR and Other funds.

2. CORE DESCRIPTION

This request provides the mechanism to transfer funds from general revenue and other funds into the Budget Reserve Fund pursuant to Section 27(a), Article IV, Constitution of Missouri, to pay back cash operating transfers made from the Budget Reserve Fund. This appropriation also allows for transfers from general revenue or any other state funds to various other funds to pay back cash operating transfers made from other state funds.

Transfers from the Budget Reserve Fund are deemed "cash operating transfers." An amount equal to the cash operating transfer received by such fund, together with the interest that would have been earned on such amount, must be transferred back to the Budget Reserve Fund or other fund prior to May sixteenth of the fiscal year in which the transfer was made. No cash operating transfers out of the Budget Reserve Fund may be made after May 15 of any fiscal year.

Transfers from other state funds into general revenue or other state fund shall only be transferred from May 15 to June 30 in any fiscal year, and an amount equal to the cash operating transfer received by such fund, together with the interest that would have been earned on such amount, must be transferred back to the other fund prior to June 30 of the fiscal year in which the transfer was made.

3. PROGRAM LISTING (list programs included in this core funding)

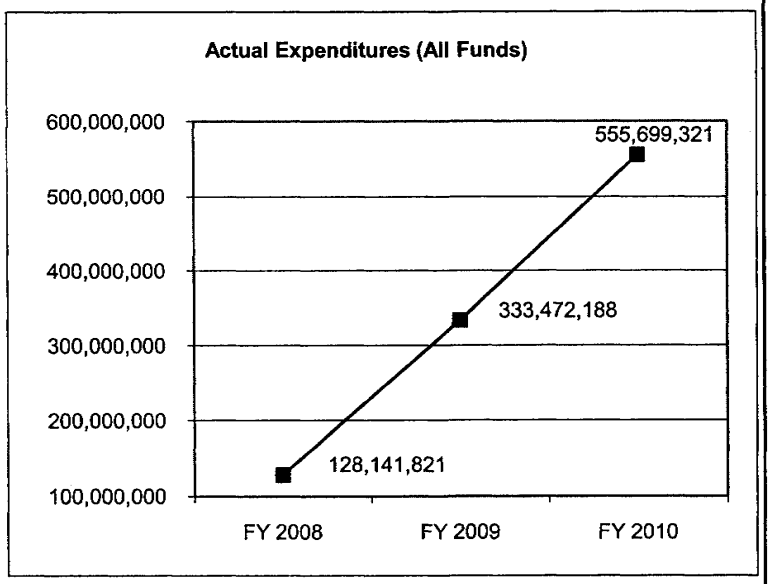
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32505
Division	Administrative Disbursements		
Core	Payback Cash Flow Loans		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	400,000,000	400,000,000	630,699,322	400,000,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	400,000,000	400,000,000	630,699,322	N/A
Actual Expenditures (All Funds)	128,141,821	333,472,188	555,699,321	N/A
Unexpended (All Funds)	271,858,179	66,527,812	75,000,001	N/A
Unexpended, by Fund:				
General Revenue	205,000,000	0	1	N/A
Federal	0	0	0	N/A
Other	66,858,179	66,527,812	75,000,000 (1)	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) FY 10 appropriation was increased by $230,699,322

OFFICE OF ADMINISTRATION
PAYBACK CASH FLOW LOANS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	325,000,000	0	75,000,000	400,000,000	
	Total	**0.00**	**325,000,000**	**0**	**75,000,000**	**400,000,000**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	325,000,000	0	75,000,000	400,000,000	
	Total	**0.00**	**325,000,000**	**0**	**75,000,000**	**400,000,000**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	325,000,000	0	75,000,000	400,000,000	
	Total	**0.00**	**325,000,000**	**0**	**75,000,000**	**400,000,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
PAYBACK CASH FLOW LOANS								
CORE								
TRANSFERS OUT	555,699,321	0.00	400,000,000	0.00	400,000,000	0.00	400,000,000	0.00
TOTAL - TRF	**555,699,321**	**0.00**	**400,000,000**	**0.00**	**400,000,000**	**0.00**	**400,000,000**	**0.00**
GRAND TOTAL	**$555,699,321**	**0.00**	**$400,000,000**	**0.00**	**$400,000,000**	**0.00**	**$400,000,000**	**0.00**
GENERAL REVENUE	**$520,000,000**	**0.00**	**$325,000,000**	**0.00**	**$325,000,000**	**0.00**	**$325,000,000**	**0.00**
FEDERAL FUNDS	**$25,000,000**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$10,699,321**	**0.00**	**$75,000,000**	**0.00**	**$75,000,000**	**0.00**	**$75,000,000**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CASH FLOW LOAN INTEREST PYMT								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	2,437,100	0.00	3,000,000	0.00	3,000,000	0.00	3,000,000	0.00
DEPT ELEM-SEC EDUCATION	945	0.00	0	0.00	0	0.00	0	0.00
MENTAL HLTH INTERGOVER TRANSFR	695	0.00	0	0.00	0	0.00	0	0.00
BLIND PENSION	0	0.00	1	0.00	1	0.00	1	0.00
HEALTHY FAMILIES TRUST	4,044	0.00	0	0.00	0	0.00	0	0.00
TOTAL - TRF	2,442,784	0.00	3,000,001	0.00	3,000,001	0.00	3,000,001	0.00
TOTAL	2,442,784	0.00	3,000,001	0.00	3,000,001	0.00	3,000,001	0.00
GRAND TOTAL	$2,442,784	0.00	$3,000,001	0.00	$3,000,001	0.00	$3,000,001	0.00

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32507
Division	Administrative Disbursements		
Core	Cash Flow Loan Interest Payment		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
TRF	3,000,000	0	1	3,000,001	E
Total	**3,000,000**	**0**	**1**	**3,000,001**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Budget Reserve Fund (0100) and various other funds.

Notes: An "E" is requested for GR and Other funds.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
TRF	3,000,000	0	1	3,000,001	E
Total	**3,000,000**	**0**	**1**	**3,000,001**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Budget Reserve Fund (0100) and various other funds.

Notes: An "E" is requested for GR and Other funds.

2. CORE DESCRIPTION

This request provides the mechanism to transfer funds from general revenue and other funds into the Budget Reserve Fund pursuant to Section 27(a), Article IV, Constitution of Missouri, to pay back any interest on cash operating transfers made from the Budget Reserve Fund. This appropriation also allows for transfers from general revenue or any other state funds to various other funds to pay back any interest on cash operating transfers made from other state funds.

Transfers from the Budget Reserve Fund are deemed "cash operating transfers." An amount equal to the cash operating transfer received by such fund, together with the interest that would have been earned on such amount, must be transferred back to the Budget Reserve Fund or other fund prior to May sixteenth of the fiscal year in which the transfer was made. No cash operating transfers out of the Budget Reserve Fund may be made after May 15 of any fiscal year.

Transfers from other state funds into general revenue or other state fund shall only be transferred from May 15 to June 30 in any fiscal year, and an amount equal to the cash operating transfer received by such fund, together with the interest that would have been earned on such amount, must be transferred back to the other fund prior to June 30 of the fiscal year in which the transfer was made.

3. PROGRAM LISTING (list programs included in this core funding)

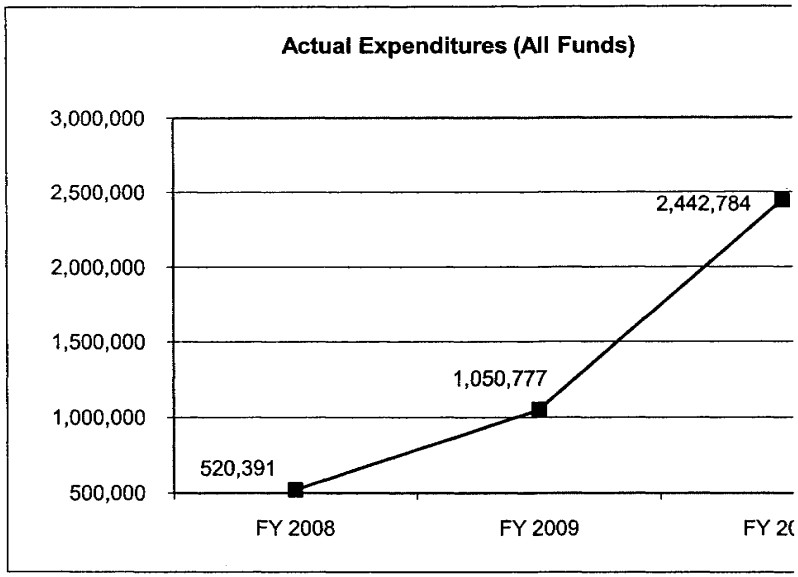
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32507
Division	Administrative Disbursements		
Core	Cash Flow Loan Interest Payment		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	3,016,200	3,003,555	3,005,818	3,000,001 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,016,200	3,003,555	3,005,818	N/A
Actual Expenditures (All Funds)	520,391	1,050,777	2,442,784	N/A
Unexpended (All Funds)	2,495,809	1,952,778	563,034	N/A
Unexpended, by Fund:				
General Revenue	2,495,803	1,952,774	562,900	N/A
Federal	1	0	0	N/A
Other	5	4	134	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) Other fund appropriations were increased by $16,199 in FY 2008.
(2) Other fund appropriations were increased by $3,550 in FY 2009.
(3) Other fund appropriations were increased by $5,818 in FY 2010.

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
CASH FLOW LOAN INTEREST PYMT

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	3,000,000	0	1	3,000,001	
	Total	**0.00**	**3,000,000**	**0**	**1**	**3,000,001**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	3,000,000	0	1	3,000,001	
	Total	**0.00**	**3,000,000**	**0**	**1**	**3,000,001**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	3,000,000	0	1	3,000,001	
	Total	**0.00**	**3,000,000**	**0**	**1**	**3,000,001**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CASH FLOW LOAN INTEREST PYMT								
CORE								
TRANSFERS OUT	2,442,784	0.00	3,000,001	0.00	3,000,001	0.00	3,000,001	0.00
TOTAL - TRF	**2,442,784**	**0.00**	**3,000,001**	**0.00**	**3,000,001**	**0.00**	**3,000,001**	**0.00**
GRAND TOTAL	**$2,442,784**	**0.00**	**$3,000,001**	**0.00**	**$3,000,001**	**0.00**	**$3,000,001**	**0.00**
GENERAL REVENUE	**$2,437,100**	**0.00**	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**	**$3,000,000**	**0.00**
FEDERAL FUNDS	**$945**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$4,739**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BDGT RESERVE REQUIRED TRANSFER								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	1	0.00	1	0.00	1	0.00
BUDGET RESERVE	39,408,072	0.00	1	0.00	1	0.00	1	0.00
TOTAL - TRF	39,408,072	0.00	2	0.00	2	0.00	2	0.00
TOTAL	**39,408,072**	**0.00**	**2**	**0.00**	**2**	**0.00**	**2**	**0.00**
GRAND TOTAL	**$39,408,072**	**0.00**	**$2**	**0.00**	**$2**	**0.00**	**$2**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32550
Division	Administrative Disbursements		
Core	Budget Reserve Required Transfer		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	1	0	1	2	E
Total	**1**	**0**	**1**	**2**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Budget Reserve Fund (0100)
Notes: An "E" is requested for GR and Other funds.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	1	0	1	2	E
Total	**1**	**0**	**1**	**2**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Budget Reserve Fund (0100)
Notes: An "E" is requested for GR and Other funds.

2. CORE DESCRIPTION

Transfer authority is required to transfer monies from general revenue or the Budget Reserve Fund to meet the provisions of Article IV, Section 27, Constitution of Missouri.

If the sum of the ending balance of the budget reserve fund in any fiscal year, and any amounts owed to the fund, is less than seven and one-half percent of the net general revenue collections for the same year, the difference shall stand appropriated and shall be transferred from the general revenue fund to the budget reserve fund by the fifteenth day of the succeeding fiscal year. Likewise, if the balance in the budget reserve fund at the close of any fiscal year exceeds seven and one-half percent of the net general revenue collections for the previous fiscal year, that excess amount shall be transferred to the general revenue fund unless such excess balance is as a result of direct appropriations made by the general assembly for the purpose of increasing the balance of the fund; provided, however, that if the balance in the fund at the close of any fiscal year exceeds ten percent of the net general revenue collections for the previous fiscal year, the commissioner of administration shall transfer the excess amount to the general revenue fund not withstanding any specific appropriations made to the fund.

3. PROGRAM LISTING (list programs included in this core funding)

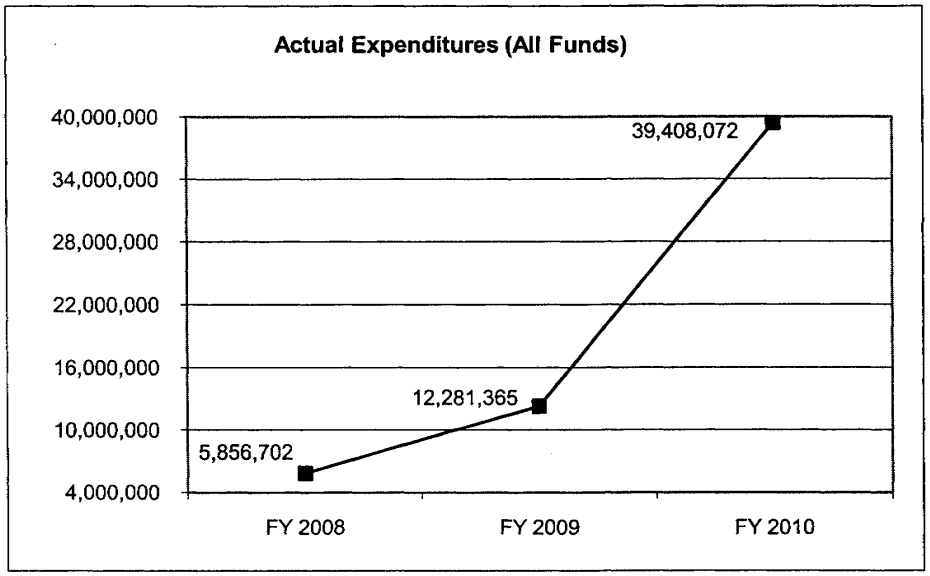
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32550
Division	Administrative Disbursements		
Core	Budget Reserve Required Transfer		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	5,856,704	12,281,367	39,408,074	2 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	5,856,704	12,281,367	39,408,074	N/A
Actual Expenditures (All Funds)	5,856,702	12,281,365	39,408,072	N/A
Unexpended (All Funds)	2	2	2	N/A
Unexpended, by Fund:				
General Revenue	1	1	1	N/A
Federal	0	0	0	N/A
Other	1	1	1	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) Budget Reserve Fund appropriation increased $5,856,702.
(2) Budget Reserve Fund appropriation increased $12,281,365.
(3) Budget Reserve Fund appropriation increased $39,408,072.

OFFICE OF ADMINISTRATION
BDGT RESERVE REQUIRED TRANSFER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	1	0	1	2	
	Total	**0.00**	**1**	**0**	**1**	**2**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	1	0	1	2	
	Total	**0.00**	**1**	**0**	**1**	**2**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	1	0	1	2	
	Total	**0.00**	**1**	**0**	**1**	**2**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
BDGT RESERVE REQUIRED TRANSFER								
CORE								
TRANSFERS OUT	39,408,072	0.00	2	0.00	2	0.00	2	0.00
TOTAL - TRF	**39,408,072**	**0.00**	**2**	**0.00**	**2**	**0.00**	**2**	**0.00**
GRAND TOTAL	**$39,408,072**	**0.00**	**$2**	**0.00**	**$2**	**0.00**	**$2**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$39,408,072**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FUND CORRECTIONS								
CORE								
FUND TRANSFERS								
GENERAL REVENUE	120,538	0.00	1	0.00	1	0.00	1	0.00
DEPT OF TRANSPORT HWY SAFETY	19,096	0.00	0	0.00	0	0.00	0	0.00
TITLE XIX-FEDERAL AND OTHER	2,300	0.00	0	0.00	0	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	12,213	0.00	0	0.00	0	0.00	0	0.00
FEDERAL SURPLUS PROPERTY	0	0.00	1	0.00	1	0.00	1	0.00
OA REVOLVING ADMINISTRATIVE TR	496	0.00	0	0.00	0	0.00	0	0.00
PROF & PRACT NURSING LOANS	6	0.00	0	0.00	0	0.00	0	0.00
STATE SCHOOL MONEYS	125	0.00	0	0.00	0	0.00	0	0.00
BLIND PENSION	479	0.00	0	0.00	0	0.00	0	0.00
DEP OF REVENUE SPECIALTY PLATE	10,676	0.00	0	0.00	0	0.00	0	0.00
TOTAL - TRF	165,929	0.00	2	0.00	2	0.00	2	0.00
TOTAL	**165,929**	**0.00**	**2**	**0.00**	**2**	**0.00**	**2**	**0.00**
GRAND TOTAL	**$165,929**	**0.00**	**$2**	**0.00**	**$2**	**0.00**	**$2**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32510
Division	Administrative Disbursements		
Core	Fund Corrections		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
TRF	1	0	1	2	E
Total	**1**	**0**	**1**	**2**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Dependent on funds with incorrect deposit.

Notes: An "E" is requested for GR and Other funds.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
TRF	1	0	1	2	E
Total	**1**	**0**	**1**	**2**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Dependent on funds with incorrect deposit.

Notes: An "E" is requested for GR and Other funds.

2. CORE DESCRIPTION

This appropriated transfer mechanism allows the Division of Accounting to correct prior fiscal year revenue transactions that were erroneously deposited into the incorrect fund. After a fiscal year has ended, revenue "correction" documents cannot be processed.

This appropriated transfer is requested specifically to allow the transfer from the fund that erroneously received the deposit in a prior fiscal year to the correct fund in the current fiscal year.

3. PROGRAM LISTING (list programs included in this core funding)

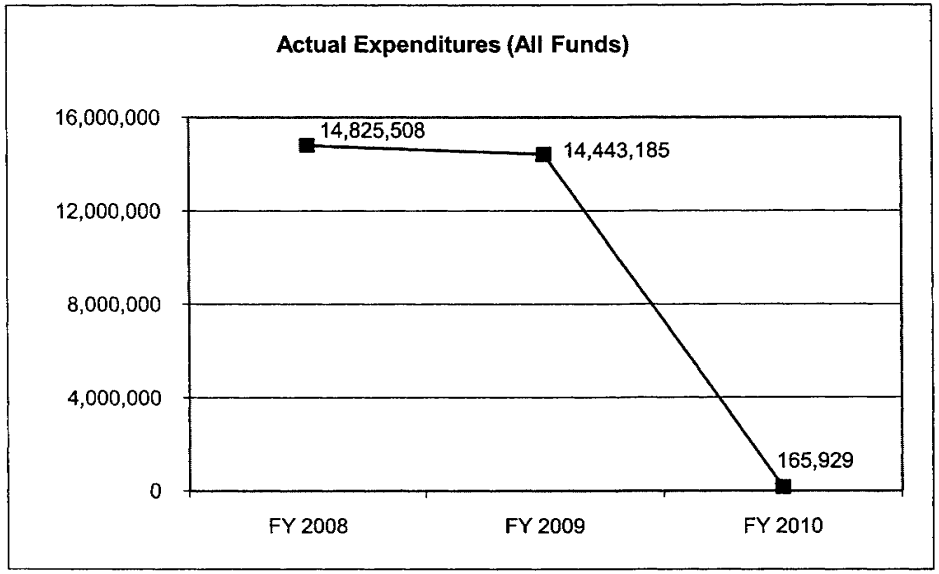
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32510
Division	Administrative Disbursements		
Core	Fund Corrections		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	14,825,516	14,743,337	185,028	2 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	14,825,516	14,743,337	185,028	N/A
Actual Expenditures (All Funds)	14,825,508	14,443,185	165,929	N/A
Unexpended (All Funds)	8	300,152	19,099	N/A
Unexpended, by Fund:				
General Revenue	2	300,146	0	N/A
Federal	0	3	0	N/A
Other	6	3	19,099	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) Appropriations were increased by $14,825,514 in FY 2008.
(2) Appropriations were increased by $14,743,335 in FY 2009.
(3) Appropriations were increased by $185,026 in FY 2010.

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
FUND CORRECTIONS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	1	0	1	2	
	Total	**0.00**	**1**	**0**	**1**	**2**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	1	0	1	2	
	Total	**0.00**	**1**	**0**	**1**	**2**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	1	0	1	2	
	Total	**0.00**	**1**	**0**	**1**	**2**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FUND CORRECTIONS								
CORE								
TRANSFERS OUT	165,929	0.00	2	0.00	2	0.00	2	0.00
TOTAL - TRF	**165,929**	**0.00**	**2**	**0.00**	**2**	**0.00**	**2**	**0.00**
GRAND TOTAL	**$165,929**	**0.00**	**$2**	**0.00**	**$2**	**0.00**	**$2**	**0.00**
GENERAL REVENUE	**$120,538**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**
FEDERAL FUNDS	**$33,609**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$11,782**	**0.00**	**$1**	**0.00**	**$1**	**0.00**	**$1**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
HEALTHY FAMILIES GR TRANSFER								
CORE								
FUND TRANSFERS								
HEALTHY FAMILIES TRUST	47,030,585	0.00	47,030,585	0.00	29,133,661	0.00	32,000,000	0.00
TOTAL - TRF	47,030,585	0.00	47,030,585	0.00	29,133,661	0.00	32,000,000	0.00
TOTAL	**47,030,585**	**0.00**	**47,030,585**	**0.00**	**29,133,661**	**0.00**	**32,000,000**	**0.00**
GRAND TOTAL	**$47,030,585**	**0.00**	**$47,030,585**	**0.00**	**$29,133,661**	**0.00**	**$32,000,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32565
Division	Administrative Disbursements		
Core -	Healthy Family Trust Fund GR Transfer		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	29,133,661	29,133,661	E
Total	**0**	**0**	**29,133,661**	**29,133,661**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Healthy Families Trust Fund (HFTF) 0625
Notes: The E is requested for the Healthy Families Trust Fund.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	32,000,000	32,000,000	E
Total	**0**	**0**	**32,000,000**	**32,000,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Healthy Families Trust Fund (HFTF) 0625
Notes: The E is requested for the Healthy Families Trust Fund.

2. CORE DESCRIPTION

Transfer to General Revenue $29,133,661
The Healthy Families Trust Fund (HFTF) receives and expends 75% of the allocation from the tobacco master settlement agreement payments. The remaining 25% of the tobacco settlement is deposited into the Life Sciences Research Trust Fund, pursuant to Section 196.1100, RSMo.

3. PROGRAM LISTING (list programs included in this core funding)

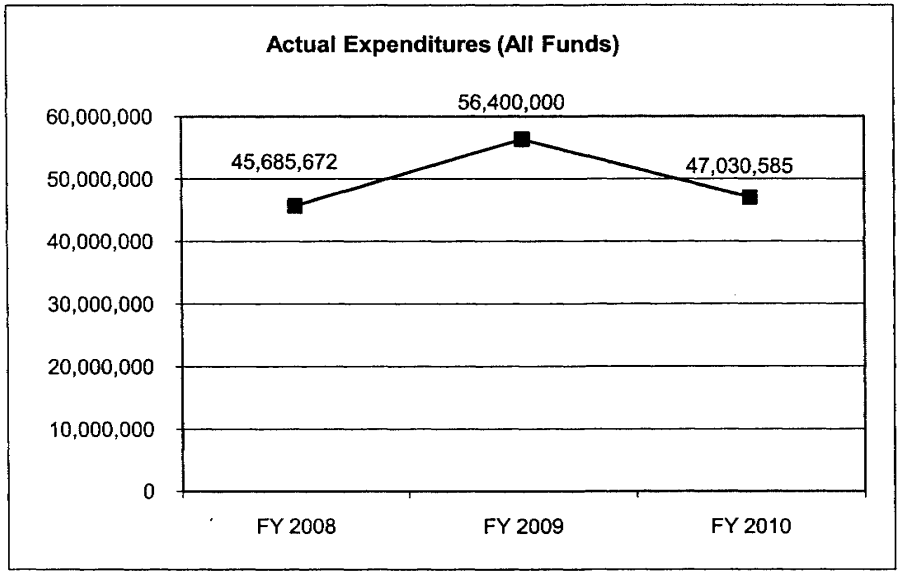
Life Sciences Research Trust Fund (DSS & OA-Cost Allocation)	$32,750,000	(Program information is included in the budgets of the departments
MO HealthNet (DSS)	$50,959,100	with expenditure appropriations from the HFTF.)
Missouri RX Plan (DSS)	$13,820,394	
Alcohol & Tobacco Control (DPS) (includes fringes)	$204,751	
Treatment of Alcohol & Drug Abuse (DMH)	$1,955,313	
Prevention & Education Services (DMH)	$300,000	
Refunds (DMH)	$100	
Telehealth Network (DHE)	$437,640	
General Revenue Transfer	$29,133,661	
Cost Allocation Plan (OA)	$1,439,041	
TOTAL	$131,000,000	

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32565
Division	Administrative Disbursements		
Core -	Healthy Family Trust Fund GR Transfer		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	45,685,672	56,400,000	47,030,585	47,030,585 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	45,685,672	56,400,000	47,030,585	N/A
Actual Expenditures (All Funds)	45,685,672	56,400,000	47,030,585	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
	(1)	(2)		



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:
(1) In FY08, the state estimated transfer appropriation was increased $7,582,550
(2) In FY09, the state estimated transfer appropriation was increased $9,202,460

OFFICE OF ADMINISTRATION
HEALTHY FAMILIES GR TRANSFER

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		TRF	0.00	0	0	47,030,585	47,030,585	
		Total	**0.00**	**0**	**0**	**47,030,585**	**47,030,585**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	1144 T555	TRF	0.00	0	0	(17,896,924)	(17,896,924)	Reduced master settlement expected
NET DEPARTMENT CHANGES			**0.00**	**0**	**0**	**(17,896,924)**	**(17,896,924)**	
DEPARTMENT CORE REQUEST								
		TRF	0.00	0	0	29,133,661	29,133,661	
		Total	**0.00**	**0**	**0**	**29,133,661**	**29,133,661**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	1144 T555	TRF	0.00	0	0	2,866,339	2,866,339	Reduced master settlement expected
NET GOVERNOR CHANGES			**0.00**	**0**	**0**	**2,866,339**	**2,866,339**	
GOVERNOR'S RECOMMENDED CORE								
		TRF	0.00	0	0	32,000,000	32,000,000	
		Total	**0.00**	**0**	**0**	**32,000,000**	**32,000,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
HEALTHY FAMILIES GR TRANSFER								
CORE								
TRANSFERS OUT	47,030,585	0.00	47,030,585	0.00	29,133,661	0.00	32,000,000	0.00
TOTAL - TRF	**47,030,585**	**0.00**	**47,030,585**	**0.00**	**29,133,661**	**0.00**	**32,000,000**	**0.00**
GRAND TOTAL	**$47,030,585**	**0.00**	**$47,030,585**	**0.00**	**$29,133,661**	**0.00**	**$32,000,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$47,030,585**	**0.00**	**$47,030,585**	**0.00**	**$29,133,661**	**0.00**	**$32,000,000**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
FUND TRANSFERS								
UNCOMPENSATED CARE FUND	1,063,426	0.00	1,191,082	0.00	1,191,082	0.00	1,191,082	0.00
MH INTERAGENCY PAYMENTS	26,356	0.00	76,513	0.00	76,513	0.00	76,513	0.00
THIRD PARTY LIABILITY COLLECT	173,379	0.00	124,868	0.00	124,868	0.00	124,868	0.00
MARGUERITE ROSS BARNETT SCHOLA	3,466	0.00	3,805	0.00	3,805	0.00	3,805	0.00
INTERGOVERNMENTAL TRANSFER	0	0.00	1,391,587	0.00	1,391,587	0.00	1,391,587	0.00
MENTAL HLTH INTERGOVER TRANSFR	0	0.00	110,080	0.00	110,080	0.00	110,080	0.00
FAMILY SERVICES DONATIONS	327	0.00	77	0.00	77	0.00	77	0.00
CHILD SUPPORT ENFORCEMT FUND	133,131	0.00	129,237	0.00	129,237	0.00	129,237	0.00
HEALTH CARE TECHNOLOGY FUND	58,124	0.00	87,749	0.00	87,749	0.00	87,749	0.00
MISSOURI TECHNOLOGY INVESTMENT	31,002	0.00	22,714	0.00	22,714	0.00	22,714	0.00
MO HUMANITIES COUNCIL TRUST	1,723	0.00	2,291	0.00	2,291	0.00	2,291	0.00
POST-CLOSURE	98	0.00	50	0.00	50	0.00	50	0.00
MOTORCYCLE SAFETY TRUST	4,518	0.00	4,386	0.00	4,386	0.00	4,386	0.00
HEARING INSTRUMENT SPECIALIST	839	0.00	523	0.00	523	0.00	523	0.00
COMPULSIVE GAMBLER	3,729	0.00	3,668	0.00	3,668	0.00	3,668	0.00
MO CRIME PREVENT INFO & PROG	77	0.00	47	0.00	47	0.00	47	0.00
MO HOUSING TRUST	53,235	0.00	46,063	0.00	46,063	0.00	46,063	0.00
TREASURER'S INFORMATION	18	0.00	15	0.00	15	0.00	15	0.00
STATE COMMITTEE OF INTERPRETER	590	0.00	656	0.00	656	0.00	656	0.00
ELEVATOR SAFETY	6,060	0.00	6,065	0.00	6,065	0.00	6,065	0.00
RESIDENTIAL MORTGAGE LICENSING	3,674	0.00	1,845	0.00	1,845	0.00	1,845	0.00
MO ARTS COUNCIL TRUST	36,678	0.00	55,617	0.00	55,617	0.00	55,617	0.00
BRD OF GEOLOGIST REGISTRATION	468	0.00	431	0.00	431	0.00	431	0.00
COMM FOR DEAF-CERT OF INTERPRE	1,234	0.00	1,289	0.00	1,289	0.00	1,289	0.00
SEC OF ST TECHNOLOGY TRUST	33,272	0.00	28,928	0.00	28,928	0.00	28,928	0.00
MO AIR EMISSION REDUCTION	22,311	0.00	23,672	0.00	23,672	0.00	23,672	0.00
MO NAT'L GUARD TRAINING SITE	4,027	0.00	4,118	0.00	4,118	0.00	4,118	0.00
STATEWIDE COURT AUTOMATION	63,906	0.00	68,954	0.00	68,954	0.00	68,954	0.00
NURSING FAC QUALITY OF CARE	53,530	0.00	64,028	0.00	64,028	0.00	64,028	0.00
DIVISION OF TOURISM SUPPL REV	151,566	0.00	159,843	0.00	159,843	0.00	159,843	0.00
HEALTH INITIATIVES	268,446	0.00	286,503	0.00	286,503	0.00	286,503	0.00
HEALTH ACCESS INCENTIVE	25,100	0.00	25,523	0.00	25,523	0.00	25,523	0.00
MENTAL HEALTH HOUSING TRUST	17	0.00	2,142	0.00	2,142	0.00	2,142	0.00

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
FUND TRANSFERS								
BUSINESS EXTENSION SERVICE TEA	57	0.00	1,775	0.00	1,775	0.00	1,775	0.00
PEACE OFFICER STAN & TRAIN COM	16,165	0.00	16,207	0.00	16,207	0.00	16,207	0.00
INDEPENDENT LIVING CENTER	4,186	0.00	4,174	0.00	4,174	0.00	4,174	0.00
GAMING COMMISSION FUND	634,099	0.00	681,905	0.00	681,905	0.00	681,905	0.00
MENTAL HEALTH EARNINGS FUND	49,320	0.00	55,079	0.00	55,079	0.00	55,079	0.00
GRADE CROSSING SAFETY ACCOUNT	22,257	0.00	23,587	0.00	23,587	0.00	23,587	0.00
ANIMAL HEALTH LABORATORY FEES	4,704	0.00	3,704	0.00	3,704	0.00	3,704	0.00
MAMMOGRAPHY	1,777	0.00	1,616	0.00	1,616	0.00	1,616	0.00
MO SMALL BUS DEVELOPMENT CTRS	2,870	0.00	3,513	0.00	3,513	0.00	3,513	0.00
ANIMAL CARE RESERVE	4,586	0.00	5,366	0.00	5,366	0.00	5,366	0.00
ELDERLY HOME-DELIVER MEALS TRU	525	0.00	703	0.00	703	0.00	703	0.00
HIGHWAY PATROL INSPECTION	26,939	0.00	7,058	0.00	7,058	0.00	7,058	0.00
MO PUBLIC HEALTH SERVICES	67,332	0.00	70,296	0.00	70,296	0.00	70,296	0.00
LIVESTOCK BRANDS	300	0.00	264	0.00	264	0.00	264	0.00
VETERANS' COMMISSION CI TRUST	30,615	0.00	45,974	0.00	45,974	0.00	45,974	0.00
MISSOURI STATE WATER PATROL	22,089	0.00	26,386	0.00	26,386	0.00	26,386	0.00
COMMODITY COUNCIL MERCHANISING	847	0.00	850	0.00	850	0.00	850	0.00
SP ANIMAL FAC LOAN PROGRAM	1,348	0.00	1,655	0.00	1,655	0.00	1,655	0.00
STATE FAIR FEES	42,780	0.00	45,762	0.00	45,762	0.00	45,762	0.00
STATE PARKS EARNINGS	78,672	0.00	136,444	0.00	136,444	0.00	136,444	0.00
NATURAL RESOURCES REVOLVING SE	19,057	0.00	22,811	0.00	22,811	0.00	22,811	0.00
HISTORIC PRESERVATION REVOLV	3,894	0.00	5,340	0.00	5,340	0.00	5,340	0.00
MO VETERANS HOMES	671,318	0.00	717,171	0.00	717,171	0.00	717,171	0.00
DNR COST ALLOCATION	88,816	0.00	120,207	0.00	120,207	0.00	120,207	0.00
DIFP ADMINISTRATIVE	1,901	0.00	1,893	0.00	1,893	0.00	1,893	0.00
WORKING CAPITAL REVOLVING	306,511	0.00	311,416	0.00	311,416	0.00	311,416	0.00
CENTRAL CHECK MAIL SERV REVOLV	840	0.00	1,139	0.00	1,139	0.00	1,139	0.00
HOUSE OF REPRESENTATIVE REVOLV	440	0.00	187	0.00	187	0.00	187	0.00
SUP COURT PUBLICATION REVOLV	1,350	0.00	852	0.00	852	0.00	852	0.00
ADJUTANT GENERAL REVOLVING	561	0.00	542	0.00	542	0.00	542	0.00
SENATE REVOLVING	138	0.00	63	0.00	63	0.00	63	0.00
INMATE REVOLVING	127,774	0.00	184,062	0.00	184,062	0.00	184,062	0.00
DOSS ADMINISTRATIVE TRUST	41,617	0.00	40,256	0.00	40,256	0.00	40,256	0.00

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
FUND TRANSFERS								
STATUTORY REVISION	1,847	0.00	2,151	0.00	2,151	0.00	2,151	0.00
DED ADMINISTRATIVE	10,538	0.00	12,261	0.00	12,261	0.00	12,261	0.00
DIVISION OF CREDIT UNIONS	15,969	0.00	16,159	0.00	16,159	0.00	16,159	0.00
DIV SAVINGS & LOAN SUPERVISION	320	0.00	370	0.00	370	0.00	370	0.00
DIVISION OF FINANCE	95,271	0.00	99,212	0.00	99,212	0.00	99,212	0.00
INSURANCE EXAMINERS FUND	63,851	0.00	54,640	0.00	54,640	0.00	54,640	0.00
NATURAL RESOURCES PROTECTION	3,640	0.00	18,628	0.00	18,628	0.00	18,628	0.00
DEAF RELAY SER & EQ DIST PRGM	49,113	0.00	45,811	0.00	45,811	0.00	45,811	0.00
REAL ESTATE APPRAISERS	2,912	0.00	3,252	0.00	3,252	0.00	3,252	0.00
ENDOWED CARE CEMETERY AUDIT	1,070	0.00	1,635	0.00	1,635	0.00	1,635	0.00
PROF & PRACT NURSING LOANS	4,415	0.00	7,752	0.00	7,752	0.00	7,752	0.00
INSURANCE DEDICATED FUND	122,726	0.00	125,933	0.00	125,933	0.00	125,933	0.00
INTERNATIONAL TRADE SHOW REVOL	124	0.00	74	0.00	74	0.00	74	0.00
SOLID WASTE MGMT-SCRAP TIRE	12,505	0.00	11,305	0.00	11,305	0.00	11,305	0.00
SOLID WASTE MANAGEMENT	80,457	0.00	82,298	0.00	82,298	0.00	82,298	0.00
AQUACULTURE MKTING DEVELOPMENT	194	0.00	184	0.00	184	0.00	184	0.00
LICENSED SOCIAL WORKERS	2,317	0.00	1,897	0.00	1,897	0.00	1,897	0.00
METALLIC MINERALS WASTE MGMT	788	0.00	1,145	0.00	1,145	0.00	1,145	0.00
LOCAL RECORDS PRESERVATION	14,928	0.00	15,549	0.00	15,549	0.00	15,549	0.00
SPINAL CORD INJURY	3,404	0.00	4,716	0.00	4,716	0.00	4,716	0.00
VETERANS TRUST FUND	526	0.00	486	0.00	486	0.00	486	0.00
STATE COMMITTEE OF PSYCHOLOGST	4,261	0.00	2,387	0.00	2,387	0.00	2,387	0.00
LIVESTOCK SALES & MARKETS FEES	102	0.00	94	0.00	94	0.00	94	0.00
MANUFACTURED HOUSING FUND	7,366	0.00	6,327	0.00	6,327	0.00	6,327	0.00
NRP-AIR POLLUTION ASBESTOS FEE	3,919	0.00	2,407	0.00	2,407	0.00	2,407	0.00
PETROLEUM STORAGE TANK INS	127,371	0.00	125,654	0.00	125,654	0.00	125,654	0.00
UNDERGROUND STOR TANK REG PROG	1,518	0.00	1,910	0.00	1,910	0.00	1,910	0.00
CHEMICAL EMERGENCY PREPAREDNES	10,184	0.00	9,672	0.00	9,672	0.00	9,672	0.00
MOTOR VEHICLE COMMISSION	9,458	0.00	9,132	0.00	9,132	0.00	9,132	0.00
HEALTH SPA REGULATORY FUND	150	0.00	126	0.00	126	0.00	126	0.00
MISSOURI CASA	960	0.00	954	0.00	954	0.00	954	0.00
STATE FORENSIC LABORATORY	6,376	0.00	6,886	0.00	6,886	0.00	6,886	0.00
SERVICES TO VICTIMS	55,621	0.00	54,805	0.00	54,805	0.00	54,805	0.00

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit / Decision Item / Budget Object Summary / Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
FUND TRANSFERS								
NRP-AIR POLLUTION PERMIT FEE	108,101	0.00	66,370	0.00	66,370	0.00	66,370	0.00
MO MAIN STREET PROGRAM FUND	328	0.00	157	0.00	157	0.00	157	0.00
MISSOURI JOB DEVELOPMENT FUND	71,685	0.00	74,203	0.00	74,203	0.00	74,203	0.00
ATTORNEY GENERAL'S COURT COSTS	1,156	0.00	1,035	0.00	1,035	0.00	1,035	0.00
MO BREEDERS FUND	19	0.00	26	0.00	26	0.00	26	0.00
PUBLIC SERVICE COMMISSION	187,816	0.00	189,662	0.00	189,662	0.00	189,662	0.00
APPLE MERCHANDISING	1	0.00	66	0.00	66	0.00	66	0.00
DEPT OF REVENUE INFORMATION	8,626	0.00	38,011	0.00	38,011	0.00	38,011	0.00
TORT VICTIMS COMPENSATION	263	0.00	37,366	0.00	37,366	0.00	37,366	0.00
LIVESTOCK DEALER LAW ENF & ADM	1	0.00	0	0.00	0	0.00	0	0.00
HEALTHY FAMILIES TRUST	1,321,768	0.00	1,439,041	0.00	1,439,041	0.00	1,439,041	0.00
BOARD OF ACCOUNTANCY	6,501	0.00	6,724	0.00	6,724	0.00	6,724	0.00
BOARD OF PODIATRIC MEDICINE	819	0.00	396	0.00	396	0.00	396	0.00
BOARD OF CHIROPRACTIC EXAMINER	2,014	0.00	3,275	0.00	3,275	0.00	3,275	0.00
MERCHANDISE PRACTICES	20,704	0.00	28,038	0.00	28,038	0.00	28,038	0.00
BOARD OF EMBALM & FUN DIR	7,017	0.00	3,591	0.00	3,591	0.00	3,591	0.00
BOARD OF REG FOR HEALING ARTS	34,778	0.00	36,215	0.00	36,215	0.00	36,215	0.00
BOARD OF NURSING	20,419	0.00	36,468	0.00	36,468	0.00	36,468	0.00
BOARD OF OPTOMETRY	884	0.00	1,603	0.00	1,603	0.00	1,603	0.00
BOARD OF PHARMACY	17,218	0.00	22,681	0.00	22,681	0.00	22,681	0.00
MO REAL ESTATE COMMISSION	18,425	0.00	14,854	0.00	14,854	0.00	14,854	0.00
VETERINARY MEDICAL BOARD	3,183	0.00	2,755	0.00	2,755	0.00	2,755	0.00
MILK INSPECTION FEES	13,939	0.00	13,497	0.00	13,497	0.00	13,497	0.00
DEPT HEALTH & SR SV DOCUMENT	6,896	0.00	12,361	0.00	12,361	0.00	12,361	0.00
GRAIN INSPECTION FEES	20,224	0.00	19,285	0.00	19,285	0.00	19,285	0.00
PETITION AUDIT REVOLVING TRUST	3,911	0.00	10,177	0.00	10,177	0.00	10,177	0.00
TOURISM MARKETING FUND	42	0.00	135	0.00	135	0.00	135	0.00
WORKERS COMPENSATION	155,040	0.00	147,499	0.00	147,499	0.00	147,499	0.00
WORKERS COMP-SECOND INJURY	689,268	0.00	648,674	0.00	648,674	0.00	648,674	0.00
MO PROSPECTIVE TEACHERS LOAN	5	0.00	3	0.00	3	0.00	3	0.00
RAILROAD EXPENSE	8,310	0.00	10,132	0.00	10,132	0.00	10,132	0.00
GROUNDWATER PROTECTION	7,873	0.00	7,660	0.00	7,660	0.00	7,660	0.00
PETROLEUM INSPECTION FUND	20,402	0.00	19,069	0.00	19,069	0.00	19,069	0.00

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
FUND TRANSFERS								
ATTORNEY GENERAL'S ANTITRUST	4,647	0.00	1,100	0.00	1,100	0.00	1,100	0.00
ENERGY SET-ASIDE PROGRAM	46,742	0.00	47,818	0.00	47,818	0.00	47,818	0.00
STATE LAND SURVEY PROGRAM	19,225	0.00	18,205	0.00	18,205	0.00	18,205	0.00
PETROLEUM VIOLATION ESCROW	586	0.00	59	0.00	59	0.00	59	0.00
LEGAL DEFENSE AND DEFENDER	20,306	0.00	19,103	0.00	19,103	0.00	19,103	0.00
CRIMINAL RECORD SYSTEM	103,091	0.00	117,553	0.00	117,553	0.00	117,553	0.00
COMMITTEE OF PROF COUNSELORS	2,047	0.00	3,872	0.00	3,872	0.00	3,872	0.00
HIGHWAY PATROL ACADEMY	3,883	0.00	3,382	0.00	3,382	0.00	3,382	0.00
HAZARDOUS WASTE FUND	38,471	0.00	49,054	0.00	49,054	0.00	49,054	0.00
DENTAL BOARD FUND	4,180	0.00	10,330	0.00	10,330	0.00	10,330	0.00
BRD OF ARCH,ENG,LND SUR,LND AR	8,281	0.00	10,297	0.00	10,297	0.00	10,297	0.00
SAFE DRINKING WATER FUND	47,368	0.00	55,439	0.00	55,439	0.00	55,439	0.00
MO OFFICE OF PROSECUTION SERV	9,103	0.00	10,908	0.00	10,908	0.00	10,908	0.00
CRIME VICTIMS COMP FUND	85,015	0.00	97,948	0.00	97,948	0.00	97,948	0.00
COAL MINE LAND RECLAMATION	815	0.00	480	0.00	480	0.00	480	0.00
STATE ELECTIONS SUBSIDY	88,947	0.00	4,495	0.00	4,495	0.00	4,495	0.00
PROFESSIONAL REGISTRATION FEES	34,838	0.00	44,091	0.00	44,091	0.00	44,091	0.00
STATE LEGAL EXPENSE	27,895	0.00	138,135	0.00	138,135	0.00	138,135	0.00
ATHLETIC FUND	1,901	0.00	2,042	0.00	2,042	0.00	2,042	0.00
CHILDREN'S TRUST	13,610	0.00	12,659	0.00	12,659	0.00	12,659	0.00
HWYPTRL MTR VEHICLE/AIRCRAFT	58,221	0.00	38,777	0.00	38,777	0.00	38,777	0.00
MERAMEC-ONONDAGA STATE PARKS	264	0.00	143	0.00	143	0.00	143	0.00
OIL AND GAS REMEDIAL	0	0.00	1	0.00	1	0.00	1	0.00
AMER CANCER SOC, HEARTLAND DIV	56	0.00	64	0.00	64	0.00	64	0.00
ALS LOU GEHRIG'S DISEASE	24	0.00	27	0.00	27	0.00	27	0.00
AMERICAN LUNG ASSOC OF MO	10	0.00	6	0.00	6	0.00	6	0.00
MUSCULAR DYSTROPHY ASSOCIATION	9	0.00	8	0.00	8	0.00	8	0.00
ARTHRITIS FOUNDATION	7	0.00	11	0.00	11	0.00	11	0.00
NATIONAL MULTIPLE SCLEROSIS SO	21	0.00	31	0.00	31	0.00	31	0.00
PROCEEDS OF SURPLUS PROPERTY	27,764	0.00	18,000	0.00	18,000	0.00	18,000	0.00
AMER DIABETES ASSN GATEWAY ARE	33	0.00	32	0.00	32	0.00	32	0.00
AMERICAN HEART ASSOCIATION	26	0.00	23	0.00	23	0.00	23	0.00
MARCH OF DIMES	24	0.00	22	0.00	22	0.00	22	0.00

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit / Decision Item / Budget Object Summary / Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
FUND TRANSFERS								
CIRCUIT COURTS ESCROW FUND	41	0.00	5	0.00	5	0.00	5	0.00
MISSOURI MILITARY FAMILY RELIE	1,876	0.00	1,354	0.00	1,354	0.00	1,354	0.00
BIODIESEL FUEL REVOLVING	622	0.00	1,068	0.00	1,068	0.00	1,068	0.00
DRUG COURT RESOURCES	44,019	0.00	40,608	0.00	40,608	0.00	40,608	0.00
LEGAL SERVICES FOR LOW-INCOME	0	0.00	7,857	0.00	7,857	0.00	7,857	0.00
HEAD INJURY	8,710	0.00	9,441	0.00	9,441	0.00	9,441	0.00
MO COMM DEAF & HARD OF HEARING	44	0.00	191	0.00	191	0.00	191	0.00
BOILER & PRESSURE VESSELS SAFE	5,537	0.00	5,723	0.00	5,723	0.00	5,723	0.00
MISSOURI PET SPAY/NEUTER	0	0.00	152	0.00	152	0.00	152	0.00
ORGANIC PROD & CERTIFICATION	1	0.00	0	0.00	0	0.00	0	0.00
DEBT OFFSET ESCROW	23,908	0.00	29,234	0.00	29,234	0.00	29,234	0.00
STORM WATER LOAN REVOLVING	6,886	0.00	2,882	0.00	2,882	0.00	2,882	0.00
RURAL WATER AND SEWER LOAN REV	3,316	0.00	3,522	0.00	3,522	0.00	3,522	0.00
AGRICULTURE BOND TRUSTEE	0	0.00	429	0.00	429	0.00	429	0.00
BASIC CIVIL LEGAL SERVICES	40,629	0.00	46,722	0.00	46,722	0.00	46,722	0.00
HIGHWAY PATROL TRAFFIC RECORDS	1,741	0.00	2,339	0.00	2,339	0.00	2,339	0.00
ANTITERRORISM	19	0.00	18	0.00	18	0.00	18	0.00
MOSMART	7,898	0.00	4	0.00	4	0.00	4	0.00
LIFE SCIENCES RESEARCH TRUST	375,349	0.00	535,574	0.00	535,574	0.00	535,574	0.00
STATE SUPP DOWNTOWN DEVELOPMNT	0	0.00	559	0.00	559	0.00	559	0.00
MO STATE ARCHIVES-ST LOUIS TST	0	0.00	1	0.00	1	0.00	1	0.00
DNA PROFILING ANALYSIS	16,537	0.00	14,743	0.00	14,743	0.00	14,743	0.00
ATHLETIC AGENT	43	0.00	32	0.00	32	0.00	32	0.00
MISSOURI RX PLAN FUND	17,375	0.00	36,985	0.00	36,985	0.00	36,985	0.00
PUTATIVE FATHER REGISTRY	1,504	0.00	1,120	0.00	1,120	0.00	1,120	0.00
ASSISTIVE TECHNOLOGY TRUST	4,030	0.00	6,533	0.00	6,533	0.00	6,533	0.00
ECON DEVELOP ADVANCEMENT FUND	34,004	0.00	34,136	0.00	34,136	0.00	34,136	0.00
BRD OF COSMETOLOGY & BARBER EX	21,291	0.00	12,837	0.00	12,837	0.00	12,837	0.00
MISSOURI WINE AND GRAPE FUND	19,946	0.00	20,706	0.00	20,706	0.00	20,706	0.00
ACCESS MO FINANCIAL ASSISTANCE	829,407	0.00	697,029	0.00	697,029	0.00	697,029	0.00
HIGHWAY PATROL EXPENSE FUND	69	0.00	453	0.00	453	0.00	453	0.00
ARROW ROCK STATE HISTORIC SITE	5	0.00	3	0.00	3	0.00	3	0.00
GEOLOGIC RESOURCES FUND	745	0.00	1,662	0.00	1,662	0.00	1,662	0.00

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
FUND TRANSFERS								
VETERINARY STUDENT LN PAYMENT	0	0.00	866	0.00	866	0.00	866	0.00
MO EXPLOSIVES SAFETY ACT ADMIN	581	0.00	1,074	0.00	1,074	0.00	1,074	0.00
CONFEDERATE MEMORIAL PARK	31	0.00	19	0.00	19	0.00	19	0.00
MARITAL & FAMILY THERAPISTS	325	0.00	111	0.00	111	0.00	111	0.00
FIRE EDUCATION FUND	2,014	0.00	2,022	0.00	2,022	0.00	2,022	0.00
LIBRARY NETWORKING FUND	10,518	0.00	6,427	0.00	6,427	0.00	6,427	0.00
BOLL WEEVIL SUPRESS & ERADICAT	476	0.00	248	0.00	248	0.00	248	0.00
ORGAN DONOR PROGRAM	1,462	0.00	3,127	0.00	3,127	0.00	3,127	0.00
CHILD LABOR ENFORCEMENT	848	0.00	509	0.00	509	0.00	509	0.00
INMATE INCAR REIMB ACT REVOLV	1,782	0.00	1,452	0.00	1,452	0.00	1,452	0.00
INVESTOR EDUC & PROTECTION	17,532	0.00	48,067	0.00	48,067	0.00	48,067	0.00
STATE COURT ADMIN REVOLVING	1,998	0.00	1,715	0.00	1,715	0.00	1,715	0.00
RESPIRATORY CARE PRACTITIONERS	1,219	0.00	1,270	0.00	1,270	0.00	1,270	0.00
CONCENT ANIMAL FEEDING	123	0.00	62	0.00	62	0.00	62	0.00
STATE DOCUMENT PRESERVATION	55	0.00	71	0.00	71	0.00	71	0.00
ACADEMIC SCHOLARSHIP	141,217	0.00	114,599	0.00	114,599	0.00	114,599	0.00
STATE TRANSPORT ASSIST REVOLV	7,355	0.00	9,423	0.00	9,423	0.00	9,423	0.00
CRIM JUSTICE NETWORK/TECH REVO	13,846	0.00	14,446	0.00	14,446	0.00	14,446	0.00
MO OFFICE-PROSECUTION SERVICES	1,486	0.00	856	0.00	856	0.00	856	0.00
MO BRD OCCUPATIONAL THERAPY	726	0.00	964	0.00	964	0.00	964	0.00
JUDICIARY EDUCATION & TRAINING	10,352	0.00	9,114	0.00	9,114	0.00	9,114	0.00
MO SUPP TAX INCREMENT FINANCE	28,047	0.00	61,212	0.00	61,212	0.00	61,212	0.00
DOM RELATIONS RESOLUTION-JUD	2,177	0.00	2,549	0.00	2,549	0.00	2,549	0.00
CORR SUBSTANCE ABUSE EARNINGS	1,031	0.00	1,126	0.00	1,126	0.00	1,126	0.00
MO WINE MARKETING/RESEARCH DEV	387	0.00	179	0.00	179	0.00	179	0.00
DIETITIAN	1,286	0.00	331	0.00	331	0.00	331	0.00
EARLY CHILDHOOD DEV EDU/CARE	266,241	0.00	198,809	0.00	198,809	0.00	198,809	0.00
ABANDONED FUND ACCOUNT	817,659	0.00	706,378	0.00	706,378	0.00	706,378	0.00
C & M SMITH MEMORIAL ENDOWMENT	75	0.00	80	0.00	80	0.00	80	0.00
INTERIOR DESIGNER COUNCIL	50	0.00	252	0.00	252	0.00	252	0.00
KIDS' CHANCE SCHOLARSHIP	96	0.00	63	0.00	63	0.00	63	0.00
ACUPUNCTURIST	92	0.00	131	0.00	131	0.00	131	0.00
TATTOO	643	0.00	656	0.00	656	0.00	656	0.00

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit / Decision Item / Budget Object Summary / Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
FUND TRANSFERS								
MASSAGE THERAPY	3,056	0.00	2,981	0.00	2,981	0.00	2,981	0.00
PREMIUM	73,590	0.00	101,921	0.00	101,921	0.00	101,921	0.00
MO PUBLIC BRDCASTING CORP SPEC	7,107	0.00	6,298	0.00	6,298	0.00	6,298	0.00
FINE COLLECTNS CTR INT REVOLVG	4	0.00	0	0.00	0	0.00	0	0.00
WORLD WAR II MEMORIAL TRUST	123	0.00	120	0.00	120	0.00	120	0.00
BLINDNESS EDUC, SCRNG & TRTMNT	1,514	0.00	1,475	0.00	1,475	0.00	1,475	0.00
MISSOURI LEAD ABATEMENT LOAN	22	0.00	507	0.00	507	0.00	507	0.00
WORKERS MEMORIAL	0	0.00	5	0.00	5	0.00	5	0.00
DRY-CLEANING ENVIRL RESP TRUST	6,295	0.00	7,864	0.00	7,864	0.00	7,864	0.00
NATIONAL GUARD TRUST	43,283	0.00	41,584	0.00	41,584	0.00	41,584	0.00
ICF-MR REIMBURSEMENT ALLOW	0	0.00	47,716	0.00	47,716	0.00	47,716	0.00
AGRICULTURE DEVELOPMENT	1,490	0.00	1,143	0.00	1,143	0.00	1,143	0.00
MINED LAND RECLAMATION	7,225	0.00	7,753	0.00	7,753	0.00	7,753	0.00
BABLER STATE PARK	1,690	0.00	1,434	0.00	1,434	0.00	1,434	0.00
DEPUTY SHERIFF SALARY SUPPL	0	0.00	7,964	0.00	7,964	0.00	7,964	0.00
BREAST CANCER AWARENESS TRUST	0	0.00	19	0.00	19	0.00	19	0.00
SCHOOLS FIRST EDUCATION IMPROV	0	0.00	143,772	0.00	143,772	0.00	143,772	0.00
GOV CNCL ON PHYS FITNESS TRUST	64	0.00	149	0.00	149	0.00	149	0.00
INSTITUTION GIFT TRUST	9	0.00	11	0.00	11	0.00	11	0.00
MENTAL HEALTH TRUST	16,664	0.00	12,676	0.00	12,676	0.00	12,676	0.00
SEC OF ST-WOLFNER LIBRARY	138	0.00	932	0.00	932	0.00	932	0.00
SPECIAL EMPLOYMENT SECURITY	74,198	0.00	38,297	0.00	38,297	0.00	38,297	0.00
CRIPPLED CHILDREN	38	0.00	164	0.00	164	0.00	164	0.00
STATE FAIR TRUST	26	0.00	28	0.00	28	0.00	28	0.00
AVIATION TRUST FUND	63,437	0.00	55,586	0.00	55,586	0.00	55,586	0.00
UNEMPLOYMENT AUTOMATION	0	0.00	51,106	0.00	51,106	0.00	51,106	0.00
TOTAL - TRF	11,716,514	0.00	14,017,217	0.00	14,017,217	0.00	14,017,217	0.00
TOTAL	**11,716,514**	**0.00**	**14,017,217**	**0.00**	**14,017,217**	**0.00**	**14,017,217**	**0.00**
GRAND TOTAL	**$11,716,514**	**0.00**	**$14,017,217**	**0.00**	**$14,017,217**	**0.00**	**$14,017,217**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32605
Division	Administrative Disbursements		
Core	Central Services Cost Allocation Plan		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	14,017,217	14,017,217	E
Total	**0**	**0**	**14,017,217**	**14,017,217**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Various state funds excluding federal and constitutional funds
Notes: An "E" is requested for Other Funds

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	14,017,217	14,017,217	E
Total	**0**	**0**	**14,017,217**	**14,017,217**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Various state funds excluding federal and constitutional funds
Notes: An "E" is requested for Other Funds

2. CORE DESCRIPTION

Cost allocation plans are used to recover costs for services provided to others, and are an acceptable accounting practice. For example, the State of Missouri and the Federal Government agree on a Statewide Cost Allocation Plan (SWCAP) to recover overhead costs performed by the State for agencies receiving federal grants. Under this plan, the Central Services Cost Allocation Plan (CSCAP), which uses standard, acceptable methods approved by the federal government for cost allocation plans, the state is recovering the costs of services provided by the Office of Administration, the Department of Revenue, the Governor's office, the Lieutenant Governor's office, the Secretary of State's office, the State Auditor's office, the Attorney General's office, the General Assembly, and the Capitol Police to the various state funds. The plan outlined below establishes two cost allocation pools. Costs are allocated based on how the funds create work for the agencies in the pool.

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32605
Division	Administrative Disbursements		
Core	Central Services Cost Allocation Plan		

2. CORE DESCRIPTION, continued

Expenditure Cost Allocation Pool:
Costs to be allocated include the Office of Administration, the Governor's office, the Lieutenant Governor's office, the Secretary of State's office, the State Auditor's office, the Attorney General's office, the General Assembly, and the Capitol Police. Costs are allocated to funds based on expenditures, which is the basis that they create work – purchases, checks written, etc.
1. Use FY 2010 expenditures less refunds.
2. Subtract costs for Federal and Constitutional Funds.
3. Determine % by fund after exemptions for Federal and Constitutional Funds.
4. Multiply % by fund by the expenditures to be allocated.
5. Exclude Elementary and Secondary Education funds and pick up these costs with General Revenue.
6. Exclude funds that directly support the agency that is being cost allocated and pick up these costs with General Revenue.

Receipt Cost Allocation Plan:
Costs to be allocated include the Department of Revenue. Costs are allocated to funds based on the receipts into the fund, which is the basis that they create work – deposits, investments, etc.
1. Use FY 2010 receipts less refunds.
2. Subtract costs for Federal and Constitutional Funds.
3. Determine % by fund after exemptions for Federal and Constitutional Funds.
4. Multiply % by fund by the expenditures to be allocated.
5. Exclude Elementary and Secondary Education funds and pick up these costs with General Revenue.
6. Exclude funds that directly support the agency that is being cost allocated and pick up these costs with General Revenue.

3. PROGRAM LISTING (list programs included in this core funding)

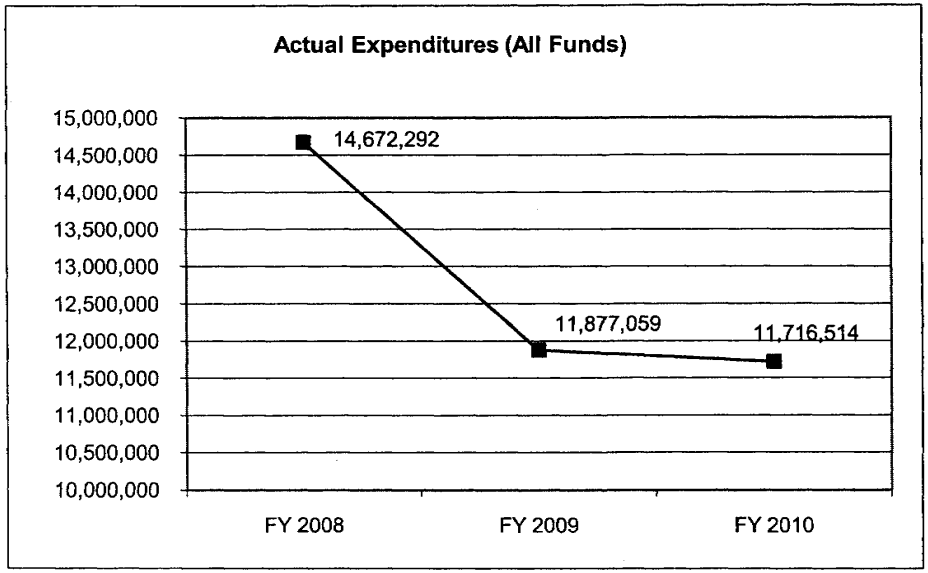
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32605
Division	Administrative Disbursements		
Core	Central Services Cost Allocation Plan		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	15,490,351	12,905,908	11,777,324	14,017,217
Less Reverted (All Funds)	0	(230,505)	0	N/A
Budget Authority (All Funds)	15,490,351	12,675,403	11,777,324	N/A
Actual Expenditures (All Funds)	14,672,292	11,877,059	11,716,514	N/A
Unexpended (All Funds)	818,059	798,344	60,810	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	818,059	798,344	60,810	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
CENTRAL SVS ALLOCATION TRNSFER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	14,017,217	14,017,217	
	Total	**0.00**	**0**	**0**	**14,017,217**	**14,017,217**	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	14,017,217	14,017,217	
	Total	**0.00**	**0**	**0**	**14,017,217**	**14,017,217**	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	14,017,217	14,017,217	
	Total	**0.00**	**0**	**0**	**14,017,217**	**14,017,217**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
CENTRAL SVS ALLOCATION TRNSFER								
CORE								
TRANSFERS OUT	11,716,514	0.00	14,017,217	0.00	14,017,217	0.00	14,017,217	0.00
TOTAL - TRF	**11,716,514**	**0.00**	**14,017,217**	**0.00**	**14,017,217**	**0.00**	**14,017,217**	**0.00**
GRAND TOTAL	**$11,716,514**	**0.00**	**$14,017,217**	**0.00**	**$14,017,217**	**0.00**	**$14,017,217**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$11,716,514**	**0.00**	**$14,017,217**	**0.00**	**$14,017,217**	**0.00**	**$14,017,217**	**0.00**

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FED BUDGET STABILIZATION FMAP								
CORE								
FUND TRANSFERS								
FEDRAL BUDGET STAB-MEDICAID RE	0	0.00	572,388,526	0.00	1	0.00	68,000,000	0.00
FED BUDGET STABLZ FMAP EXTEN	0	0.00	0	0.00	209,270,000	0.00	209,270,000	0.00
TOTAL - TRF	0	0.00	572,388,526	0.00	209,270,001	0.00	277,270,000	0.00
TOTAL	**0**	**0.00**	**572,388,526**	**0.00**	**209,270,001**	**0.00**	**277,270,000**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$572,388,526**	**0.00**	**$209,270,001**	**0.00**	**$277,270,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32499
Division	Administrative Disbursements		
Core -	FMAP Transfers		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	209,270,001	0	209,270,001	E
Total	**0**	**209,270,001**	**0**	**209,270,001**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note: An "E" is requested for federal funds

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	277,270,000	0	277,270,000	E
Total	**0**	**277,270,000**	**0**	**277,270,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Note:

2. CORE DESCRIPTION

This appropriation was established to transfer the cash balance of the federal budget stabilization fund to general revenue, and has been reduced from the FY 2011 transfer appropriation amount.

3. PROGRAM LISTING (list programs included in this core funding)

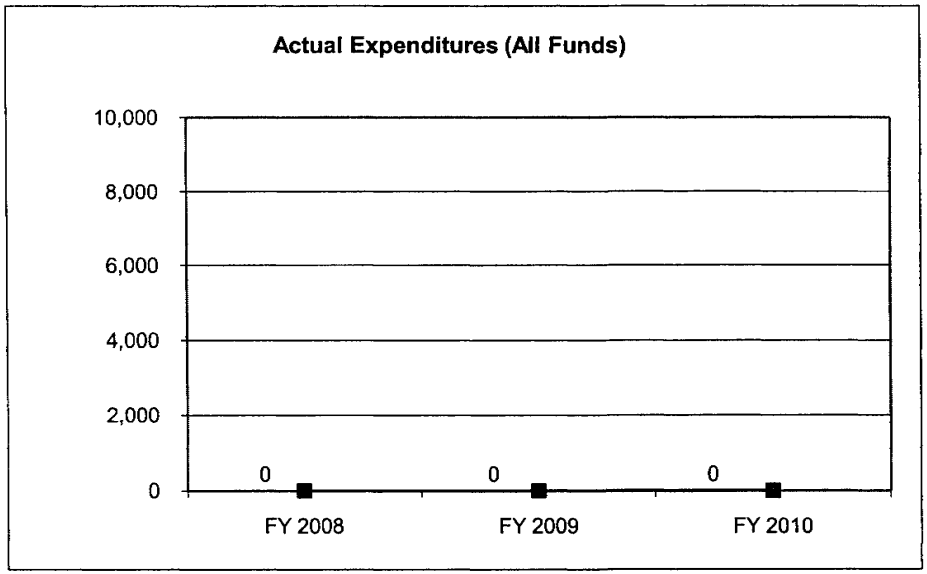
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32499
Division	Administrative Disbursements		
Core -	FMAP Transfers		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	0	0	0	572,388,526
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
FED BUDGET STABILIZATION FMAP

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		TRF	0.00	0	572,388,526	0	572,388,526	
		Total	**0.00**	**0**	**572,388,526**	**0**	**572,388,526**	
DEPARTMENT CORE ADJUSTMENTS								
Core Reduction	190 T246	TRF	0.00	0	(363,118,525)	0	(363,118,525)	Federal phase-out
Core Reallocation	1391 T348	TRF	0.00	0	209,270,000	0	209,270,000	From fund 2000 to 2092
Core Reallocation	1391 T246	TRF	0.00	0	(209,270,000)	0	(209,270,000)	From fund 2000 to 2092
NET DEPARTMENT CHANGES			**0.00**	**0**	**(363,118,525)**	**0**	**(363,118,525)**	
DEPARTMENT CORE REQUEST								
		TRF	0.00	0	209,270,001	0	209,270,001	
		Total	**0.00**	**0**	**209,270,001**	**0**	**209,270,001**	
GOVERNOR'S ADDITIONAL CORE ADJUSTMENTS								
Core Reduction	190 T246	TRF	0.00	0	67,999,999	0	67,999,999	Federal phase-out
NET GOVERNOR CHANGES			**0.00**	**0**	**67,999,999**	**0**	**67,999,999**	
GOVERNOR'S RECOMMENDED CORE								
		TRF	0.00	0	277,270,000	0	277,270,000	
		Total	**0.00**	**0**	**277,270,000**	**0**	**277,270,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FED BUDGET STABILIZATION FMAP								
CORE								
TRANSFERS OUT	0	0.00	572,388,526	0.00	209,270,001	0.00	277,270,000	0.00
TOTAL - TRF	**0**	**0.00**	**572,388,526**	**0.00**	**209,270,001**	**0.00**	**277,270,000**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$572,388,526**	**0.00**	**$209,270,001**	**0.00**	**$277,270,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$572,388,526**	**0.00**	**$209,270,001**	**0.00**	**$277,270,000**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ONE-TIME FUND TRANSFERS								
CORE								
FUND TRANSFERS								
BUSINESS EXTENSION SERVICE TEA	0	0.00	818,290	0.00	0	0.00	0	0.00
PEACE OFFICER STAN & TRAIN COM	0	0.00	1,000,000	0.00	0	0.00	0	0.00
DEAF RELAY SER & EQ DIST PRGM	0	0.00	2,000,000	0.00	0	0.00	0	0.00
ENDOWED CARE CEMETERY AUDIT	0	0.00	86,000	0.00	0	0.00	0	0.00
INSURANCE DEDICATED FUND	0	0.00	4,303,000	0.00	0	0.00	0	0.00
SPINAL CORD INJURY	0	0.00	4,000,000	0.00	0	0.00	0	0.00
SERVICES TO VICTIMS	0	0.00	3,000,000	0.00	0	0.00	0	0.00
BOARD OF ACCOUNTANCY	0	0.00	600,000	0.00	0	0.00	0	0.00
BOARD OF REG FOR HEALING ARTS	0	0.00	950,000	0.00	0	0.00	0	0.00
BOARD OF NURSING	0	0.00	3,600,000	0.00	0	0.00	0	0.00
BOARD OF PHARMACY	0	0.00	50,000	0.00	0	0.00	0	0.00
PETROLEUM INSPECTION FUND	0	0.00	300,000	0.00	0	0.00	0	0.00
COMMITTEE OF PROF COUNSELORS	0	0.00	150,000	0.00	0	0.00	0	0.00
BRD OF ARCH,ENG,LND SUR,LND AR	0	0.00	1,640,000	0.00	0	0.00	0	0.00
ATHLETIC FUND	0	0.00	40,000	0.00	0	0.00	0	0.00
BRD OF COSMETOLOGY & BARBER EX	0	0.00	475,000	0.00	0	0.00	0	0.00
MISSOURI WINE AND GRAPE FUND	0	0.00	100,000	0.00	0	0.00	0	0.00
MARITAL & FAMILY THERAPISTS	0	0.00	19,000	0.00	0	0.00	0	0.00
RESPIRATORY CARE PRACTITIONERS	0	0.00	4,000	0.00	0	0.00	0	0.00
MO BRD OCCUPATIONAL THERAPY	0	0.00	44,000	0.00	0	0.00	0	0.00
DIETITIAN	0	0.00	66,000	0.00	0	0.00	0	0.00
ASSISTIVE TECHNOLOGY LOAN REV	0	0.00	1,500,000	0.00	0	0.00	0	0.00
AVIATION TRUST FUND	0	0.00	2,314,363	0.00	0	0.00	0	0.00
TOTAL - TRF	0	0.00	27,059,653	0.00	0	0.00	0	0.00
TOTAL	**0**	**0.00**	**27,059,653**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$27,059,653**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32320
Division	Administrative Disbursements		
Core -	One-time Fund Transfers		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

No request for FY 2012. The FY 2011 appropriation was to allow for one-time transfers from specific funds to general revenue.

3. PROGRAM LISTING (list programs included in this core funding)

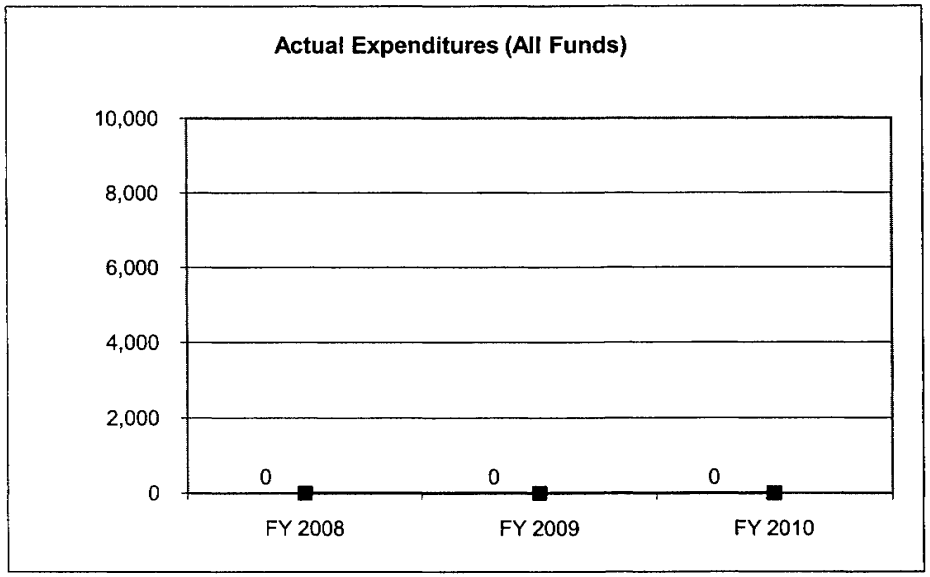
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32320
Division	Administrative Disbursements		
Core -	One-time Fund Transfers		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	0	0	0	27,059,653
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	0	0	0	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
ONE-TIME FUND TRANSFERS

5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES									
			TRF	0.00	0	0	27,059,653	27,059,653	
			Total	**0.00**	**0**	**0**	**27,059,653**	**27,059,653**	
DEPARTMENT CORE ADJUSTMENTS									
1x Expenditures	192	T157	TRF	0.00	0	0	(1,000,000)	(1,000,000)	Transfers were completed in FY 11
1x Expenditures	192	T207	TRF	0.00	0	0	(2,000,000)	(2,000,000)	Transfers were completed in FY 11
1x Expenditures	192	T208	TRF	0.00	0	0	(86,000)	(86,000)	Transfers were completed in FY 11
1x Expenditures	192	T209	TRF	0.00	0	0	(4,303,000)	(4,303,000)	Transfers were completed in FY 11
1x Expenditures	192	T210	TRF	0.00	0	0	(4,000,000)	(4,000,000)	Transfers were completed in FY 11
1x Expenditures	192	T211	TRF	0.00	0	0	(3,000,000)	(3,000,000)	Transfers were completed in FY 11
1x Expenditures	192	T212	TRF	0.00	0	0	(600,000)	(600,000)	Transfers were completed in FY 11
1x Expenditures	192	T213	TRF	0.00	0	0	(950,000)	(950,000)	Transfers were completed in FY 11
1x Expenditures	192	T250	TRF	0.00	0	0	(3,600,000)	(3,600,000)	Transfers were completed in FY 11
1x Expenditures	192	T251	TRF	0.00	0	0	(50,000)	(50,000)	Transfers were completed in FY 11
1x Expenditures	192	T252	TRF	0.00	0	0	(150,000)	(150,000)	Transfers were completed in FY 11
1x Expenditures	192	T253	TRF	0.00	0	0	(1,640,000)	(1,640,000)	Transfers were completed in FY 11
1x Expenditures	192	T254	TRF	0.00	0	0	(40,000)	(40,000)	Transfers were completed in FY 11
1x Expenditures	192	T255	TRF	0.00	0	0	(475,000)	(475,000)	Transfers were completed in FY 11
1x Expenditures	192	T256	TRF	0.00	0	0	(100,000)	(100,000)	Transfers were completed in FY 11
1x Expenditures	192	T257	TRF	0.00	0	0	(19,000)	(19,000)	Transfers were completed in FY 11
1x Expenditures	192	T258	TRF	0.00	0	0	(4,000)	(4,000)	Transfers were completed in FY 11

OFFICE OF ADMINISTRATION
ONE-TIME FUND TRANSFERS

5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
DEPARTMENT CORE ADJUSTMENTS									
1x Expenditures	192	T259	TRF	0.00	0	0	(44,000)	(44,000)	Transfers were completed in FY 11
1x Expenditures	192	T260	TRF	0.00	0	0	(66,000)	(66,000)	Transfers were completed in FY 11
1x Expenditures	192	T262	TRF	0.00	0	0	(1,500,000)	(1,500,000)	Transfers were completed in FY 11
1x Expenditures	192	T263	TRF	0.00	0	0	(2,314,363)	(2,314,363)	Transfers were completed in FY 11
1x Expenditures	192	T266	TRF	0.00	0	0	(300,000)	(300,000)	Transfers were completed in FY 11
1x Expenditures	192	T156	TRF	0.00	0	0	(818,290)	(818,290)	Transfers were completed in FY 11
NET DEPARTMENT CHANGES				**0.00**	**0**	**0**	**(27,059,653)**	**(27,059,653)**	
DEPARTMENT CORE REQUEST									
			TRF	0.00	0	0	0	0	
			Total	**0.00**	**0**	**0**	**0**	**0**	
GOVERNOR'S RECOMMENDED CORE									
			TRF	0.00	0	0	0	0	
			Total	**0.00**	**0**	**0**	**0**	**0**	

OFFICE OF ADMINISTRATION — DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ONE-TIME FUND TRANSFERS								
CORE								
TRANSFERS OUT	0	0.00	27,059,653	0.00	0	0.00	0	0.00
TOTAL - TRF	**0**	**0.00**	**27,059,653**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$27,059,653**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$27,059,653**	**0.00**	**$0**	**0.00**		**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FLOOD CONTROL								
CORE								
PROGRAM-SPECIFIC								
OA-FEDERAL AND OTHER	1,425,627	0.00	865,000	0.00	865,000	0.00	865,000	0.00
TOTAL - PD	1,425,627	0.00	865,000	0.00	865,000	0.00	865,000	0.00
TOTAL	**1,425,627**	**0.00**	**865,000**	**0.00**	**865,000**	**0.00**	**865,000**	**0.00**
GRAND TOTAL	**$1,425,627**	**0.00**	**$865,000**	**0.00**	**$865,000**	**0.00**	**$865,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32319
Division	Administrative Disbursements		
Core	Flood Control		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	865,000	0	865,000	E
Total	**0**	**865,000**	**0**	**865,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for federal funds.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	865,000	0	865,000	E
Total	**0**	**865,000**	**0**	**865,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for federal funds.

2. CORE DESCRIPTION

The Department of Defense/US Army Corps of Engineers disburses 75% of funds received from lands acquired for Flood Control, Navigation, and Allied Purposes to compensate local taxing units for the loss of taxes from federally acquired lands. Counties receiving the funds expend the money for the benefit of public schools and public roads in the county.

3. PROGRAM LISTING (list programs included in this core funding)

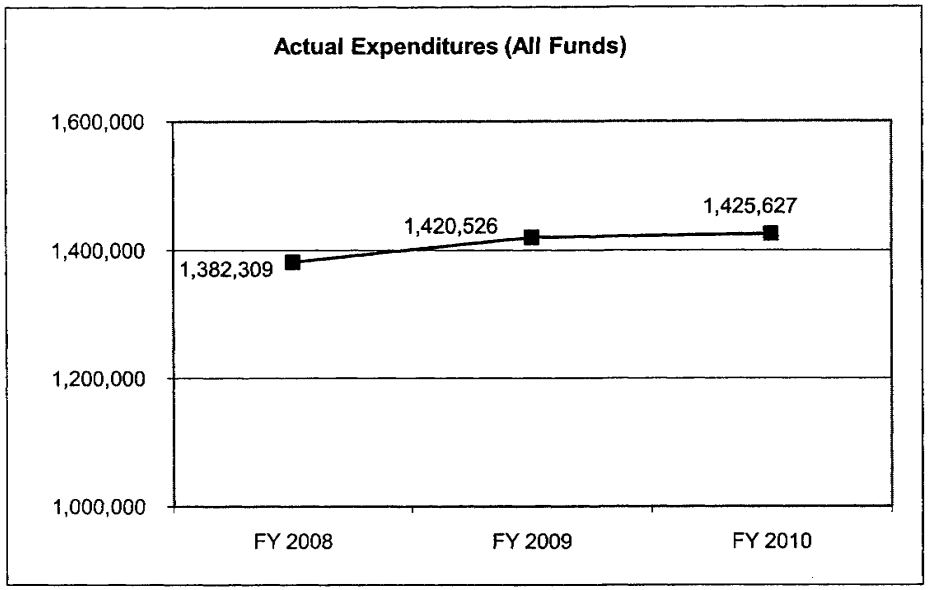
Distribution of Federal Payments to Counties

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32319
Division	Administrative Disbursements		
Core	Flood Control		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	1,482,310	1,420,526	1,425,628	865,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,482,310	1,420,526	1,425,628	N/A
Actual Expenditures (All Funds)	1,382,309	1,420,526	1,425,627	N/A
Unexpended (All Funds)	100,001	0	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	100,001	0	1	N/A
Other	0	0	0	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

(1) FY 08 appropriation was increased by $617,310.
(2) FY 09 appropriation was increased by $555,526.
(3) FY 10 appropriation was increased by $560,628.

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
FLOOD CONTROL

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	865,000	0	865,000	
	Total	**0.00**	**0**	**865,000**	**0**	**865,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	865,000	0	865,000	
	Total	**0.00**	**0**	**865,000**	**0**	**865,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	865,000	0	865,000	
	Total	**0.00**	**0**	**865,000**	**0**	**865,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
FLOOD CONTROL								
CORE								
PROGRAM DISTRIBUTIONS	1,425,627	0.00	865,000	0.00	865,000	0.00	865,000	0.00
TOTAL - PD	**1,425,627**	**0.00**	**865,000**	**0.00**	**865,000**	**0.00**	**865,000**	**0.00**
GRAND TOTAL	**$1,425,627**	**0.00**	**$865,000**	**0.00**	**$865,000**	**0.00**	**$865,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$1,425,627**	**0.00**	**$865,000**	**0.00**	**$865,000**	**0.00**	**$865,000**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Distribution of Federal Payments to Counties
Program is found in the following core budget(s): Flood Control Leases and National Forest Receipts

	National Forest	Flood Control	TOTAL
FEDERAL	2,415,000	865,000	3,280,000

1. What does this program do?

For Flood Control Leases, the Army Corps of Engineers distributes 75% of receipts from lands acquired for flood control purposes. For National Forest Preserve, the U.S. Departments of Agriculture and Interior distribute a portion of the receipts they receive from the Mark Twain National Forest lands. The Department of the Interior, Minerals Management Service, distributes money for subsurface revenues on an intermittent basis, from 4 to 12 times a year. Forest and flood monies are received annually. The Office of Administration monitors receipts, maintains payment schedules, communicates with counties, and sends payments as specified. Funds are to be used for the benefit of public schools and roads in the county in which the government land is located.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Flood Control: 33 USC 701c3; State: 12.080, 12.090, and 12.100, RSMo; CFDA #12.112.
National Forest: Federal: Secure Rural Schools and Community Self-Determination Act of 2000; USC Title 15, Chapter 36, Subchapter 1, Section 11609; CFDA #10.665.

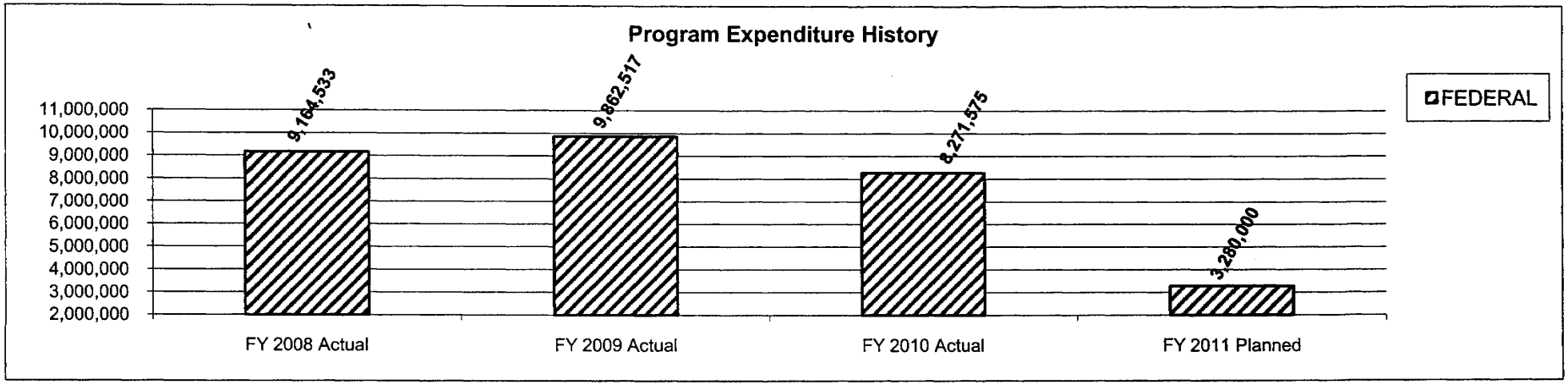
3. Are there federal matching requirements? If yes, please explain.

No, there are no federal matching requirements.

4. Is this a federally mandated program? If yes, please explain.

It is part of federal law.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department:	Office of Administration
Program Name:	Distribution of Federal Payments to Counties
Program is found in the following core budget(s):	Flood Control Leases and National Forest Receipts

6. What are the sources of the "Other" funds?

No Other Funds

7a. Provide an effectiveness measure.

Compliance with federal and state statute

7b. Provide an efficiency measure.

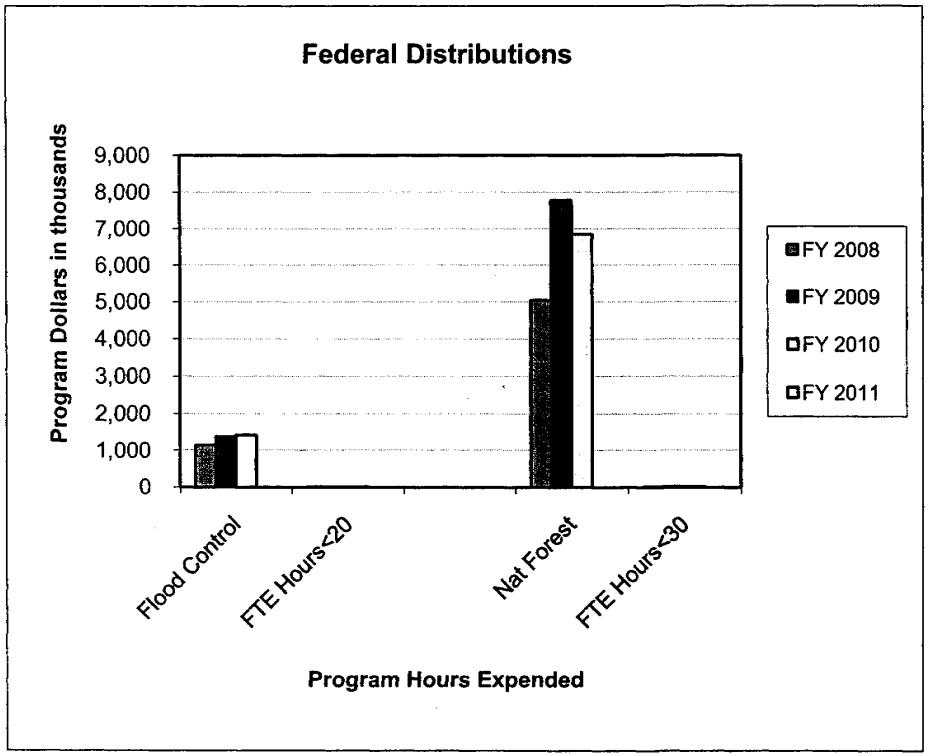
Funding is distributed to counties within one week of receipt of annual federal schedule.

7c. Provide the number of clients/individuals served, if applicable.

Twenty-nine counties

7d. Provide a customer satisfaction measure, if available.

N/A



OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
NATIONAL FOREST RESERV								
CORE								
PROGRAM-SPECIFIC								
OA-FEDERAL AND OTHER	6,845,948	0.00	2,415,000	0.00	2,415,000	0.00	2,415,000	0.00
TOTAL - PD	6,845,948	0.00	2,415,000	0.00	2,415,000	0.00	2,415,000	0.00
TOTAL	**6,845,948**	**0.00**	**2,415,000**	**0.00**	**2,415,000**	**0.00**	**2,415,000**	**0.00**
GRAND TOTAL	**$6,845,948**	**0.00**	**$2,415,000**	**0.00**	**$2,415,000**	**0.00**	**$2,415,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32325
Division	Administrative Disbursements		
Core	National Forest Receipts		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	2,415,000	0	2,415,000	E
Total	**0**	**2,415,000**	**0**	**2,415,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for federal funds.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	2,415,000	0	2,415,000	E
Total	**0**	**2,415,000**	**0**	**2,415,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for federal funds.

2. CORE DESCRIPTION

This program distributes funding to counties in which National Forests are located. Revenue is received by the federal government for mineral leases, rentals, concessions, and timber from National Forest lands. 25% of the revenue is returned to the states. The Office of Administration acts as a 'pass-through' agent, distributing the revenue to the counties according to a schedule provided by the Departments of Agriculture and Interior. Counties receiving the funds expend the money for the benefit of public schools and public roads in the county.

3. PROGRAM LISTING (list programs included in this core funding)

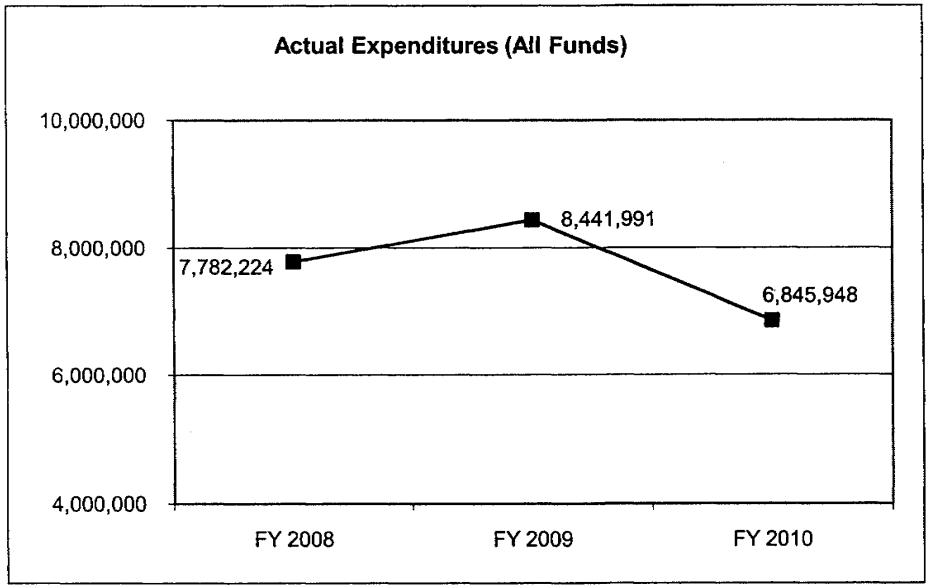
Distribution of Federal Payments to Counties

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32325
Division	Administrative Disbursements		
Core	National Forest Receipts		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	7,782,225	8,441,992	6,845,949	2,415,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	7,782,225	8,441,992	6,845,949	N/A
Actual Expenditures (All Funds)	7,782,224	8,441,991	6,845,948	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	1	1	1	N/A
Other	0	0	0	N/A
	(1)	(2)	(3)	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

Recent amounts received from federal government have exceeded original appropriation.

(1) FY 08 appropriation was increased by $5,367,225.

(2) FY 09 appropriation was increased by $6,026,992.

(3) FY 10 appropriation was increased by $4,430,949.

OFFICE OF ADMINISTRATION
NATIONAL FOREST RESERV

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	2,415,000	0	2,415,000	
	Total	**0.00**	**0**	**2,415,000**	**0**	**2,415,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	2,415,000	0	2,415,000	
	Total	**0.00**	**0**	**2,415,000**	**0**	**2,415,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	2,415,000	0	2,415,000	
	Total	**0.00**	**0**	**2,415,000**	**0**	**2,415,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
NATIONAL FOREST RESERV								
CORE								
PROGRAM DISTRIBUTIONS	6,845,948	0.00	2,415,000	0.00	2,415,000	0.00	2,415,000	0.00
TOTAL - PD	**6,845,948**	**0.00**	**2,415,000**	**0.00**	**2,415,000**	**0.00**	**2,415,000**	**0.00**
GRAND TOTAL	**$6,845,948**	**0.00**	**$2,415,000**	**0.00**	**$2,415,000**	**0.00**	**$2,415,000**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
FEDERAL FUNDS	**$6,845,948**	**0.00**	**$2,415,000**	**0.00**	**$2,415,000**	**0.00**	**$2,415,000**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
HB 1340 PROSECUTIONS/CAP CASE								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	6,400	0.00	15,000	0.00	15,000	0.00	15,000	0.00
TOTAL - PD	6,400	0.00	15,000	0.00	15,000	0.00	15,000	0.00
TOTAL	**6,400**	**0.00**	**15,000**	**0.00**	**15,000**	**0.00**	**15,000**	**0.00**
GRAND TOTAL	**$6,400**	**0.00**	**$15,000**	**0.00**	**$15,000**	**0.00**	**$15,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32384
Division	Administrative Disbursements		
Core	Prosecutions-Crimes in Correctional Institutions/Capital Cases		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	15,000	0	0	15,000	E
Total	**15,000**	**0**	**0**	**15,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for GR.

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	15,000	0	0	15,000	E
Total	**15,000**	**0**	**0**	**15,000**	
FTE	**0.00**	**0.00**	**0.00**	**0.00**	
Est. Fringe	*0*	*0*	*0*	*0*	

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Notes: An "E" is requested for GR.

2. CORE DESCRIPTION

Pursuant to Section 50.850, RSMo, the Office of Administration may reimburse counties, out of funds appropriated by the general assembly, for expenses related to the prosecution of crimes occurring within institutions under the supervision and management of the Department of Corrections. Reimbursements are not to exceed 50% of expenses, and the amount of reimbursement may be based on the number of cases referred, filed, or tried.

Pursuant to Section 50.853, RSMo, the Office of Administration may reimburse counties of the third and fourth class, out of funds appropriated by the general assembly, for expenses related to the trial of capital cases. The reimbursements are not to exceed 50% of actual expenses, and are "limited to counties which were, at the time of the trial, in a negative financial situation."

3. PROGRAM LISTING (list programs included in this core funding)

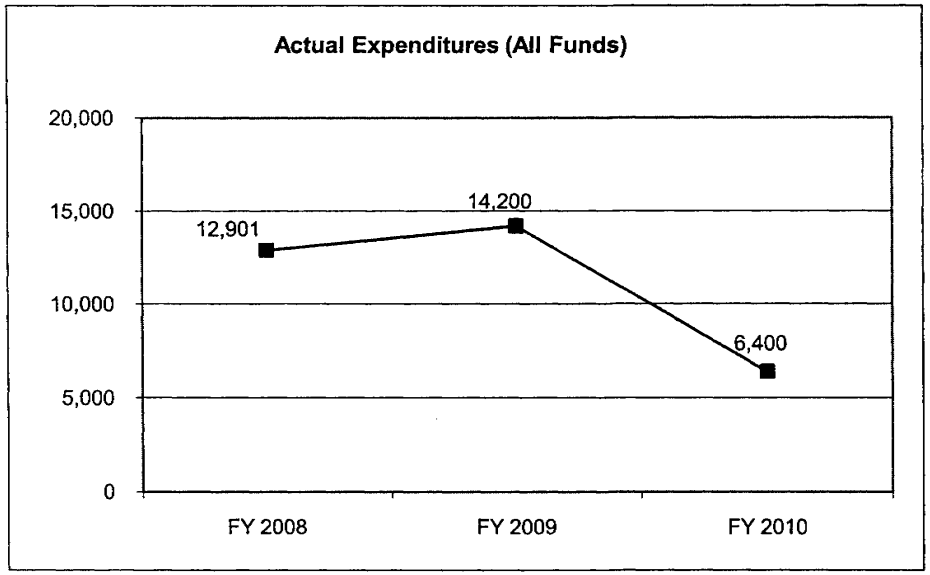
Prosecutions - Crimes in Correctional Institutions/Capital Cases

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32384
Division	Administrative Disbursements		
Core	Prosecutions-Crimes in Correctional Institutions/Capital Cases		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	15,000	15,000	15,000	15,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	15,000	15,000	15,000	N/A
Actual Expenditures (All Funds)	12,901	14,200	6,400	N/A
Unexpended (All Funds)	2,099	800	8,600	N/A
Unexpended, by Fund:				
General Revenue	2,099	800	8,600	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
HB 1340 PROSECUTIONS/CAP CASE

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	15,000	0	0	15,000	
	Total	**0.00**	**15,000**	**0**	**0**	**15,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	15,000	0	0	15,000	
	Total	**0.00**	**15,000**	**0**	**0**	**15,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	15,000	0	0	15,000	
	Total	**0.00**	**15,000**	**0**	**0**	**15,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
HB 1340 PROSECUTIONS/CAP CASE								
CORE								
PROGRAM DISTRIBUTIONS	6,400	0.00	15,000	0.00	15,000	0.00	15,000	0.00
TOTAL - PD	**6,400**	**0.00**	**15,000**	**0.00**	**15,000**	**0.00**	**15,000**	**0.00**
GRAND TOTAL	**$6,400**	**0.00**	**$15,000**	**0.00**	**$15,000**	**0.00**	**$15,000**	**0.00**
GENERAL REVENUE	**$6,400**	**0.00**	**$15,000**	**0.00**	**$15,000**	**0.00**	**$15,000**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Prosecutions-Crimes in Correctional Institutions/Capital Cases
Program is found in the following core budget(s): Prosecutions-Crimes in Correctional Institutions/Capital Cases

1. What does this program do?

The prosecution by counties of crimes occurring within institutions under the supervision and management of the Department of Corrections and Human Resources may be reimbursed by the Office of Administration. Counties with state correctional institutions are: Audrain (Vandalia), Callaway (Fulton), Cole (Jefferson City), Cooper (Boonville), DeKalb (Cameron), Livingston (Chillicothe), Nodaway (Maryville), Moniteau (Tipton), Pike (Bowling Green), Randolph (Moberly), St. Francois (Farmington), St. Louis (Pacific), Texas (Licking), Washington (Potosi), and Webster (Ozark). Reimbursements are not to exceed 50% of expenses, and the amount of reimbursement may be based on the number of cases referred, filed, or tried. Also, OA may reimburse counties of the 3rd and 4th class for expenses related to trial of capital cases, if the counties, at the time of trial, are in a negative financial situation. Reimbursements may not exceed 50% of actual expenses.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

50.850 and 50.853, RSMo

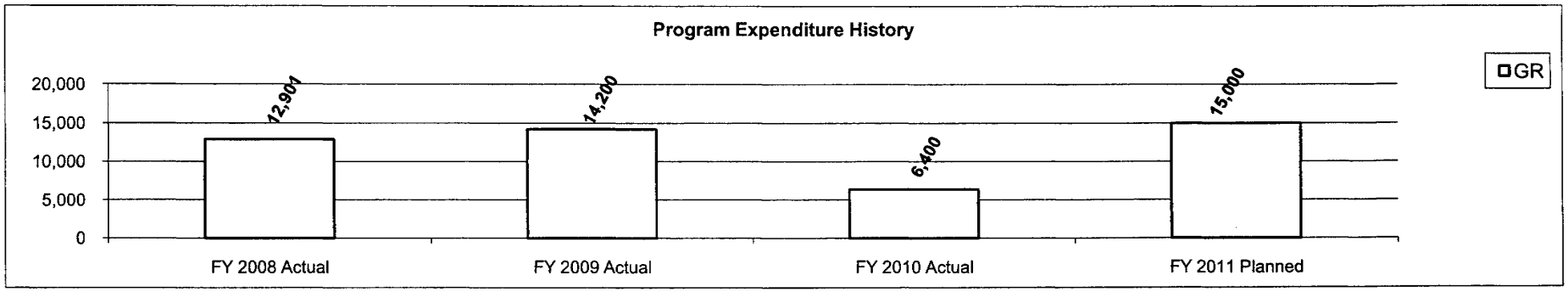
3. Are there federal matching requirements? If yes, please explain.

No.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other" funds?

N/A

PROGRAM DESCRIPTION

Department: Office of Administration
Program Name: Prosecutions-Crimes in Correctional Institutions/Capital Cases
Program is found in the following core budget(s): Prosecutions-Crimes in Correctional Institutions/Capital Cases

7a. Provide an effectiveness measure.

Compliance with statutes.

7b. Provide an efficiency measure.

Payments made as requested from counties.

7c. Provide the number of clients/individuals served, if applicable.

0 - 14 Counties for Crimes in Correctional Institutions

0 - 91 3rd and 4th Class Counties

7d. Provide a customer satisfaction measure, if available.

N/A

OFFICE OF ADMINISTRATION — DECISION ITEM SUMMARY

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
REGIONAL PLANNING COMMISSION								
CORE								
PROGRAM-SPECIFIC								
GENERAL REVENUE	174,000	0.00	100,000	0.00	100,000	0.00	100,000	0.00
TOTAL - PD	174,000	0.00	100,000	0.00	100,000	0.00	100,000	0.00
TOTAL	**174,000**	**0.00**	**100,000**	**0.00**	**100,000**	**0.00**	**100,000**	**0.00**
GRAND TOTAL	**$174,000**	**0.00**	**$100,000**	**0.00**	**$100,000**	**0.00**	**$100,000**	**0.00**

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32393
Division	Administrative Disbursements		
Core -	Regional Planning Commissions		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	100,000	0	0	100,000
TRF	0	0	0	0
Total	**100,000**	**0**	**0**	**100,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	100,000	0	0	100,000
TRF	0	0	0	0
Total	**100,000**	**0**	**0**	**100,000**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

Funds appropriated for grants to qualified Regional Planning Commissions are distributed in accordance with statutes. Section 251.034, RSMo states that "Payments made under Sections 251.032 to 251.038 to the various regional planning commissions shall be distributed on a matching basis of one-half state funds for one-half of local funds. No local unit shall receive any payment without providing the matching funds required. The state funds so allocated shall not exceed the sum of sixty-five thousand dollars each for the East-West Gateway Coordinating Council and the Mid-America Regional Council. The remaining allocated state funds shall not exceed the sum of twenty-five thousand dollars for each of the following regional planning commissions:...." (South Central Ozark, Ozark Foothills, Green Hills, Pioneer Trails, Bootheel, Harry S Truman, Mark Twain, Mo-Kan, Southeast Missouri, Boonslick, Northwest Missouri, Mid-Missouri, Kaysinger Basin, Lake of the Ozarks, Meramec, Northeast Missouri, and Southwest Missouri).

3. PROGRAM LISTING (list programs included in this core funding)

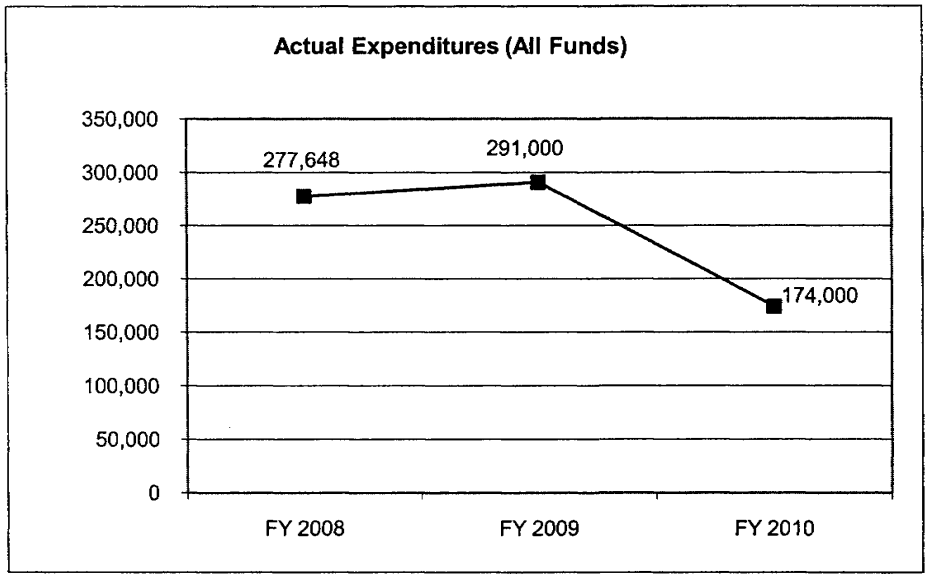
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32393
Division	Administrative Disbursements		
Core -	Regional Planning Commissions		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	300,000	300,000	200,000	100,000
Less Reverted (All Funds)	(9,000)	(9,000)	(26,000)	N/A
Budget Authority (All Funds)	291,000	291,000	174,000	N/A
Actual Expenditures (All Funds)	277,648	291,000	174,000	N/A
Unexpended (All Funds)	13,352	0	0	N/A
Unexpended, by Fund:				
General Revenue	13,352	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

OFFICE OF ADMINISTRATION
REGIONAL PLANNING COMMISSION

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	100,000	0	0	100,000	
	Total	**0.00**	**100,000**	**0**	**0**	**100,000**	
DEPARTMENT CORE REQUEST							
	PD	0.00	100,000	0	0	100,000	
	Total	**0.00**	**100,000**	**0**	**0**	**100,000**	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	100,000	0	0	100,000	
	Total	**0.00**	**100,000**	**0**	**0**	**100,000**	

OFFICE OF ADMINISTRATION

DECISION ITEM DETAIL

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
REGIONAL PLANNING COMMISSION								
CORE								
PROGRAM DISTRIBUTIONS	174,000	0.00	100,000	0.00	100,000	0.00	100,000	0.00
TOTAL - PD	**174,000**	**0.00**	**100,000**	**0.00**	**100,000**	**0.00**	**100,000**	**0.00**
GRAND TOTAL	**$174,000**	**0.00**	**$100,000**	**0.00**	**$100,000**	**0.00**	**$100,000**	**0.00**
GENERAL REVENUE	**$174,000**	**0.00**	**$100,000**	**0.00**	**$100,000**	**0.00**	**$100,000**	**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**

Budget Unit Decision Item Budget Object Summary Fund	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ELECTED OFFICIALS TRANSITION COSTS								
CORE								
PERSONAL SERVICES								
GENERAL REVENUE	0	0.00	5,000	0.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	5,000	0.00	0	0.00	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	7,650	0.00	0	0.00	0	0.00
TOTAL - EE	0	0.00	7,650	0.00	0	0.00	0	0.00
TOTAL	0	0.00	12,650	0.00	0	0.00	0	0.00
GRAND TOTAL	$0	0.00	$12,650	0.00	$0	0.00	$0	0.00

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32490
Division	Administrative Disbursements		
Core -	State Auditor Transition		

1. CORE FINANCIAL SUMMARY

FY 2012 Budget Request

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

FY 2012 Governor's Recommendation

	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
Total	**0**	**0**	**0**	**0**
FTE	**0.00**	**0.00**	**0.00**	**0.00**
Est. Fringe	*0*	*0*	*0*	*0*

Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

No appropriation is requested for fiscal year 2012. The appropriation received in FY 2011 was all one-time expenditures, pursuant to Section 29.400, RSMo, for the purpose of preparing an orderly transition of administration if the auditor-elect is not the incumbent.

3. PROGRAM LISTING (list programs included in this core funding)

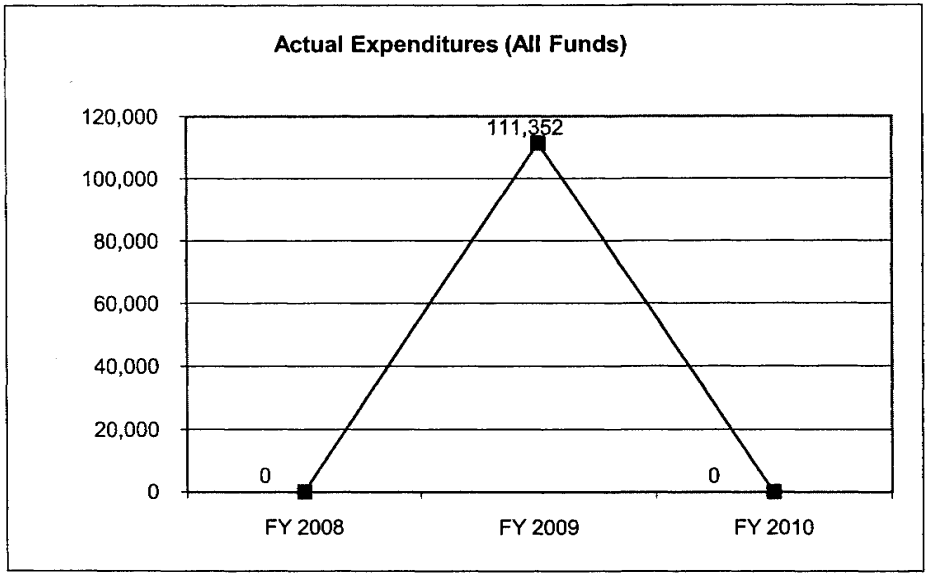
N/A

CORE DECISION ITEM

Department	Office of Administration	**Budget Unit**	32490
Division	Administrative Disbursements		
Core -	State Auditor Transition		

4. FINANCIAL HISTORY

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Current Yr.
Appropriation (All Funds)	0	150,000	0	12,650
Less Reverted (All Funds)	0	(38,588)	0	N/A
Budget Authority (All Funds)	0	111,412	0	N/A
Actual Expenditures (All Funds)	0	111,352	0	N/A
Unexpended (All Funds)	0	60	0	N/A
Unexpended, by Fund:				
General Revenue	0	60	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
		(1)		



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES: **(1)** The appropriation amount in FY 2009 was for all elected officials' transition costs *except* the State Auditor's.

CORE RECONCILIATION DETAIL

OFFICE OF ADMINISTRATION
ELECTED OFFICIALS TRANSITION COSTS

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		PS	0.00	5,000	0	0	5,000	
		EE	0.00	7,650	0	0	7,650	
		Total	**0.00**	**12,650**	**0**	**0**	**12,650**	
DEPARTMENT CORE ADJUSTMENTS								
1x Expenditures	321 5723	PS	0.00	(5,000)	0	0	(5,000)	Not applicable in FY 12
1x Expenditures	321 5723	EE	0.00	(7,650)	0	0	(7,650)	Not applicable in FY 12
NET DEPARTMENT CHANGES			**0.00**	**(12,650)**	**0**	**0**	**(12,650)**	
DEPARTMENT CORE REQUEST								
		PS	0.00	0	0	0	0	
		EE	0.00	0	0	0	0	
		Total	**0.00**	**0**	**0**	**0**	**0**	
GOVERNOR'S RECOMMENDED CORE								
		PS	0.00	0	0	0	0	
		EE	0.00	0	0	0	0	
		Total	**0.00**	**0**	**0**	**0**	**0**	

Budget Unit Decision Item Budget Object Class	FY 2010 ACTUAL DOLLAR	FY 2010 ACTUAL FTE	FY 2011 BUDGET DOLLAR	FY 2011 BUDGET FTE	FY 2012 DEPT REQ DOLLAR	FY 2012 DEPT REQ FTE	FY 2012 GOV REC DOLLAR	FY 2012 GOV REC FTE
ELECTED OFFICIALS TRANSITION COSTS								
CORE								
OTHER	0	0.00	5,000	0.00	0	0.00	0	0.00
TOTAL - PS	**0**	**0.00**	**5,000**	**0.00**	**0**	**0.00**	**0**	**0.00**
TRAVEL, IN-STATE	0	0.00	450	0.00	0	0.00	0	0.00
SUPPLIES	0	0.00	2,700	0.00	0	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	1,500	0.00	0	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	1,500	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	0	0.00	0	0.00
TOTAL - EE	**0**	**0.00**	**7,650**	**0.00**	**0**	**0.00**	**0**	**0.00**
GRAND TOTAL	**$0**	**0.00**	**$12,650**	**0.00**	**$0**	**0.00**	**$0**	**0.00**
GENERAL REVENUE	**$0**	**0.00**	**$12,650**	**0.00**	**$0**	**0.00**		**0.00**
FEDERAL FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**
OTHER FUNDS	**$0**	**0.00**	**$0**	**0.00**	**$0**	**0.00**		**0.00**