



GOVERNOR
STEVE BULLOCK

STATE OF MONTANA

SECTION A: GENERAL GOVERNMENT

Governor's Office
Commissioner of Political Practices
Department of Revenue
Department of Administration

Department of Commerce
Department of Labor & Industry
Department of Military Affairs

OBPP Staff:

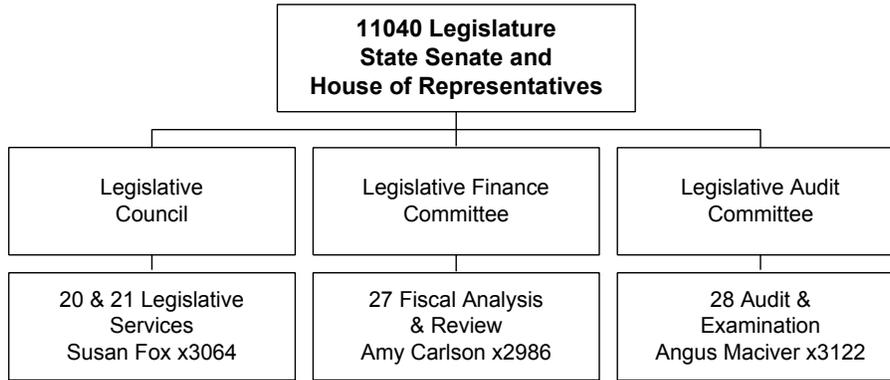
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GOVERNOR'S OFFICE OF
BUDGET AND PROGRAM PLANNING

Legislative Branch - 11040



Mission Statement - The mission of the legislature is to exercise the legislative power of state government vested by the Constitution of the State of Montana and to fulfill its constitutional duties. The mission of the agencies within the Legislative Branch, i.e., the consolidated legislative agency, is to provide the administration structure to support accomplishment of the powers and duties of the Legislature.

Statutory Authority - Principal statutory authority for the Legislative Services Division is found in Title 1, Chapter 11, and Title 5, Chapters 5 and 11, MCA. Principal statutory authority for the Legislative Fiscal Division is found in The Legislative Finance Act, Title 5, Chapter 12, MCA. The post-audit function of the Legislative Audit Committee is constitutionally required in Article V, section 10, of the Montanan Constitution, and support by the Legislative Audit Division with principal statutory authority in The Legislative Audit Act, Title 5, Chapter 13, MCA.

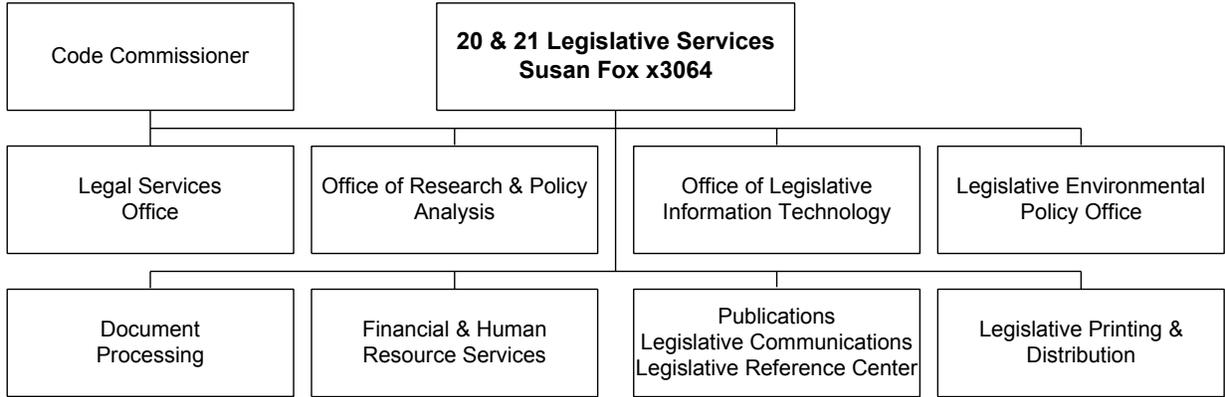
Budget Submission - In accordance with 17-7-122, MCA, the budget for the Legislative Branch must be presented in the Executive Budget as submitted to the Governor with no changes.

Agency Proposed Budget			
Budget Item	Total Exec. Budget Fiscal 2020	Total Exec. Budget Fiscal 2021	Total Exec. Budget 2021 Biennium
FTE	141.89	141.89	
Personal Services	12,953,584	12,942,956	25,896,540
Operating Expenses	4,286,707	3,993,002	8,279,709
Equipment & Intangible Assets	2,025,000	1,297,000	3,322,000
Transfers	149,419	149,418	298,837
Total Costs	\$19,414,710	\$18,382,376	\$37,797,086
General Fund	16,871,159	16,224,419	33,095,578
State/Other Special	2,543,551	2,157,957	4,701,508
Total Funds	\$19,414,710	\$18,382,376	\$37,797,086

Agency Appropriated Biennium to Biennium Comparison								
Program	2019 Biennium Appropriated Budget		2021 Biennium Requested Budget		Biennium to Biennium Difference (dollars)		Biennium to Biennium Difference (percent)	
	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds
20 - Legislative Services Division	15,995,604	16,807,305	21,965,584	22,689,247	5,969,980	5,881,942	37.32 %	35.00 %
21 - Legis. Committees & Activities	1,265,987	1,265,987	1,516,776	1,516,776	250,789	250,789	19.81 %	19.81 %
27 - Fiscal Analysis & Review	3,831,508	3,831,508	4,199,611	4,199,611	368,103	368,103	9.61 %	9.61 %
28 - Audit & Examination	4,705,460	8,325,404	5,413,607	9,391,452	708,147	1,066,048	15.05 %	12.80 %
Agency Total	\$25,798,559	\$30,230,204	\$33,095,578	\$37,797,086	\$7,297,019	\$7,566,882	28.28 %	25.03 %

Legislative Branch - 11040

Legislative Services Division - 20



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

Division services include:

1. Bill and amendment drafting, preparation of bills for introduction, and engrossing and enrolling bills;
2. Publication and records management of legislative documents of record;
3. Preparation, publication, and distribution of the Montana Code Annotated text and annotations;
4. Provision of legislative research and reference services;
5. Support for session and interim committees;
6. Legal services and counseling on legislative matters and agency legal support;
7. Review of the text of proposed ballot measures;
8. Personnel and business services;
9. Planning, installation, and maintenance of branch information technology;
10. Broadcasting of state government and public policy events; and
11. Provision of legislative information to the public.

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

Program Proposed Budget	Starting Point	Budget Adjustments	Total	Budget Adjustments	Total	Executive
Budget Item	Fiscal 2019	Fiscal 2020	Exec. Budget Fiscal 2020	Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	65.67	2.00	67.67	2.00	67.67	
Personal Services	6,022,015	291,028	6,313,043	348,657	6,370,672	12,683,715
Operating Expenses	2,222,906	1,060,627	3,283,533	878,256	3,101,162	6,384,695
Equipment & Intangible Assets	100,000	1,925,000	2,025,000	1,197,000	1,297,000	3,322,000
Transfers	148,659	760	149,419	759	149,418	298,837
Total Costs	\$8,493,580	\$3,277,415	\$11,770,995	\$2,424,672	\$10,918,252	\$22,689,247
General Fund	8,121,018	3,123,661	11,244,679	2,599,887	10,720,905	21,965,584
State/Other Special	372,562	153,754	526,316	(175,215)	197,347	723,663
Total Funds	\$8,493,580	\$3,277,415	\$11,770,995	\$2,424,672	\$10,918,252	\$22,689,247

Legislative Branch - 11040

Legislative Services Division - 20

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	117,798	140,094	325,799	198,095
SWPL - 2 - Fixed Costs	218,111	218,427	185,203	185,401
SWPL - 3 - Inflation Deflation	25	25	31	31
<i>Total Statewide Present Law Adjustments</i>	<i>\$335,934</i>	<i>\$358,546</i>	<i>\$511,033</i>	<i>\$383,527</i>
Present Law Adjustments				
PL - 4 - Present Law Adjustment	836,793	967,935	738,292	690,583
<i>Total Present Law Adjustments</i>	<i>\$836,793</i>	<i>\$967,935</i>	<i>\$738,292</i>	<i>\$690,583</i>
New Proposals				
NP - 5 - FTE Request Net Admin, IT BA	150,934	150,934	150,562	150,562
NP - 6 - Bill Draft Editor Project OTO/BIEN	500,000	500,000	0	0
NP - 7 - Chamber Project OTO/BIEN	600,000	600,000	600,000	600,000
NP - 8 - Legislator Portal Project OTO/BIEN	0	0	300,000	300,000
NP - 9 - Digital Vote Boards OTO/BIEN	700,000	700,000	300,000	300,000
<i>Total New Proposals</i>	<i>\$1,950,934</i>	<i>\$1,950,934</i>	<i>\$1,350,562</i>	<i>\$1,350,562</i>
Total Budget Adjustments	\$3,123,661	\$3,277,415	\$2,599,887	\$2,424,672

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$117,798	\$140,094
FY 2021	\$325,799	\$198,095

SWPL - 1 - Personal Services -

The budget includes an increase of \$140,094 in FY 2020 and an increase of \$198,095 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$218,111	\$218,427
FY 2021	\$185,203	\$185,401

SWPL - 2 - Fixed Costs -

The request includes an increase of \$218,427 in FY 2020 and an increase of \$185,401 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$25	\$25
FY 2021	\$31	\$31

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$25 in FY 2020 and an increase of \$31 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Legislative Branch - 11040

Legislative Services Division - 20

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$836,793	\$967,935
FY 2021	\$738,292	\$690,583

PL - 4 - Present Law Adjustment -

This proposal includes changes from the 2019 budget starting point for the following:

1. Increase for contracted services to produce, broadcast, and stream the legislature during session and the interim (general fund). The branch is working to formalize ongoing maintenance and replacement costs previously expended from other funds (IT Reserve Statutory Appropriation);
2. Increased information technology costs related to replacement of declining hardware and software. The proposal includes contracted services for network support and programming related to the LAWS II system (general fund) and the restoration of 3.17% budget reductions from the 2017 legislative special session; and
3. Other operating increases to restore training, supplies and materials, and miscellaneous services to support the Legislative Branch, which were reduced during the 2017 regular session and November 2017 special session.

-----New Proposals-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$150,934	\$150,934
FY 2021	\$150,562	\$150,562

NP - 5 - FTE Request Net Admin, IT BA -

The Legislative Services Division is requesting 2.00 FTE. The request is for one network administrator and one business analyst. Increased workload in the information technology area, due to large IT projects, increased complexity of the IT environment, and growing business requirements, has created the need for two additional full-time positions for the division.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$500,000	\$500,000
FY 2021	\$0	\$0

NP - 6 - Bill Draft Editor Project OTO/BIEN -

The Bill Draft Editor Project is a continuation and final phase of the "Session Systems Replacement Project" that has been undertaken beginning in 2013. When completed, SSR implements a system that will provide enterprise content management of the fully versioned MCA datastore and system functionality for bill and amendment drafting and chamber business processes. This project includes development of the bill draft editor solution, system integration testing of the bill draft editor solution, training, user acceptance testing, and production that will go-live in the summer of 2020 for the 2021 Legislative Session. \$500,000 general fund is requested as a biennial, one-time-only appropriation to fund the project.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$600,000	\$600,000
FY 2021	\$600,000	\$600,000

NP - 7 - Chamber Project OTO/BIEN -

The Chamber Project is a continuation and final phase of the "Session Systems Replacement Project" that has been undertaken beginning in 2013. When completed, SSR implements a system that will provide enterprise content management of the fully versioned MCA datastore and system functionality for bill and amendment drafting and chamber business processes. Funding of \$1.2 million general fund for detail design and integration, testing and delivery of automation of the chamber processes, including agenda process for second and third reading, the journal, committee reports and minutes, and the amendments of bills on second reading is requested as a one-time-only, biennial appropriation.

Legislative Branch - 11040

Legislative Services Division - 20

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$0
FY 2021	\$300,000	\$300,000

NP - 8 - Legislator Portal Project OTO/BIEN -

The Legislative Portal Project is a continuation and final phase of the "Session Systems Replacement Project" that has been undertaken beginning in 2013. When completed, SSR implements a system that will provide enterprise content management of the fully versioned MCA datastore and system functionality for bill and amendment drafting and chamber business processes. This project provides integration with the legislative website and individual legislator pages that eventually will allow legislators to access and receive notices regarding their bill drafts, introduction of bills, floor agendas, and committee and other notices. Funding of \$300,000 general fund as a one-time-only appropriation in FY 2021 is requested.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$700,000	\$700,000
FY 2021	\$300,000	\$300,000

NP - 9 - Digital Vote Boards OTO/BIEN -

Upgrades to the hardware and software for the House and Senate vote systems have been completed. The voting displays, which are still analog technology, need to be upgraded to digital displays in order to complete the vote system replacement project. The legislature requests \$1,000,000 one-time-only funding for the 2021 biennium for the project.

Legislative Branch - 11040

Legis. Committees & Activities - 21

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

Program expenditures support :

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

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	0.97	0.00	0.97	0.00	0.97	
Personal Services	84,859	91,250	176,109	26,884	111,743	287,852
Operating Expenses	499,609	160,192	659,801	69,514	569,123	1,228,924
Total Costs	\$584,468	\$251,442	\$835,910	\$96,398	\$680,866	\$1,516,776
General Fund	584,468	251,442	835,910	96,398	680,866	1,516,776
Total Funds	\$584,468	\$251,442	\$835,910	\$96,398	\$680,866	\$1,516,776

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	78,602	78,602	14,236	14,236
<i>Total Statewide Present Law Adjustments</i>	<i>\$78,602</i>	<i>\$78,602</i>	<i>\$14,236</i>	<i>\$14,236</i>
Present Law Adjustments				
PL - 10 - Health Ins Prem Int Comm Secretary Pos	12,648	12,648	12,648	12,648
PL - 4 - Present Law Adjustment	160,192	160,192	69,514	69,514
<i>Total Present Law Adjustments</i>	<i>\$172,840</i>	<i>\$172,840</i>	<i>\$82,162</i>	<i>\$82,162</i>
Total Budget Adjustments	\$251,442	\$251,442	\$96,398	\$96,398

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$78,602	\$78,602
FY 2021	\$14,236	\$14,236

SWPL - 1 - Personal Services -

The budget includes an increase of \$78,602 in FY 2020 and an increase of \$14,236 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Legislative Branch - 11040

Legis. Committees & Activities - 21

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$12,648	\$12,648
FY 2021	\$12,648	\$12,648

PL - 10 - Health Ins Prem Int Comm Secretary Pos -

This change package includes employer health insurance premiums for the interim committee secretary position. Based on the work cycle and number of hours for this position, and pursuant to federal requirements, the Legislative Branch is required to provide health insurance. However, due to the FTE level associated with the position, the budget system does not automatically calculate the amount.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$160,192	\$160,192
FY 2021	\$69,514	\$69,514

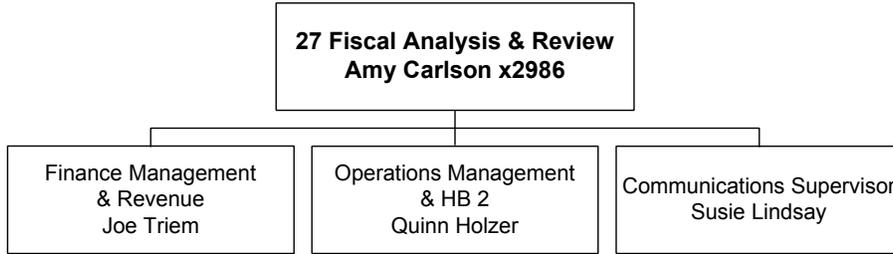
PL - 4 - Present Law Adjustment -

This change package includes:

1. An increase related to national organizational dues (NCSL, NCCUSL, PNWER, CSG);
2. The restoration of budget reductions experienced during the 2017 regular session and the November 2017 special session; and
3. An additional meeting added for each interim committee to fund travel for citizen outreach and for conducting meetings across the state.

Legislative Branch - 11040

Fiscal Analysis & Review - 27



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

Division services include:

1. Fiscal analysis of state government and the furnishing of information bearing upon the financial matters of the state;
2. Identification of ways to effect economy and efficiency in state government;
3. Estimation of revenue and analysis of tax policy;
4. Analysis of the Executive Budget;
5. Compiling and analyzing fiscal information for legislators and legislative committees; and
6. Staffing and support for legislative committees, including the preparation and processing of the appropriation bills for the legislative, judicial, and executive agencies.

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

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	20.50	0.00	20.50	0.00	20.50	
Personal Services	1,925,713	76,918	2,002,631	75,924	2,001,637	4,004,268
Operating Expenses	100,724	(15,067)	85,657	8,962	109,686	195,343
Total Costs	\$2,026,437	\$61,851	\$2,088,288	\$84,886	\$2,111,323	\$4,199,611
General Fund	2,026,437	61,851	2,088,288	84,886	2,111,323	4,199,611
Total Funds	\$2,026,437	\$61,851	\$2,088,288	\$84,886	\$2,111,323	\$4,199,611

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	76,918	76,918	75,924	75,924
SWPL - 2 - Fixed Costs	(212)	(212)	(212)	(212)
SWPL - 3 - Inflation Deflation	121	121	150	150
<i>Total Statewide Present Law Adjustments</i>	<i>\$76,827</i>	<i>\$76,827</i>	<i>\$75,862</i>	<i>\$75,862</i>
Present Law Adjustments				
PL - 4 - Present Law Adjustment	(14,976)	(14,976)	9,024	9,024
<i>Total Present Law Adjustments</i>	<i>(\$14,976)</i>	<i>(\$14,976)</i>	<i>\$9,024</i>	<i>\$9,024</i>
Total Budget Adjustments	\$61,851	\$61,851	\$84,886	\$84,886

Legislative Branch - 11040

Fiscal Analysis & Review - 27

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$76,918	\$76,918
FY 2021	\$75,924	\$75,924

SWPL - 1 - Personal Services -

The budget includes an increase of \$76,918 in FY 2020 and an increase of \$75,924 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$212)	(\$212)
FY 2021	(\$212)	(\$212)

SWPL - 2 - Fixed Costs -

The request includes a reduction of \$212 in each year of the biennium to adjust the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$121	\$121
FY 2021	\$150	\$150

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$121 in FY 2020 and an increase of \$150 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

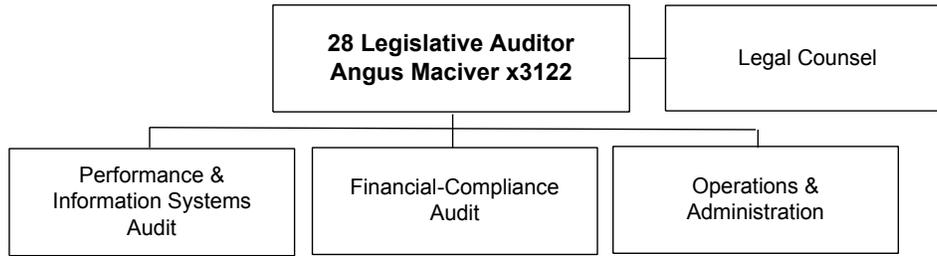
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$14,976)	(\$14,976)
FY 2021	\$9,024	\$9,024

PL - 4 - Present Law Adjustment -

This proposal includes present law changes from the 2019 budget starting point, due to the cyclical nature of the business cycle.

Legislative Branch - 11040

Audit & Examination - 28



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

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

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

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
	Fiscal 2019	Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	52.75	0.00	52.75	0.00	52.75	
Personal Services	4,224,202	237,599	4,461,801	234,702	4,458,904	8,920,705
Operating Expenses	163,062	94,654	257,716	49,969	213,031	470,747
Total Costs	\$4,387,264	\$332,253	\$4,719,517	\$284,671	\$4,671,935	\$9,391,452
General Fund	2,528,396	173,886	2,702,282	182,929	2,711,325	5,413,607
State/Other Special	1,858,868	158,367	2,017,235	101,742	1,960,610	3,977,845
Total Funds	\$4,387,264	\$332,253	\$4,719,517	\$284,671	\$4,671,935	\$9,391,452

Legislative Branch - 11040

Audit & Examination - 28

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	114,109	237,599	151,949	234,702
SWPL - 2 - Fixed Costs	3,280	6,831	4,031	6,948
SWPL - 3 - Inflation Deflation	395	823	592	1,021
<i>Total Statewide Present Law Adjustments</i>	<i>\$117,784</i>	<i>\$245,253</i>	<i>\$156,572</i>	<i>\$242,671</i>
Present Law Adjustments				
PL - 2802 - Present Law Adjustment- Pro License Fees	1,710	3,000	1,740	3,000
PL - 2803 - Present Law Adjustment- LAD IT Operations	23,042	29,000	18,817	29,000
PL - 2804 - Present Law Adjustment- Restoration of Reductions	5,700	10,000	5,800	10,000
PL - 4 - Present Law Adjustment	25,650	45,000	0	0
<i>Total Present Law Adjustments</i>	<i>\$56,102</i>	<i>\$87,000</i>	<i>\$26,357</i>	<i>\$42,000</i>
Total Budget Adjustments	\$173,886	\$332,253	\$182,929	\$284,671

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$114,109	\$237,599
FY 2021	\$151,949	\$234,702

SWPL - 1 - Personal Services -

The budget includes an increase of \$237,599 in FY 2020 and an increase of \$234,702 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$3,280	\$6,831
FY 2021	\$4,031	\$6,948

SWPL - 2 - Fixed Costs -

The request includes an increase of \$6,831 in FY 2020 and an increase of \$6,948 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$395	\$823
FY 2021	\$592	\$1,021

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$823 in FY 2020 and an increase of \$1,021 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$1,710	\$3,000
FY 2021	\$1,740	\$3,000

PL - 2802 - Present Law Adjustment- Pro License Fees -

This proposal includes an increase of \$3,000 per year for professional license fees.

Legislative Branch - 11040

Audit & Examination - 28

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$23,042	\$29,000
FY 2021	\$18,817	\$29,000

PL - 2803 - Present Law Adjustment- LAD IT Operations -

This proposal includes present law changes from the 2019 budget starting point for the following:

1. Legislative Audit fraud hotline software; and
2. Information technology training for Legislative Audit SABHRS support.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$5,700	\$10,000
FY 2021	\$5,800	\$10,000

PL - 2804 - Present Law Adjustment- Restoration of Reductions -

This proposal includes present law changes from the 2019 budget starting point for the restoration of reduced operating authority from the 2017 session.

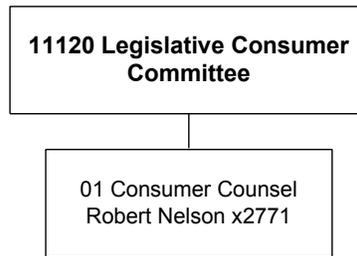
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$25,650	\$45,000
FY 2021	\$0	\$0

PL - 4 - Present Law Adjustment -

This proposal includes present law changes from the 2019 budget starting point for the following:

1. Legislative Branch audit (contracted services- cyclical);
2. Actuary services, GAO required Peer Review (contracted services- cyclical, occurring once every three years);
and
3. Other post-employment benefits actuary services (contracted services).

Consumer Counsel - 11120



Mission Statement - To represent the utility and transportation consuming public of the state of Montana in hearings before the Public Service Commission or any other successor agency, and before state and federal courts and administrative agencies.

Statutory Authority - Article XIII, Section 2, 1972 Montana Constitution
Title 5, Chapter 15 MCA and
Title 69, Chapters 1 and 2 MCA

Consumer Counsel - 11120

Administration Program - 01

Program Description - The Office of the Consumer Counsel is charged with the duty of representing consumer interests in hearings before the Public Service Commission, or any other successor agency. The agency also may initiate, intervene in, or participate in appropriate proceedings in the court systems, or administrative agencies, on behalf of the public of Montana.

Program Proposed Budget	Starting Point	Budget Adjustments	Total	Budget Adjustments	Total	Executive
Budget Item	Fiscal 2019	Fiscal 2020	Exec. Budget Fiscal 2020	Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	5.54	0.00	5.54	0.00	5.54	
Personal Services	656,103	7,971	664,074	6,279	662,382	1,326,456
Operating Expenses	984,547	3,463	988,010	4,549	989,096	1,977,106
Total Costs	\$1,640,650	\$11,434	\$1,652,084	\$10,828	\$1,651,478	\$3,303,562
State/Other Special	1,640,650	11,434	1,652,084	10,828	1,651,478	3,303,562
Total Funds	\$1,640,650	\$11,434	\$1,652,084	\$10,828	\$1,651,478	\$3,303,562

Program Proposed Budget Adjustments	Budget Adjustments		Budget Adjustments	
	Fiscal 2020		Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	7,971	0	6,279
SWPL - 2 - Fixed Costs	0	53	0	54
SWPL - 3 - Inflation Deflation	0	152	0	189
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$8,176</i>	<i>\$0</i>	<i>\$6,522</i>
Present Law Adjustments				
PL - 4 - Present Law	0	3,258	0	4,306
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$3,258</i>	<i>\$0</i>	<i>\$4,306</i>
Total Budget Adjustments	\$0	\$11,434	\$0	\$10,828

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$7,971
FY 2021	\$0	\$6,279

SWPL - 1 - Personal Services -

The budget includes an increase of \$7,971 in FY 2020 and an increase of \$6,279 in FY 2021 to annualize personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, and longevity adjustments related to incumbents in each position at the time of the snapshot.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$53
FY 2021	\$0	\$54

SWPL - 2 - Fixed Costs -

The request includes an increase of \$53 in FY 2020 and an increase of \$54 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Consumer Counsel - 11120

Administration Program - 01

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$152
FY 2021	\$0	\$189

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$152 in FY 2020 and an increase of \$189 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

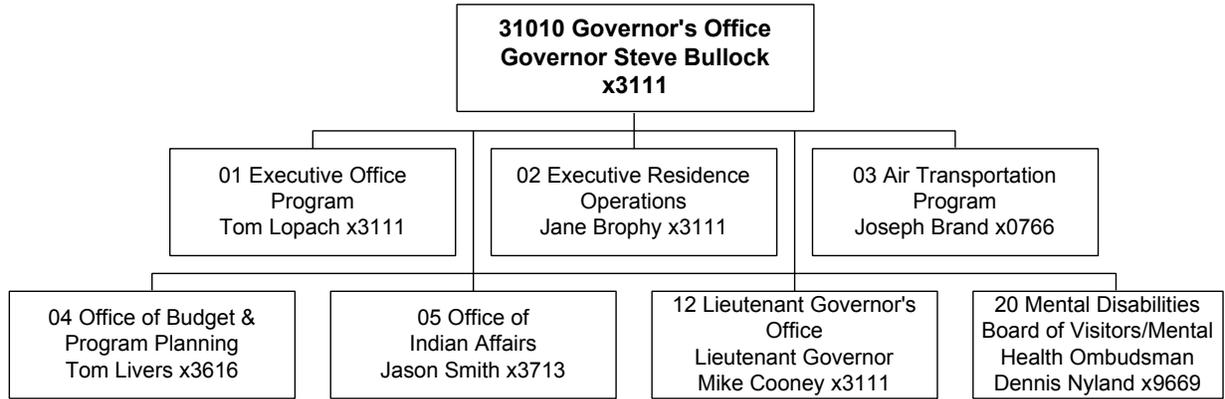
-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$3,258
FY 2021	\$0	\$4,306

PL - 4 - Present Law -

This present law adjustment of \$3,258 in FY 2020 and \$4,306 in FY 2021 includes funds to address anticipated increases in rent, public hearing transcript costs, and agency subscriptions.

Governor's Office - 31010



Mission Statement - To oversee and direct the activities of the Executive Branch of Montana state government, consistent with statutory and constitutional mandates, in a manner that provides necessary and affordable services to the citizens of Montana.

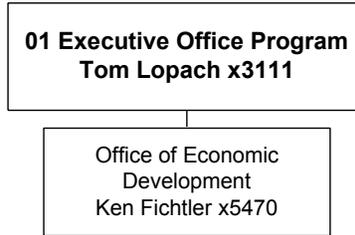
Statutory Authority - Primary authority is Article VI, Montana Constitution

Agency Proposed Budget	Total Exec. Budget Fiscal 2020	Total Exec. Budget Fiscal 2021	Total Exec. Budget 2021 Biennium
Budget Item			
FTE	57.07	57.07	
Personal Services	5,618,870	5,609,957	11,228,827
Operating Expenses	1,441,630	1,384,244	2,825,874
Equipment & Intangible Assets	0	0	0
Total Costs	\$7,060,500	\$6,994,201	\$14,054,701
General Fund	7,060,500	6,994,201	14,054,701
State/Other Special	0	0	0
Total Funds	\$7,060,500	\$6,994,201	\$14,054,701

Agency Appropriated Biennium to Biennium Comparison								
Program	2019 Biennium Appropriated Budget		2021 Biennium Requested Budget		Biennium to Biennium Difference (dollars)		Biennium to Biennium Difference (percent)	
	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds
01 - Executive Office Program	5,194,896	5,594,896	6,180,846	6,180,846	985,950	585,950	18.98 %	10.47 %
02 - Executive Residence	340,907	340,907	346,386	346,386	5,479	5,479	1.61 %	1.61 %
03 - Air Transportation Program	612,817	612,817	619,246	619,246	6,429	6,429	1.05 %	1.05 %
04 - Office of Budget & Program Planning	4,380,859	4,380,859	4,917,276	4,917,276	536,417	536,417	12.24 %	12.24 %
05 - Office of Indian Affairs	342,169	342,169	422,672	422,672	80,503	80,503	23.53 %	23.53 %
12 - Lt Governor's Office	662,059	662,059	703,173	703,173	41,114	41,114	6.21 %	6.21 %
20 - Ment Disb Bd of Visitors/ mh Ombudsman	802,707	802,707	865,102	865,102	62,395	62,395	7.77 %	7.77 %
Agency Total	\$12,336,414	\$12,736,414	\$14,054,701	\$14,054,701	\$1,718,287	\$1,318,287	13.93 %	10.35 %

Governor's Office - 31010

Executive Office Program - 01



Program Description - The Executive Office Program aids the Governor in overseeing and coordinating the activities of the Executive Branch of Montana state government. The program provides administrative, legal, and press support for the Office of the Governor. The Executive Office Program also administers programs with special impact on the citizens and governmental concerns of Montana. Special programs include the Office of Economic Development, which was created to strengthen the foundations of the state's business environment and diversify and expand existing economic endeavors to achieve long-term economic stability, and the Office of the Citizens' Advocate.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	24.00	0.00	24.00	0.00	24.00	
Personal Services	2,102,024	287,815	2,389,839	282,131	2,384,155	4,773,994
Operating Expenses	663,693	38,099	701,792	41,367	705,060	1,406,852
Total Costs	\$2,765,717	\$325,914	\$3,091,631	\$323,498	\$3,089,215	\$6,180,846
General Fund	2,765,717	325,914	3,091,631	323,498	3,089,215	6,180,846
State/Other Special	0	0	0	0	0	0
Total Funds	\$2,765,717	\$325,914	\$3,091,631	\$323,498	\$3,089,215	\$6,180,846

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	287,815	287,815	282,131	282,131
SWPL - 2 - Fixed Costs	36,836	36,836	39,800	39,800
SWPL - 3 - Inflation Deflation	1,263	1,263	1,567	1,567
<i>Total Statewide Present Law Adjustments</i>	<i>\$325,914</i>	<i>\$325,914</i>	<i>\$323,498</i>	<i>\$323,498</i>
Total Budget Adjustments	\$325,914	\$325,914	\$323,498	\$323,498

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$287,815	\$287,815
FY 2021	\$282,131	\$282,131

SWPL - 1 - Personal Services -

The budget includes \$287,815 in FY 2020 and \$282,131 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Governor's Office - 31010

Executive Office Program - 01

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$36,836	\$36,836
FY 2021	\$39,800	\$39,800

SWPL - 2 - Fixed Costs -

The request includes \$36,836 in FY 2020 and \$39,800 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$1,263	\$1,263
FY 2021	\$1,567	\$1,567

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$1,263 in FY 2020 and \$1,567 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Governor's Office - 31010

Executive Residence - 02

**02 Executive Residence
Operations
Jane Brophy x3111**

Program Description - The Executive Residence Operations Program provides for the day-to-day operations of the official state Executive Residence.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	1.57	0.00	1.57	0.00	1.57	
Personal Services	104,140	1,903	106,043	2,631	106,771	212,814
Operating Expenses	63,094	3,631	66,725	3,753	66,847	133,572
Total Costs	\$167,234	\$5,534	\$172,768	\$6,384	\$173,618	\$346,386
General Fund	167,234	5,534	172,768	6,384	173,618	346,386
Total Funds	\$167,234	\$5,534	\$172,768	\$6,384	\$173,618	\$346,386

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	1,903	1,903	2,631	2,631
SWPL - 2 - Fixed Costs	3,327	3,327	3,375	3,375
SWPL - 3 - Inflation Deflation	304	304	378	378
<i>Total Statewide Present Law Adjustments</i>	<i>\$5,534</i>	<i>\$5,534</i>	<i>\$6,384</i>	<i>\$6,384</i>
Total Budget Adjustments	\$5,534	\$5,534	\$6,384	\$6,384

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$1,903	\$1,903
FY 2021	\$2,631	\$2,631

SWPL - 1 - Personal Services -

The budget includes \$1,903 in FY 2020 and \$2,631 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$3,327	\$3,327
FY 2021	\$3,375	\$3,375

SWPL - 2 - Fixed Costs -

The request includes \$3,327 in FY 2020 and \$3,375 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Governor's Office - 31010

Executive Residence - 02

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$304	\$304
FY 2021	\$378	\$378

SWPL - 3 - Inflation Deflation -

This change package includes an increase/reduction of \$304 in FY 2020 and \$378 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Governor's Office - 31010

Air Transportation Program - 03

**03 Air Transportation
Program
Joseph Brand x0766**

Program Description - The Air Transportation Program provides the Governor with air transportation.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	1.50	0.00	1.50	0.00	1.50	
Personal Services	149,179	(7,325)	141,854	(6,020)	143,159	285,013
Operating Expenses	166,490	614	167,104	639	167,129	334,233
Equipment & Intangible Assets	0	0	0	0	0	0
Total Costs	\$315,669	(\$6,711)	\$308,958	(\$5,381)	\$310,288	\$619,246
General Fund	315,669	(6,711)	308,958	(5,381)	310,288	619,246
Total Funds	\$315,669	(\$6,711)	\$308,958	(\$5,381)	\$310,288	\$619,246

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	(7,325)	(7,325)	(6,020)	(6,020)
SWPL - 2 - Fixed Costs	614	614	639	639
<i>Total Statewide Present Law Adjustments</i>	<i>(\$6,711)</i>	<i>(\$6,711)</i>	<i>(\$5,381)</i>	<i>(\$5,381)</i>
Total Budget Adjustments	(\$6,711)	(\$6,711)	(\$5,381)	(\$5,381)

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$7,325)	(\$7,325)
FY 2021	(\$6,020)	(\$6,020)

SWPL - 1 - Personal Services -

The budget includes reductions of \$7,325 in FY 2020 and \$6,020 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$614	\$614
FY 2021	\$639	\$639

SWPL - 2 - Fixed Costs -

The request includes \$614 in FY 2020 and \$639 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Governor's Office - 31010

Office of Budget & Program Planning - 04

**04 Office of Budget &
Program Planning
Tom Livers x3616**

Program Description - The Office of Budget and Program Planning (OBPP) assists the Governor in preparing the Governor's Executive Budget and administering the state government budget. In addition, the OBPP prepares and monitors revenue estimates and collections, prepares and publishes fiscal notes on proposed legislation and initiatives, and acts as approving authority for operational plan changes, program transfers, and budget amendments in the Executive Branch, in accordance with Title 17, Chapter 7, MCA. The OBPP acts as the lead Executive Branch agency for compliance with the federal Single Audit Act. The office also provides accounting, budgeting, human resource, procurement, safety, and information technology support for the entire Governor's Office.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	21.00	0.00	21.00	0.00	21.00	
Personal Services	1,996,991	138,879	2,135,870	135,340	2,132,331	4,268,201
Operating Expenses	270,666	84,879	355,545	22,864	293,530	649,075
Total Costs	\$2,267,657	\$223,758	\$2,491,415	\$158,204	\$2,425,861	\$4,917,276
General Fund	2,267,657	223,758	2,491,415	158,204	2,425,861	4,917,276
Total Funds	\$2,267,657	\$223,758	\$2,491,415	\$158,204	\$2,425,861	\$4,917,276

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	138,879	138,879	135,340	135,340
SWPL - 2 - Fixed Costs	84,848	84,848	22,825	22,825
SWPL - 3 - Inflation Deflation	31	31	39	39
<i>Total Statewide Present Law Adjustments</i>	<i>\$223,758</i>	<i>\$223,758</i>	<i>\$158,204</i>	<i>\$158,204</i>
Total Budget Adjustments	\$223,758	\$223,758	\$158,204	\$158,204

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$138,879	\$138,879
FY 2021	\$135,340	\$135,340

SWPL - 1 - Personal Services -

The budget includes \$138,879 in FY 2020 and \$135,340 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Governor's Office - 31010

Office of Budget & Program Planning - 04

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$84,848	\$84,848
FY 2021	\$22,825	\$22,825

SWPL - 2 - Fixed Costs -

The request includes \$84,848 in FY 2020 and \$22,825 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$31	\$31
FY 2021	\$39	\$39

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$31 in FY 2020 and \$39 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Governor's Office - 31010

Office of Indian Affairs - 05

**05 Office of
Indian Affairs
Jason Smith x3713**

Program Description - The Director of Indian Affairs serves as the Governor's liaison with state Indian tribes, provides information and policy support on issues confronting the Indians of Montana, and advises and makes recommendations on these issues to the Legislative and Executive Branches. The director also serves the Montana congressional delegation as an advisor and intermediary in the field of Indian affairs and acts as spokesperson for representative Native American organizations and groups, both public and private, whenever that support is requested. The program is mandated by 2-15-217 and 90-11-101, MCA.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
Budget Item						
FTE	2.00	0.00	2.00	0.00	2.00	
Personal Services	163,473	15,239	178,712	14,781	178,254	356,966
Operating Expenses	25,931	6,805	32,736	7,039	32,970	65,706
Total Costs	\$189,404	\$22,044	\$211,448	\$21,820	\$211,224	\$422,672
General Fund	189,404	22,044	211,448	21,820	211,224	422,672
Total Funds	\$189,404	\$22,044	\$211,448	\$21,820	\$211,224	\$422,672

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	15,239	15,239	14,781	14,781
SWPL - 2 - Fixed Costs	6,451	6,451	6,600	6,600
SWPL - 3 - Inflation Deflation	354	354	439	439
<i>Total Statewide Present Law Adjustments</i>	<i>\$22,044</i>	<i>\$22,044</i>	<i>\$21,820</i>	<i>\$21,820</i>
Total Budget Adjustments	\$22,044	\$22,044	\$21,820	\$21,820

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$15,239	\$15,239
FY 2021	\$14,781	\$14,781

SWPL - 1 - Personal Services -

The budget includes \$15,239 in FY 2020 and \$14,781 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$6,451	\$6,451
FY 2021	\$6,600	\$6,600

SWPL - 2 - Fixed Costs -

The request includes \$6,451 in FY 2020 and \$6,600 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Governor's Office - 31010

Office of Indian Affairs - 05

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$354	\$354
FY 2021	\$439	\$439

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$354 in FY 2020 and \$439 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Governor's Office - 31010

Lt Governor's Office - 12

12 Lieutenant Governor's Office
Lieutenant Governor
Mike Cooney x3111

Program Description - The Office of the Lieutenant Governor is responsible for carrying out duties prescribed by statute established by Article VI, Section 4 of the Montana Constitution, as well as those delegated by the Governor. Statutory authority is Title 2, Chapter 15, part 3, MCA.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
Budget Item						
FTE	3.00	0.00	3.00	0.00	3.00	
Personal Services	297,663	14,308	311,971	13,885	311,548	623,519
Operating Expenses	35,975	3,664	39,639	4,040	40,015	79,654
Total Costs	\$333,638	\$17,972	\$351,610	\$17,925	\$351,563	\$703,173
General Fund	333,638	17,972	351,610	17,925	351,563	703,173
Total Funds	\$333,638	\$17,972	\$351,610	\$17,925	\$351,563	\$703,173

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	14,308	14,308	13,885	13,885
SWPL - 2 - Fixed Costs	2,366	2,366	2,429	2,429
SWPL - 3 - Inflation Deflation	1,298	1,298	1,611	1,611
<i>Total Statewide Present Law Adjustments</i>	<i>\$17,972</i>	<i>\$17,972</i>	<i>\$17,925</i>	<i>\$17,925</i>
Total Budget Adjustments	\$17,972	\$17,972	\$17,925	\$17,925

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$14,308	\$14,308
FY 2021	\$13,885	\$13,885

SWPL - 1 - Personal Services -

The budget includes \$14,308 in FY 2020 and \$13,885 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$2,366	\$2,366
FY 2021	\$2,429	\$2,429

SWPL - 2 - Fixed Costs -

The request includes \$2,366 in FY 2020 and \$2,429 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Governor's Office - 31010

Lt Governor's Office - 12

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$1,298	\$1,298
FY 2021	\$1,611	\$1,611

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$1,298 in FY 2020 and \$1,611 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Governor's Office - 31010

Ment Disb Bd of Visitors/mh Ombudsman - 20

**20 Mental Disabilities
Board of Visitors
Vacant x693-7037**

**Mental Health
Ombudsman
Dennis Nyland x9669**

Program Description -

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
Budget Item						
FTE	5.00	(1.00)	4.00	(1.00)	4.00	
Personal Services	333,292	21,289	354,581	20,447	353,739	708,320
Operating Expenses	54,089	24,000	78,089	24,604	78,693	156,782
Total Costs	\$387,381	\$45,289	\$432,670	\$45,051	\$432,432	\$865,102
General Fund	387,381	45,289	432,670	45,051	432,432	865,102
Total Funds	\$387,381	\$45,289	\$432,670	\$45,051	\$432,432	\$865,102

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	102,564	102,564	101,782	101,782
SWPL - 2 - Fixed Costs	23,612	23,612	24,122	24,122
SWPL - 3 - Inflation Deflation	388	388	482	482
<i>Total Statewide Present Law Adjustments</i>	<i>\$126,564</i>	<i>\$126,564</i>	<i>\$126,386</i>	<i>\$126,386</i>
New Proposals				
NP - 4 - Consolidate Board of Visitors and Mental Health Ombudsman	(81,275)	(81,275)	(81,335)	(81,335)
<i>Total New Proposals</i>	<i>(\$81,275)</i>	<i>(\$81,275)</i>	<i>(\$81,335)</i>	<i>(\$81,335)</i>
Total Budget Adjustments	\$45,289	\$45,289	\$45,051	\$45,051

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$102,564	\$102,564
FY 2021	\$101,782	\$101,782

SWPL - 1 - Personal Services -

The budget includes \$102,564 in FY 2020 and \$101,782 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$23,612	\$23,612
FY 2021	\$24,122	\$24,122

SWPL - 2 - Fixed Costs -

The request includes \$23,612 in FY 2020 and \$24,122 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Governor's Office - 31010

Ment Disb Bd of Visitors/mh Ombudsman - 20

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$388	\$388
FY 2021	\$482	\$482

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$388 in FY 2020 and \$482 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

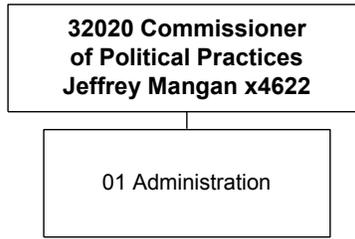
-----**New Proposals**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$81,275)	(\$81,275)
FY 2021	(\$81,335)	(\$81,335)

NP - 4 - Consolidate Board of Visitors and Mental Health Ombudsman -

The budget includes continuation of a budget reduction included in SB 261 passed by the 2017 Legislature. The bill reduced the budget for the budgetary program that includes both the Mental Disabilities Board of Visitors and the Mental Health Ombudsman. This request combines the positions of the Executive Director of the Mental Disabilities Board of Visitors and the Mental Health Ombudsman and eliminates 1.00 FTE. This request is contingent on legislation that would allow for the combination of the two positions as they are currently distinct from each other in statute.

Commissioner of Political Practices - 32020



Mission Statement - To monitor and to enforce in a fair and impartial manner: campaign practices and campaign finance disclosure; lobbying disclosure; business interest disclosure of statewide and state district candidates, elected state officials, and state department directors; ethical standards of conduct for legislators, public officers, and state employees; and to investigate legitimate complaints that arise concerning any of the above.

Statutory Authority - Title 13, Chapter 37 and Title 2, Chapter 2, MCA.

Commissioner of Political Practices - 32020

Comm of Political Practices - 01

Program Description - The Commissioner of Political Practices is provided for in 13-37-102, MCA, which was enacted in 1975 as part of a campaign finance and practice law reform package, with duties and responsibilities set forth in Title 13, Chapter 37, part 1, MCA. Additional responsibilities for the office were created through passage of an initiative in 1980 which provided for both lobbying disclosure and disclosure of business interests of elected officials. In 1995 the legislature enacted the code of ethics and assigned to the commissioner the responsibility for administering ethical standards of conduct for legislators, public officers, and state employees.

Program Proposed Budget	Starting Point	Budget Adjustments	Total	Budget Adjustments	Total	Executive
Budget Item	Fiscal 2019	Fiscal 2020	Exec. Budget Fiscal 2020	Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	6.00	1.00	7.00	1.00	7.00	
Personal Services	415,655	97,943	513,598	97,393	513,048	1,026,646
Operating Expenses	246,560	103,267	349,827	90,850	337,410	687,237
Total Costs	\$662,215	\$201,210	\$863,425	\$188,243	\$850,458	\$1,713,883
General Fund	662,215	201,210	863,425	188,243	850,458	1,713,883
Total Funds	\$662,215	\$201,210	\$863,425	\$188,243	\$850,458	\$1,713,883

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	(1,842)	(1,842)	(2,133)	(2,133)
SWPL - 2 - Fixed Costs	103,205	103,205	90,774	90,774
SWPL - 3 - Inflation Deflation	62	62	76	76
<i>Total Statewide Present Law Adjustments</i>	<i>\$101,425</i>	<i>\$101,425</i>	<i>\$88,717</i>	<i>\$88,717</i>
New Proposals				
NP - 3201 - Legal Counsel	99,785	99,785	99,526	99,526
<i>Total New Proposals</i>	<i>\$99,785</i>	<i>\$99,785</i>	<i>\$99,526</i>	<i>\$99,526</i>
Total Budget Adjustments	\$201,210	\$201,210	\$188,243	\$188,243

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$1,842)	(\$1,842)
FY 2021	(\$2,133)	(\$2,133)

SWPL - 1 - Personal Services -

The budget includes a reduction of \$1,842 in FY 2020 and \$2,133 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$103,205	\$103,205
FY 2021	\$90,774	\$90,774

SWPL - 2 - Fixed Costs -

The request includes \$103,205 in FY 2020 and \$90,774 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Commissioner of Political Practices - 32020

Comm of Political Practices - 01

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$62	\$62
FY 2021	\$76	\$76

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$62 in FY 2020 and \$76 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

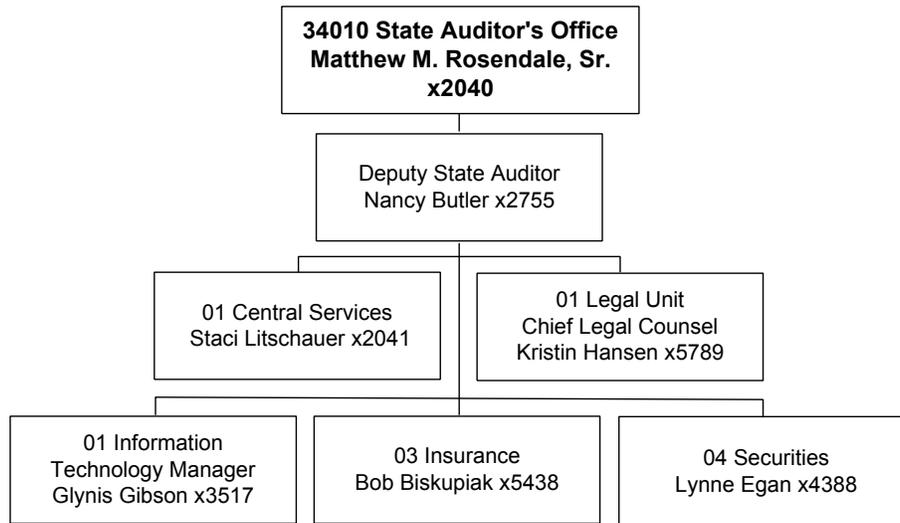
-----New Proposals-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$99,785	\$99,785
FY 2021	\$99,526	\$99,526

NP - 3201 - Legal Counsel -

This request reestablishes 1.00 FTE legal counsel for the Commissioner of Political Practices. The 2017 legislature restricted general fund personal services for an attorney position as OTO with language stating that if the person appointed as Commissioner of Political Practices was an attorney, the appropriation was void. The appointed Commissioner is not an attorney, therefore this position and ongoing funding is necessary.

State Auditor's Office - 34010



Mission Statement - The Office of the Montana State Auditor will diligently advocate for consumers while working to empower Montanans with more insurance options and timely information. It will endeavor to protect consumers from fraudulent and illegal practices, and to improve Montana's economy by ensuring the securities and insurance industries can operate in a fair and efficient regulatory environment. They are committed to serving all Montanans in a caring, professional, and ethical manner as they perform the duties of our office.

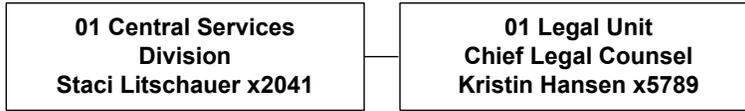
Statutory Authority - Title 30, Chapter 10, MCA, Securities Regulation
Title 33, MCA, Insurance Regulation

Agency Proposed Budget	Total Exec. Budget Fiscal 2020	Total Exec. Budget Fiscal 2021	Total Exec. Budget 2021 Biennium
Budget Item			
FTE	81.11	81.11	
Personal Services	6,839,809	6,839,088	13,678,897
Operating Expenses	2,041,019	2,092,148	4,133,167
Equipment & Intangible Assets	7,994	7,994	15,988
Total Costs	\$8,888,822	\$8,939,230	\$17,828,052
State/Other Special	8,888,822	8,939,230	17,828,052
Total Funds	\$8,888,822	\$8,939,230	\$17,828,052

Agency Appropriated Biennium to Biennium Comparison									
Program	2019 Biennium Appropriated Budget		2021 Biennium Requested Budget		Biennium to Biennium Difference (dollars)		Biennium to Biennium Difference (percent)		
	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	
01 - Central Management	0	4,257,025	0	4,322,024	0	64,999	0.00 %	1.53 %	
03 - Insurance	0	10,082,171	0	11,115,925	0	1,033,754	0.00 %	10.25 %	
04 - Securities	0	2,299,926	0	2,390,103	0	90,177	0.00 %	3.92 %	
Agency Total	\$0	\$16,639,122	\$0	\$17,828,052	\$0	\$1,188,930	0.00 %	7.15 %	

State Auditor's Office - 34010

Central Management - 01



Program Description - The Central Management Division is responsible for the administrative, personnel, budgeting, and accounting functions for the office. The division also provides support to the commissioner in fulfilling the duties as a member of the Land Board and Crop Hail Insurance Board.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	18.00	0.00	18.00	0.00	18.00	
Personal Services	1,483,013	32,788	1,515,801	31,788	1,514,801	3,030,602
Operating Expenses	662,506	(13,565)	648,941	(23,391)	639,115	1,288,056
Equipment & Intangible Assets	1,683	0	1,683	0	1,683	3,366
Total Costs	\$2,147,202	\$19,223	\$2,166,425	\$8,397	\$2,155,599	\$4,322,024
State/Other Special	2,147,202	19,223	2,166,425	8,397	2,155,599	4,322,024
Total Funds	\$2,147,202	\$19,223	\$2,166,425	\$8,397	\$2,155,599	\$4,322,024

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	32,788	0	31,788
SWPL - 2 - Fixed Costs	0	(13,604)	0	(23,439)
SWPL - 3 - Inflation Deflation	0	39	0	48
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$19,223</i>	<i>\$0</i>	<i>\$8,397</i>
Total Budget Adjustments	\$0	\$19,223	\$0	\$8,397

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$32,788
FY 2021	\$0	\$31,788

SWPL - 1 - Personal Services -

The budget includes an increase of \$32,788 in FY 2020 and an increase of \$31,788 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	(\$13,604)
FY 2021	\$0	(\$23,439)

SWPL - 2 - Fixed Costs -

The request includes an increase of \$9,978 in audit fees and a decrease of \$23,582 in other fixed costs in FY 2020, and a decrease of \$23,439 in FY 2021, to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

State Auditor's Office - 34010

Central Management - 01

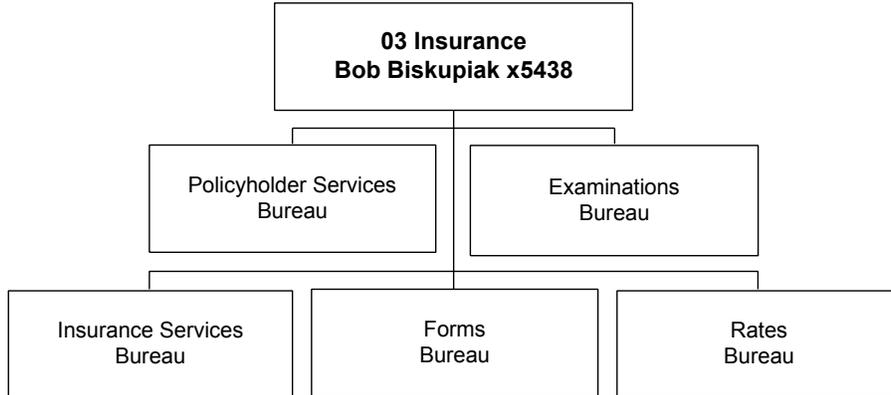
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$39
FY 2021	\$0	\$48

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$39 in FY 2020 and an increase of \$48 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

State Auditor's Office - 34010

Insurance - 03



Program Description - The Insurance Division regulates the insurance industry in Montana. The Policyholder Services Bureau is responsible for resolving insurance consumer inquiries and complaints involving agents, coverage, and companies. The Examinations Bureau is responsible for monitoring the financial solvency of insurance companies, collecting premium taxes and company fees, and auditing insurance company annual statements. Also housed in this bureau is the captive insurance program, which promotes Montana as a captive domicile and regulates captive insurers in the state. The Rates Bureau and the Forms Bureau are responsible for reviewing rate and form filings, respectively, to ensure compliance with the applicable insurance code. The Insurance Services Bureau is responsible for licensing and providing continuing education to insurance agents, agencies, and adjustors. The Legal Bureau, which serves both the Insurance and Securities Divisions, provides legal support to the divisions. The Investigations Bureau, which is under the Legal Bureau, investigates code and rule violations, including possible criminal violations, and recommends referral of cases to county attorneys for prosecution.

Program Proposed Budget						
Budget Item	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	51.50	0.00	51.50	0.00	51.50	
Personal Services	4,102,590	172,676	4,275,266	173,230	4,275,820	8,551,086
Operating Expenses	1,005,872	237,558	1,243,430	305,319	1,311,191	2,554,621
Equipment & Intangible Assets	5,109	0	5,109	0	5,109	10,218
Total Costs	\$5,113,571	\$410,234	\$5,523,805	\$478,549	\$5,592,120	\$11,115,925
State/Other Special	5,113,571	410,234	5,523,805	478,549	5,592,120	11,115,925
Total Funds	\$5,113,571	\$410,234	\$5,523,805	\$478,549	\$5,592,120	\$11,115,925

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	218,676	0	214,230
SWPL - 2 - Fixed Costs	0	16,027	0	(16,260)
SWPL - 3 - Inflation Deflation	0	197	0	245
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$234,900</i>	<i>\$0</i>	<i>\$198,215</i>
Present Law Adjustments				
PL - 5 - Insurance Contract Examiners	0	100,000	0	200,000
PL - 6 - Market Conduct Examination Contracts	0	150,000	0	150,000
PL - 9 - Captive Insurance Adjustments	0	(74,666)	0	(69,666)
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$175,334</i>	<i>\$0</i>	<i>\$280,334</i>
Total Budget Adjustments	\$0	\$410,234	\$0	\$478,549

State Auditor's Office - 34010

Insurance - 03

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$218,676
FY 2021	\$0	\$214,230

SWPL - 1 - Personal Services -

The budget includes an increase of \$218,676 in FY 2020 and an increase of \$214,230 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings. Additional factors contributing to the budget request include incremental career ladder increases.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$16,027
FY 2021	\$0	(\$16,260)

SWPL - 2 - Fixed Costs -

The request includes an increase of \$32,427 in audit fees and a decrease of \$16,400 in other fixed costs in FY 2020, and a decrease of \$16,260 in FY 2021, to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$197
FY 2021	\$0	\$245

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$197 in FY 2020 and an increase of \$245 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$100,000
FY 2021	\$0	\$200,000

PL - 5 - Insurance Contract Examiners -

Section 33-1-401(1), MCA, states that the commissioner shall examine each authorized insurer not less frequently than every 5 years. Section 33-1-408(4), MCA, allows that the commissioner may retain attorneys, appraisers, independent actuaries, independent certified public accountants, or other professionals and specialist as examiners. The amount of funding required per fiscal year to retain contracted services is a function of the examination schedule established by the commissioner. The year-to-year funding requirement can fluctuate, based on the number of companies to be examined and the size and complexity of those companies. This request is for \$100,000 in FY 2020 and \$200,000 in FY 2021. These amounts are in addition to the FY 2019 starting point. The contract payments will be paid from state special revenue and are reimbursed to the agency.

State Auditor's Office - 34010

Insurance - 03

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$150,000
FY 2021	\$0	\$150,000

PL - 6 - Market Conduct Examination Contracts -

The State Auditor's Office will contract to complete market conduct exams of regulated insurance companies. This request is for \$150,000 in each year of the biennium for a total of \$300,000. Section 33-1-408(4), MCA, allows that the commissioner may retain attorneys, appraisers, independent actuaries, independent certified public accountants, or other professionals and specialist as examiners. The amount of funding required per fiscal year to retain contracted services is a function of the examination schedule established by the commissioner. The year-to-year funding requirement can fluctuate, based on the number of companies to be examined and the size and complexity of those companies. This request is in addition to the FY 2019 starting point. The contract payments will be paid from state special revenue and are reimbursed to the agency.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	(\$74,666)
FY 2021	\$0	(\$69,666)

PL - 9 - Captive Insurance Adjustments -

This change package adjusts personal services and operating expenditures for the Captive Insurance Program to match the State Auditor's Office's FY 2020 and FY 2021 projections.

State Auditor's Office - 34010

Securities - 04

04 Securities
Lynne Egan x4388

Program Description - The Securities Division is responsible for the administration and enforcement of the Securities Act of Montana and the registration of securities issuers, salespeople, broker-dealers, investment advisers, investment adviser representatives and multi-level marketing companies. The division is also responsible for the investigation of unregistered and fraudulent securities transactions. The division has sole jurisdiction for investment advisor firms with assets of under \$100 million. The division investigates securities code and rule violations, including possible criminal violations, takes appropriate administrative action and refers criminal cases to either federal authorities or county attorneys for prosecution.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	11.61	0.00	11.61	0.00	11.61	
Personal Services	1,048,361	381	1,048,742	106	1,048,467	2,097,209
Operating Expenses	115,360	33,288	148,648	26,482	141,842	290,490
Equipment & Intangible Assets	1,202	0	1,202	0	1,202	2,404
Total Costs	\$1,164,923	\$33,669	\$1,198,592	\$26,588	\$1,191,511	\$2,390,103
State/Other Special	1,164,923	33,669	1,198,592	26,588	1,191,511	2,390,103
Total Funds	\$1,164,923	\$33,669	\$1,198,592	\$26,588	\$1,191,511	\$2,390,103

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	381	0	106
SWPL - 2 - Fixed Costs	0	3,188	0	(3,642)
SWPL - 3 - Inflation Deflation	0	100	0	124
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$3,669</i>	<i>\$0</i>	<i>(\$3,412)</i>
Present Law Adjustments				
PL - 7 - Securities Contract Examinations	0	30,000	0	30,000
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$30,000</i>	<i>\$0</i>	<i>\$30,000</i>
Total Budget Adjustments	\$0	\$33,669	\$0	\$26,588

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$381
FY 2021	\$0	\$106

SWPL - 1 - Personal Services -

The budget includes an increase of \$381 in FY 2020 and an increase of \$106 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

State Auditor's Office - 34010

Securities - 04

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$3,188
FY 2021	\$0	(\$3,642)

SWPL - 2 - Fixed Costs -

The request includes an increase of \$6,860 in audit fees and a decrease of \$3,672 in other fixed costs in FY 2020, and a decrease of \$3,642, in FY 2021, to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$100
FY 2021	\$0	\$124

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$100 in FY 2020 and an increase of \$124 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

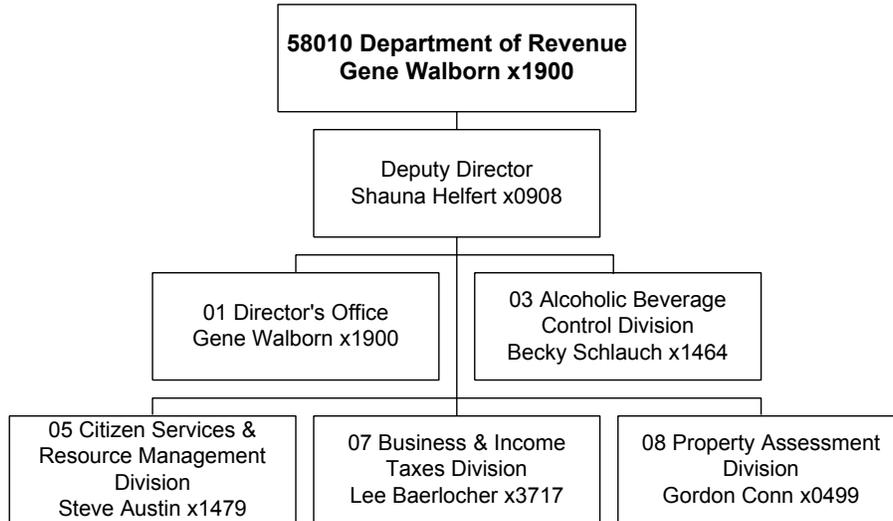
-----**Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$30,000
FY 2021	\$0	\$30,000

PL - 7 - Securities Contract Examinations -

The CSI conducts routine and for-cause examinations of broker-dealer branch offices, investment advisory firms, and issuers to ensure compliance with the Montana Securities Act and to resolve deficiencies and determine the need for further investigation. The securities examination section of the CSI employs only two individuals with the requisite knowledge and skills to conduct examinations. Therefore, to fulfill its obligation to protect Montana investors, the CSI also uses an independent contractor to perform routine examinations. This request is for \$30,000 in each of year of the biennium for a total of \$60,000. The contract payments will be paid from state special revenue, and per 30-10-210(1), MCA, the cost of these examinations is borne by the firms and issuers being examined and will be reimbursed to the agency.

Department of Revenue - 58010



Mission Statement - The quality of life for all Montanans is better because we excel at public service and effective administration of the tax and liquor laws. We do this by ensuring that revenues intended by the legislature are collected to serve Montanans; advancing equity and integrity in taxation; providing innovative and respectful service; protecting the public health and safety; and achieving efficiency in liquor administration; and improving public understanding of Montana's revenue system.

Statutory Authority - Titles 2, 15, 16, 39, MCA.

Language - The Liquor Control Division requests the following language be included in HB 2:

"Liquor Control Division proprietary funds necessary to maintain adequate inventories, pay freight costs, and transfer profits and taxes to appropriate accounts are appropriated from the liquor enterprise fund to the department in the amounts not to exceed \$154.5 million in each year of the 2021 biennium."

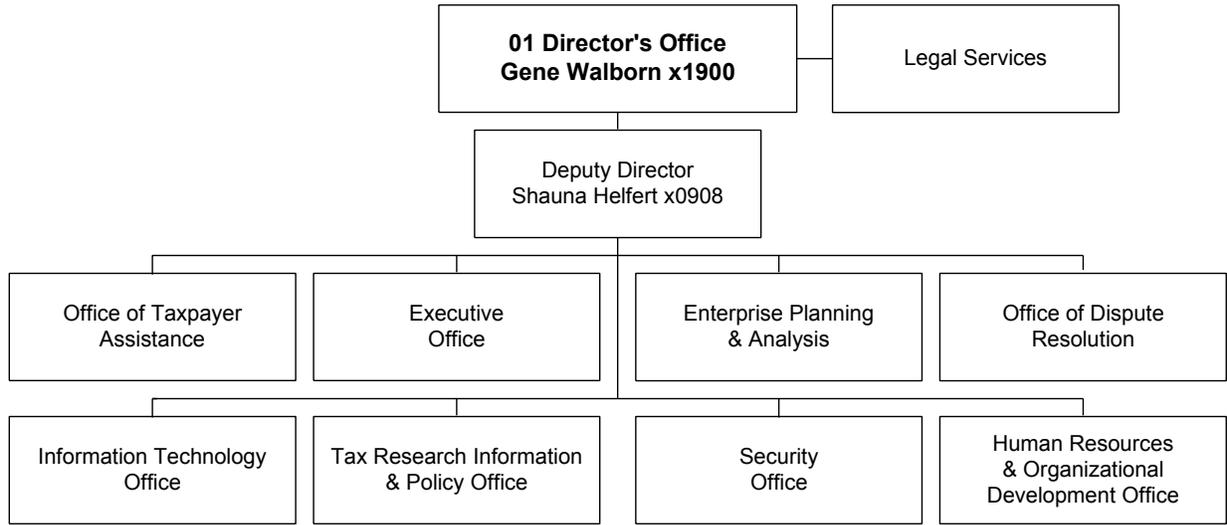
Agency Proposed Budget	Total Exec. Budget Fiscal 2020	Total Exec. Budget Fiscal 2021	Total Exec. Budget 2021 Biennium
Budget Item			
FTE	646.67	646.67	
Personal Services	46,292,338	46,279,607	92,571,945
Operating Expenses	15,255,919	15,070,827	30,326,746
Equipment & Intangible Assets	30,554	30,554	61,108
Transfers	1,500	1,500	3,000
Debt Service	7,528	7,528	15,056
Total Costs	\$61,587,839	\$61,390,016	\$122,977,855
General Fund	56,700,890	56,497,530	113,198,420
State/Other Special	1,007,932	1,007,942	2,015,874
Proprietary Funds	3,596,056	3,601,746	7,197,802
Federal Spec. Rev. Funds	282,961	282,798	565,759
Total Funds	\$61,587,839	\$61,390,016	\$122,977,855

Department of Revenue - 58010

Agency Appropriated Biennium to Biennium Comparison								
Program	2019 Biennium Appropriated Budget		2021 Biennium Requested Budget		Biennium to Biennium Difference (dollars)		Biennium to Biennium Difference (percent)	
	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds
01 - Directors Office	26,091,527	27,086,147	28,866,597	29,906,582	2,775,070	2,820,435	10.64 %	10.41 %
03 - Liquor Control Division	0	5,794,013	0	6,330,042	0	536,029	0.00 %	9.25 %
05 - Citizen Services & Resource Mgmt	15,337,697	15,828,465	17,172,274	17,690,140	1,834,577	1,861,675	11.96 %	11.76 %
07 - Business & Income Taxes Division	19,758,043	21,519,641	21,718,122	23,576,617	1,960,079	2,056,976	9.92 %	9.56 %
08 - Property Assessment Division	40,970,783	40,999,385	45,441,427	45,474,474	4,470,644	4,475,089	10.91 %	10.92 %
Agency Total	\$102,158,050	\$111,227,651	\$113,198,420	\$122,977,855	\$11,040,370	\$11,750,204	10.81 %	10.56 %

Department of Revenue - 58010

Directors Office - 01



Program Description - The Director's Office is responsible for the overall management and leadership of the department to ensure the department successfully administers Montana's tax and liquor laws.

The Executive Office is responsible for administrative functions and communication, fiscal administration, contract management, taxpayer assistance, dispute resolution, human resources, and enterprise planning and analysis.

The Legal Services Office is responsible for the overall legal efforts of the department including legal representation, legislation development and review, filing bankruptcy claims, and management of the department's administrative rules.

The Security Office provides security and disclosure guidance to the department staff and citizens.

The Tax Policy and Research Office provides accurate and timely information to the Governor, the legislature, and Montana citizens including the compilation of basic tax data and the publication of the statutory required Biennial Report.

Lastly, the Information Technology Office is responsible for all aspects of the department's information technology functions.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	85.19	(1.00)	84.19	(1.00)	84.19	
Personal Services	7,610,151	525,484	8,135,635	523,298	8,133,449	16,269,084
Operating Expenses	6,791,414	114,313	6,905,727	(71,643)	6,719,771	13,625,498
Equipment & Intangible Assets	0	0	0	0	0	0
Transfers	1,500	0	1,500	0	1,500	3,000
Debt Service	4,500	0	4,500	0	4,500	9,000
Total Costs	\$14,407,565	\$639,797	\$15,047,362	\$451,655	\$14,859,220	\$29,906,582
General Fund	13,908,852	618,495	14,527,347	430,398	14,339,250	28,866,597
State/Other Special	123,073	5,257	128,330	5,246	128,319	256,649
Proprietary Funds	375,640	16,045	391,685	16,011	391,651	783,336
Total Funds	\$14,407,565	\$639,797	\$15,047,362	\$451,655	\$14,859,220	\$29,906,582

Department of Revenue - 58010

Directors Office - 01

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
	Statewide Present Law Adjustments			
SWPL - 1 - Personal Services	606,923	628,225	604,514	625,771
SWPL - 2 - Fixed Costs	113,723	113,723	(72,375)	(72,375)
SWPL - 3 - Inflation Deflation	590	590	732	732
<i>Total Statewide Present Law Adjustments</i>	<i>\$721,236</i>	<i>\$742,538</i>	<i>\$532,871</i>	<i>\$554,128</i>
New Proposals				
NP - 12 - FTE Reductions	(102,741)	(102,741)	(102,473)	(102,473)
<i>Total New Proposals</i>	<i>(\$102,741)</i>	<i>(\$102,741)</i>	<i>(\$102,473)</i>	<i>(\$102,473)</i>
Total Budget Adjustments	\$618,495	\$639,797	\$430,398	\$451,655

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$606,923	\$628,225
FY 2021	\$604,514	\$625,771

SWPL - 1 - Personal Services -

The budget includes funding to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$113,723	\$113,723
FY 2021	(\$72,375)	(\$72,375)

SWPL - 2 - Fixed Costs -

The request includes funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget. The reduction in fixed costs in this division is due to a reallocation of those costs to other divisions in the department.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$590	\$590
FY 2021	\$732	\$732

SWPL - 3 - Inflation Deflation -

This change package includes funding to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----**New Proposals**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$102,741)	(\$102,741)
FY 2021	(\$102,473)	(\$102,473)

NP - 12 - FTE Reductions -

The budget includes a reduction of 1.00 FTE in the Directors Office Program to make permanent certain reductions from SB 261 passed by the 2017 legislature by reducing general fund \$102,741 in FY 2020 and \$102,473 in FY 2021.

Department of Revenue - 58010

Liquor Control Division - 03



Program Description - The Alcoholic Beverage Control Division provides effective and efficient administration of the Montana alcoholic beverage code with an emphasis on customer service and public safety. This is accomplished by applying uniform and fair regulations while ensuring an orderly system for the convenient distribution and responsible consumption of alcoholic beverages. The division consists of the Liquor Distribution Bureau, which maintains a regulated channel of distribution to fulfill the public demand for distilled spirits and fortified wine through agency liquor stores; the Licensing and Compliance Bureau, which protects the welfare and safety of the public by regulating alcoholic beverage licensing laws in a uniform and fair manner; and the Liquor Operations Bureau, which provides support to the division regarding legislative implementation, rule development, facility management, and other division projects.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	31.75	0.00	31.75	0.00	31.75	
Personal Services	2,217,777	335,107	2,552,884	335,875	2,553,652	5,106,536
Operating Expenses	536,289	45,794	582,083	50,740	587,029	1,169,112
Equipment & Intangible Assets	30,554	0	30,554	0	30,554	61,108
Transfers	0	0	0	0	0	0
Debt Service	31,479	(34,836)	(3,357)	(34,836)	(3,357)	(6,714)
Total Costs	\$2,816,099	\$346,065	\$3,162,164	\$351,779	\$3,167,878	\$6,330,042
Proprietary Funds	2,816,099	346,065	3,162,164	351,779	3,167,878	6,330,042
Total Funds	\$2,816,099	\$346,065	\$3,162,164	\$351,779	\$3,167,878	\$6,330,042

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	210,107	0	210,875
SWPL - 2 - Fixed Costs	0	9,494	0	14,088
SWPL - 3 - Inflation Deflation	0	1,464	0	1,816
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$221,065</i>	<i>\$0</i>	<i>\$226,779</i>
Present Law Adjustments				
PL - 6 - Overtime-ABCD	0	65,000	0	65,000
PL - 7 - Term Payout-ABCD	0	60,000	0	60,000
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$125,000</i>	<i>\$0</i>	<i>\$125,000</i>
Total Budget Adjustments	\$0	\$346,065	\$0	\$351,779

Department of Revenue - 58010

Liquor Control Division - 03

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$210,107
FY 2021	\$0	\$210,875

SWPL - 1 - Personal Services -

The budget includes funding to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$9,494
FY 2021	\$0	\$14,088

SWPL - 2 - Fixed Costs -

The request includes funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$1,464
FY 2021	\$0	\$1,816

SWPL - 3 - Inflation Deflation -

This change package includes funding to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$65,000
FY 2021	\$0	\$65,000

PL - 6 - Overtime-ABCD -

The Department of Revenue, Alcoholic Beverage Control Division, is requesting \$65,000 in FY 2020 and FY 2021. This funding is necessary to pay for overtime and temporary staff to meet the increase in demand for liquor products especially during peaks periods, holiday weeks, and to backfill personnel while out on vacation or sick leave.

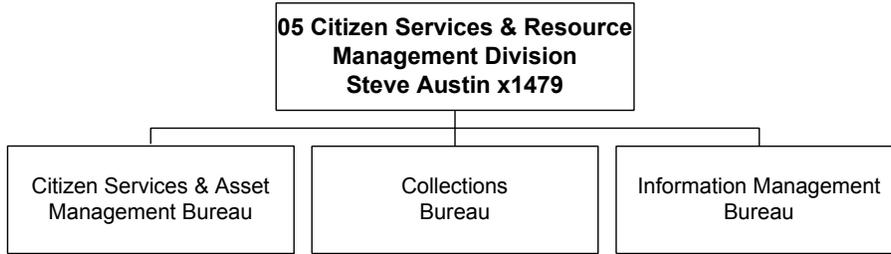
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$60,000
FY 2021	\$0	\$60,000

PL - 7 - Term Payout-ABCD -

The Department of Revenue, Alcoholic Beverage Control Division, is requesting \$60,000 in FY 2020 and FY 2021 to payout accrued leave balances for employee's retiring and/or leaving the division. This request allows the division to efficiently distribute alcoholic beverages to the agency liquor stores and comply with the statutory requirement of 16-2-101(12), MCA, requiring the department to maintain a 97% monthly service level to the agency stores. If Alcoholic Beverage Control Division is required to use vacancy savings to pay for the termination payouts, they will not be able to meet this statutory requirement.

Department of Revenue - 58010

Citizen Services & Resource Mgmt - 05



Program Description - The Citizen Services and Resource Management Division focuses on providing services to citizens and support services to the other divisions of the department. CSRM includes the Citizen Services/Financial and Asset Management Bureau, the Collections Bureau, and the Information Management Bureau. Services to citizens include the department's call center; administration of the One-Stop business licensing program; return of unclaimed property to rightful owners and creation of tax forms and instructions. The division is responsible for the department's accounting functions; purchasing; safety and security; and statewide facility-related needs.

The Collections Bureau manages collections of the department's delinquent debts and provides collection services to other state agencies and local governments.

The Information Management Bureau ensures secure handling and processing of taxpayer information, payments, and data in electronic or paper form. The bureau is organized into four units including Account Maintenance and Cashiering, Information Capture, Electronic Services (E-Services), and Mail and Imaging.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
		Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	99.95	0.00	99.95	0.00	99.95	
Personal Services	5,701,869	460,612	6,162,481	461,231	6,163,100	12,325,581
Operating Expenses	2,730,933	(47,831)	2,683,102	(49,476)	2,681,457	5,364,559
Total Costs	\$8,432,802	\$412,781	\$8,845,583	\$411,755	\$8,844,557	\$17,690,140
General Fund	8,187,418	399,262	8,586,680	398,176	8,585,594	17,172,274
State/Other Special	205,381	11,315	216,696	11,365	216,746	433,442
Proprietary Funds	40,003	2,204	42,207	2,214	42,217	84,424
Total Funds	\$8,432,802	\$412,781	\$8,845,583	\$411,755	\$8,844,557	\$17,690,140

Program Proposed Budget Adjustments	Budget Adjustments		Budget Adjustments	
	Fiscal 2020		Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	447,093	460,612	447,652	461,231
SWPL - 2 - Fixed Costs	(47,835)	(47,835)	(49,481)	(49,481)
SWPL - 3 - Inflation Deflation	4	4	5	5
<i>Total Statewide Present Law Adjustments</i>	<i>\$399,262</i>	<i>\$412,781</i>	<i>\$398,176</i>	<i>\$411,755</i>
Total Budget Adjustments	\$399,262	\$412,781	\$398,176	\$411,755

Department of Revenue - 58010

Citizen Services & Resource Mgmt - 05

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$447,093	\$460,612
FY 2021	\$447,652	\$461,231

SWPL - 1 - Personal Services -

The budget includes funding to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$47,835)	(\$47,835)
FY 2021	(\$49,481)	(\$49,481)

SWPL - 2 - Fixed Costs -

The request includes funding changes required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

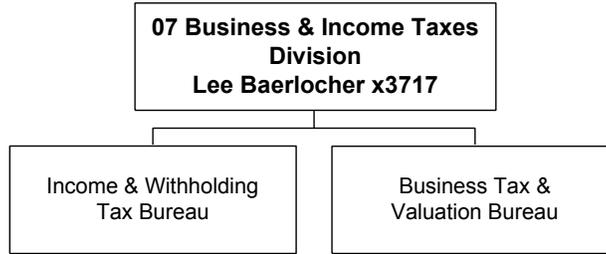
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$4	\$4
FY 2021	\$5	\$5

SWPL - 3 - Inflation Deflation -

This change package includes funding to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Revenue - 58010

Business & Income Taxes Division - 07



Program Description - The Business and Income Taxes Division is responsible for the administration of and collection of nearly \$2 billion annually from 40 Montana taxes and fees. The division also values all industrial and centrally assessed property in the state which generates \$250 million in state and local revenue annually. The division is responsible for: equal tax administration, tax type expertise, taxpayer education, auditing, identification of non-filers, and overall tax compliance.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	135.86	0.00	135.86	0.00	135.86	
Personal Services	9,600,450	492,945	10,093,395	492,622	10,093,072	20,186,467
Operating Expenses	1,452,305	248,479	1,700,784	237,061	1,689,366	3,390,150
Total Costs	\$11,052,755	\$741,424	\$11,794,179	\$729,683	\$11,782,438	\$23,576,617
General Fund	10,170,695	694,146	10,864,841	682,586	10,853,281	21,718,122
State/Other Special	619,067	27,310	646,377	27,292	646,359	1,292,736
Federal Spec. Rev. Funds	262,993	19,968	282,961	19,805	282,798	565,759
Total Funds	\$11,052,755	\$741,424	\$11,794,179	\$729,683	\$11,782,438	\$23,576,617

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	448,723	492,945	448,435	492,622
SWPL - 2 - Fixed Costs	243,604	246,660	231,894	234,804
SWPL - 3 - Inflation Deflation	1,819	1,819	2,257	2,257
<i>Total Statewide Present Law Adjustments</i>	<i>\$694,146</i>	<i>\$741,424</i>	<i>\$682,586</i>	<i>\$729,683</i>
Total Budget Adjustments	\$694,146	\$741,424	\$682,586	\$729,683

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$448,723	\$492,945
FY 2021	\$448,435	\$492,622

SWPL - 1 - Personal Services -

The budget includes funding to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Department of Revenue - 58010

Business & Income Taxes Division - 07

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$243,604	\$246,660
FY 2021	\$231,894	\$234,804

SWPL - 2 - Fixed Costs -

The request includes funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

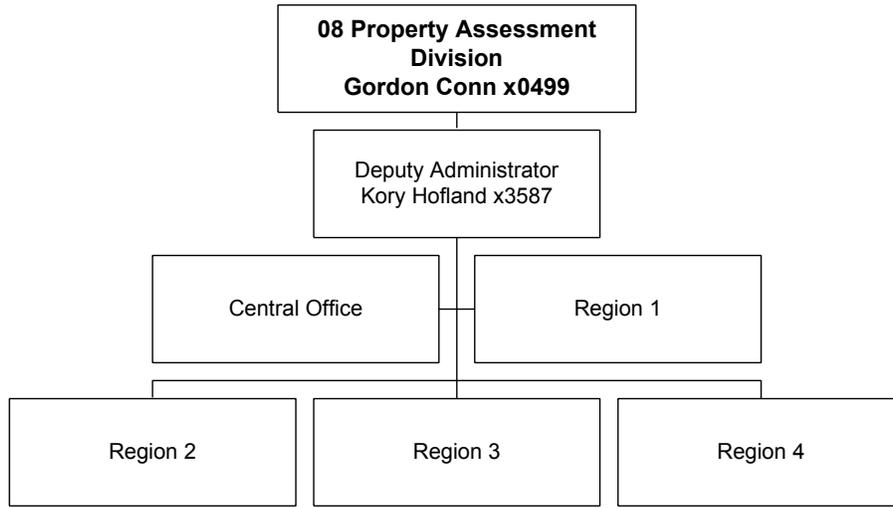
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$1,819	\$1,819
FY 2021	\$2,257	\$2,257

SWPL - 3 - Inflation Deflation -

This change package includes funding to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Revenue - 58010

Property Assessment Division - 08



Program Description - The Property Assessment Division effectively and efficiently administers the state's real and personal property tax laws while emphasizing customer service. It accomplishes this through uniform and equitable valuation and assessment regulations for residential, commercial, agricultural, forestland, and business equipment property. The division discovers, appraises, and assesses real and personal property for the local governing bodies that include about 1,400 levy districts and another 1,400 individual taxing jurisdictions. The division provides accurate and proficient tax billing information to the local county treasurers for their generation of more than a half million tax bills and over \$1 billion in taxes for all classes of property.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
	Fiscal 2019	Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	301.77	(6.85)	294.92	(6.85)	294.92	
Personal Services	17,137,741	2,210,202	19,347,943	2,198,593	19,336,334	38,684,277
Operating Expenses	3,427,039	(42,816)	3,384,223	(33,835)	3,393,204	6,777,427
Equipment & Intangible Assets	0	0	0	0	0	0
Debt Service	6,385	0	6,385	0	6,385	12,770
Total Costs	\$20,571,165	\$2,167,386	\$22,738,551	\$2,164,758	\$22,735,923	\$45,474,474
General Fund	20,556,864	2,165,158	22,722,022	2,162,541	22,719,405	45,441,427
State/Other Special	14,301	2,228	16,529	2,217	16,518	33,047
Total Funds	\$20,571,165	\$2,167,386	\$22,738,551	\$2,164,758	\$22,735,923	\$45,474,474

Program Proposed Budget Adjustments				
	Budget Adjustments		Budget Adjustments	
	Fiscal 2020		Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	2,668,547	2,670,775	2,656,069	2,658,286
SWPL - 2 - Fixed Costs	(88,571)	(88,571)	(90,616)	(90,616)
SWPL - 3 - Inflation Deflation	45,755	45,755	56,781	56,781
<i>Total Statewide Present Law Adjustments</i>	<i>\$2,625,731</i>	<i>\$2,627,959</i>	<i>\$2,622,234</i>	<i>\$2,624,451</i>
New Proposals				
NP - 12 - FTE Reductions	(460,573)	(460,573)	(459,693)	(459,693)
<i>Total New Proposals</i>	<i>(\$460,573)</i>	<i>(\$460,573)</i>	<i>(\$459,693)</i>	<i>(\$459,693)</i>
Total Budget Adjustments	\$2,165,158	\$2,167,386	\$2,162,541	\$2,164,758

Department of Revenue - 58010

Property Assessment Division - 08

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$2,668,547	\$2,670,775
FY 2021	\$2,656,069	\$2,658,286

SWPL - 1 - Personal Services -

The budget includes funding to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$88,571)	(\$88,571)
FY 2021	(\$90,616)	(\$90,616)

SWPL - 2 - Fixed Costs -

The request includes funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$45,755	\$45,755
FY 2021	\$56,781	\$56,781

SWPL - 3 - Inflation Deflation -

This change package includes funding to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

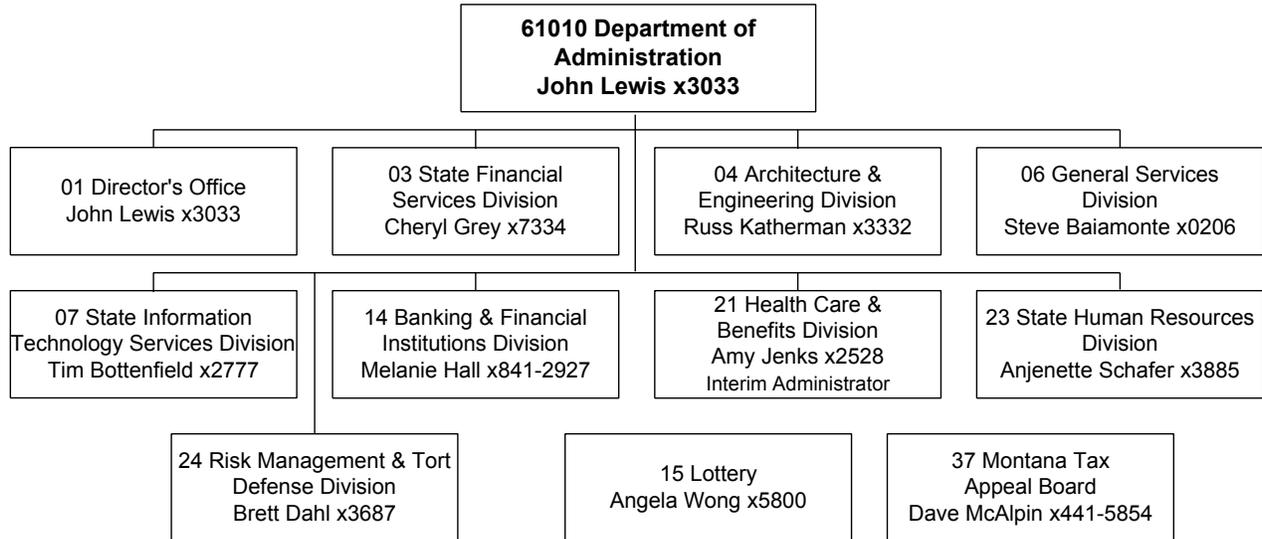
-----**New Proposals**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$460,573)	(\$460,573)
FY 2021	(\$459,693)	(\$459,693)

NP - 12 - FTE Reductions -

The budget includes a reduction of 6.85 FTE in the Property Assessment Division to make permanent certain reductions from SB 261 passed by the 2017 legislature by reducing general fund \$460,573 in FY 2020 and \$459,693 in FY 2021.

Department of Administration - 61010



Mission Statement - The Department of Administration's mission is to serve as the backbone of state government by providing leading edge services to our customers and business partners.

Statutory Authority - Title 2, Chapters 7, 9, 15, 17 and 18; Title 10, Chapter 4; Title 15, Chapter 2; Title 17; Title 18; Title 19, Chapter 1; Title 23, Chapter 7; Title 31; Title 32; and Title 39, Chapter 71 MCA.

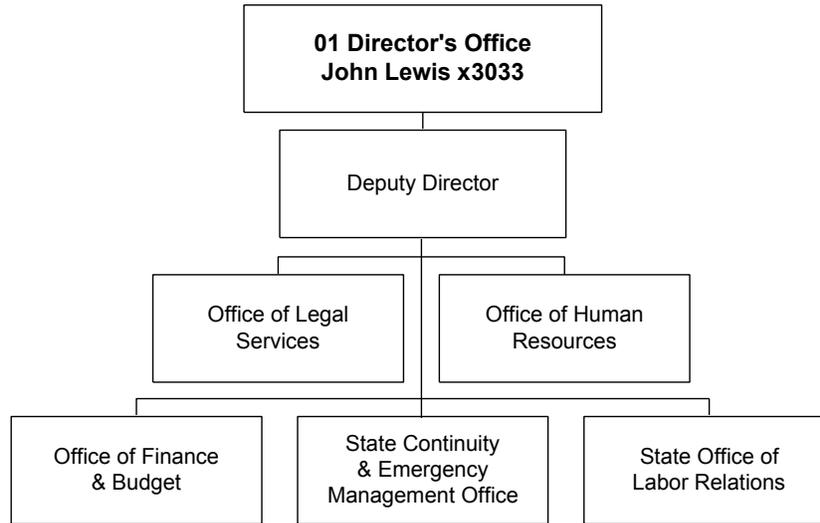
Agency Proposed Budget	Total Exec. Budget Fiscal 2020	Total Exec. Budget Fiscal 2021	Total Exec. Budget 2021 Biennium
Budget Item			
FTE	139.66		139.66
Personal Services	12,343,006	12,337,564	24,680,570
Operating Expenses	6,176,105	6,020,961	12,197,066
Equipment & Intangible Assets	50,000	50,000	100,000
Capital Outlay	0	0	0
Local Assistance	28,979	28,979	57,958
Total Costs	\$18,598,090	\$18,437,504	\$37,035,594
General Fund	6,084,730	6,066,484	12,151,214
State/Other Special	7,132,276	7,123,487	14,255,763
Proprietary Funds	5,366,950	5,233,399	10,600,349
Federal Spec. Rev. Funds	14,134	14,134	28,268
Total Funds	\$18,598,090	\$18,437,504	\$37,035,594

Department of Administration - 61010

Agency Appropriated Biennium to Biennium Comparison								
Program	2019 Biennium Appropriated Budget		2021 Biennium Requested Budget		Biennium to Biennium Difference (dollars)		Biennium to Biennium Difference (percent)	
	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds
01 - Director's Office	4,112,218	4,137,632	943,076	968,490	(3,169,142)	(3,169,142)	(77.07)%	(76.59)%
02 - Governor Elect Program	0	0	50,000	50,000	50,000	50,000	0.00 %	0.00 %
03 - State Financial Services Division	4,558,311	5,047,206	5,852,131	6,331,693	1,293,820	1,284,487	28.38 %	25.45 %
04 - Architecture & Engineering Pgm	0	4,316,485	0	4,513,933	0	197,448	0.00 %	4.57 %
07 - State Information Technology Division	804,415	2,512,960	342,092	1,229,315	(462,323)	(1,283,645)	(57.47)%	(51.08)%
14 - Banking and Financial Institutions Division	0	7,935,567	0	8,488,645	0	553,078	0.00 %	6.97 %
15 - Montana State Lottery	0	10,143,487	0	10,489,603	0	346,116	0.00 %	3.41 %
23 - State Human Resources Division	3,033,699	3,033,699	3,600,452	3,600,452	566,753	566,753	18.68 %	18.68 %
37 - Montana Tax Appeal Board	1,204,511	1,204,511	1,363,463	1,363,463	158,952	158,952	13.20 %	13.20 %
Agency Total	\$13,713,154	\$38,331,547	\$12,151,214	\$37,035,594	(\$1,561,940)	(\$1,295,953)	(11.39)%	(3.38)%

Department of Administration - 61010

Director's Office - 01



Program Description - The Director's Office provides overall leadership and management support to the Department of Administration's divisions and offers administrative support to attached boards and commissions. The office acts as a liaison among the agency's divisions, administratively-attached boards and commissions, the cabinet, the legislature, and the Governor's Office.

The Director's Office has 3.50 FTE funded through HB 2 and 26.51 FTE funded by the revenues generated from the internal fees charged to the Department of Administration's divisions and its attached-to agencies. These FTE provide services in the areas of legal, human resources, financial management, labor relations, project management and communications, continuity of government, emergency management, and homeland security.

- The Office of Legal Services advises the divisions on legal matters.
- The staff of the Office of Human Resources partner with DOA leadership and employees to enhance agency performance through strategic human resource programs and effective administrative processes (e.g., payroll administration, talent acquisition, policy development, etc.).
- The Office of Finance and Budget prepares and presents the biennial budget, processes budget change documents, monitors approved budgets for compliance with state law and legislative intent, and provides accounting assistance.
- Labor Relations provides labor relations services for managers and human resource officers and is the Governor's designated representative in collective bargaining.
- The State Continuity and Emergency Management Office provides leadership and support for the enterprise continuity of government, emergency management, and homeland security programs.
- The Office of Program and Information Management provides communication and project management services.

The customers served are internal to the department and its attached-to agencies, with the exception of the Office of Labor Relations and the State Continuity and Emergency Management Office, which serve the enterprise.

Department of Administration - 61010

Director's Office - 01

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	3.50	0.00	3.50	0.00	3.50	
Personal Services	338,392	30,238	368,630	30,686	369,078	737,708
Operating Expenses	70,064	66,189	136,253	(4,127)	65,937	202,190
Local Assistance	14,296	0	14,296	0	14,296	28,592
Total Costs	\$422,752	\$96,427	\$519,179	\$26,559	\$449,311	\$968,490
General Fund	410,045	96,427	506,472	26,559	436,604	943,076
Federal Spec. Rev. Funds	12,707	0	12,707	0	12,707	25,414
Total Funds	\$422,752	\$96,427	\$519,179	\$26,559	\$449,311	\$968,490

Program Proposed Budget Adjustments					
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021		
	General Fund	Total Funds	General Fund	Total Funds	
Statewide Present Law Adjustments					
SWPL - 1 - Personal Services	30,238	30,238	30,686	30,686	
SWPL - 2 - Fixed Costs	66,867	66,867	(3,449)	(3,449)	
<i>Total Statewide Present Law Adjustments</i>	<i>\$97,105</i>	<i>\$97,105</i>	<i>\$27,237</i>	<i>\$27,237</i>	
Present Law Adjustments					
PL - 4 - Allocate Department Indirect/Administrative Costs	(678)	(678)	(678)	(678)	
<i>Total Present Law Adjustments</i>	<i>(\$678)</i>	<i>(\$678)</i>	<i>(\$678)</i>	<i>(\$678)</i>	
Total Budget Adjustments	\$96,427	\$96,427	\$26,559	\$26,559	

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$30,238	\$30,238
FY 2021	\$30,686	\$30,686

SWPL - 1 - Personal Services -

The budget includes adjustments in FY 2020 and FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$66,867	\$66,867
FY 2021	(\$3,449)	(\$3,449)

SWPL - 2 - Fixed Costs -

The request includes adjustments in FY 2020 and FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Department of Administration - 61010

Director's Office - 01

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$678)	(\$678)
FY 2021	(\$678)	(\$678)

PL - 4 - Allocate Department Indirect/Administrative Costs -

This change package includes adjustments in FY 2020 and FY 2021 to provide the funding to pay the Department of Administration's (DOA) indirect costs. These costs are charged to the department's programs for services provided by DOA employees, including accounting, human resources, and legal issues.

Department of Administration - 61010

Governor Elect Program - 02

02 Governor Elect Program

Program Description - The Governor Elect Program pays start-up costs for the incoming Governor, as required by 2-15-221, MCA.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
Budget Item						
Operating Expenses	0	0	0	50,000	50,000	50,000
Total Costs	\$0	\$0	\$0	\$50,000	\$50,000	\$50,000
General Fund	0	0	0	50,000	50,000	50,000
Total Funds	\$0	\$0	\$0	\$50,000	\$50,000	\$50,000

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Present Law Adjustments				
PL - 201 - Governor-Elect Appropriation - OTO	0	0	50,000	50,000
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$0</i>	<i>\$50,000</i>	<i>\$50,000</i>
Total Budget Adjustments	\$0	\$0	\$50,000	\$50,000

-----**Present Law Adjustments**-----

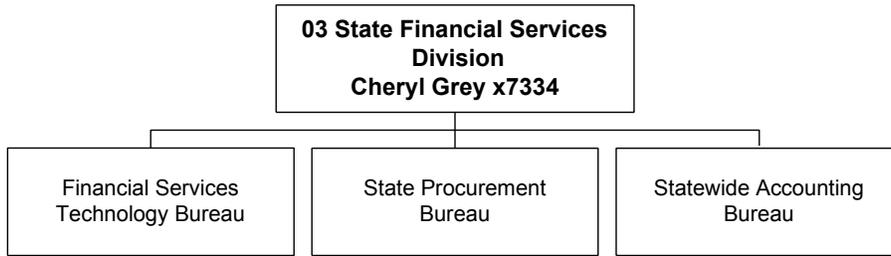
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$0
FY 2021	\$50,000	\$50,000

PL - 201 - Governor-Elect Appropriation - OTO -

Montana Statute (2-15-221, MCA) requires the department to provide funding to a governor-elect and his or her staff for the period between the general election and the inauguration in the event of a change in office as a result of the 2020 general election. The department requests \$50,000 in FY 2021 as a one-time-only appropriation.

Department of Administration - 61010

State Financial Services Division - 03



Program Description - The State Financial Services Division performs many centralized functions and administers state and federal programs to state agencies, local government entities, and Montana citizens and businesses. The division consists of three bureaus – Statewide Accounting, State Procurement, SABHRS FSTB - and includes Local Government Services and the State Social Security Administrator.

The Statewide Accounting Bureau (SAB) prepares and publishes the state's annual comprehensive financial report (CAFR) and maintains a statewide accounting structure with related policies and procedures to allow all branches of government to meet their individual reporting needs. The Daily Operations Unit includes both the Treasury and Warrant Writer services. The Treasury responsibilities include central banking functions and maintaining accountability of all money and securities belonging to or held in trust by the state. The Warrant Writer services include management of the state payment processes and state vendor file, and issuance of 1099 miscellaneous and 1042 forms. The bureau also serves as the process owner of the SABHRS financial modules and assists state agencies in operating the state's accounting system. The Department of Administration (DOA) and the Board of Investments (BOI) work jointly to effectively manage the State of Montana's cash. The Treasury within DOA reconciles the state's banking activity/movement of cash, manages bank contracts, and provides support to BOI and other agencies.

Local Government Services (LGS) is now part of the Statewide Accounting Bureau. LGS works with local governments (counties, cities, towns, school districts, and special districts) to support uniform financial accountability and to assist the local governments in complying with their statutory, financial, and budgetary reporting requirements, including provisions of the Montana Single Audit Act. LGS receives and makes the local government financial, budget, and audit reports available to the public. The State Social Security Administrator - also a part of the Statewide Accounting Bureau - is responsible for administering Section 218 of the Social Security Act by providing education and outreach and insuring proper application of Social Security coverage to all state and local government employees.

The Financial Services Technology Bureau (FSTB) provides system analysis, support, configuration, development, and maintenance of the state's enterprise accounting and budgeting systems. The bureau also manages system architecture and provides database administration for the entire Statewide Accounting Budgeting & Human Resources System (SABHRS) application. FSTB partners with the Statewide Accounting Bureau, Governor's Office of Budget and Program Planning, Legislative Fiscal Division, and the State Human Resources Division to gather business requirements and develop application strategies. In addition, FSTB supports the Montana Acquisition and Contracting System (eMACS).

The State Procurement Bureau (SPB) provides professional procurement services to all state agencies for the acquisition of supplies and services. State Procurement advocates for compliance with all state statutes and procurement requirements, establishes statewide contracts for commonly used goods and services, manages the state's fuel and procurement card programs, and offers procurement/contract management training to state agencies. In addition, SPB promotes compliance of the Montana Procurement Act (Title 18, Chapter 4, MCA) and is the business process owner of the Montana Acquisition and Contracting System (eMACS). State Procurement strives for transparent, cost effective contracts that assist the state in receiving the maximum value for taxpayer dollars.

Department of Administration - 61010

State Financial Services Division - 03

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	28.92	0.00	28.92	0.00	28.92	
Personal Services	2,057,673	344,844	2,402,517	344,528	2,402,201	4,804,718
Operating Expenses	732,828	30,274	763,102	31,045	763,873	1,526,975
Capital Outlay	0	0	0	0	0	0
Total Costs	\$2,790,501	\$375,118	\$3,165,619	\$375,573	\$3,166,074	\$6,331,693
General Fund	2,542,187	383,767	2,925,954	383,990	2,926,177	5,852,131
State/Other Special	191,514	(8,649)	182,865	(8,417)	183,097	365,962
Proprietary Funds	55,373	0	55,373	0	55,373	110,746
Federal Spec. Rev. Funds	1,427	0	1,427	0	1,427	2,854
Total Funds	\$2,790,501	\$375,118	\$3,165,619	\$375,573	\$3,166,074	\$6,331,693

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	335,849	344,844	335,058	344,528
SWPL - 2 - Fixed Costs	47,996	30,242	48,958	30,959
SWPL - 3 - Inflation Deflation	207	213	259	267
<i>Total Statewide Present Law Adjustments</i>	<i>\$384,052</i>	<i>\$375,299</i>	<i>\$384,275</i>	<i>\$375,754</i>
Present Law Adjustments				
PL - 4 - Allocate Department Indirect/Administrative Costs	(285)	(181)	(285)	(181)
<i>Total Present Law Adjustments</i>	<i>(\$285)</i>	<i>(\$181)</i>	<i>(\$285)</i>	<i>(\$181)</i>
Total Budget Adjustments	\$383,767	\$375,118	\$383,990	\$375,573

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$335,849	\$344,844
FY 2021	\$335,058	\$344,528

SWPL - 1 - Personal Services -

The budget includes adjustments in FY 2020 and FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$47,996	\$30,242
FY 2021	\$48,958	\$30,959

SWPL - 2 - Fixed Costs -

The request includes adjustments in FY 2020 and FY 2021 to provide the funding required in the budget to pay for fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Department of Administration - 61010

State Financial Services Division - 03

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$207	\$213
FY 2021	\$259	\$267

SWPL - 3 - Inflation Deflation -

This change package includes adjustments in FY 2020 and FY 2021 to reflect budgetary changes generated from the application of inflation/deflation to specific expenditure accounts. Affected accounts include those associated with statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

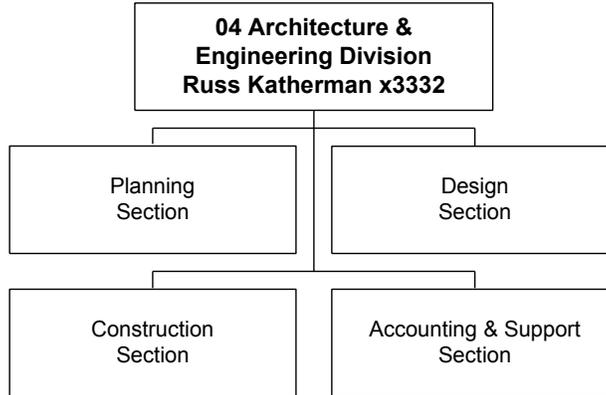
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$285)	(\$181)
FY 2021	(\$285)	(\$181)

PL - 4 - Allocate Department Indirect/Administrative Costs -

This change package includes adjustments in FY 2020 and FY 2021 to provided funding for the Department of Administration's (DOA) indirect costs. These costs are charged to the department's programs for services provided by DOA employees, including accounting, human resources, and legal issues.

Department of Administration - 61010

Architecture & Engineering Pgm - 04



Program Description - The Architecture and Engineering Division manages remodeling and construction of state buildings. Its functions include planning new projects and remodeling projects; advertising, bidding, and awarding construction contracts; administering contracts with architects, engineers, and contractors; disbursing building construction payments; and providing design services for small projects. The division also formulates a long-range building plan for legislative consideration each session. This division operates under the authority found in Titles 17 and 18, MCA, as well as other state mandates.

Program Proposed Budget						
Budget Item	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	16.50	0.00	16.50	0.00	16.50	
Personal Services	1,602,780	34,746	1,637,526	33,168	1,635,948	3,273,474
Operating Expenses	582,841	38,232	621,073	36,545	619,386	1,240,459
Total Costs	\$2,185,621	\$72,978	\$2,258,599	\$69,713	\$2,255,334	\$4,513,933
State/Other Special	2,185,621	72,978	2,258,599	69,713	2,255,334	4,513,933
Total Funds	\$2,185,621	\$72,978	\$2,258,599	\$69,713	\$2,255,334	\$4,513,933

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	34,746	0	33,168
SWPL - 2 - Fixed Costs	0	34,405	0	31,883
SWPL - 3 - Inflation Deflation	0	3,468	0	4,303
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$72,619</i>	<i>\$0</i>	<i>\$69,354</i>
Present Law Adjustments				
PL - 4 - Allocate Department Indirect/Administrative Costs	0	359	0	359
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$359</i>	<i>\$0</i>	<i>\$359</i>
Total Budget Adjustments	\$0	\$72,978	\$0	\$69,713

Department of Administration - 61010

Architecture & Engineering Pgm - 04

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$34,746
FY 2021	\$0	\$33,168

SWPL - 1 - Personal Services -

The budget includes an increase of \$34,746 in FY 2020 and an increase of \$33,168 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$34,405
FY 2021	\$0	\$31,883

SWPL - 2 - Fixed Costs -

The request includes an increase of \$34,405 in FY 2020 and an increase of \$31,883 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$3,468
FY 2021	\$0	\$4,303

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$3,468 in FY 2020 and an increase of \$4,303 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

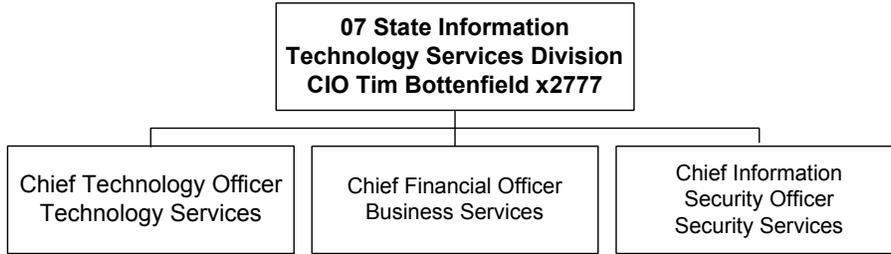
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$359
FY 2021	\$0	\$359

PL - 4 - Allocate Department Indirect/Administrative Costs -

This change package includes an increase of \$359 for each year of the biennium to adjust the funding to pay the Department of Administration's (DOA) indirect costs. These costs are charged to the department's programs for services provided by DOA employees, including accounting, human resources, and legal issues.

Department of Administration - 61010

State Information Technology Division - 07



Program Description - The State Information Technology Services Division (SITSD) is a proprietary program that provides central computing, data network, and telecommunications services to more than 100 government customers throughout the state. SITSD manages two state-of-the-art data centers, a statewide data network, and provides IT services to all branches of state government, the Office of Public Instruction, and various city and county municipalities.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	5.49	0.00	5.49	0.00	5.49	
Personal Services	593,646	(167,471)	426,175	(168,294)	425,352	851,527
Operating Expenses	209,767	(20,930)	188,837	(20,816)	188,951	377,788
Total Costs	\$803,413	(\$188,401)	\$615,012	(\$189,110)	\$614,303	\$1,229,315
General Fund	426,804	(255,914)	170,890	(255,602)	171,202	342,092
State/Other Special	274,419	169,703	444,122	168,682	443,101	887,223
Federal Spec. Rev. Funds	102,190	(102,190)	0	(102,190)	0	0
Total Funds	\$803,413	(\$188,401)	\$615,012	(\$189,110)	\$614,303	\$1,229,315

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	(224,521)	(70,887)	(224,664)	(71,710)
SWPL - 2 - Fixed Costs	(32,267)	(15,406)	(31,875)	(15,355)
SWPL - 3 - Inflation Deflation	260	260	323	323
<i>Total Statewide Present Law Adjustments</i>	<i>(\$256,528)</i>	<i>(\$86,033)</i>	<i>(\$256,216)</i>	<i>(\$86,742)</i>
Present Law Adjustments				
PL - 4 - Allocate Department Indirect/Administrative Costs	614	(178)	614	(178)
PL - 701 - Decrease budget for eliminated federal funding source	0	(102,190)	0	(102,190)
<i>Total Present Law Adjustments</i>	<i>\$614</i>	<i>(\$102,368)</i>	<i>\$614</i>	<i>(\$102,368)</i>
Total Budget Adjustments	(\$255,914)	(\$188,401)	(\$255,602)	(\$189,110)

Department of Administration - 61010

State Information Technology Division - 07

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$224,521)	(\$70,887)
FY 2021	(\$224,664)	(\$71,710)

SWPL - 1 - Personal Services -

The budget includes adjustments in FY 2020 and FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$32,267)	(\$15,406)
FY 2021	(\$31,875)	(\$15,355)

SWPL - 2 - Fixed Costs -

The request includes adjustments in FY 2020 and FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$260	\$260
FY 2021	\$323	\$323

SWPL - 3 - Inflation Deflation -

This change package includes adjustments in FY 2020 and FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----**Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$614	(\$178)
FY 2021	\$614	(\$178)

PL - 4 - Allocate Department Indirect/Administrative Costs -

This change package includes adjustments in FY 2020 and FY 2021 to provide the funding to pay the Department of Administration's (DOA) indirect costs. These costs are charged to the department's programs for services provided by DOA employees, including accounting, human resources, and legal issues.

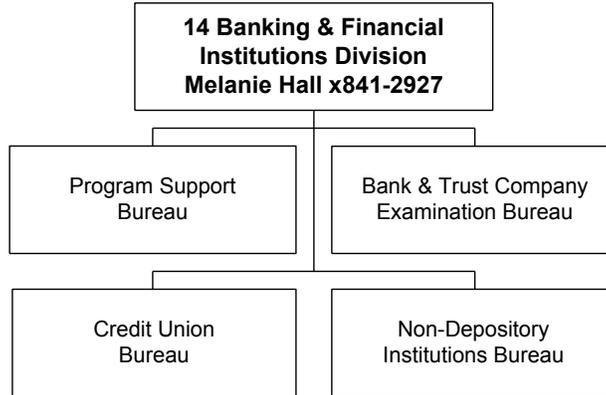
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	(\$102,190)
FY 2021	\$0	(\$102,190)

PL - 701 - Decrease budget for eliminated federal funding source -

This change package reduces both the FY 2020 and the FY 2021 budgets by \$102,190, due to the elimination of the federal funding source for the FirstNet Planning Grant.

Department of Administration - 61010

Banking and Financial Institutions Division - 14



Program Description - The Division of Banking and Financial Institutions licenses, supervises, regulates, and examines financial institutions doing business in Montana. Those institutions include 43 banks and trust companies, with 405 branch banks, nine credit unions, 247 consumer finance companies, 233 sales finance companies, and 10 escrow companies. The division also licenses and examines 5,620 residential mortgage loan service providers. All program functions are statutorily mandated in Title 32, Chapters 1-11, and Title 31, Chapter 1, Parts 7 & 8, MCA.

The State Banking Board is administratively attached to the division. The board is responsible for making final determinations on applications for new bank charters and trust companies, hearing appeals of division decisions on branch bank, merger, or relocation applications, and may also act in an advisory capacity with respect to the duties and powers given by statute to the department when requested by the division.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
Budget Item						
FTE	34.00	0.00	34.00	0.00	34.00	
Personal Services	3,140,006	158,683	3,298,689	156,380	3,296,386	6,595,075
Operating Expenses	876,132	71,869	948,001	69,437	945,569	1,893,570
Total Costs	\$4,016,138	\$230,552	\$4,246,690	\$225,817	\$4,241,955	\$8,488,645
State/Other Special	4,016,138	230,552	4,246,690	225,817	4,241,955	8,488,645
Total Funds	\$4,016,138	\$230,552	\$4,246,690	\$225,817	\$4,241,955	\$8,488,645

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	158,683	0	156,380
SWPL - 2 - Fixed Costs	0	24,188	0	17,744
SWPL - 3 - Inflation Deflation	0	6,275	0	7,787
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$189,146</i>	<i>\$0</i>	<i>\$181,911</i>
Present Law Adjustments				
PL - 1401 - Increase in rent expense for off-campus space	0	3,900	0	6,400
PL - 4 - Allocate Department Indirect/Administrative Costs	0	37,506	0	37,506
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$41,406</i>	<i>\$0</i>	<i>\$43,906</i>
Total Budget Adjustments	\$0	\$230,552	\$0	\$225,817

Department of Administration - 61010

Banking and Financial Institutions Division - 14

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$158,683
FY 2021	\$0	\$156,380

SWPL - 1 - Personal Services -

The budget includes an increase of \$158,683 in FY 2020 and an increase of \$156,380 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$24,188
FY 2021	\$0	\$17,744

SWPL - 2 - Fixed Costs -

The request includes an increase of \$24,188 in FY 2020 and an increase of \$17,744 in FY 2021 to provide the funding required in the budget to pay for fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$6,275
FY 2021	\$0	\$7,787

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$6,275 in FY 2020 and an increase of \$7,787 in FY 2021 to reflect budgetary changes generated from the application of inflation/deflation to specific expenditure accounts. Affected accounts include those associated with statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$3,900
FY 2021	\$0	\$6,400

PL - 1401 - Increase in rent expense for off-campus space -

This change package includes \$3,900 in FY 2020 and \$6,400 in FY 2021 to provide the funding to pay a contracted increase in rent expense.

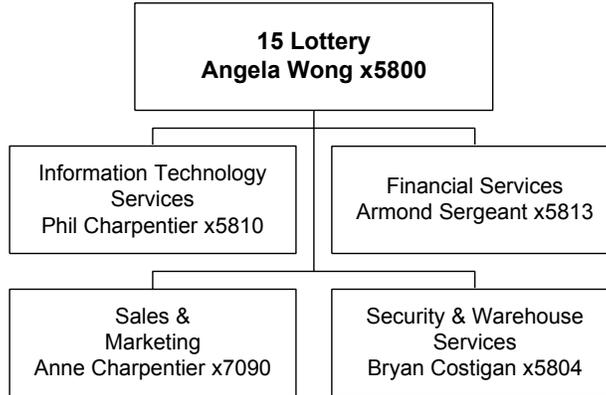
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$37,506
FY 2021	\$0	\$37,506

PL - 4 - Allocate Department Indirect/Administrative Costs -

This change package includes an increase of \$37,506 in each year of the biennium to provide the funding to pay the Department of Administration's (DOA) indirect costs. These costs are charged to the department's programs for services provided by DOA employees, including accounting, human resources, and legal issues.

Department of Administration - 61010

Montana State Lottery - 15



Program Description - The Montana State Lottery was created in November 1986 by a referendum vote of the people of Montana. The general purpose is to allow lottery games in which players purchase from the state, through the administration of the lottery, a chance to win a prize. A five-member Lottery Commission, appointed by the Governor, sets policy and oversees program activities and procedures. Lottery's operations are accounted for in an enterprise fund. Lottery is required to transfer its net revenue of up to \$12.3 million to the general fund on a quarterly basis. Net revenues above \$12.3 million are transferred to the Montana University System for scholarships. The Montana State Lottery is attached to the Department of Administration for administrative purposes only.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	31.50	0.00	31.50	0.00	31.50	
Personal Services	2,224,521	119,431	2,343,952	118,125	2,342,646	4,686,598
Operating Expenses	2,811,089	106,536	2,917,625	(25,709)	2,785,380	5,703,005
Equipment & Intangible Assets	19,500	30,500	50,000	30,500	50,000	100,000
Total Costs	\$5,055,110	\$256,467	\$5,311,577	\$122,916	\$5,178,026	\$10,489,603
Proprietary Funds	5,055,110	256,467	5,311,577	122,916	5,178,026	10,489,603
Total Funds	\$5,055,110	\$256,467	\$5,311,577	\$122,916	\$5,178,026	\$10,489,603

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	108,656	0	107,350
SWPL - 2 - Fixed Costs	0	135,997	0	3,749
SWPL - 3 - Inflation Deflation	0	10	0	13
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$244,663</i>	<i>\$0</i>	<i>\$111,112</i>
Present Law Adjustments				
PL - 1501 - Increase Equipment with decrease in Operating Expense	0	0	0	0
PL - 1502 - Overtime not included in SWPL-1	0	10,775	0	10,775
PL - 4 - Allocate Department Indirect/Administrative Costs	0	1,029	0	1,029
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$11,804</i>	<i>\$0</i>	<i>\$11,804</i>
Total Budget Adjustments	\$0	\$256,467	\$0	\$122,916

Department of Administration - 61010

Montana State Lottery - 15

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$108,656
FY 2021	\$0	\$107,350

SWPL - 1 - Personal Services -

The budget includes an increase of \$108,656 in FY 2020 and an increase of \$107,350 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$135,997
FY 2021	\$0	\$3,749

SWPL - 2 - Fixed Costs -

The request includes an increase of \$135,997 in FY 2020 and an increase of \$3,749 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$10
FY 2021	\$0	\$13

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$10 in FY 2020 and an increase of \$13 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----**Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$0
FY 2021	\$0	\$0

PL - 1501 - Increase Equipment with decrease in Operating Expense -

This change package increases equipment by \$30,500 in each year of the biennium with corresponding decreases in operating expenses to budget for the anticipated vehicle needs of the program. This request does not change the overall requested budget of the division.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$10,775
FY 2021	\$0	\$10,775

PL - 1502 - Overtime not included in SWPL-1 -

This change package includes an increase of \$10,775 in each year of the biennium to adjust for personal services overtime not included in the SWPL-1 change package.

Department of Administration - 61010

Montana State Lottery - 15

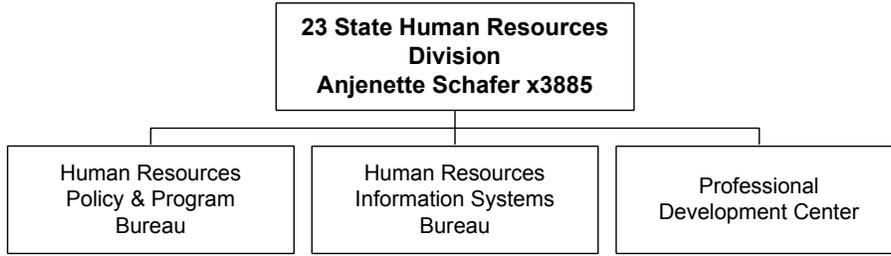
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$1,029
FY 2021	\$0	\$1,029

PL - 4 - Allocate Department Indirect/Administrative Costs -

This change package includes an increase of \$1,029 in each year of the biennium to adjust the funding to pay the Department of Administration's (DOA) indirect costs. These costs are charged to the department's programs for services provided by DOA employees, including accounting, human resources, and legal issues.

Department of Administration - 61010

State Human Resources Division - 23



Program Description - The State Human Resources Division provides statewide human resource services and programs under the authority of Title 2, Chapter 18, and 39-31-301, MCA. The division houses:

- The Human Resources Policy and Programs Bureau, which establishes the human resource rules, policies, and standards for Montana’s executive branch.
- The Professional Development Center, offering training and other professional development services to Montana state government and other organizations.
- The Human Resources Information Systems Bureau, which processes the biweekly payroll, and other human resources information systems, for all branches of state government.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
		Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	14.25	0.00	14.25	0.00	14.25	
Personal Services	1,228,711	131,243	1,359,954	131,708	1,360,419	2,720,373
Operating Expenses	389,843	49,808	439,651	50,585	440,428	880,079
Total Costs	\$1,618,554	\$181,051	\$1,799,605	\$182,293	\$1,800,847	\$3,600,452
General Fund	1,618,554	181,051	1,799,605	182,293	1,800,847	3,600,452
Total Funds	\$1,618,554	\$181,051	\$1,799,605	\$182,293	\$1,800,847	\$3,600,452

Program Proposed Budget Adjustments	Budget Adjustments		Budget Adjustments	
	Fiscal 2020		Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	131,243	131,243	131,708	131,708
SWPL - 2 - Fixed Costs	49,346	49,346	50,113	50,113
SWPL - 3 - Inflation Deflation	39	39	49	49
<i>Total Statewide Present Law Adjustments</i>	<i>\$180,628</i>	<i>\$180,628</i>	<i>\$181,870</i>	<i>\$181,870</i>
Present Law Adjustments				
PL - 4 - Allocate Department Indirect/Administrative Costs	423	423	423	423
<i>Total Present Law Adjustments</i>	<i>\$423</i>	<i>\$423</i>	<i>\$423</i>	<i>\$423</i>
Total Budget Adjustments	\$181,051	\$181,051	\$182,293	\$182,293

Department of Administration - 61010

State Human Resources Division - 23

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$131,243	\$131,243
FY 2021	\$131,708	\$131,708

SWPL - 1 - Personal Services -

The budget includes adjustments in FY 2020 and FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$49,346	\$49,346
FY 2021	\$50,113	\$50,113

SWPL - 2 - Fixed Costs -

The request includes adjustments in FY 2020 and FY 2021 to provide the funding required in the budget to pay changes in fixed costs assessed by other agencies within state government for services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$39	\$39
FY 2021	\$49	\$49

SWPL - 3 - Inflation Deflation -

This change package includes adjustments in FY 2020 and FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----**Present Law Adjustments**-----

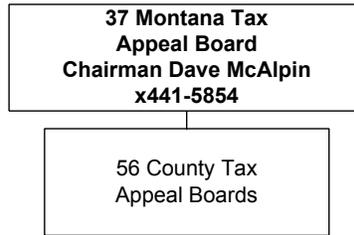
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$423	\$423
FY 2021	\$423	\$423

PL - 4 - Allocate Department Indirect/Administrative Costs -

This change package includes adjustments in FY 2020 and in FY 2021 to provide the funding to pay the Department of Administration's (DOA) indirect costs. These costs are charged to the department's programs for services provided by DOA employees, including accounting, human resources, and legal issues.

Department of Administration - 61010

Montana Tax Appeal Board - 37



Program Description - The Montana Tax Appeal Board, established by Article VIII, Section 7, of the Montana Constitution and 15-2-101, MCA, provides a tax appeal system for all actions of the Department of Revenue and other taxing agencies. The board consists of three members, appointed by the Governor and confirmed by the Senate, who hear appeals as full-time state employees, with two support staff. The board hears appeals from decisions of the 56 county tax appeal boards, primarily involving residential and commercial property valuation, and takes original jurisdiction in matters involving income taxes, corporate taxes, severance taxes, centrally-assessed property and new industry property, motor fuels taxes, vehicle taxes, and cabin site leases. The Montana Tax Appeal Board directs the county tax appeal board secretaries and reimburses their salaries and employee benefits from its personal services appropriation. In addition, the board pays the board member stipends, and clerical-related expenses, for all 56 county tax appeal boards, including supplies, postage and copies, but excluding office equipment.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	5.50	0.00	5.50	0.00	5.50	
Personal Services	459,648	45,915	505,563	45,886	505,534	1,011,097
Operating Expenses	140,081	21,482	161,563	21,356	161,437	323,000
Local Assistance	12,683	2,000	14,683	2,000	14,683	29,366
Total Costs	\$612,412	\$69,397	\$681,809	\$69,242	\$681,654	\$1,363,463
General Fund	612,412	69,397	681,809	69,242	681,654	1,363,463
Total Funds	\$612,412	\$69,397	\$681,809	\$69,242	\$681,654	\$1,363,463

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	45,915	45,915	45,886	45,886
SWPL - 2 - Fixed Costs	1,532	1,532	1,399	1,399
SWPL - 3 - Inflation Deflation	28	28	35	35
<i>Total Statewide Present Law Adjustments</i>	<i>\$47,475</i>	<i>\$47,475</i>	<i>\$47,320</i>	<i>\$47,320</i>
Present Law Adjustments				
PL - 3701 - Increase in rent expense for off-campus space	12,090	12,090	12,090	12,090
PL - 3702 - Restore County Funding	9,500	9,500	9,500	9,500
PL - 4 - Allocate Department Indirect/Administrative Costs	332	332	332	332
<i>Total Present Law Adjustments</i>	<i>\$21,922</i>	<i>\$21,922</i>	<i>\$21,922</i>	<i>\$21,922</i>
Total Budget Adjustments	\$69,397	\$69,397	\$69,242	\$69,242

Department of Administration - 61010

Montana Tax Appeal Board - 37

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$45,915	\$45,915
FY 2021	\$45,886	\$45,886

SWPL - 1 - Personal Services -

The budget includes an increase of \$45,915 in FY 2020 and an increase of \$45,886 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$1,532	\$1,532
FY 2021	\$1,399	\$1,399

SWPL - 2 - Fixed Costs -

The request includes an increase of \$1,532 in FY 2020 and an increase of \$1,399 in FY 2021 to provide the funding required in the budget to pay for fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$28	\$28
FY 2021	\$35	\$35

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$28 in FY 2020 and an increase of \$35 in FY 2021 to reflect budgetary changes generated from the application of inflation/deflation to specific expenditure accounts. Affected accounts include those associated with statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$12,090	\$12,090
FY 2021	\$12,090	\$12,090

PL - 3701 - Increase in rent expense for off-campus space -

This change package includes an increase of \$12,090 in each year of the biennium to provide the funding to pay a contracted increase in rent expense.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$9,500	\$9,500
FY 2021	\$9,500	\$9,500

PL - 3702 - Restore County Funding -

This change package includes an increase of \$9,500 in each year of the biennium to provide the funding to support travel expenses and training related to county tax appeal hearings.

Department of Administration - 61010

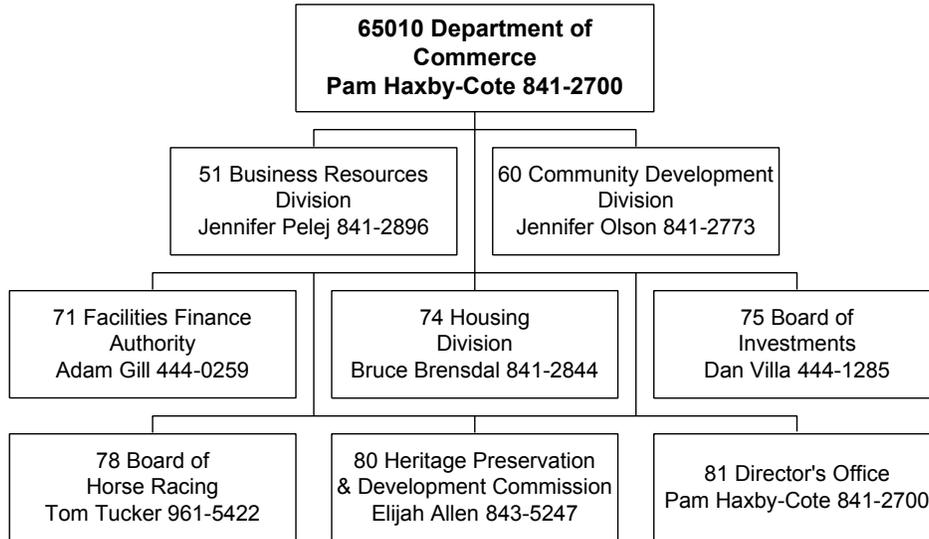
Montana Tax Appeal Board - 37

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$332	\$332
FY 2021	\$332	\$332

PL - 4 - Allocate Department Indirect/Administrative Costs -

This change package includes an increase of \$332 in each year of the biennium to adjust the funding to pay the Department of Administration's (DOA) indirect costs. These costs are charged to the department's programs for services provided by DOA employees, including accounting, human resources, and legal issues.

Department of Commerce - 65010



Mission Statement - The Department of Commerce through its employees, community partners, public outreach, and media contacts enhances economic prosperity in Montana; fosters community lead diversification and sustainability of a growing economy; maintains and improves our infrastructure, housing and facilities; and promotes and enhances Montana's positive national and international image.

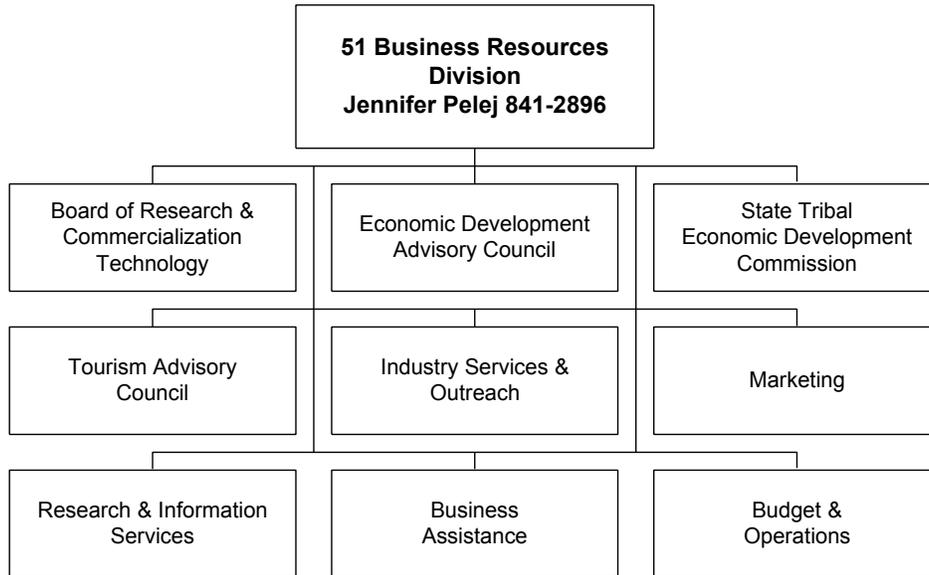
Statutory Authority - The department is mandated in 2-15-18, MCA.

Agency Proposed Budget	Total Exec. Budget Fiscal 2020		Total Exec. Budget Fiscal 2021		Total Exec. Budget 2021 Biennium	
Budget Item						
FTE	49.05		49.05			
Personal Services	4,053,436		4,053,078		8,106,514	
Operating Expenses	5,489,210		5,384,463		10,873,673	
Local Assistance	46,000		46,000		92,000	
Grants	22,109,069		22,159,069		44,268,138	
Benefits & Claims	0		0		0	
Transfers	600,000		600,000		1,200,000	
Total Costs	\$32,297,715		\$32,242,610		\$64,540,325	
General Fund	5,822,582		5,728,137		11,550,719	
State/Other Special	5,422,138		5,402,846		10,824,984	
Federal Spec. Rev. Funds	21,052,995		21,111,627		42,164,622	
Total Funds	\$32,297,715		\$32,242,610		\$64,540,325	

Agency Appropriated Biennium to Biennium Comparison								
Program	2019 Biennium Appropriated Budget		2021 Biennium Requested Budget		Biennium to Biennium Difference (dollars)		Biennium to Biennium Difference (percent)	
	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds
51 - Office of Tourism & Business Development	5,283,719	15,145,218	9,685,275	15,799,878	4,401,556	654,660	83.30 %	4.32 %
60 - Community Development Division	1,556,389	39,984,745	1,865,444	47,041,778	309,055	7,057,033	19.86 %	17.65 %
74 - Housing Division	0	867,842	0	150,000	0	(717,842)	0.00 %	(82.72)%
78 - Board of Horse Racing	0	395,410	0	398,669	0	3,259	0.00 %	0.82 %
81 - Directors Office	0	1,000,000	0	1,150,000	0	150,000	0.00 %	15.00 %
Agency Total	\$6,840,108	\$57,393,215	\$11,550,719	\$64,540,325	\$4,710,611	\$7,147,110	68.87 %	12.45 %

Department of Commerce - 65010

Office of Tourism & Business Development - 51



Program Description - The Montana Office of Tourism and Business Development (MOTBD) markets Montana's spectacular unspoiled nature, vibrant and charming small towns, breathtaking experiences, relaxing hospitality, and competitive business climate to promote the state as a place to visit and do business. Its goal is to sustain and enhance the quality of life for all Montanans and their communities by strengthening the economy through job creation and business development. In conjunction with other divisions of the Montana Department of Commerce and partners around the state, MOTBD's programs aim to support businesses through technical assistance, research, and access to grants and loans, while inspiring visitation to maximize the economic impact of tourism, encourage private sector investment, and ensure that Montana is a great place to live, work, and play today and for future generations.

Program Proposed Budget						
Budget Item	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	20.35	2.00	22.35	2.00	22.35	
Personal Services	1,740,905	74,353	1,815,258	71,924	1,812,829	3,628,087
Operating Expenses	2,937,067	267,941	3,205,008	151,420	3,088,487	6,293,495
Local Assistance	46,000	0	46,000	0	46,000	92,000
Grants	762,838	1,530,310	2,293,148	1,530,310	2,293,148	4,586,296
Transfers	105,000	495,000	600,000	495,000	600,000	1,200,000
Total Costs	\$5,591,810	\$2,367,604	\$7,959,414	\$2,248,654	\$7,840,464	\$15,799,878
General Fund	2,374,359	2,516,267	4,890,626	2,420,290	4,794,649	9,685,275
State/Other Special	2,417,529	(188,439)	2,229,090	(223,121)	2,194,408	4,423,498
Federal Spec. Rev. Funds	799,922	39,776	839,698	51,485	851,407	1,691,105
Total Funds	\$5,591,810	\$2,367,604	\$7,959,414	\$2,248,654	\$7,840,464	\$15,799,878

Department of Commerce - 65010

Office of Tourism & Business Development - 51

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	4,169	10,141	3,347	8,140
SWPL - 2 - Fixed Costs	8,866	60,553	5,370	13,178
SWPL - 3 - Inflation Deflation	1,028	1,028	1,276	1,276
<i>Total Statewide Present Law Adjustments</i>	<i>\$14,063</i>	<i>\$71,722</i>	<i>\$9,993</i>	<i>\$22,594</i>
Present Law Adjustments				
PL - 5106 - OTBD Administrative Costs Adjustments	177,204	294,006	185,297	324,390
<i>Total Present Law Adjustments</i>	<i>\$177,204</i>	<i>\$294,006</i>	<i>\$185,297</i>	<i>\$324,390</i>
New Proposals				
NP - 5101 - OTBD Primary Business Sector Training	600,000	681,876	600,000	681,670
NP - 5102 - OTBD Indian Country Economic Development	875,000	875,000	875,000	875,000
NP - 5103 - OTBD Census 2020 Marketing BIEN/OTO	100,000	100,000	0	0
NP - 5104 - OTBD Montana Indian Language Preservation BIEN	750,000	750,000	750,000	750,000
NP - 5105 - OTBD Eliminate Big Sky Trust Fund Appropriations	0	(405,000)	0	(405,000)
<i>Total New Proposals</i>	<i>\$2,325,000</i>	<i>\$2,001,876</i>	<i>\$2,225,000</i>	<i>\$1,901,670</i>
Total Budget Adjustments	\$2,516,267	\$2,367,604	\$2,420,290	\$2,248,654

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$4,169	\$10,141
FY 2021	\$3,347	\$8,140

SWPL - 1 - Personal Services -

The budget includes an increase of \$10,141 in FY 2020 and an increase of \$8,140 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$8,866	\$60,553
FY 2021	\$5,370	\$13,178

SWPL - 2 - Fixed Costs -

The request includes an increase of \$60,553 in FY 2020 and an increase of \$13,178 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$1,028	\$1,028
FY 2021	\$1,276	\$1,276

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$1,028 in FY 2020 and an increase of \$1,276 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Commerce - 65010

Office of Tourism & Business Development - 51

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$177,204	\$294,006
FY 2021	\$185,297	\$324,390

PL - 5106 - OTBD Administrative Costs Adjustments -

This change package augments the 2021 biennium appropriation request for the Office of Tourism to match the amount of anticipated private funds to be received as a result of more public/private partnerships and enhancements to the Governor's Conference on Tourism and Recreation. Adjustments are also made for computer equipment, 2021 biennium lease increases, and for indirect costs charged by the Director's Office for services provided to the division.

-----New Proposals-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$600,000	\$681,876
FY 2021	\$600,000	\$681,670

NP - 5101 - OTBD Primary Business Sector Training -

The Primary Sector Workforce Training Grant (WTG) is codified in Title 39, Chapter 11, MCA. The WTG is a state-funded program that provides grant funds to new and existing primary sector Montana businesses for training their employees in newly created full-time and part-time jobs. The Montana Department of Commerce recognizes how critical this program is to economic growth and requests that this program be included as part of the department's base funding. The program has been funded in HB 2 with general funds, except for the 2019 Biennium where the funding was transferred from the Big Sky Economic Development Trust Fund Program as an one-time-only item. The Big Sky Economic Development Trust Fund no longer has a fund balance that can sustain a transfer.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$875,000	\$875,000
FY 2021	\$875,000	\$875,000

NP - 5102 - OTBD Indian Country Economic Development -

This proposal would fund the Indian Country Economic Development (ICED) programs at \$875,000 for each year of the biennium and includes an existing one-time-only FTE. The ICED program has been OTO, general funded for 14 years, starting in fiscal year 2006. The program was established to fulfill statutory obligations denoted in 90-1-132, MCA, and provides small equity grants, business advisor host organization funds, and tribal government business planning resources. Funding is distributed to the eight tribal nations and tribal member businesses.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$100,000	\$100,000
FY 2021	\$0	\$0

NP - 5103 - OTBD Census 2020 Marketing BIEN/OTO -

The department is requesting \$100,000 in FY 2020 to fund the 2020 Decennial Census. Having an accurate population count has financial, economic, and political ramifications, and Montana must prepare for this important process. The 2020 count of Montana residents will be done by the Census Bureau with fewer employees and \$13 billion less in funding than 2010, relying for the first time on internet responses and other technology to make up for reduced staff and dollars. To accomplish the count within the budget, the Census Bureau must "replace as much of the mail phase of the 2020 Census as possible by offering the public an on-line response." Proposed costs include promotions and printing, contracted services, workshops and meetings, travel, communications, and office supplies.

Department of Commerce - 65010

Office of Tourism & Business Development - 51

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$750,000	\$750,000
FY 2021	\$750,000	\$750,000

NP - 5104 - OTBD Montana Indian Language Preservation BIEN -

The Montana Indian Language Preservation Program was established to address the rapid language loss of Native American languages in the state and to preserve this rich aspect of Montana and tribal heritage. Each tribal nation develops, and makes accessible, curricula, audio and video recordings, and reference materials to assist in preserving and perpetuating Indian languages. One-time-only (OTO) funding to launch the program was established in 2013 at \$2 million. Subsequent biennia were OTO funded at \$1.5 million (2015) and \$750,000 (2017).

This change package requests \$750,000 for each year of the biennium to continue to fund the Montana Indian Language Preservation program.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	(\$405,000)
FY 2021	\$0	(\$405,000)

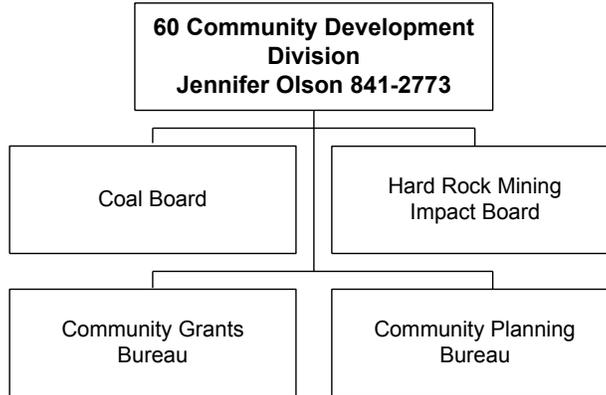
NP - 5105 - OTBD Eliminate Big Sky Trust Fund Appropriations -

During the 2017 regular and special sessions, the legislature funded/transferred \$7.32 million in numerous items from the fund balance contained in the Big Sky Trust Fund (BSTF). Most, but not all, of these items were designated as one-time-only (OTO). Because the excess fund balance in the BSTF will be exhausted by June 30, 2019, the department proposes to eliminate the 2021 biennium base level funding for the following three items:

- Food and Agriculture Development Centers - \$105,000 for each year of the biennium
- Outdoor Recreation - \$200,000 for each year of the biennium
- Employment Barriers - \$100,000 for each year of the biennium

Department of Commerce - 65010

Community Development Division - 60



Program Description - The Community Development Division strengthens Montana communities by supporting sustainable development of our charming, vibrant towns. Our staff are experts in the growth and development of communities to promote affordable housing, improved public infrastructure, economic resilience, and downtown revitalization through comprehensive planning and locally determined goals and objectives.

Alongside our community, local, and tribal government partners, we are building vibrant places where people want to live and visit.

The missions of the Community Development Division (CDD) are set forth in Title 90, Chapters 1 and 6, MCA. CDD is funded primarily through federal funds and state-special revenue account grant programs, with additional direct appropriations provided in HB 2. CDD administers six programs directly:

- Community Development Block Grant Program (CDBG);
- Community Technical Assistance Program (CTAP);
- HOME Investment Partnerships Program (HOME);
- Montana Main Street Program;
- Housing Trust Fund;
- Broadband for Montana Schools Program; and
- Treasure State Endowment Program (TSEP).

Two citizen boards, appointed by the governor, are attached to CDD for administrative purposes. The division provides office facilities, staff, and administrative support for the:

- Montana Coal Board; and
- Montana Hard Rock Mining Impact Board.

Program Proposed Budget	Starting Point	Budget Adjustments	Total	Budget Adjustments	Total	Executive
Budget Item	Fiscal 2019	Fiscal 2020	Exec. Budget Fiscal 2020	Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	25.45	0.00	25.45	0.00	25.45	
Personal Services	1,776,770	443,194	2,219,964	445,331	2,222,101	4,442,065
Operating Expenses	1,799,041	229,003	2,028,044	240,786	2,039,827	4,067,871
Grants	16,502,789	2,763,132	19,265,921	2,763,132	19,265,921	38,531,842
Total Costs	\$20,078,600	\$3,435,329	\$23,513,929	\$3,449,249	\$23,527,849	\$47,041,778
General Fund	826,557	105,399	931,956	106,931	933,488	1,865,444
State/Other Special	2,802,648	116,028	2,918,676	131,493	2,934,141	5,852,817
Federal Spec. Rev. Funds	16,449,395	3,213,902	19,663,297	3,210,825	19,660,220	39,323,517
Total Funds	\$20,078,600	\$3,435,329	\$23,513,929	\$3,449,249	\$23,527,849	\$47,041,778

Department of Commerce - 65010

Community Development Division - 60

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	84,498	285,569	84,247	285,394
SWPL - 2 - Fixed Costs	9,000	28,721	5,289	14,954
SWPL - 3 - Inflation Deflation	437	939	541	1,165
<i>Total Statewide Present Law Adjustments</i>	<i>\$93,935</i>	<i>\$315,229</i>	<i>\$90,077</i>	<i>\$301,513</i>
Present Law Adjustments				
PL - 6002 - CDD Administrative Costs Adjustments	11,464	120,100	16,854	147,736
<i>Total Present Law Adjustments</i>	<i>\$11,464</i>	<i>\$120,100</i>	<i>\$16,854</i>	<i>\$147,736</i>
New Proposals				
NP - 6001 - CDD Federal Housing Trust Fund Appropriation	0	3,000,000	0	3,000,000
<i>Total New Proposals</i>	<i>\$0</i>	<i>\$3,000,000</i>	<i>\$0</i>	<i>\$3,000,000</i>
Total Budget Adjustments	\$105,399	\$3,435,329	\$106,931	\$3,449,249

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$84,498	\$285,569
FY 2021	\$84,247	\$285,394

SWPL - 1 - Personal Services -

The budget includes an increase of \$285,569 in FY 2020 and an increase of \$285,394 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$9,000	\$28,721
FY 2021	\$5,289	\$14,954

SWPL - 2 - Fixed Costs -

The request includes an increase of \$28,721 in FY 2020 and an increase of \$14,954 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$437	\$939
FY 2021	\$541	\$1,165

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$939 in FY 2020 and an increase of \$1,165 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Commerce - 65010

Community Development Division - 60

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$11,464	\$120,100
FY 2021	\$16,854	\$147,736

PL - 6002 - CDD Administrative Costs Adjustments -

Section 90-6-207, MCA, requires the department to biennially designate eligible entities for Coal Board funds. This change package allows the department to hire consulting services to perform the designation study for proper allocation of Coal Board grants. This change package also adjusts board member per diem (Hard Rock) for the 2021 biennium. Additional meetings are anticipated to address impacts from a proposed copper mining project near White Sulphur Springs, Montana. The department also requests \$100,000 be moved to a separate reserve account restricted appropriation per the justification below.

Hard Rock Mining Impact Account Reserve - As provided in 90-6-304(2), MCA, the board is required to maintain a reserve not to exceed \$100,000. Expenditures may be made from the reserve only under the conditions and for the purposes set forth in statute. There were no conditions or purposes meeting the statutory criteria in FY 2018, and thus no expenditures were made from the account. The reserve account is funded through an allocation from the hard rock mining impact trust account. As provided in 90-6-331, MCA, the funds remaining in the hard rock mining impact trust account after allocations are transferred to the county for which the funds have been held in deposit, as described above.

Adjustments are also made for equipment replacement, rent increases, and indirect costs paid to the Director's Office for support services provided to the division.

-----New Proposals-----

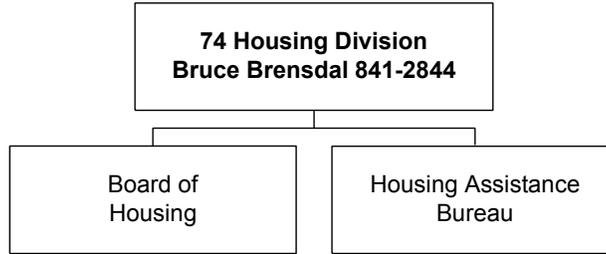
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$3,000,000
FY 2021	\$0	\$3,000,000

NP - 6001 - CDD Federal Housing Trust Fund Appropriation -

The National Housing Trust Fund program (HTF) is a formula-funded grant program of the U. S. Department of Housing and Urban Development (HUD). This program was authorized under the Housing and Economic Recovery Act of 2008, Section 1131, Public Law 110-289. The state of Montana will receive an annual allocation of \$3 million to award to local governments and nonprofit organizations to preserve or construct housing infrastructure. The Department of Commerce will administer the program using \$300,000 for administrative costs (HUD limits administrative costs to no more than 10%) and \$2,700,000 for activity costs with related project administration. Families earning less than 30% of the area median income benefit from HTF housing units through access to housing units. As with other HUD funded programs, funds are available with the execution of the grant agreements.

Department of Commerce - 65010

Housing Division - 74



Program Description - The Housing Division includes the U.S. Department of Housing and Urban Development (HUD) Section 8 Housing programs and the Board of Housing and its programs. Together, these programs are known as Montana Housing.

Montana Housing supports the development of affordable and vibrant communities for all Montanans. By building affordable and vibrant communities where people want to live, we're also creating places people want to visit. Strengthening our communities is at the core of Montana's economic challenge and opportunity. To support a growing economy, hardworking Montanans need an affordable place to live, and a vibrant Main Street to experience.

Housing Division responsibilities are mandated primarily in Title 2, Chapter 15; Title 90, Chapter 1, and Chapter 6, MCA; 24 CFR 5, 792, 813, 887, 982, and 984; and the Governor's Executive Order 27-81.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
		Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	0.00	0.00	0.00	0.00	0.00	
Operating Expenses	85,000	(10,000)	75,000	(10,000)	75,000	150,000
Benefits & Claims	348,921	(348,921)	0	(348,921)	0	0
Total Costs	\$433,921	(\$358,921)	\$75,000	(\$358,921)	\$75,000	\$150,000
State/Other Special	75,000	0	75,000	0	75,000	150,000
Federal Spec. Rev. Funds	358,921	(358,921)	0	(358,921)	0	0
Total Funds	\$433,921	(\$358,921)	\$75,000	(\$358,921)	\$75,000	\$150,000

Program Proposed Budget Adjustments				
	Budget Adjustments		Budget Adjustments	
	Fiscal 2020		Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Present Law Adjustments				
PL - 7402 - HD Administrative Costs Adjustments	0	(358,921)	0	(358,921)
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>(\$358,921)</i>	<i>\$0</i>	<i>(\$358,921)</i>
Total Budget Adjustments	\$0	(\$358,921)	\$0	(\$358,921)

Department of Commerce - 65010

Housing Division - 74

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	(\$358,921)
FY 2021	\$0	(\$358,921)

PL - 7402 - HD Administrative Costs Adjustments -

General (Shelter Care Plus) - This decision package adjusts normal ongoing federal appropriations for grants received by the Housing Division's Shelter Care Plus Program to match available federal funds for the 2021 biennium. The Shelter Care Plus grant will terminate in November 2018 and will not be renewed. Efforts are being made to transfer current tenants in this program to the Housing Choice Voucher Program (fund 06075).

Section 8 HAPS (Shelter Care Plus) - This decision package adjusts normal ongoing federal appropriations for grants received by the Housing Division's Shelter Care Plus Program to match available federal funds for the 2021 biennium. The Shelter Care Plus grant will terminate in November 2018 and will not be renewed. Efforts are being made to transfer current tenants in this program to the Housing Choice Voucher Program (fund 06075).

Department of Commerce - 65010

Board of Horse Racing - 78

**78 Board of Horse Racing
Tom Tucker 961-5422**

Program Description - The Board of Horse Racing is responsible for:

1. Regulating the live, simulcast, and advance deposit wagering horse racing industry;
2. Ensuring compliance by approximately 1,200 licensees with state laws and board rules;
3. Licensing all racing personnel, establishing race dates for various communities, and establishing veterinary practices and standards in connection with horse racing meets; and
4. Auditing, supervising, and conducting investigations related to the pari-mutuel racing system in Montana.

The program work is mandated in Title 2, Chapter 15, and Title 23, Chapter 4, MCA.

The Board of Horse Racing is funded with state special revenue derived from licenses and fees, as well as the collection of a percentage of wagering on live and remote racing events.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	1.25	0.00	1.25	0.00	1.25	
Personal Services	16,895	1,319	18,214	1,253	18,148	36,362
Operating Expenses	181,330	(172)	181,158	(181)	181,149	362,307
Total Costs	\$198,225	\$1,147	\$199,372	\$1,072	\$199,297	\$398,669
State/Other Special	198,225	1,147	199,372	1,072	199,297	398,669
Total Funds	\$198,225	\$1,147	\$199,372	\$1,072	\$199,297	\$398,669

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	108,284	0	107,937
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$108,284</i>	<i>\$0</i>	<i>\$107,937</i>
Present Law Adjustments				
PL - 7801 - BOHR Administrative Costs Adjustments	0	(107,137)	0	(106,865)
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>(\$107,137)</i>	<i>\$0</i>	<i>(\$106,865)</i>
Total Budget Adjustments	\$0	\$1,147	\$0	\$1,072

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$108,284
FY 2021	\$0	\$107,937

SWPL - 1 - Personal Services -

The budget includes an increase of \$108,284 in FY 2020 and an increase of \$107,937 in FY 2021 to annualize various personal services costs which include statewide pay plan adjustments and increases to state share costs for health insurance passed by the 2017 Legislature, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Department of Commerce - 65010

Board of Horse Racing - 78

-----**Present Law Adjustments**-----

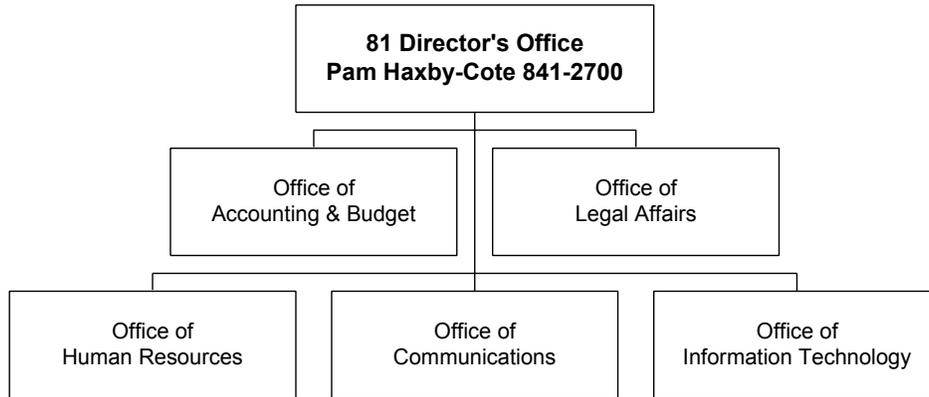
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	(\$107,137)
FY 2021	\$0	(\$106,865)

PL - 7801 - BOHR Administrative Costs Adjustments -

This change package reduces the Board of Horse Racing's 2021 biennium personal services budget to current estimates for the 2021 biennium. The Board of Horse Racing currently is contracting for its executive secretary, which is funded through an operating expense category. This change package simply removes the 2021 biennium personal services funding for the position without removing the board's executive secretary position.

Department of Commerce - 65010

Directors Office - 81



Program Description - The Director's Office provides overall leadership, communication, and management support to the Department of Commerce staff, programs, bureaus, divisions and administratively attached boards. The office provides executive, administrative, legal, and policy direction, along with offering problem-solving guidance. The office keeps abreast of department-related issues and acts in a public relations and informational capacity to ensure the public is informed of the important services provided by the department. The office works closely with economic and community development organizations, businesses, communities, governmental entities, elected officials, and the public to diversify and expand the state's economic base. The office also acts as the liaison with private business, local governments, administratively attached boards, public and private interest groups, the Legislature, Indian tribes, individuals, other governmental agencies, and the Governor's Office.

The Director's Office also provides effective and efficient internal support to Department of Commerce staff, programs, bureaus, divisions and administratively attached boards in a positive, customer service-oriented manner. Services are provided by the Offices of Accounting and Budget, Legal Affairs, Human Resources, Information Technology, and Communications.

Every division, bureau, and program in the agency uses the support services in the Director's Office in some capacity. Staff act as the administrative contacts for the agency, and the "central services" aspect enhances the overall effectiveness and efficiency of the agency by standardizing business processes and employing best practices in as many areas of the agency as possible while keeping the costs to supported programs as low as possible.

The Director's Office analyzes, with department managers, the statutory, administrative, and programmatic objectives of their programs to develop performance measures, where appropriate, that maximize the benefits of the services provided to the citizens of Montana while minimizing the resources required achieving those objectives.

The Director's Office responsibilities are mandated primarily in Title 2, Chapter 15 and Title 90, Chapter 1, MCA.

Montana Council on Developmental Disabilities (MCDD):

The Montana Council on Developmental Disabilities is a citizen-based advocacy group. Its members, appointed by the Governor, work to provide increased independence, integration and productivity for persons with developmental disabilities.

The Council administers federal funds in three major areas; 1) assistance in the provision of comprehensive services to persons with developmental disabilities; 2) assistance to the state in appropriate planning activities; and 3) contracting with public and private agencies to establish model programs, demonstrate innovative habilitation techniques and to train professional and paraprofessional personnel in providing services to persons with developmental disabilities.

MCDD responsibilities are mandated primarily in Title 53, Chapter 20, MCA.

Department of Commerce - 65010

Directors Office - 81

Program Proposed Budget	Starting Point	Budget Adjustments	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
Grants	500,000	50,000	550,000	100,000	600,000	1,150,000
Total Costs	\$500,000	\$50,000	\$550,000	\$100,000	\$600,000	\$1,150,000
Federal Spec. Rev. Funds	500,000	50,000	550,000	100,000	600,000	1,150,000

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Present Law Adjustments				
PL - 8101 - DO Federal Grants Adjustments	0	50,000	0	100,000
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$100,000</i>
Total Budget Adjustments	\$0	\$50,000	\$0	\$100,000

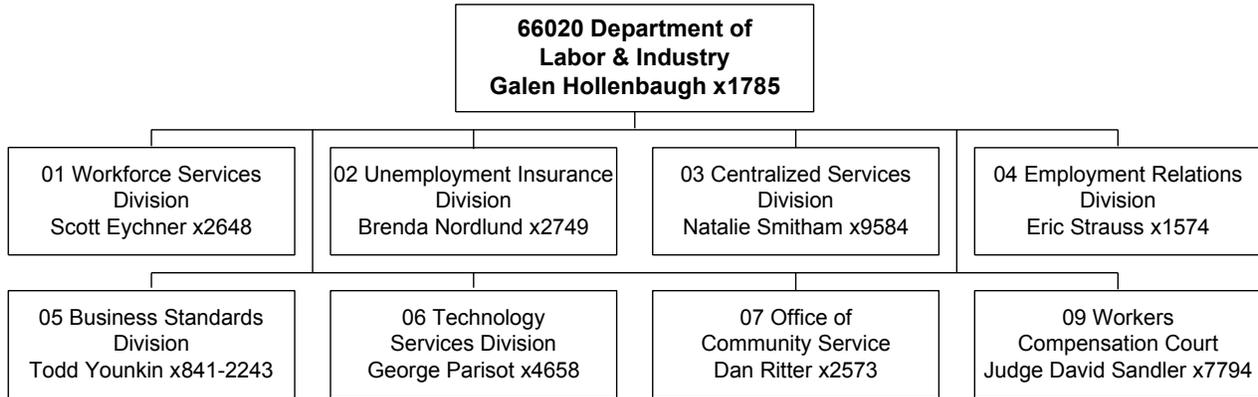
-----**Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$50,000
FY 2021	\$0	\$100,000

PL - 8101 - DO Federal Grants Adjustments -

This decision package adjusts normal ongoing federal appropriations for grants received by the Director's Office to match estimated available federal funds for the 2021 biennium for the Montana Council on Developmental Disabilities.

Department of Labor and Industry - 66020



Mission Statement - The purpose of the Department of Labor and Industry is to promote the well-being of Montana's workers, employers, and citizens, and to uphold their rights and responsibilities.

Statutory Authority - Primarily Titles 18, 30, 37, 39, 49, 50, and 90, MCA, and the federal Corporation for National Service.

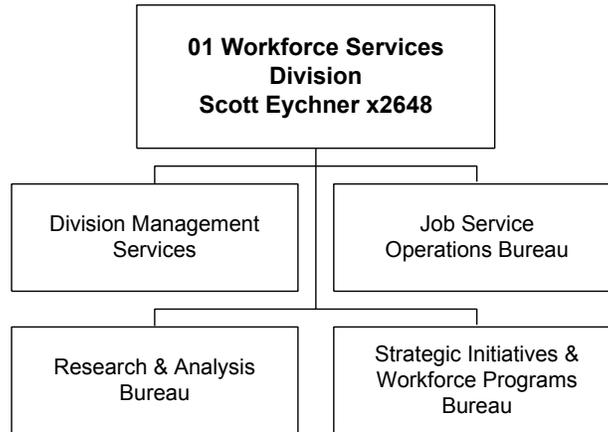
Agency Proposed Budget	Total Exec. Budget Fiscal 2020	Total Exec. Budget Fiscal 2021	Total Exec. Budget 2021 Biennium
Budget Item			
FTE	666.98	666.98	
Personal Services	48,529,444	48,537,215	97,066,659
Operating Expenses	27,351,830	27,237,983	54,589,813
Equipment & Intangible Assets	417,324	393,324	810,648
Capital Outlay	0	0	0
Grants	8,740,792	8,740,792	17,481,584
Benefits & Claims	100,389	100,389	200,778
Transfers	387,333	387,333	774,666
Debt Service	250,529	250,529	501,058
Total Costs	\$85,777,641	\$85,647,565	\$171,425,206
General Fund	1,972,963	1,972,522	3,945,485
State/Other Special	50,642,918	50,504,600	101,147,518
Federal Spec. Rev. Funds	33,161,760	33,170,443	66,332,203
Total Funds	\$85,777,641	\$85,647,565	\$171,425,206

Department of Labor and Industry - 66020

Agency Appropriated Biennium to Biennium Comparison								
Program	2019 Biennium Appropriated Budget		2021 Biennium Requested Budget		Biennium to Biennium Difference (dollars)		Biennium to Biennium Difference (percent)	
	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds
01 - Work Force Services Division	0	57,678,342	0	57,999,251	0	320,909	0.00 %	0.56 %
02 - Unemployment Insurance Division	0	31,319,566	0	33,093,541	0	1,773,975	0.00 %	5.66 %
03 - Commissioner's Office/csd	531,999	2,285,403	615,892	2,513,723	83,893	228,320	15.77 %	9.99 %
04 - Employment Relations Division	2,555,635	27,880,698	3,031,209	30,066,575	475,574	2,185,877	18.61 %	7.84 %
05 - Business Standards Division	0	33,944,510	0	38,224,577	0	4,280,067	0.00 %	12.61 %
07 - Office of Community Services	271,589	7,653,807	298,384	7,954,560	26,795	300,753	9.87 %	3.93 %
09 - Workers Compensation Court	0	1,492,104	0	1,572,979	0	80,875	0.00 %	5.42 %
Agency Total	\$3,359,223	\$162,254,430	\$3,945,485	\$171,425,206	\$586,262	\$9,170,776	17.45 %	5.65 %

Department of Labor and Industry - 66020

Work Force Services Division - 01



Program Description - The Workforce Services Division (WSD) is charged with three primary goals to ensure that workforce development in Montana remains strong and growing. WSD works to help Montana employers understand the labor market and have a skilled and ready workforce that meets their needs, today and tomorrow. WSD also helps Montana workers understand the job market and have access to skills development opportunities and job search assistance services. WSD provides businesses, job seekers, workforce and economic development partners, educators, students, and the general public a place to go to learn about the workforce, as well as a way to connect with each other to keep it growing. WSD operates through four bureaus. The Job Service Operations Bureau coordinates and guides the delivery of workforce development services to communities through a network of 16 Job Service Centers across the state. The Strategic Initiatives and Workforce Programs Bureau operates the Registered Apprenticeship & Training program, the Jobs for Montana Graduates program, as well as the Work Opportunity Tax Credit (WOTC) program. The Research and Analysis Bureau works in partnership with the US Department of Labor to provide labor market information that is used at the national and state level by businesses, policy makers, and educators. The bureau also provides k-adult career resources for use by educators, students, workforce development agencies, and job seekers. The Division Management Services Bureau performs fiscal and policy oversight operations for the division. Also housed within WSD are the Incumbent Worker Training Program and State Workforce Innovation Board (SWIB).

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	238.00	0.00	238.00	0.00	238.00	
Personal Services	16,367,523	(100,520)	16,267,003	(95,536)	16,271,987	32,538,990
Operating Expenses	6,941,967	(124,767)	6,817,200	(119,264)	6,822,703	13,639,903
Equipment & Intangible Assets	12,908	0	12,908	0	12,908	25,816
Grants	5,641,070	0	5,641,070	0	5,641,070	11,282,140
Transfers	101,814	0	101,814	0	101,814	203,628
Debt Service	154,387	0	154,387	0	154,387	308,774
Total Costs	\$29,219,669	(\$225,287)	\$28,994,382	(\$214,800)	\$29,004,869	\$57,999,251
State/Other Special	12,031,887	517,266	12,549,153	519,933	12,551,820	25,100,973
Federal Spec. Rev. Funds	17,187,782	(742,553)	16,445,229	(734,733)	16,453,049	32,898,278
Total Funds	\$29,219,669	(\$225,287)	\$28,994,382	(\$214,800)	\$29,004,869	\$57,999,251

Department of Labor and Industry - 66020

Work Force Services Division - 01

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
	Statewide Present Law Adjustments			
SWPL - 1 - Personal Services	0	(100,520)	0	(95,536)
SWPL - 2 - Fixed Costs	0	(237,058)	0	(238,132)
SWPL - 3 - Inflation Deflation	0	27,291	0	33,868
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>(\$310,287)</i>	<i>\$0</i>	<i>(\$299,800)</i>
Present Law Adjustments				
PL - 1001 - MCIS Funding	0	85,000	0	85,000
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$85,000</i>	<i>\$0</i>	<i>\$85,000</i>
Total Budget Adjustments	\$0	(\$225,287)	\$0	(\$214,800)

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	(\$100,520)
FY 2021	\$0	(\$95,536)

SWPL - 1 - Personal Services -

The budget includes a reduction of \$100,520 in FY 2020 and \$95,536 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan adjustments, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of snapshot and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	(\$237,058)
FY 2021	\$0	(\$238,132)

SWPL - 2 - Fixed Costs -

The request includes a reduction of \$237,058 in FY 2020 and \$238,132 in FY 2021 to provide the funding required in the budget to align with the fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, SITSD costs, rental of state properties and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$27,291
FY 2021	\$0	\$33,868

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$27,291 in FY 2020 and \$33,868 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----**Present Law Adjustments**-----

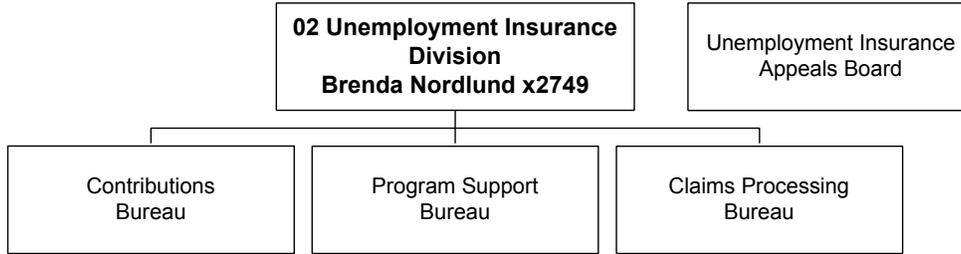
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$85,000
FY 2021	\$0	\$85,000

PL - 1001 - MCIS Funding -

The Montana Career Information System (MCIS) is a comprehensive career information delivery system that is accessible online and has been available at no cost to Montanans through grant funding. The division charges a fee for optional components used by other organizations. The division is requesting \$85,000 each year of the biennium state special revenue authority in order to continue providing the basic service free of costs.

Department of Labor and Industry - 66020

Unemployment Insurance Division - 02



Program Description - The Unemployment Insurance (UI) Division administers the state unemployment insurance law and related federal programs, which provide temporary, partial wage replacement to unemployed workers. The bureaus are: Contributions, Claims Processing, and Program Support. The Contributions Bureau is responsible for UI employer registration, contribution rate assignments, tax and wage report collection, wage revisions, and employer audits. The Claims Processing Bureau has claims processing centers in Helena and Billings that process UI claims (monetary eligibility, issue investigation, adjudication, and employer charging), assist with claim filing, and respond to all UI claim-related inquiries. The Claims Processing Bureau is also responsible for Trade Readjustment Assistance, military, federal, and multi-state claims. The Program Support Bureau manages the division budget and accounting and the UI trust fund. The Program Support Bureau is also responsible for federal reporting, benefit compliance, tax and benefit quality and program integrity oversight, and operations support, including administrative support of the Unemployment Insurance Appeals Board.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	148.61	0.00	148.61	0.00	148.61	
Personal Services	9,356,122	695,483	10,051,605	695,538	10,051,660	20,103,265
Operating Expenses	6,357,236	86,158	6,443,394	129,836	6,487,072	12,930,466
Capital Outlay	0	0	0	0	0	0
Debt Service	29,905	0	29,905	0	29,905	59,810
Total Costs	\$15,743,263	\$781,641	\$16,524,904	\$825,374	\$16,568,637	\$33,093,541
State/Other Special	5,092,552	206,003	5,298,555	251,557	5,344,109	10,642,664
Federal Spec. Rev. Funds	10,650,711	575,638	11,226,349	573,817	11,224,528	22,450,877
Total Funds	\$15,743,263	\$781,641	\$16,524,904	\$825,374	\$16,568,637	\$33,093,541

Program Proposed Budget Adjustments	Budget Adjustments		Budget Adjustments	
	Fiscal 2020		Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	695,483	0	695,538
SWPL - 2 - Fixed Costs	0	34,169	0	27,368
SWPL - 3 - Inflation Deflation	0	1,989	0	2,468
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$731,641</i>	<i>\$0</i>	<i>\$725,374</i>
Present Law Adjustments				
PL - 2001 - UI Tax System Maintenance	0	50,000	0	100,000
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$100,000</i>
Total Budget Adjustments	\$0	\$781,641	\$0	\$825,374

Department of Labor and Industry - 66020

Unemployment Insurance Division - 02

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$695,483
FY 2021	\$0	\$695,538

SWPL - 1 - Personal Services -

The budget includes \$695,483 in FY 2020 and \$695,538 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$34,169
FY 2021	\$0	\$27,368

SWPL - 2 - Fixed Costs -

The request includes \$34,169 in FY 2020 and \$27,368 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$1,989
FY 2021	\$0	\$2,468

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$1,989 in FY 2020 and \$2,468 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----**Present Law Adjustments**-----

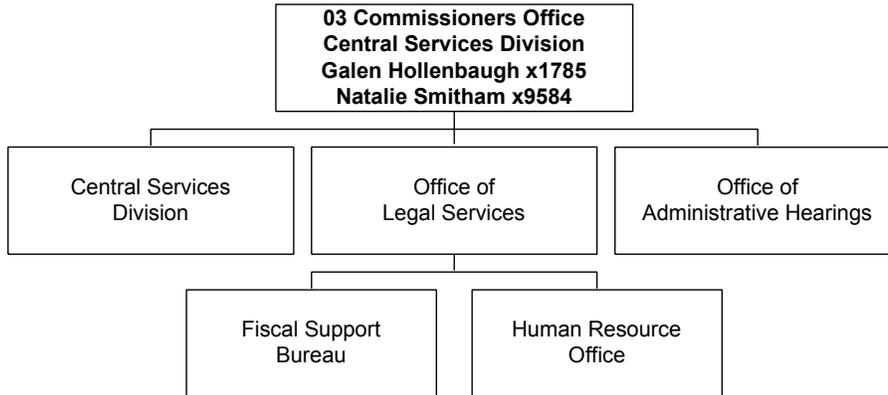
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$50,000
FY 2021	\$0	\$100,000

PL - 2001 - UI Tax System Maintenance -

Unemployment Insurance Division (UID) is requesting a base appropriation adjustment to facilitate payment of the anticipated increases to the maintenance contract for the UI Tax System. This request is for an increase of \$50,000 in FY 2020 and \$100,000 in FY 2021

Department of Labor and Industry - 66020

Commissioner's Office/csd - 03



Program Description - The Commissioner's Office and the Centralized Services Division provide program direction, legal, administration, and support services to the department's six programs and two administratively attached entities.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	10.50	0.00	10.50	0.00	10.50	
Personal Services	815,129	68,216	883,345	71,443	886,572	1,769,917
Operating Expenses	366,195	2,894	369,089	3,734	369,929	739,018
Capital Outlay	0	0	0	0	0	0
Debt Service	2,394	0	2,394	0	2,394	4,788
Total Costs	\$1,183,718	\$71,110	\$1,254,828	\$75,177	\$1,258,895	\$2,513,723
General Fund	287,372	19,945	307,317	21,203	308,575	615,892
State/Other Special	359,007	18,555	377,562	19,306	378,313	755,875
Federal Spec. Rev. Funds	537,339	32,610	569,949	34,668	572,007	1,141,956
Total Funds	\$1,183,718	\$71,110	\$1,254,828	\$75,177	\$1,258,895	\$2,513,723

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	19,077	68,216	20,083	71,443
SWPL - 2 - Fixed Costs	786	2,621	1,018	3,395
SWPL - 3 - Inflation Deflation	82	273	102	339
<i>Total Statewide Present Law Adjustments</i>	<i>\$19,945</i>	<i>\$71,110</i>	<i>\$21,203</i>	<i>\$75,177</i>
Total Budget Adjustments	\$19,945	\$71,110	\$21,203	\$75,177

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$19,077	\$68,216
FY 2021	\$20,083	\$71,443

SWPL - 1 - Personal Services -

The budget includes funding to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Department of Labor and Industry - 66020

Commissioner's Office/csd - 03

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$786	\$2,621
FY 2021	\$1,018	\$3,395

SWPL - 2 - Fixed Costs -

The request includes funding to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

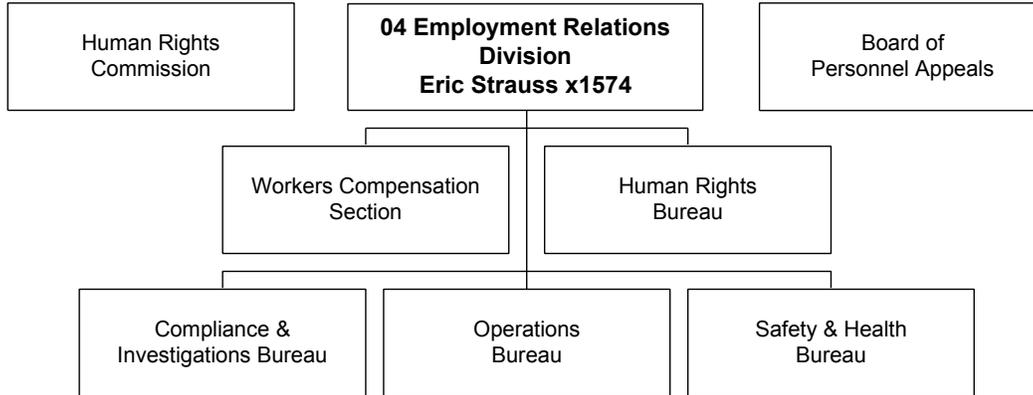
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$82	\$273
FY 2021	\$102	\$339

SWPL - 3 - Inflation Deflation -

This change package includes funding to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Labor and Industry - 66020

Employment Relations Division - 04



Program Description - The Employment Relations Division (ERD) provides a variety of services to the public. 1) The Compliance and Investigations Bureau (C&I) inspects, audits, investigates, and ensures compliance with wage and hour laws, prevailing wage obligations, independent contractor status, and workers' compensation requirements. C&I also provides mediation services for Workers' Compensation and collective bargaining. 2) The Operations Bureau administers the Independent Contractor/Contractor Registration (ICCR) program, houses the Data Management Section (DMS), which is responsible for analyzing outcomes of the Workers' Compensation system and ensuring a steady flow of accurate information on policy and claim data. The Operations Bureau also provides administrative support to all programs warehoused in ERD. 3) The Workers' Compensation (WC) Section provides management information on the workers' compensation system, assists claimants, employers, and insurers in the navigation of the claims process, and provides medical regulation support for the WC system. 4) The Safety and Health Bureau administers federal and state industrial safety laws for the public sector, provides free consultation services for all employers, and delivers free safety education. 5) The Human Rights Bureau enforces the Montana Human Rights Act and Governmental Code of Fair Practices through investigations, conciliation, hearings, and education. ERD is administratively attached the Board of Personnel Appeals, the Human Rights Commission, and supports the Labor Management Advisory Council.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
		Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	118.98	0.00	118.98	0.00	118.98	
Personal Services	9,004,765	692,709	9,697,474	694,218	9,698,983	19,396,457
Operating Expenses	5,165,157	38,699	5,203,856	44,267	5,209,424	10,413,280
Equipment & Intangible Assets	10,941	0	10,941	0	10,941	21,882
Benefits & Claims	100,389	0	100,389	0	100,389	200,778
Debt Service	17,089	0	17,089	0	17,089	34,178
Total Costs	\$14,298,341	\$731,408	\$15,029,749	\$738,485	\$15,036,826	\$30,066,575
General Fund	1,356,553	159,859	1,516,412	158,244	1,514,797	3,031,209
State/Other Special	11,908,928	520,378	12,429,306	528,206	12,437,134	24,866,440
Federal Spec. Rev. Funds	1,032,860	51,171	1,084,031	52,035	1,084,895	2,168,926
Total Funds	\$14,298,341	\$731,408	\$15,029,749	\$738,485	\$15,036,826	\$30,066,575

Department of Labor and Industry - 66020

Employment Relations Division - 04

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
	Statewide Present Law Adjustments			
SWPL - 1 - Personal Services	158,709	692,709	157,003	694,218
SWPL - 2 - Fixed Costs	798	15,301	804	15,230
SWPL - 3 - Inflation Deflation	352	23,398	437	29,037
<i>Total Statewide Present Law Adjustments</i>	<i>\$159,859</i>	<i>\$731,408</i>	<i>\$158,244</i>	<i>\$738,485</i>
Total Budget Adjustments	\$159,859	\$731,408	\$158,244	\$738,485

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$158,709	\$692,709
FY 2021	\$157,003	\$694,218

SWPL - 1 - Personal Services -

The budget includes \$692,709 in FY 2020 and \$694,218 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$798	\$15,301
FY 2021	\$804	\$15,230

SWPL - 2 - Fixed Costs -

The request includes \$15,301 in FY 2020 and \$15,230 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

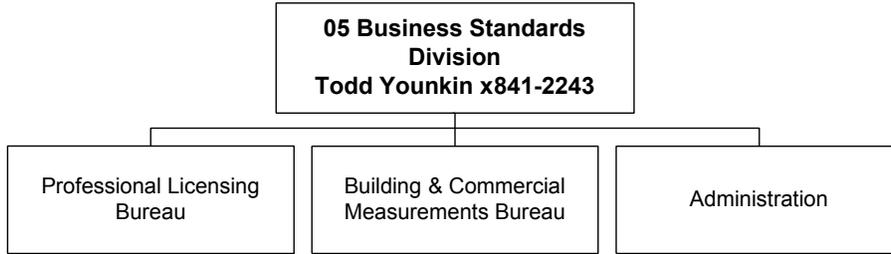
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$352	\$23,398
FY 2021	\$437	\$29,037

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$23,398 in FY 2020 and \$29,037 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Labor and Industry - 66020

Business Standards Division - 05



Program Description - The Business Standards Division consists of two bureaus: the Building and Commercial Measurements Bureau and the Professional Licensing Bureau. The Building and Commercial Measurements Bureau establishes and enforces minimum building, plumbing, mechanical, electrical, energy, elevator, and boiler codes; licenses, inspects, tests, and certifies all weighing and measuring devices used in making commercial transactions in Montana; and provides support for five licensing programs and the Underground Facility Protection Advisory Council. The Professional Licensing Bureau provides operational and administrative support for all functions of 33 licensing boards, two programs, and the Prescription Drug Registry.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	139.89	0.00	139.89	0.00	139.89	
Personal Services	9,035,981	1,611,474	10,647,455	1,611,130	10,647,111	21,294,566
Operating Expenses	7,741,352	343,795	8,085,147	173,850	7,915,202	16,000,349
Equipment & Intangible Assets	288,725	104,750	393,475	80,750	369,475	762,950
Grants	5,000	0	5,000	0	5,000	10,000
Transfers	34,869	0	34,869	0	34,869	69,738
Debt Service	40,687	2,800	43,487	2,800	43,487	86,974
Total Costs	\$17,146,614	\$2,062,819	\$19,209,433	\$1,868,530	\$19,015,144	\$38,224,577
State/Other Special	17,126,231	2,062,819	19,189,050	1,868,530	18,994,761	38,183,811
Federal Spec. Rev. Funds	20,383	0	20,383	0	20,383	40,766
Total Funds	\$17,146,614	\$2,062,819	\$19,209,433	\$1,868,530	\$19,015,144	\$38,224,577

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	1,611,474	0	1,611,130
SWPL - 2 - Fixed Costs	0	84,136	0	83,610
SWPL - 3 - Inflation Deflation	0	9,010	0	11,180
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$1,704,620</i>	<i>\$0</i>	<i>\$1,705,920</i>
Present Law Adjustments				
PL - 5001 - BSD General Operating Adjustments	0	253,449	0	81,860
PL - 5003 - BSD Equipment Adjustments	0	104,750	0	80,750
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$358,199</i>	<i>\$0</i>	<i>\$162,610</i>
Total Budget Adjustments	\$0	\$2,062,819	\$0	\$1,868,530

Department of Labor and Industry - 66020

Business Standards Division - 05

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$1,611,474
FY 2021	\$0	\$1,611,130

SWPL - 1 - Personal Services -

The budget includes \$1,611,474 in FY 2020 and \$1,611,130 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$84,136
FY 2021	\$0	\$83,610

SWPL - 2 - Fixed Costs -

The request includes \$84,136 in FY 2020 and \$83,610 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$9,010
FY 2021	\$0	\$11,180

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$9,010 in FY 2020 and \$11,180 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$253,449
FY 2021	\$0	\$81,860

PL - 5001 - BSD General Operating Adjustments -

Business Standards Division (BSD) is requesting a base appropriation adjustment to cover increases to the Montana Professional Assistance Program (MPAP) contracts for the Boards of Medical Examiners, Dentistry, Pharmacy and Nursing. To enable the Montana Prescription Drug Registry to purchase new software, complete registry enhancements and cover increases to the registry maintenance fees. To allow the Building Codes Bureau to complete a rule notice updating all Building Codes rules to comply with national codes, upgrade the cell phones for Building Codes field Inspectors, and complete a lease for new technology for the Weights & Measures field Inspectors allowing them to comply with Electronic Content Management requirements. The request is for an increase of \$253,449 in FY 2020 and \$81,860 in FY 2021.

Department of Labor and Industry - 66020

Business Standards Division - 05

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$104,750
FY 2021	\$0	\$80,750

PL - 5003 - BSD Equipment Adjustments -

Business Standards Division (BSD) is requesting a base appropriation adjustment to purchase two vehicles in each year of the biennium to be used by inspectors to perform statutorily required inspections for the Boards of Barbers & Cosmetology, Plumbers, Electrical, Outfitters, and Funeral. The request will also allow for the replacement of three additional Building Codes Inspector vehicles throughout the biennium: two in FY 2020 and one in FY 2021. The request is for an increase of \$104,750 in FY 2020 and \$80,750 in FY 2021.

Department of Labor and Industry - 66020

Office of Community Services - 07

**07 Office of
Community Service
Dan Ritter x2573**

Program Description - The Governor's Office of Community Service (OCS) and the Governor-appointed Montana Commission on Community Service were created in 1993 to promote and expand National Service and community volunteer opportunities in Montana. OCS administers federal funding to AmeriCorps State programs in Montana. The federal funding is provided by the Corporation for National and Community Service, an independent federal agency. OCS provides a comprehensive array of technical assistance and support national service programs and service organizations throughout Montana.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
Budget Item						
FTE	4.00	0.00	4.00	0.00	4.00	
Personal Services	311,152	41,118	352,270	40,342	351,494	703,764
Operating Expenses	229,398	49,449	278,847	49,903	279,301	558,148
Grants	3,065,022	29,700	3,094,722	29,700	3,094,722	6,189,444
Transfers	232,000	18,650	250,650	18,650	250,650	501,300
Debt Service	952	0	952	0	952	1,904
Total Costs	\$3,838,524	\$138,917	\$3,977,441	\$138,595	\$3,977,119	\$7,954,560
General Fund	148,304	930	149,234	846	149,150	298,384
State/Other Special	12,388	0	12,388	0	12,388	24,776
Federal Spec. Rev. Funds	3,677,832	137,987	3,815,819	137,749	3,815,581	7,631,400
Total Funds	\$3,838,524	\$138,917	\$3,977,441	\$138,595	\$3,977,119	\$7,954,560

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	8	33	(171)	(743)
SWPL - 2 - Fixed Costs	922	4,006	1,017	4,416
SWPL - 3 - Inflation Deflation	0	181	0	225
<i>Total Statewide Present Law Adjustments</i>	<i>\$930</i>	<i>\$4,220</i>	<i>\$846</i>	<i>\$3,898</i>
Present Law Adjustments				
PL - 7001 - Federal Increase	0	134,697	0	134,697
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$134,697</i>	<i>\$0</i>	<i>\$134,697</i>
Total Budget Adjustments	\$930	\$138,917	\$846	\$138,595

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$8	\$33
FY 2021	(\$171)	(\$743)

SWPL - 1 - Personal Services -

The budget includes an increase of \$33 in FY 2020 and a reduction of \$743 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Department of Labor and Industry - 66020

Office of Community Services - 07

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$922	\$4,006
FY 2021	\$1,017	\$4,416

SWPL - 2 - Fixed Costs -

The request includes \$4,006 in FY 2020 and \$4,416 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$181
FY 2021	\$0	\$225

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$181 in FY 2020 and \$225 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$134,697
FY 2021	\$0	\$134,697

PL - 7001 - Federal Increase -

The Office of Community Service is requesting a base appropriation adjustment to utilize additional federal funding from the Corporation for National and Community Service (CNCS) AmeriCorps program grants. This request is for an increase of \$134,697 in FY 2020 and \$134,697 FY 2021.

Department of Labor and Industry - 66020

Workers Compensation Court - 09

**09 Workers
Compensation Court
Judge David Sandler
x7794**

Program Description - The Workers' Compensation Court, created on July 1, 1975, provides a forum for Montana employees, employers, and the insurance industry to resolve disputes arising from work-related injuries and occupational diseases. The court is attached to the department for administrative purposes only.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	7.00	0.00	7.00	0.00	7.00	
Personal Services	606,857	23,435	630,292	22,551	629,408	1,259,700
Operating Expenses	148,780	5,517	154,297	5,572	154,352	308,649
Debt Service	2,315	0	2,315	0	2,315	4,630
Total Costs	\$757,952	\$28,952	\$786,904	\$28,123	\$786,075	\$1,572,979
State/Other Special	757,952	28,952	786,904	28,123	786,075	1,572,979
Total Funds	\$757,952	\$28,952	\$786,904	\$28,123	\$786,075	\$1,572,979

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	23,435	0	22,551
SWPL - 2 - Fixed Costs	0	5,247	0	5,236
SWPL - 3 - Inflation Deflation	0	270	0	336
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$28,952</i>	<i>\$0</i>	<i>\$28,123</i>
Total Budget Adjustments	\$0	\$28,952	\$0	\$28,123

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$23,435
FY 2021	\$0	\$22,551

SWPL - 1 - Personal Services -

The budget includes \$23,435 in FY 2020 and \$22,551 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$5,247
FY 2021	\$0	\$5,236

SWPL - 2 - Fixed Costs -

The request includes \$5,247 in FY 2020 and \$5,236 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

Department of Labor and Industry - 66020

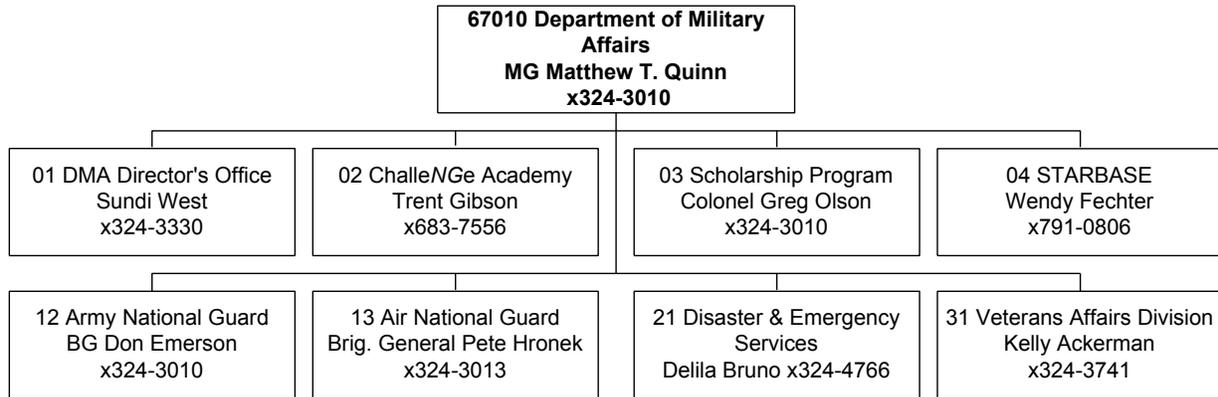
Workers Compensation Court - 09

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$270
FY 2021	\$0	\$336

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$270 in FY 2020 and \$336 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Military Affairs - 67010



Mission Statement - The mission of the Department of Military Affairs has three components:

- Federal - To serve as the primary federal reserve force in support of the national security objectives when called upon by the President of the United States;
- State - Protection of life property, preservation of peace, order, and public safety for Montana's citizens, when called upon by the Governor;
- Community - Participate in local, state, and national programs that add value to America.

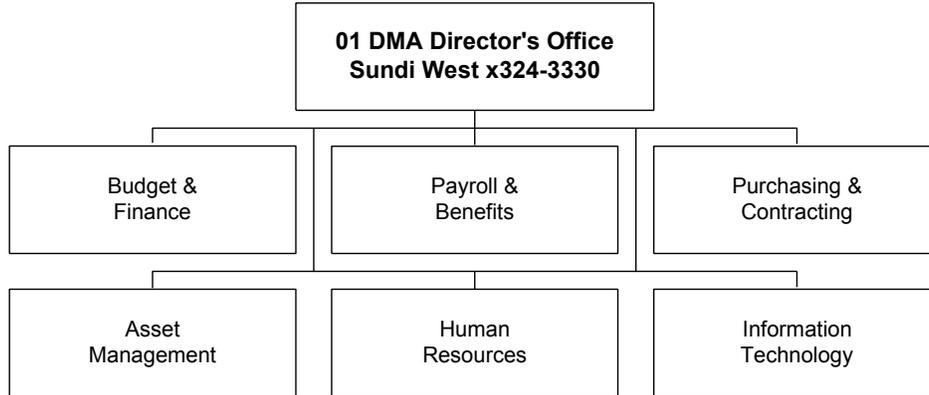
Statutory Authority - Article I, U.S. Constitution; Article VI, Section 13, Montana Constitution; Title 10, MCA

Agency Proposed Budget	Total Exec. Budget Fiscal 2020	Total Exec. Budget Fiscal 2021	Total Exec. Budget 2021 Biennium
FTE	214.75	214.75	
Personal Services	16,355,062	16,381,964	32,737,026
Operating Expenses	20,742,811	20,641,437	41,384,248
Equipment & Intangible Assets	150,536	150,536	301,072
Grants	11,776,301	11,776,301	23,552,602
Transfers	2,598,260	2,598,260	5,196,520
Total Costs	\$51,622,970	\$51,548,498	\$103,171,468
General Fund	7,138,503	7,104,646	14,243,149
State/Other Special	1,109,329	1,109,039	2,218,368
Federal Spec. Rev. Funds	43,375,138	43,334,813	86,709,951
Total Funds	\$51,622,970	\$51,548,498	\$103,171,468

Agency Appropriated Biennium to Biennium Comparison								
Program	2019 Biennium Appropriated Budget		2021 Biennium Requested Budget		Biennium to Biennium Difference (dollars)		Biennium to Biennium Difference (percent)	
	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds	General Fund	Total Funds
01 - Director's Office	1,476,329	2,458,518	1,772,409	2,930,584	296,080	472,066	20.06 %	19.20 %
02 - National Guard Challenge Program	2,183,752	8,780,487	2,248,893	8,993,040	65,141	212,553	2.98 %	2.42 %
03 - Ng Scholarship Program	393,988	393,988	414,724	414,724	20,736	20,736	5.26 %	5.26 %
04 - Starbase	0	684,518	0	1,558,297	0	873,779	0.00 %	127.65 %
12 - Army National Guard Pgm	3,154,866	36,585,546	3,485,255	38,196,539	330,389	1,610,993	10.47 %	4.40 %
13 - Air National Guard Pgm	801,263	10,283,334	856,706	11,369,658	55,443	1,086,324	6.92 %	10.56 %
21 - Disaster & Emergency Services	2,250,847	33,939,441	2,800,167	35,239,421	549,320	1,299,980	24.40 %	3.83 %
31 - Veterans Affairs Program	2,214,329	3,817,865	2,664,995	4,469,205	450,666	651,340	20.35 %	17.06 %
Agency Total	\$12,475,374	\$96,943,697	\$14,243,149	\$103,171,468	\$1,767,775	\$6,227,771	14.17 %	6.42 %

Department of Military Affairs - 67010

Director's Office - 01



Program Description - The Director's Office provides departmental administration through the Office of the Adjutant General and department-wide support for accounting, fiscal management, personnel, labor relations, and purchasing and property management oversight. The program operates in accordance with Title 2, Chapter 15, part 12 and Title 10, MCA.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
		Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	12.32	0.00	12.32	0.00	12.32	
Personal Services	1,008,060	196,859	1,204,919	198,984	1,207,044	2,411,963
Operating Expenses	183,723	26,735	210,458	23,130	206,853	417,311
Transfers	50,655	0	50,655	0	50,655	101,310
Total Costs	\$1,242,438	\$223,594	\$1,466,032	\$222,114	\$1,464,552	\$2,930,584
General Fund	744,499	142,881	887,380	140,530	885,029	1,772,409
Federal Spec. Rev. Funds	497,939	80,713	578,652	81,584	579,523	1,158,175
Total Funds	\$1,242,438	\$223,594	\$1,466,032	\$222,114	\$1,464,552	\$2,930,584

Program Proposed Budget Adjustments					
	Budget Adjustments		Budget Adjustments		
	Fiscal 2020		Fiscal 2021		
	General Fund	Total Funds	General Fund	Total Funds	
Statewide Present Law Adjustments					
SWPL - 1 - Personal Services	116,146	196,859	117,400	198,984	
SWPL - 2 - Fixed Costs	26,705	26,705	23,093	23,093	
SWPL - 3 - Inflation Deflation	30	30	37	37	
<i>Total Statewide Present Law Adjustments</i>	<i>\$142,881</i>	<i>\$223,594</i>	<i>\$140,530</i>	<i>\$222,114</i>	
Total Budget Adjustments	\$142,881	\$223,594	\$140,530	\$222,114	

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$116,146	\$196,859
FY 2021	\$117,400	\$198,984

SWPL - 1 - Personal Services -

The budget includes \$196,859 in FY 2020 and \$198,984 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Department of Military Affairs - 67010

Director's Office - 01

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$26,705	\$26,705
FY 2021	\$23,093	\$23,093

SWPL - 2 - Fixed Costs -

The request includes \$26,705 in FY 2020 and \$23,093 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

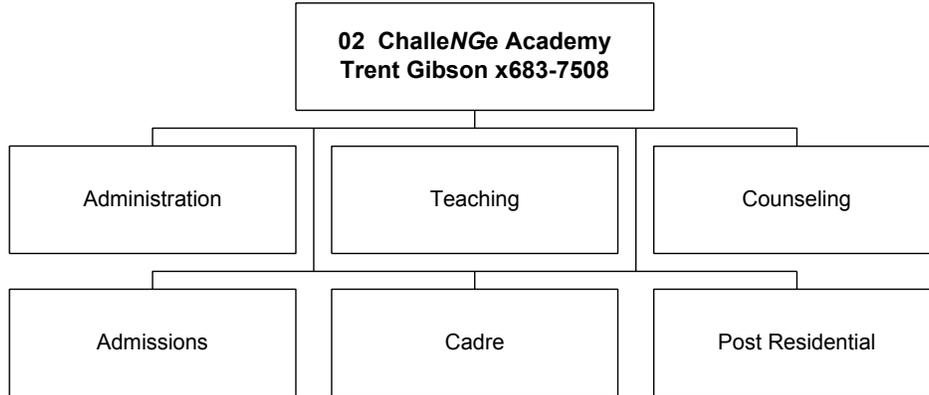
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$30	\$30
FY 2021	\$37	\$37

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$30 in FY 2020 and \$37 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Military Affairs - 67010

National Guard Challenge Program - 02



Program Description - The Montana National Guard Youth ChalleNGe Program is a volunteer program for youth ages 16 to 18 who have stopped attending secondary school before graduating. ChalleNGe is a 17-month, voluntary, two-phased military modeled training program targeting unemployed, drug-free, and crime-free high school dropouts. The program provides an opportunity for high school "at risk" youth to enhance their life skills, and increase their educational levels and employment potential. Phase I of the program is a 22 week residential stay on the campus of Western Montana College of the University of Montana in Dillon focusing on physical training, classroom instruction, personal development, and life skills. Phase II is a year-long mentoring relationship with a specially-trained member of the community where the youth resides to provide a positive role model and to assist the student in gaining employment or enrolling in post-secondary schooling.

Program Proposed Budget						
Budget Item	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	53.15	0.00	53.15	0.00	53.15	
Personal Services	3,271,854	22,289	3,294,143	20,758	3,292,612	6,586,755
Operating Expenses	1,192,701	16,292	1,208,993	4,591	1,197,292	2,406,285
Total Costs	\$4,464,555	\$38,581	\$4,503,136	\$25,349	\$4,489,904	\$8,993,040
General Fund	1,116,456	9,645	1,126,101	6,336	1,122,792	2,248,893
Federal Spec. Rev. Funds	3,348,099	28,936	3,377,035	19,013	3,367,112	6,744,147
Total Funds	\$4,464,555	\$38,581	\$4,503,136	\$25,349	\$4,489,904	\$8,993,040

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	5,572	22,289	5,189	20,758
SWPL - 2 - Fixed Costs	3,247	12,989	122	491
SWPL - 3 - Inflation Deflation	826	3,303	1,025	4,100
<i>Total Statewide Present Law Adjustments</i>	<i>\$9,645</i>	<i>\$38,581</i>	<i>\$6,336</i>	<i>\$25,349</i>
Total Budget Adjustments	\$9,645	\$38,581	\$6,336	\$25,349

Department of Military Affairs - 67010

National Guard Challenge Program - 02

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$5,572	\$22,289
FY 2021	\$5,189	\$20,758

SWPL - 1 - Personal Services -

The budget includes \$22,289 in FY 2020 and \$20,758 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$3,247	\$12,989
FY 2021	\$122	\$491

SWPL - 2 - Fixed Costs -

The request includes \$12,989 in FY 2020 and \$491 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

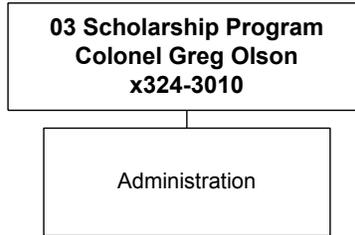
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$826	\$3,303
FY 2021	\$1,025	\$4,100

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$3,303 in FY 2020 and \$4,100 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

Department of Military Affairs - 67010

Ng Scholarship Program - 03

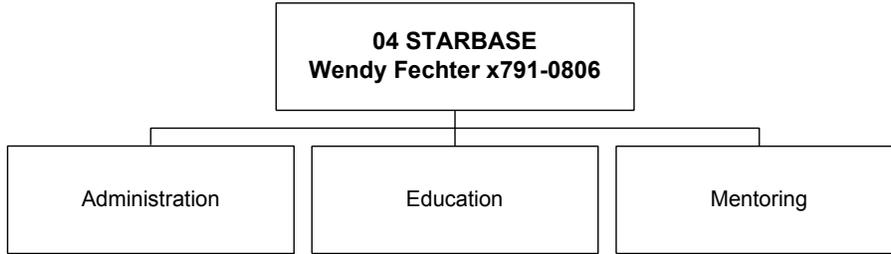


Program Description - The Montana National Guard Scholarship Program provides scholarships to eligible Montana National Guard personnel enrolled as undergraduate students in Montana colleges, universities, or training programs. The program assists Montana in recruiting and retaining personnel in both the Army and Air National Guard and in enhancing its operational readiness to assume both state and federal active duty missions. Scholarships also reward guard members for their service to the state by helping defray their educational costs at Montana post-secondary institutions.

Program Proposed Budget							
Budget Item	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium	
Operating Expenses	207,362	0	207,362	0	207,362	414,724	
Total Costs	\$207,362	\$0	\$207,362	\$0	\$207,362	\$414,724	
General Fund	207,362	0	207,362	0	207,362	414,724	
Total Funds	\$207,362	\$0	\$207,362	\$0	\$207,362	\$414,724	

Department of Military Affairs - 67010

Starbase - 04



Program Description - The Montana STARBASE “Big Sky” Program is a program for elementary school aged children to raise the interest and improve the knowledge and skills of at-risk youth in math, science, and technology. It does this by exposing them and their teachers to real world applications of math and science through experimental learning, simulations, experiments in aviation and space-related fields as it deals with a technological environment, and by utilizing the positive role models found on military bases and installations. The program also addresses drug use prevention, health, self-esteem, and life skills with a math and science based program.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
		Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	2.00	1.00	3.00	1.00	3.00	
Personal Services	168,899	145,286	314,185	145,737	314,636	628,821
Operating Expenses	176,325	288,866	465,191	287,960	464,285	929,476
Total Costs	\$345,224	\$434,152	\$779,376	\$433,697	\$778,921	\$1,558,297
Federal Spec. Rev. Funds	345,224	434,152	779,376	433,697	778,921	1,558,297

Program Proposed Budget Adjustments	Budget Adjustments		Budget Adjustments	
	Fiscal 2020		Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	0	6,696	0	6,671
SWPL - 2 - Fixed Costs	0	5,366	0	4,460
<i>Total Statewide Present Law Adjustments</i>	<i>\$0</i>	<i>\$12,062</i>	<i>\$0</i>	<i>\$11,131</i>
New Proposals				
NP - 401 - Match STARBASE budget to federal award	0	283,500	0	283,500
NP - 402 - STARBASE FTE	0	138,590	0	139,066
<i>Total New Proposals</i>	<i>\$0</i>	<i>\$422,090</i>	<i>\$0</i>	<i>\$422,566</i>
Total Budget Adjustments	\$0	\$434,152	\$0	\$433,697

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$6,696
FY 2021	\$0	\$6,671

SWPL - 1 - Personal Services -

The budget includes \$6,696 in FY 2020 and \$6,671 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Department of Military Affairs - 67010

Starbase - 04

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$5,366
FY 2021	\$0	\$4,460

SWPL - 2 - Fixed Costs -

The request includes \$5,366 in FY 2020 and \$4,460 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

-----New Proposals-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$283,500
FY 2021	\$0	\$283,500

NP - 401 - Match STARBASE budget to federal award -

Due to the change in the budget starting point and the prior federal shutdown, the federal award of this program is not correctly reflected in the state budget. This request, of \$283,500 per year federal special revenue, will make the state budget match the federal award of the last two years.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$138,590
FY 2021	\$0	\$139,066

NP - 402 - STARBASE FTE -

The STARBASE Program is requesting 1.00 FTE to provide an Office Manager/Financial Specialist for the Great Falls site. This position will also support both the Great Falls and Fort Harrison sites during Summer Camp operations. This request is for approximately \$139,000 per year federal special revenue.

Department of Military Affairs - 67010

Army National Guard Pgm - 12



Program Description - The Army National Guard (ARNG), until federalized, is a state military organization that provides trained and equipped military units for use in the event of a state or national emergency. The federal/state cooperative agreement provides funding for facilities management, environmental, and communications support to the organization by: 1) providing professional and skilled personnel for the administration, planning, and execution of statewide repair and maintenance functions on facilities and training areas; 2) planning, programming, and contracting for construction; 3) ensuring all activities and facilities comply with environmental regulations; and 4) providing statewide communication services, security contracts, and leases for buildings and land used by the Army National Guard. The program is mandated by the U.S. and Montana Constitutions and Title 10, Chapters 1-3, MCA.

Program Proposed Budget						
Budget Item	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	45.30	6.00	51.30	6.00	51.30	
Personal Services	3,421,664	540,373	3,962,037	540,445	3,962,109	7,924,146
Operating Expenses	14,883,291	111,537	14,994,828	43,202	14,926,493	29,921,321
Equipment & Intangible Assets	150,536	0	150,536	0	150,536	301,072
Transfers	25,000	0	25,000	0	25,000	50,000
Total Costs	\$18,480,491	\$651,910	\$19,132,401	\$583,647	\$19,064,138	\$38,196,539
General Fund	1,699,007	54,798	1,753,805	32,443	1,731,450	3,485,255
State/Other Special	420	0	420	0	420	840
Federal Spec. Rev. Funds	16,781,064	597,112	17,378,176	551,204	17,332,268	34,710,444
Total Funds	\$18,480,491	\$651,910	\$19,132,401	\$583,647	\$19,064,138	\$38,196,539

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	4,248	106,900	4,211	105,244
SWPL - 2 - Fixed Costs	42,303	111,403	19,953	43,036
SWPL - 3 - Inflation Deflation	134	134	166	166
<i>Total Statewide Present Law Adjustments</i>	\$46,685	\$218,437	\$24,330	\$148,446
New Proposals				
NP - 1202 - Personal Services Resources	8,113	433,473	8,113	435,201
<i>Total New Proposals</i>	\$8,113	\$433,473	\$8,113	\$435,201
Total Budget Adjustments	\$54,798	\$651,910	\$32,443	\$583,647

Department of Military Affairs - 67010

Army National Guard Pgm - 12

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$4,248	\$106,900
FY 2021	\$4,211	\$105,244

SWPL - 1 - Personal Services -

The budget includes \$106,900 in FY 2020 and \$105,244 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$42,303	\$111,403
FY 2021	\$19,953	\$43,036

SWPL - 2 - Fixed Costs -

The request includes \$111,403 in FY 2020 and \$43,036 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$134	\$134
FY 2021	\$166	\$166

SWPL - 3 - Inflation Deflation -

This change package includes an increase of \$134 in FY 2020 and \$166 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----New Proposals-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$8,113	\$433,473
FY 2021	\$8,113	\$435,201

NP - 1202 - Personal Services Resources -

The Executive requests 2.00 FTE that are currently modified positions to become permanent as well as an additional 4.00 FTE. The existing positions provide service to develop and coordinate issues related to the Distributive Learning Technology Program and a Natural Resources Manager who ensures that DMA and MTARNG programs that maintain conservation, focus on sustainability and emphasize rehabilitation of the military lands, without impacting military training operations or mission readiness. The newly requested FTE are: 1.00 FTE GIS Support to perform Geographical Information Survey support for DMA, 1.00 FTE for Master Plan support, to provide additional support to CFMO Plans and Programs Branch, 1.00 FTE Builder/ISR/FCI, to manage, update, and operate the Facility Assessment Software which was purchased by the MTARNG to assess facility coordination and project facility needs statewide; and 1.00 FTE Project Manager in the Design and Project Management Branch.

Department of Military Affairs - 67010

Air National Guard Pgm - 13



Program Description - The Air National Guard, until federalized, is a state military organization that provides trained and equipped military units for use in the event of a state or national emergency. The federal/state cooperative agreement provides for administrative, facilities maintenance, security, and fire protection support to the Air National Guard base at Gore Hill near Great Falls. The Air National Guard program operates under both federal and state mandates in accordance with its dual missions and is mandated by the United States and Montana Constitutions and Title 10, Chapter 1-3, MCA.

Program Proposed Budget	Starting Point Fiscal 2019	Budget Adjustments Fiscal 2020	Total Exec. Budget Fiscal 2020	Budget Adjustments Fiscal 2021	Total Exec. Budget Fiscal 2021	Executive Budget Request 2021 Biennium
FTE	41.00	5.00	46.00	5.00	46.00	
Personal Services	3,354,629	414,092	3,768,721	437,790	3,792,419	7,561,140
Operating Expenses	1,869,173	37,806	1,906,979	32,366	1,901,539	3,808,518
Total Costs	\$5,223,802	\$451,898	\$5,675,700	\$470,156	\$5,693,958	\$11,369,658
General Fund	425,740	3,106	428,846	2,120	427,860	856,706
Federal Spec. Rev. Funds	4,798,062	448,792	5,246,854	468,036	5,266,098	10,512,952
Total Funds	\$5,223,802	\$451,898	\$5,675,700	\$470,156	\$5,693,958	\$11,369,658

Program Proposed Budget Adjustments	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	(30,421)	(434,586)	(30,204)	(431,488)
SWPL - 2 - Fixed Costs	1,006	2,550	(127)	(2,890)
<i>Total Statewide Present Law Adjustments</i>	<i>(\$29,415)</i>	<i>(\$432,036)</i>	<i>(\$30,331)</i>	<i>(\$434,378)</i>
Present Law Adjustments				
PL - 1301 - ANG Fire FLSA Salaries	0	530,819	0	552,335
PL - 1303 - ANG Natural Gas Maint	0	35,256	0	35,256
<i>Total Present Law Adjustments</i>	<i>\$0</i>	<i>\$566,075</i>	<i>\$0</i>	<i>\$587,591</i>
New Proposals				
NP - 1304 - IEMS Administrator	15,136	60,546	15,094	60,375
NP - 1305 - HVAC/Plumber	17,385	69,545	17,357	69,375
NP - 1306 - ANG New Firefighters	0	187,768	0	187,193
<i>Total New Proposals</i>	<i>\$32,521</i>	<i>\$317,859</i>	<i>\$32,451</i>	<i>\$316,943</i>
Total Budget Adjustments	\$3,106	\$451,898	\$2,120	\$470,156

Department of Military Affairs - 67010

Air National Guard Pgm - 13

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	(\$30,421)	(\$434,586)
FY 2021	(\$30,204)	(\$431,488)

SWPL - 1 - Personal Services -

The budget includes reductions of \$434,586 in FY 2020 and \$431,488 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$1,006	\$2,550
FY 2021	(\$127)	(\$2,890)

SWPL - 2 - Fixed Costs -

The request includes \$2,550 in FY 2020 and a reduction of \$2,890 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

-----Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$530,819
FY 2021	\$0	\$552,335

PL - 1301 - ANG Fire FLSA Salaries -

This is a request for 100% federal spending authority, \$530,819 in FY 2020 and \$552,335 in FY 2021, for Firefighter FLSA salaries and benefits that exceed those of a traditional FTE, due to the 24/7 nature of the Fire Protection Services at MANG. Hours over 2080 per FTE, and overtime costs, are zero based and are not captured in the personnel services snapshot used for initial budget preparation. Each biennium this Federal authority is requested through the budget process.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$35,256
FY 2021	\$0	\$35,256

PL - 1303 - ANG Natural Gas Maint -

100% federal spending authority is requested, \$35,256 per year, to cover existing natural gas maintenance costs MANG now pays after privatization of natural gas systems, at a total biennium cost of \$70,512. After extensive feasibility studies of cost effectiveness and risk reduction, the federal government transferred ownership of aging natural gas systems at MANG to Energy West, while retaining 100% federally funded maintenance costs borne by the Air Force/Air Guard.

-----New Proposals-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$15,136	\$60,546
FY 2021	\$15,094	\$60,375

NP - 1304 - IEMS Administrator -

This is a 25% State / 75% federal budget request for 1.00 FTE IEMS Software Administrator to manage the compliance of auditable records for the various federal and state software required in the MANG Civil Engineers section, to include state SABHRS accounts payable, federal Integrated Engineering Management (IEMS), and Defense Enterprise Accounting Management (DEAMS) systems. Compliance in these systems is required to receive Cooperative Agreement funding and is authorized by the 2014 Federal manning document for Facilities Operations Cooperative Agreement State manning.

Department of Military Affairs - 67010

Air National Guard Pgm - 13

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$17,385	\$69,545
FY 2021	\$17,357	\$69,375

NP - 1305 - HVAC/Plumber -

This request is for 1.00 FTE HVAC/Plumber employee at MANG to rectify a critical manning shortage and avoid retention and safety issues. The federal manning document for MANG state workers authorizes a minimum of three workers for the Plumbing-HVAC-DDC-Utilities area, while MANG employs only two workers. The digital data control (DDC) systems at MANG which provide outstanding energy efficiency throughout the base mechanical systems are extremely complicated and require a dedicated maintenance individual. The cost of the position will be borne 25% state, 75% federal, and has already been approved by the federal government for the federal share.

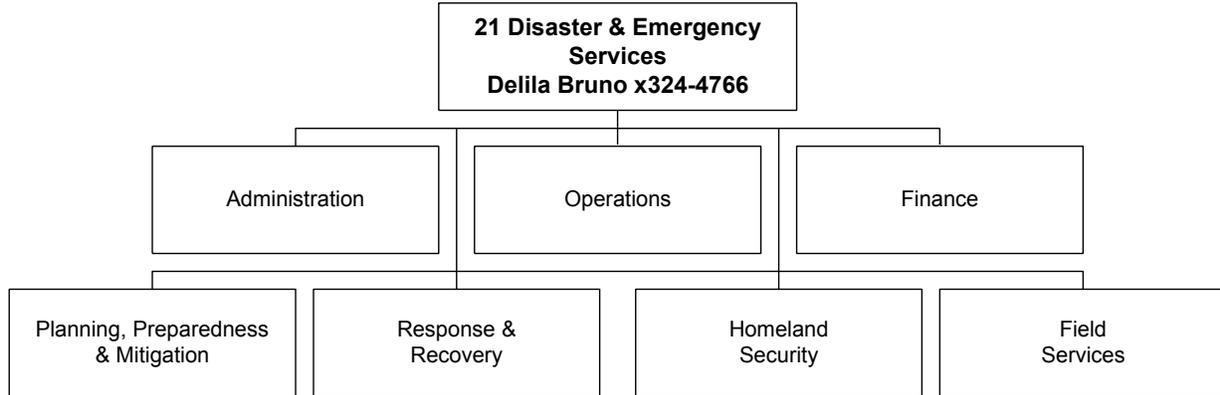
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$187,768
FY 2021	\$0	\$187,193

NP - 1306 - ANG New Firefighters -

The MANG requests 100% federal spending authority for 3.00 FTE additional Firefighters at the Montana Air National Guard base on Gore Hill, next to the Great Falls International Airport. This Cooperative Agreement request is authorized, and will be funded by the National Guard Bureau in support of the Montana Air National Guard's Federal C-130 military mission and joint use requirements with the Great Falls Airport. This request of federal special authority is for approximately \$187,000 per fiscal year.

Department of Military Affairs - 67010

Disaster & Emergency Services - 21



Program Description - The Disaster and Emergency Services Division (DES) duties and responsibilities are provided for under Title 10, Chapter 3, MCA. The division is responsible for the coordination, development and implementation of emergency management planning, mitigation, response, and recovery statewide. This responsibility includes the administration and disbursement of federal Homeland Security and Emergency Management funds to eligible political subdivisions and tribal nations across the state. The division maintains a 24 hour a day point of contact to coordinate the volunteer, state, and federal response for assistance to political subdivisions and tribal nations in the event of an incident, emergency, or disaster.

Program Proposed Budget	Starting Point	Budget	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Adjustments	Exec. Budget	Adjustments	Exec. Budget	Budget Request
		Fiscal 2020	Fiscal 2020	Fiscal 2021	Fiscal 2021	2021 Biennium
FTE	22.89	1.00	23.89	1.00	23.89	
Personal Services	1,641,762	304,643	1,946,405	306,009	1,947,771	3,894,176
Operating Expenses	1,240,189	138,367	1,378,556	128,688	1,368,877	2,747,433
Grants	11,626,301	150,000	11,776,301	150,000	11,776,301	23,552,602
Transfers	2,522,605	0	2,522,605	0	2,522,605	5,045,210
Total Costs	\$17,030,857	\$593,010	\$17,623,867	\$584,697	\$17,615,554	\$35,239,421
General Fund	1,165,656	236,507	1,402,163	232,348	1,398,004	2,800,167
State/Other Special	56,659	150,000	206,659	150,000	206,659	413,318
Federal Spec. Rev. Funds	15,808,542	206,503	16,015,045	202,349	16,010,891	32,025,936
Total Funds	\$17,030,857	\$593,010	\$17,623,867	\$584,697	\$17,615,554	\$35,239,421

Program Proposed Budget Adjustments	Budget Adjustments		Budget Adjustments	
	Fiscal 2020		Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	101,785	203,571	102,290	204,580
SWPL - 2 - Fixed Costs	40,075	80,148	35,200	70,400
SWPL - 3 - Inflation Deflation	143	285	177	354
<i>Total Statewide Present Law Adjustments</i>	<i>\$142,003</i>	<i>\$284,004</i>	<i>\$137,667</i>	<i>\$275,334</i>
New Proposals				
NP - 2101 - Motorpool funding	28,967	57,934	28,967	57,934
NP - 2102 - Search and Rescue Funding	0	150,000	0	150,000
NP - 2104 - Recovery Coordinator	35,537	71,072	35,714	71,429
NP - 2105 - DES Duty Officer Overtime	30,000	30,000	30,000	30,000
<i>Total New Proposals</i>	<i>\$94,504</i>	<i>\$309,006</i>	<i>\$94,681</i>	<i>\$309,363</i>
Total Budget Adjustments	\$236,507	\$593,010	\$232,348	\$584,697

Department of Military Affairs - 67010

Disaster & Emergency Services - 21

-----Statewide Present Law Adjustments-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$101,785	\$203,571
FY 2021	\$102,290	\$204,580

SWPL - 1 - Personal Services -

The budget includes \$203,571 in FY 2020 and \$204,580 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$40,075	\$80,148
FY 2021	\$35,200	\$70,400

SWPL - 2 - Fixed Costs -

The request includes \$80,148 in FY 2020 and \$70,400 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$143	\$285
FY 2021	\$177	\$354

SWPL - 3 - Inflation Deflation -

This change package includes \$285 in FY 2020 and \$354 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----New Proposals-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$28,967	\$57,934
FY 2021	\$28,967	\$57,934

NP - 2101 - Motorpool funding -

The Disaster and Emergency Services Division was able to use GSA vehicles in the past for employee transportation. Those vehicles were required to be returned to the GSA, therefore requiring a need for vehicles, seven, to be supplied through the State Motor Pool. Due to the change in the budget starting point, those costs were not included in the base budget. This request is for mixed funding in the amount of \$57,934 per fiscal year.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$150,000
FY 2021	\$0	\$150,000

NP - 2102 - Search and Rescue Funding -

Due to the shift in reimbursement requests for search and rescue missions the agency is asking for a change in grant funding from Fish Wildlife and Parks fees to Off-road vehicle fees. The reimbursement funding source is based on what type of search it is. If it is hunting, fishing, or trapping related it is from FWP fees and if it is hiking, boating, etc., then it is funded with the motor vehicle account. This request is for \$150,000 of mixed state special revenue authority each year.

Department of Military Affairs - 67010

Disaster & Emergency Services - 21

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$35,537	\$71,072
FY 2021	\$35,714	\$71,429

NP - 2104 - Recovery Coordinator -

This request is for 1.00 FTE Recovery Coordinator in the Montana Disaster and Emergency Services Division. Montana DES is responsible for ensuring the state is able to deal with disasters or emergencies in order to protect the public peace, health and safety, and to preserve the lives and property of the people of Montana to the fullest extent practicable. This includes mitigating anticipated weaknesses, developing plans to effectively respond when an incident occurs, and helping communities recover from disasters by repairing public infrastructure to a pre-disaster condition. Since 2011, MT DES has provided project management oversight for over \$80 million worth of disaster recovery funding that directly benefits local jurisdictions. In that same timeframe, the division has administered over \$17 million in mitigation funding with an average federally calculated return on investment of \$4 to every \$1 invested.

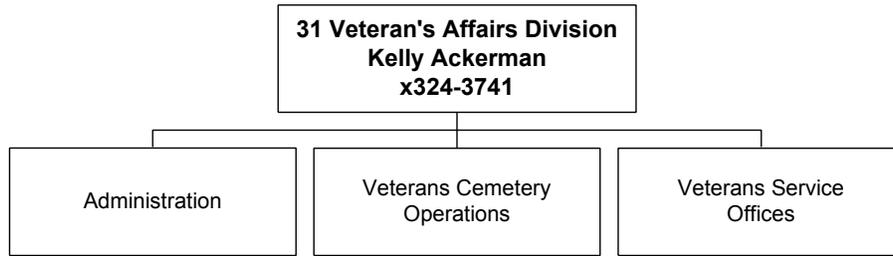
	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$30,000	\$30,000
FY 2021	\$30,000	\$30,000

NP - 2105 - DES Duty Officer Overtime -

Funding allows for MT DES to sustain 24/7 staffing for the Duty Officer Program. In 2017, over 300 incidents were routed through the Duty Officer. This program assists local jurisdiction assess the impact of an incident and to identify resources to minimize the impact to communities. This request is for \$30,000 general fund each fiscal year.

Department of Military Affairs - 67010

Veterans Affairs Program - 31



Program Description - The Veterans Affairs Division assists discharged veterans and their families, cooperates with state and federal agencies, promotes the general welfare of veterans, and provides information on veterans' benefits. The program also administers the veterans' cemeteries located at Miles City, Fort Harrison in Helena, and Missoula. The Board of Veterans' Affairs is administratively attached to the Department of Military Affairs, and operates under a state mandate provided in Title 10, Chapter 2, MCA.

Program Proposed Budget	Starting Point	Budget Adjustments	Total	Budget	Total	Executive
Budget Item	Fiscal 2019	Fiscal 2020	Exec. Budget Fiscal 2020	Adjustments Fiscal 2021	Exec. Budget Fiscal 2021	Budget Request 2021 Biennium
FTE	25.09	0.00	25.09	0.00	25.09	
Personal Services	1,642,891	221,761	1,864,652	222,482	1,865,373	3,730,025
Operating Expenses	258,407	112,037	370,444	110,329	368,736	739,180
Total Costs	\$1,901,298	\$333,798	\$2,235,096	\$332,811	\$2,234,109	\$4,469,205
General Fund	1,180,823	152,023	1,332,846	151,326	1,332,149	2,664,995
State/Other Special	720,475	181,775	902,250	181,485	901,960	1,804,210
Total Funds	\$1,901,298	\$333,798	\$2,235,096	\$332,811	\$2,234,109	\$4,469,205

Program Proposed Budget Adjustments				
	Budget Adjustments Fiscal 2020		Budget Adjustments Fiscal 2021	
	General Fund	Total Funds	General Fund	Total Funds
Statewide Present Law Adjustments				
SWPL - 1 - Personal Services	144,145	221,761	144,613	222,482
SWPL - 2 - Fixed Costs	5,502	8,381	3,765	5,793
SWPL - 3 - Inflation Deflation	2,376	3,656	2,948	4,536
<i>Total Statewide Present Law Adjustments</i>	<i>\$152,023</i>	<i>\$233,798</i>	<i>\$151,326</i>	<i>\$232,811</i>
New Proposals				
NP - 3101 - Patriotic License Plate	0	100,000	0	100,000
<i>Total New Proposals</i>	<i>\$0</i>	<i>\$100,000</i>	<i>\$0</i>	<i>\$100,000</i>
Total Budget Adjustments	\$152,023	\$333,798	\$151,326	\$332,811

-----**Statewide Present Law Adjustments**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$144,145	\$221,761
FY 2021	\$144,613	\$222,482

SWPL - 1 - Personal Services -

The budget includes \$221,761 in FY 2020 and \$222,482 in FY 2021 to annualize various personal services costs including FY 2019 statewide pay plan, benefit rate adjustments, longevity adjustments related to incumbents in each position at the time of the snapshot, and vacancy savings.

Department of Military Affairs - 67010

Veterans Affairs Program - 31

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$5,502	\$8,381
FY 2021	\$3,765	\$5,793

SWPL - 2 - Fixed Costs -

The request includes \$8,381 in FY 2020 and \$5,793 in FY 2021 to provide the funding required in the budget to pay fixed costs assessed by other agencies within state government for the services they provide. Examples of fixed costs include liability and property insurance, legislative audit, warrant writer, payroll processing, and others. The rates charged for these services are approved in a separate portion of the budget.

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$2,376	\$3,656
FY 2021	\$2,948	\$4,536

SWPL - 3 - Inflation Deflation -

This change package includes \$3,656 in FY 2020 and \$4,536 in FY 2021 to reflect budgetary changes generated from the application of inflation to specific expenditure accounts. Affected accounts include those associated with the statewide Motor Pool operated by the Department of Transportation.

-----**New Proposals**-----

	<u>General Fund Total</u>	<u>Total Funds</u>
FY 2020	\$0	\$100,000
FY 2021	\$0	\$100,000

NP - 3101 - Patriotic License Plate -

The agency requests \$100,000 of Patriotic License plate annual spending authority. The revenue is derived from the issuance of "Patriotic" vehicle license plates and is dedicated by 10-2-114, MCA, to "veterans services" . The spending authority will be used to support the division's outreach services program (which reaches approximately 45 communities, statewide); and fund veterans service officer training, field office operations, and servicing facilities' upkeep/functionality/leasing expenses.