

APPENDICES

DETAILED INSTRUCTIONS

MAY 2010

**LEGISLATIVE BUDGET BOARD
GOVERNOR'S OFFICE OF BUDGET, PLANNING AND POLICY**

1. LAR Submission Schedule

August 2, 2010

Commission on the Arts
Department of Assistive and Rehabilitative Services
Board of Chiropractic Examiners
Bond Review Board
Texas State Board of Dental Examiners
Commission on Fire Protection
Funeral Service Commission
Board of Professional Geoscientists
Health Professions Council
Higher Education Coordinating Board
Commission on Jail Standards
Board of Professional Land Surveying
Commission on Law Enforcement Officer
Standards and Education
Department of Licensing and Regulation
Texas Medical Board
Optometry Board
Pension Review Board
Board of Pharmacy
Executive Council of Physical Therapy and
Occupational Therapy Examiners
Board of Plumbing Examiners
Board of Podiatric Medical Examiners
Board of Examiners of Psychologists
Securities Board
Office of Public Utility Counsel
Board of Veterinary Medical Examiners

August 9, 2010

State Office of Administrative Hearings
Department of Aging and Disability Services
Office of Court Administration, Texas Judicial Council
Cancer Prevention and Research Institute
Courts of Appeals (14)
Court of Criminal Appeals
Emergency Communications
Ethics Commission
Fire Fighters' Pension Commission
Historical Commission
State Commission on Judicial Conduct
Judiciary Section, Comptroller's Department

August 9, 2010 (continued)

Juvenile Probation Commission
State Law Library
Optional Retirement Program
Office of the State Prosecuting Attorney
Supreme Court of Texas
Veterans Commission

August 16, 2010

Adjutant General's Department
Agencies and Institutions of Higher Education
Alcoholic Beverage Commission
Animal Health Commission
Department of Family and Protective Services
Department of State Health Services
Department of Housing and Community Affairs
Library and Archives Commission
Texas Department of Rural Affairs
Department of Savings and Mortgage Lending
Secretary of State
Soil and Water Conservation Board
State Preservation Board
Racing Commission
Teacher Retirement System
Public Utility Commission of Texas

August 23, 2010

Department of Agriculture
Commission on Environmental Quality
Texas Facilities Commission
General Land Office
Health and Human Services Commission
Texas Board of Nursing
Parks and Wildlife Department
Department of Public Safety
Railroad Commission
Real Estate Commission
State Office of Risk Management
Water Development Board

August 30, 2010

Office of the Attorney General
Office of Capital Writs
School for the Blind and Visually Impaired
Comptroller of Public Accounts
Department of Criminal Justice
School for the Deaf
Texas Education Agency
Employees Retirement System
Public Finance Authority
Office of the Governor
Department of Information Resources
Office of Injured Employee Counsel
Department of Insurance
Office of Public Insurance Counsel
Legislative Agencies
Texas Lottery Commission
Department of Transportation
Texas Workforce Commission
Department of Motor Vehicles
Reimbursement to the Unemployment
Compensation Benefit Account
Youth Commission

2.A. SUMMARY OF BASE REQUEST BY STRATEGY
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888** Agency name: **Sample State Agency**

Goal / Objective / STRATEGY	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
1 Improve the Availability of Library and Information Services					
1 <i>Improve Services by Increasing the Number of Materials Circulated</i>					
1 LIBRARY RESOURCE SHARING	5,937,135	5,465,588	4,870,037	4,262,427	3,997,259
2 TEXAS LIBRARY SYSTEM	3,522,783	3,449,000	3,709,570	3,660,490	3,732,305
3 LOCAL LIBRARIES	1,719,778	1,667,529	1,690,770	1,765,680	1,755,880
2 <i>Increase Library Use by Texans with Disabilities</i>					
1 DISABLED SERVICES	1,117,856	1,083,894	1,099,000	1,097,691	1,141,321
TOTAL, GOAL 1	\$12,297,552	\$11,666,011	\$11,369,377	\$10,786,288	\$10,626,765
2 Improve Availability and Delivery of Information Services					
1 <i>Improve Information to Public and Others by Answering Reference Questions</i>					
1 ACCESS TO GOVERNMENT INFORMATION	6,239,422	6,155,312	6,016,383	6,065,209	6,091,878
TOTAL, GOAL 2	\$6,239,422	\$6,155,312	\$6,016,383	\$6,065,209	\$6,091,878
3 Cost-effective Management of State-Local Records					
1 <i>Achieve Record Retention Rate for State-Local Government</i>					
1 MANAGE STATE-LOCAL RECORDS	5,497,766	5,511,004	5,671,991	5,681,867	5,834,319
TOTAL, GOAL 3	\$5,497,766	\$5,511,004	\$5,671,991	\$5,681,867	\$5,834,319
4 Indirect Administration					
1 <i>Indirect Administration</i>					
1 INDIRECT ADMINISTRATION	3,385,503	3,329,479	3,369,065	3,419,077	3,466,080
TOTAL, GOAL 4	\$3,385,503	\$3,329,479	\$3,369,065	\$3,419,077	\$3,466,080
TOTAL, AGENCY STRATEGY REQUEST	\$27,420,243	\$26,661,806	\$26,426,816	\$25,952,441	\$26,019,042
TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST*				\$50,000	
GRAND TOTAL, AGENCY REQUEST	\$27,420,243	\$26,661,806	\$26,426,816	\$26,002,441	\$26,019,042

Rider appropriations for the historical years are included in the strategy amounts.

2.A. SUMMARY OF BASE REQUEST BY STRATEGY
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888** Agency name: **Sample State Agency**

Goal / Objective / STRATEGY	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<u>METHOD OF FINANCING:</u>					
General Revenue Funds:					
1 GENERAL REVENUE FUND	12,844,663	11,061,236	11,113,139	11,087,187	11,087,188
8119 FEES FROM HISTORIC SITES	25,200	30,200	30,200	30,200	30,200
SUBTOTAL	\$12,869,863	\$11,091,436	\$11,143,339	\$11,117,387	\$11,117,388
General Revenue - Dedicated Funds:					
466 GR DEDICATED - TEXAS HIST COLLECTIONS ACCT	0	0	0	0	0
469 GR DEDICATED - COMP TO VICTIMS OF CRIME ACCT	5,022,310	5,396,170	5,685,450	5,540,810	5,540,810
543 GR DEDICATED - TEXAS CAPITAL TRUST FUND ACC	756,820	713,750	482,537	598,144	598,144
SUBTOTAL	\$5,779,130	\$6,109,920	\$6,167,987	\$6,138,954	\$6,138,954
Federal Funds:					
369 FED RECOVERY & REINVESTMENT FUND	600,000	900,000	500,000	0	0
555 FEDERAL FUNDS	6,983,350	7,457,550	7,512,590	7,643,200	7,659,800
SUBTOTAL	\$7,583,350	\$8,357,550	\$8,012,590	\$7,643,200	\$7,659,800
Other Funds:					
666 APPROPRIATED RECEIPTS	937,419	887,419	887,419	887,419	887,419
777 INTERAGENCY CONTRACTS	250,481	215,481	215,481	215,481	215,481
SUBTOTAL	\$1,187,900	\$1,102,900	\$1,102,900	\$1,102,900	\$1,102,900
TOTAL , METHOD OF FINANCING	\$27,420,243	\$26,661,806	\$26,426,816	\$26,002,441	\$26,019,042

*Rider appropriations for the historical years are included in the strategy amounts.

2.B. SUMMARY OF BASE REQUEST BY METHOD OF FINANCE

82nd Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

METHOD OF FINANCING	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<u>GENERAL REVENUE</u>					
<u>1</u> General Revenue Fund					
<i>REGULAR APPROPRIATIONS</i>					
Regular Appropriation from MOF Table					
Art IX, Sec 6.19, Funds Consolidated (2008-09 GAA)	\$11,805,319	\$11,458,266	\$11,525,266	\$11,087,187	\$11,087,188
Art XII, Reduce GR, Title IVE	750,000	0	0	0	0
	0	(1,000,000)	0	0	0
<i>RIDER APPROPRIATION</i>					
Art IX, Sec 17.38, Contingency HB 802 (2010-11 GAA)	0	500,000	500,000	0	0
Art IX, Sec 6.26, Earned Federal Funds (2008-09 GAA)	35,144	0	0	0	0
Art IX, Sec 6.22, Earned Federal Funds (2010-11 GAA)	0	96,520	96,520	0	0
Rider 15, UB Trust Fund (2008-09 GAA)	200,000	0	0	0	0
Rider 16, UB Trust Fund (2010-11 GAA)	(150,000)	150,000	0	0	0
Art IX, Sec 14.03(j), Capital Budget UB (2008-09 GAA)	10,500	0	0	0	0
Art IX, Sec 14.03(j), Capital Budget UB (2010-11 GAA)	0	(12,300)	12,300	0	0
Art XII, Sec 4, Unexpended Balance	0	500,000	(500,000)	0	0
ABEST supplies standard descriptions for certain commonly used appropriation items.					
<i>TRANSFERS</i>					
Art IX, Sec 19.62(a), Salary Increase (2008-09 GAA)	318,500	0	0	0	0
HB 4586, Sec 89, Retention Payments	400,000	0	0	0	0

Should match Conference Committee Report, House Bill 1, Eightieth Legislature,

Should match Conference Committee Report, Senate Bill 1, Eighty-first Legislature, Regular Session, 2009.

Should match GR reduction amounts in Article XII, Conference Committee Report, Senate Bill 1, Eighty-first Legislature, Regular Session, 2009.

Entries reflect agency plan to split the \$1,000,000 Art XII GR reduction for Title IVE between fiscal years 2010 and 2011, moving half of it into FY2011.

2.B. SUMMARY OF BASE REQUEST BY METHOD OF FINANCE

82nd Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

METHOD OF FINANCING	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<i>SUPPLMNTL, SPECIAL APPRO.</i>					
HB 4586, Sec 24, Reduce GR, Title IVE	(500,000)	0	0	0	0
<i>LAPSED APPROPRIATIONS</i>					
Client Outreach Program	(50,000)	0		0	0
Five Percent Reduction (2010-11 Biennium)	0	(631,250)	(520,947)		0
<i>UNEXPENDED BALANCES AUTH</i>					
Strategy B.1.2 State Disbursement Unit (2008-09 GAA)	25,200	0	0		0
TOTAL, General Revenue Fund	\$12,844,663	\$11,061,236	\$11,113,139	\$11,087,187	\$11,087,188
8119 Fees from Historic Sites					
<i>REGULAR APPROPRIATIONS</i>					
Regular Appropriation from MOF Table	\$25,200	\$30,200	\$30,200	\$30,200	\$30,200
TOTAL, Fees from Historic Sites	\$25,200	\$30,200	\$30,200	\$30,200	\$30,200
TOTAL, ALL GENERAL REVENUE	\$12,869,863	\$11,091,436	\$11,143,339	\$11,117,387	\$11,117,388

FY2010 entry reflects expected lapses as part of the five percent reduction. FY2011 reflects amounts to remain unspent to be swept in the supplemental appropriations bill during the 82nd regular

2.B. SUMMARY OF BASE REQUEST BY METHOD OF FINANCE

82nd Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

METHOD OF FINANCING	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
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GENERAL REVENUE FUND - DEDICATED

466 GR Dedicated - Texas Historical Collections Account No. 466

REGULAR APPROPRIATIONS

Regular Appropriation from MOF Table

750,000	0	0	0	0
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Art IX, Sec 6.19, Funds Consolidated (2008-09 GAA)

(750,000)	0	0	0	0
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TOTAL, GR Dedicated - Texas Historical Collections Account No. 466

\$0	\$0	\$0	\$0	\$0
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469 GR Dedicated - Compensation to Victims of Crime Account No. 469

REGULAR APPROPRIATIONS

Regular Appropriation from MOF Table

4,892,310	5,396,170	5,685,450	5,540,810	5,540,810
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TRANSFERS

Art IX, Sec 19.62(a), Salary Increase (2008-09 GAA)

175,000	0	0	0	0
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Art IX, Sec 14.04 Disaster Related Transfer (2008-09 GAA)

(45,000)	0	0	0	0
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HB 4586, Sec 89, Retention Payments

16,000	0	0	0	0
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This GR-Dedicated fund was exempted from the 2010-11 five percent budget reductions.

TOTAL, GR Dedicated - Compensation to Victims of Crime Account No. 469

\$5,022,310	\$5,396,170	\$5,685,450	\$5,540,810	\$5,540,810
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543 GR Dedicated - Texas Capital Trust Fund Account No. 543

REGULAR APPROPRIATIONS

Regular Appropriation from MOF Table

658,500	713,750	545,500	598,144	598,144
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2.B. SUMMARY OF BASE REQUEST BY METHOD OF FINANCE

82nd Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

METHOD OF FINANCING	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<i>TRANSFERS</i>					
Art IX, Sec 19.62(a), Salary Increase (2008-09 GAA)	82,320	0	0	0	0
HB 4586, Sec 89, Retention Payments	16,000	0	0	0	0
<i>LAPSED APPROPRIATIONS</i>					
Five Percent Reduction (2010-11 Biennium)	0	0	(62,963)	0	0
TOTAL, GR Dedicated - Texas Capital Trust Fund Account No. 543	\$756,820	\$713,750	\$482,537	\$598,144	\$598,144
TOTAL, ALL GENERAL REVENUE FUND - DEDICATED	\$5,779,130	\$6,109,920	\$6,167,987	\$6,138,954	\$6,138,954

FEDERAL FUNDS

369 Federal American Recovery and Reinvestment Fund

REGULAR APPROPRIATIONS

Regular Appropriations, Art XII (2010-11 GAA)

0	1,000,000	0	0	0
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RIDER APPROPRIATION

Art IX, Sec 8.02 Federal Funds Appropriations (2008-09 GAA)

100,000	0	0	0	0
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Art IX, Sec 8.02 Federal Funds Appropriations (2010-11 GAA)

0	(100,000)	0	0	0
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Art XII, Sec 4, Unexpended Balance

0	(500,000)	500,000	0	0
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Should match amounts appropriated in Article XII, Section 1, Conference Committee Report, Senate Bill 1, Eighty-First Legislature, 2009.

ARRA funds appropriated in the Conference Committee Report, Senate Bill 1, but received and expended in fiscal year 2009.

Entry indicates agency plan to expend a portion of the FY2010 ARRA appropriation in FY2011.

2.B. SUMMARY OF BASE REQUEST BY METHOD OF FINANCE

82nd Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

METHOD OF FINANCING	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<i>TRANSFERS</i>					
HB 4586, Sec 33, Enhanced FMAP Allocation	500,000	0	0		0
Art XII, Sec 12, Enhanced FMAP Allocation	0	500,000	0		0
TOTAL, Federal American Recovery and Reinvestment Fund	600,000	900,000	500,000	0	0
<u>555</u> Federal Funds					
<i>REGULAR APPROPRIATIONS</i>					
Regular Appropriation from MOF Table	6,911,350	7,363,350	7,512,590	7,643,200	7,659,800
<i>RIDER APPROPRIATION</i>					
Art IX, Sec 8.02 Federal Funds Appropriations (2008-09 GAA)	72,000	0	0	0	0
Art IX, Sec 8.02 Federal Funds Appropriations (2010-11 GAA)	0	94,200	0	0	0
TOTAL, Federal Funds	\$6,983,350	\$7,457,550	\$7,512,590	\$7,643,200	\$7,659,800
TOTAL, ALL FEDERAL FUNDS	\$7,583,350	\$8,357,550	\$8,012,590	\$7,643,200	\$7,659,800
<u>OTHER FUNDS</u>					
<u>666</u> Appropriated Receipts					
<i>REGULAR APPROPRIATION</i>					
Regular Appropriation from MOF Table	887,419	887,419	887,419	887,419	887,419
<i>RIDER APPROPRIATION</i>					
Rider 10, Forfeited Assets (2008-09 GAA)	50,000	0	0	0	0
TOTAL, Appropriated Receipts	\$937,419	\$887,419	\$887,419	\$887,419	\$887,419

Transfers of Medicaid FMAP Stimulus funds from the Health and Human Services Commission (HHSC).

2.B. SUMMARY OF BASE REQUEST BY METHOD OF FINANCE

82nd Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

METHOD OF FINANCING	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<u>777</u> Interagency Contracts					
<i>REGULAR APPROPRIATIONS</i>					
Regular Appropriation from MOF Table	215,481	215,481	215,481	215,481	215,481
<i>RIDER APPROPRIATION</i>					
Art IX, Sec 8.03, Reimbursements and Payments (2008-09 GAA)	35,000	0	0	0	0
TOTAL, Interagency Contracts	\$250,481	\$215,481	\$215,481	\$215,481	\$215,481
<u>780</u> Bond Proceeds - General Obligation					
<i>REGULAR APPROPRIATIONS</i>					
Regular Appropriation from MOF Table	0	0	0	0	0
TOTAL, Bond Proceeds - General Obligation	\$0	\$0	\$0	\$0	\$0
TOTAL, ALL OTHER FUNDS	\$1,187,900	\$1,102,900	\$1,102,900	\$1,102,900	\$1,102,900
GRAND TOTAL	\$27,420,243	\$26,661,806	\$26,426,816	\$26,002,441	\$26,019,042

FULL-TIME-EQUIVALENT POSITIONS

Note: FTE data entered at separate screen from MOF Summary data.

Identify agency's original authorized FTE limit as identified in the Conference Committee Report, House Bill 1, Eightieth Legislature, 2007, for fiscal year 2009, and the Conference Committee Report, Senate Bill 1, Eighty-first Legislature, 2009, for fiscal years 2010 and 2011.

<i>REGULAR APPROPRIATIONS</i>	310.0	325.0	325.0	325.0	325.0
<i>RIDER APPROPRIATION</i>					
Art IX, Sec 6.10(g), New 100% Federally Funded FTEs (2010-11 GAA)	0.0	4.0	4.0	0.0	0.0
<i>TRANSFERS</i>					
Art IX, Sec 14.21, Transfer of Regional Offices to SSA (2008-09 GAA)	10.0	0.0	0	0	0

2.B. SUMMARY OF BASE REQUEST BY METHOD OF FINANCE

82nd Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

METHOD OF FINANCING	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
Art IX, Sec 18.02(c), Data Center Consolidation FTE Reductions	(2.8)	0.0	0	0	0
<i>REQUEST TO EXCEED ADJUSTMENTS</i>					
LBB Approval Received 11/28/08	5.0	0.0	0	0	0
<i>UNAUTHORIZED NUMBER OVER (BELOW) CAP</i>	(2.0)	(1.0)	0	0	0
TOTAL, ADJUSTED FTES	320.2	328.0	329.0	325.0	325.0
NUMBER OF 100 PERCENT FEDERALLY FUNDED FTES	8.0	12.0	12.0	8.0	8.0

NOTE: Article IX, Section 6.10(g) (2010-11 GAA) does not increase an agency's FTE cap for new, unanticipated 100% federally funded FTEs, but rather exempts those FTEs from the cap. When calculating the Adjusted FTEs, agencies should remove those FTEs from the calculation. In this example, the agency's FTE cap in FY2010 and FY2011 remains 325.0; however, the 4 FTEs added due to Art IX, Sec 6.10(g) are considered outside the cap and therefore authorized.

NOTE: The number of 100 percent federally funded FTEs describe a subset of the adjusted FTE total above; they are not in addition to that FTE total.

2.C. SUMMARY OF BASE REQUEST BY OBJECT OF EXPENSE

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: 888		Agency name: Sample State Agency				
OBJECT OF EXPENSE		Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
1001	SALARIES AND WAGES	\$13,901,291	\$13,812,456	\$13,779,942	\$14,071,121	\$14,074,254
1002	OTHER PERSONNEL COSTS	1,107,886	1,065,336	1,149,033	1,237,247	1,326,772
2001	PROFESSIONAL FEES AND SERVICE	2,790,500	2,320,146	1,702,762	1,467,618	1,096,630
2003	CONSUMABLE SUPPLIES	1,730,718	1,584,760	1,473,146	1,097,817	1,454,321
2004	UTILITIES	985,055	1,145,914	1,224,925	1,109,267	1,199,223
2005	TRAVEL	1,132,453	1,189,222	1,373,855	1,262,843	1,152,282
2007	RENT - MACHINE AND OTHER	1,234,187	1,093,682	1,274,567	1,160,459	1,250,243
2009	OTHER OPERATING EXPENSE	3,154,618	3,122,583	3,214,139	3,364,939	3,209,152
5000	CAPITAL	1,383,535	1,327,707	1,234,447	1,181,140	1,256,165
OOE Total (Excluding Riders)		\$27,420,243	\$26,661,806	\$26,426,816	\$25,952,451	\$26,019,042
OOE Total (Riders)					\$50,000	\$0
Grand Total		27,420,243	26,661,806	26,426,816	26,002,451	26,019,042

2.D. SUMMARY OF BASE REQUEST OBJECTIVE OUTCOMES

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888** Agency name: **Sample State Agency**

Goal / Objective / OUTCOME	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
1 Improve the Availability of Library and Information Services					
1 <i>Improve Services by Increasing the Number of Materials Circulated</i>					
KEY 1 % of Population with Services Exceeding Average	15.10 %	16.50 %	16.50 %	19.00 %	19.00 %
2 Statewide Average of the Number of Library Circulations per Capita	4.11	4.21	4.20	4.00	4.00
3 % Population Without Public Library Service	7.00 %	7.50 %	7.50 %	7.70 %	7.70 %
2 <i>Increase Library Use by Texans with Disabilities</i>					
1 % of Eligible Population Registered For Talking Book Program	9.00 %	9.10 %	9.10 %	9.20 %	9.20 %
2 Improve Availability and Delivery of Information Services					
1 <i>Improve Information to Public/Others by Answering Reference Questions</i>					
KEY 1 % of Reference Questions Satisfactorily Answered	85.10 %	85.10 %	85.10 %	85.10 %	85.10 %
2 % of Reference Questions Referred to an Appropriate Source	8.00 %	8.00 %	8.00 %	8.50 %	8.50 %
3 % of Customers Satisfied with State Library Services	0.00 %	0.00 %	0.00 %	90.00 %	90.00 %
3 Cost-effective Management of State-Local Records					
1 <i>Achieve Record Retention Rate for State-Local Government</i>					
KEY 1 % Agencies With Approved Records Schedules	87.00 %	90.00 %	90.00 %	91.00 %	91.00 %
2 % Local Gov't Administering Approved Record Schedules	45.00 %	56.00 %	60.00 %	62.00 %	65.00 %
3 \$ Cost-avoidance Achieved for State Records Storage/Maintenance	38,490,000.00	39,000,000.00	39,500,000.00	41,000,000.00	42,000,000.00

2.E. SUMMARY OF EXCEPTIONAL ITEMS REQUEST

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Priority	Item	2012			2013			Biennium	
		GR and GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds	FTEs	GR and GR Dedicated	All Funds
1	Improve Archive Resources	\$513,578	\$513,578	5.0	\$417,690	\$417,690	5.0	\$931,268	\$931,268
Total, Exceptional Items Request		\$513,578	\$513,578	5.0	\$417,690	\$417,690	5.0	\$931,268	\$931,268

Method of Financing

General Revenue	\$513,578	\$513,578		417,690	417,690		931,268	931,268
General Revenue - Dedicated								
Federal Funds								
Other Funds								
	\$513,578	\$513,578		\$417,690	\$417,690		\$931,268	\$931,268

Full-Time-Equivalent Positions

5.0

5.0

Number of 100% Federally Funded FTEs

0.0

0.0

2.F. SUMMARY OF TOTAL REQUEST BY STRATEGY

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency Name: **Sample State Agency**

Goal / Objective / STRATEGY	Base 2012	Base 2013	Exceptional 2012	Exceptional 2013	Total Request 2012	Total Request 2013
1 Improve the Availability of Library and Information Services						
1 <i>Improve Services by Increasing the Number of Materials Circulated</i>						
1 LIBRARY RESOURCE SHARING	\$4,262,427	\$3,997,259			\$4,262,427	\$3,997,259
2 TEXAS LIBRARY SYSTEM	3,660,490	3,732,305			3,660,490	3,732,305
3 LOCAL LIBRARIES	1,765,680	1,755,880			1,765,680	1,755,880
2 <i>Increase Library Use by Texans with Disabilities</i>						
1 DISABLED SERVICES	1,097,691	1,141,321			1,097,691	1,141,321
TOTAL, GOAL 1	\$10,786,288	\$10,626,765	\$0	\$0	\$10,786,288	\$10,626,765
2 Improve Availability and Delivery of Information Services						
1 <i>Improve Information to Public and Others by Answering Reference Questions</i>						
1 ACCESS TO GOVERNMENT INFORMATION	6,065,209	6,091,878	513,578	417,690	6,578,787	6,509,568
TOTAL, GOAL 2	\$6,065,209	\$6,091,878	\$513,578	\$417,690	\$6,578,787	\$6,509,568
3 Cost-effective Management of State-Local Records						
1 <i>Achieve Record Retention Rate for State-Local Government</i>						
1 MANAGE STATE-LOCAL RECORDS	5,681,867	5,834,319			5,681,867	5,834,319
TOTAL, GOAL 3	\$5,681,867	\$5,834,319	\$0	\$0	\$5,681,867	\$5,834,319
4 Indirect Administration						
1 <i>Indirect Administration</i>						
1 INDIRECT ADMINISTRATION	3,419,077	3,466,080			3,419,077	3,466,080
TOTAL, GOAL 4	\$3,419,077	\$3,466,080	\$0	\$0	\$3,419,077	\$3,466,080
TOTAL, AGENCY STRATEGY REQUEST	\$25,952,441	\$26,019,042	\$513,578	\$417,690	\$26,466,019	\$26,436,732
TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST	\$50,000				\$50,000	
GRAND TOTAL, AGENCY REQUEST	\$26,002,441	\$26,019,042	\$513,578	\$417,690	\$26,516,019	\$26,436,732

2.F. SUMMARY OF TOTAL REQUEST BY STRATEGY

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency Name: **Sample State Agency**

Goal / Objective / STRATEGY	Base 2012	Base 2013	Exceptional 2012	Exceptional 2013	Total Request 2012	Total Request 2013
General Revenue Funds:						
1 GENERAL REVENUE FUND	\$11,087,187	\$11,087,188	\$513,578	\$417,690	\$11,600,765	\$11,504,878
### FEES FROM HISTORIC SITES	\$30,200	\$30,200				
	\$11,117,387	\$11,117,388	\$513,578	\$417,690	\$11,630,965	\$11,535,078
General Revenue Dedicated Funds:						
466 TEXAS HIST COLLECTIONS ACCT	0	0				
469 CRIME VICTIMS COMP ACCT	5,540,710	5,540,810			5,540,710	5,540,810
543 TEXAS CAPITAL TRUST FUND ACCT	598,144	598,144			598,144	598,144
	\$6,138,854	\$6,138,954			\$6,138,854	\$6,138,954
Federal Funds:						
369 FED RECOVERY & REINVESTMENT FUND	0	0				
555 FEDERAL FUNDS	7,643,200	7,659,800			7,643,200	7,659,800
	\$7,643,200	\$7,659,800			\$7,643,200	\$7,659,800
Other Funds:						
666 APPROPRIATED RECEIPTS	887,419	887,419			887,419	887,419
777 INTERAGENCY CONTRACTS	215,481	215,481			215,481	215,481
	\$1,102,900	\$1,102,900			\$1,102,900	\$1,102,900
TOTAL, METHOD OF FINANCING	\$26,002,341	\$26,019,042	\$513,578	\$417,690	\$26,515,919	\$26,436,732
FULL-TIME-EQUIVALENT POSITIONS	325.0	325.0	5.0	5.0	330.0	330.0

2.G. SUMMARY OF TOTAL REQUEST OBJECTIVE OUTCOMES

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: 888

Agency name: **Sample State Agency**

Goal / Objective / OUTCOME	BL 2012	BL 2013	Excp 2012	Excp 2013	Total Request 2010	Total Request 2011
1 Improve the Availability of Library and Information Services						
1 Improve Services by Increasing the Number of Materials Circulated						
KEY 1 % of Population with Services Exceeding Average	19.00 %	19.00 %	%	%	19.00 %	19.00 %
2 Statewide Average of the Number of Library Circulations per Capita	4.00	4.00			4.00	4.00
3 % Population without Public Library Service	7.70 %	7.70 %	%	%	7.70 %	7.70 %
2 Increase Library Use by Texans with Disabilities						
1 % of Eligible Population Registered for Talking Book Program	9.20 %	9.20 %	%	%	9.20 %	9.20 %
2 Improve Availability and Delivery of Information Services						
1 Improve Information to Public/Others by Answering Reference Questions						
KEY 1 % of Reference Questions Satisfactorily Answered	85.10 %	85.10 %	%	%	85.10 %	85.10 %
2 % of Reference Questions Referred to an Appropriate Source	8.50 %	8.50 %	%	%	8.50 %	8.50 %
3 % of Customers Satisfied with State Library Services	90.00 %	90.00 %	94.00 %	94.00 %	94.00 %	94.00 %
3 Cost-effective Management of State-Local Records						
1 Achieve Record Retention Rate for State-Local Government						
KEY 1 % Agencies with Approved Records Schedules	91.00 %	91.00 %	%	%	91.00 %	91.00 %
2 % Local Gov't Administering Approved Record Schedules	62.00 %	65.00 %	%	%	62.00 %	65.00 %
3 \$ Cost-avoidance Achieved for State Records Storage/Maintenance	41,000,000.00	42,000,000.00			41,000,000.00	42,000,000.00

3.A. STRATEGY REQUEST

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888** Agency name: **Sample State Agency**

GOAL:	2 Improve Availability and Delivery of Information Services	Statewide Goal/Benchmark:	0	0
OBJECTIVE:	1 Improve Information to Public/Others by Answering Reference Questions	Service Categories:		
STRATEGY:	1 Provide Access to Information in Government Publications & Records	Service: 04	Income: A.2	Age: B.3

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
Output Measures:						
KEY	1 Number of Reference Questions Satisfactorily Answered	92,815.00	94,144.00	94,614.00	95,087.00	91,563.00
	2 Number of Reference Questions Referred to Appropriate Source	9,688.00	8,850.00	8,894.00	8,939.00	8,984.00
	3 Number of Record Series Evaluated for Archival Value	0.00	122.00	128.00	134.00	141.00
Efficiency Measures:						
	1 Cost to Answer or Refer a Reference Question	9.43	6.92	7.18	7.15	7.11
KEY	2 Percent of Reference Questions Completed on Day Received	81.40	82.80	82.80	82.80	82.80
Objects of Expense:						
	1001 SALARIES AND WAGES	\$5,214,020	\$5,256,779	\$5,153,548	\$5,200,276	\$5,227,945
	1002 OTHER PERSONNEL COSTS	\$22,962	\$23,483	\$23,411	\$23,411	\$23,411
	2001 PROFESSIONAL FEES AND SERVICES	\$30,617	\$31,310	\$31,215	\$31,215	\$31,215
	2003 CONSUMABLE SUPPLIES	\$11,481	\$11,741	\$11,706	\$11,706	\$11,706
	2004 UTILITIES	\$7,654	\$7,828	\$7,804	\$7,804	\$7,804
	2005 TRAVEL	\$34,444	\$35,224	\$35,117	\$35,117	\$35,117
	2007 RENT-MACHINE AND OTHER	\$15,308	\$15,655	\$15,608	\$15,608	\$15,608
	2009 OTHER OPERATING EXPENSE	\$460,241	\$497,448	\$465,326	\$465,326	\$465,326
	5000 CAPITAL EXPENDITURES	\$442,695	\$275,844	\$272,648	\$274,746	\$273,746
	TOTAL, OBJECT OF EXPENSE	\$6,239,422	\$6,155,312	\$6,016,383	\$6,065,209	\$6,091,878
Method of Financing:						
	1 GENERAL REVENUE FUND	\$5,692,696	\$4,985,241	\$5,072,649	\$5,382,000	\$5,200,338
	SUBTOTAL, MOF (GENERAL REVENUE FUNDS)	\$5,692,696	\$4,985,241	\$5,072,649	\$5,382,000	\$5,200,338
Method of Financing:						
	555 FEDERAL FUNDS					
	89.003.000 National Historical Publi	\$244,770	\$563,577	\$451,492	\$321,230	\$425,395
	CFDA Subtotal, Fund 555	\$244,770	\$563,577	\$451,492	\$321,230	\$425,395
	SUBTOTAL, MOF (FEDERAL FUNDS)	\$244,770	\$563,577	\$451,492	\$321,230	\$425,395
Method of Financing:						
	666 APPROPRIATED RECEIPTS	\$299,470	\$604,638	\$490,442	\$360,179	\$464,345
	777 INTERAGENCY CONTRACTS	\$2,486	\$1,856	\$1,800	\$1,800	\$1,800
	SUBTOTAL, MOF (OTHER FUNDS)	\$301,956	\$606,494	\$492,242	\$361,979	\$466,145

3.A. STRATEGY REQUEST
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888** Agency name: **Sample State Agency**

GOAL:	2 Improve Availability and Delivery of Information Services	Statewide Goal/Benchmark:	0 0
OBJECTIVE:	1 Improve Information to Public/Others by Answering Reference Questions	Service Categories:	
STRATEGY:	1 Provide Access to Information in Government Publications & Records	Service: 04 Income: A.2 Age: B.3	

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
Rider Appropriations:						
1 GENERAL REVENUE FUND						
701	1 Rider 701, Appr: Unexpended Balances, Agreements with Mexico				\$50,000	\$0
TOTAL, RIDER & UNEXPENDED BALANCES APPROP					\$50,000	\$0
TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)					\$6,115,209	\$6,091,878
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)		\$6,239,422	\$6,155,312	\$6,016,383	\$6,065,209	\$6,091,878
FULL-TIME-EQUIVALENT POSITIONS:		33.8	32.3	33.3	33.3	33.3

STRATEGY DESCRIPTION AND JUSTIFICATION:

In accordance with statutory provisions (V.T.C.A., Government Code Section 441, subchapter A, G, J and L) staff provide resources and information to state officials, government employees, historical researchers, and the public, and assist in finding and using the services of state and federal governments. Resources include permanently valuable government records and manuscripts, state and federal government publications, databases, and on-line services.

Sharing of resources among state agency libraries through the State Library's on-line computer system increases public knowledge of and access to state government information.

Funding would allow for the delivery of services basically equivalent to those provided in FY 2011. The number of reference questions received are expected to increase during the biennium due in large part to the increased amount of information about the State Library's information resources that is becoming available by means of the Texas State Electronic Library (e.g., on-line indices, finding aids, catalog records, and publications). Despite the anticipated increase in workload only a minimal increase in response time to customers' requests is expected due to staff members' growing familiarity with and use of information technology and automated information systems.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

State agencies continue to migrate from paper-based records to sophisticated electronic record-keeping systems. The Library has an insufficient number of adequately trained archivists to identify and appraise those systems to determine which contain information of long-term or archival value and ultimately should be transferred to the State Archives for permanent retention, or retained permanently in the agency in accordance with established requirements for storage and access.

3.A. STRATEGY REQUEST
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

SUMMARY TOTALS

OBJECTS OF EXPENSE:	\$6,239,422	\$6,155,312	\$6,016,383	\$6,065,209	\$6,091,878
METHODS OF FINANCE (INCLUDING RIDERS):				\$6,115,209	\$6,091,878
METHODS OF FINANCE (EXCLUDING RIDERS):	\$6,239,422	\$6,155,312	\$6,016,383	\$6,065,209	\$6,091,878
FULL TIME EQUIVALENT POSITIONS:	33.8	32.3	33.3	33.3	33.3

3.B. Rider Revisions and Additions Request

Agency Code: 315	Agency Name: Sample State Agency	Prepared By: Ann Smith	Date: 08/01/10	Request Level: Baseline
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Current Rider Number	Page Number in 2010-11 GAA	Proposed Rider Language																																																																	
1	I-15	<p>Capital Budget. None of the funds appropriated above may be expended for capital budget items except as listed below. The amounts shown below shall be expended only for the purposes shown and are not available for expenditure for other purposes. Amounts appropriated above and identified in this provision as appropriations either for "Lease Payments to the Master Lease Purchase Program" or for items with an "(MLPP)" notation shall be expended only for the purpose of making lease-purchase payments to the Texas Public Finance Authority pursuant to the provisions of Government Code Sec. 1232.103 (Govt. Code). Upon approval from the Legislative Budget Board, capital budgeted funds listed below under "Acquisition of Information Resource Technologies" may be used to lease information resources hardware and/or software versus the purchase of information resources hardware and/or software, if determined by commission management to be in the best interest of the State of Texas.</p> <table style="width: 100%; margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: right;"><u>2012</u></th> <th style="text-align: right;"><u>2010</u></th> <th style="text-align: right;"><u>2013</u></th> <th style="text-align: right;"><u>2011</u></th> </tr> </thead> <tbody> <tr> <td>a. Repair or Rehabilitation</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;">(1) Roof Replacement/Repair</td> <td></td> <td style="text-align: right;">280,000</td> <td></td> <td style="text-align: right;">U.B.</td> </tr> <tr> <td>a. Acquisition of Information Resource Technologies</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Automated Library Software Application</td> <td></td> <td style="text-align: right;"><u>\$93,353</u></td> <td></td> <td style="text-align: right;"><u>\$91,723</u></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">80,353</td> <td></td> <td style="text-align: right;">49,239</td> </tr> <tr> <td>b. Acquisition of Capital Equipment and Items</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;">(1) Library Collections</td> <td></td> <td style="text-align: right;"><u>117,364</u></td> <td></td> <td style="text-align: right;"><u>115,668</u></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">440,948</td> <td></td> <td style="text-align: right;">413,808</td> </tr> <tr> <td style="padding-left: 20px;"><u>(2) Print Access Aid Equipment for the Visually Disabled</u></td> <td></td> <td style="text-align: right;"><u>35,000</u></td> <td></td> <td style="text-align: right;"><u>27,600</u></td> </tr> <tr> <td style="padding-left: 40px;"><u>Total, Acquisition of Capital Equipment and Items</u></td> <td></td> <td style="text-align: right;"><u>152,364</u></td> <td></td> <td style="text-align: right;"><u>143,246</u></td> </tr> <tr> <td style="padding-left: 40px;">Total, Capital Budget</td> <td></td> <td style="text-align: right;"><u>\$245,717</u></td> <td></td> <td style="text-align: right;"><u>\$234,991</u></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">471,301</td> <td></td> <td style="text-align: right;">463,047</td> </tr> </tbody> </table>		<u>2012</u>	<u>2010</u>	<u>2013</u>	<u>2011</u>	a. Repair or Rehabilitation					(1) Roof Replacement/Repair		280,000		U.B.	a. Acquisition of Information Resource Technologies					Automated Library Software Application		<u>\$93,353</u>		<u>\$91,723</u>			80,353		49,239	b. Acquisition of Capital Equipment and Items					(1) Library Collections		<u>117,364</u>		<u>115,668</u>			440,948		413,808	<u>(2) Print Access Aid Equipment for the Visually Disabled</u>		<u>35,000</u>		<u>27,600</u>	<u>Total, Acquisition of Capital Equipment and Items</u>		<u>152,364</u>		<u>143,246</u>	Total, Capital Budget		<u>\$245,717</u>		<u>\$234,991</u>			471,301		463,047
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3.B. Rider Revisions and Additions Request (continued)

Current Rider Number	Page Number in 2010-11 GAA	Proposed Rider Language																											
		<p>Method of Financing (Capital Budget):</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">General Revenue Fund</td> <td style="text-align: right; padding-right: 20px;"><u>\$188,264</u></td> <td style="text-align: right;"><u>\$176,168</u></td> </tr> <tr> <td></td> <td style="text-align: right;"><u>434,948</u></td> <td style="text-align: right;"><u>428,324</u></td> </tr> <tr> <td style="padding-left: 20px;">Federal Public Library Service Fund</td> <td style="text-align: right; padding-right: 20px;"><u>11,000</u></td> <td style="text-align: right;"><u>11,000</u></td> </tr> <tr> <td></td> <td style="text-align: right;"><u>40,000</u></td> <td style="text-align: right;"><u>40,000</u></td> </tr> <tr> <td style="padding-left: 20px;">Appropriated Receipts</td> <td style="text-align: right; padding-right: 20px;"><u>44,653</u></td> <td style="text-align: right;"><u>46,023</u></td> </tr> <tr> <td></td> <td style="text-align: right;"><u>24,553</u></td> <td style="text-align: right;"><u>22,923</u></td> </tr> <tr> <td style="padding-left: 20px;">Interagency Contracts</td> <td style="text-align: right; padding-right: 20px;">1,800</td> <td style="text-align: right;">1,800</td> </tr> <tr> <td style="padding-left: 40px;">Total, Method of Financing</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><u>\$245,717</u></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><u>\$234,991</u></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right; border-bottom: 3px double black;"><u>471,301</u></td> </tr> </table> <p style="margin-top: 20px;"><i>The rider has been changed to reflect the 2012-13 Capital Budget Request. An explanation of the requested items and impact on agency operations should be included in the Capital Budget Supporting Schedules.</i></p>	General Revenue Fund	<u>\$188,264</u>	<u>\$176,168</u>		<u>434,948</u>	<u>428,324</u>	Federal Public Library Service Fund	<u>11,000</u>	<u>11,000</u>		<u>40,000</u>	<u>40,000</u>	Appropriated Receipts	<u>44,653</u>	<u>46,023</u>		<u>24,553</u>	<u>22,923</u>	Interagency Contracts	1,800	1,800	Total, Method of Financing	<u>\$245,717</u>	<u>\$234,991</u>			<u>471,301</u>
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		<u>471,301</u>																											
2	1-15	<p>Acceptance of Gifts and Donations. Pursuant to Vernon's Texas Code Annotated, Sec. 441.006 (b) (2) and Sec. 441.154, the Sample State Agency is authorized to accept donations of historical or archival materials relating to the history of Texas, sometimes referred to as Texana, or of the Southwest, and gifts of money are hereby appropriated to the Sample State Agency for such purposes, and such gifts as herein mentioned shall not be construed as being gifts for any other purpose except as may be specified by any donor or donors.</p> <p><i>This rider is not needed in the agency's bill pattern since the agency has statutory authority to accept these receipts and has appropriation authority to expend these receipts through Article IX Sec. 8.01 (2010-11 GAA), Acceptance of Gifts of Money. This change would not impact agency appropriations or operations as compared to the 2010-11 biennium.</i></p>																											

3.B. Rider Revisions and Additions Request (continued)

Current Rider Number	Page Number in 2010-11 GAA	Proposed Rider Language
4	I-15	<p>Disbursement of Library Development Funds. The Sample State Agency is hereby authorized to disburse to major resource systems and regional systems those general revenue funds appropriated in Strategy A.1.2., Texas Library System, in a manner consistent with TEX. GOV'T CODE ANN. SEC. 2110 (Vernon 1998) <u>Govt. Code Sec 441-138</u> in order to satisfy the requirements of the federal maintenance of effort provisions in <u>34 C.F.R., Sec. 770, et. seq. the Museum and Library Services Act of 1996</u>, and federal regulations developed pursuant to that Act. The Department is also authorized to promulgate rules necessary to administer these disbursements.</p> <p><i>This rider has been updated to reflect the new federal statutory reference and program requirements. Although the federal legislation would allow more flexibility in providing pass-through funding to public libraries, the agency has proposed the same service and funding levels as provided during the 2010-11 biennium.</i></p>
6	I-15	<p>Reimbursement of Advisory Committee Members. Pursuant to TEX. GOV'T CODE ANN. SEC. 2110 (Vernon 1998) <u>Govt. Code Sec 2110.004</u>, reimbursement of expenses for advisory committee members, out of funds appropriated above is limited to the following advisory committees:</p> <p>Library System Act Advisory Board Library Services Construction Act Advisory Council, <u>or successor council if required by federal statute</u> Historical Records Advisory Board Local Government Records Committee Records Management and Preservation Advisory Committee</p> <p><i>This rider has been revised to reflect a possible change in the federal legislation which would change or eliminate the Library Services Construction Act Advisory Council. Also, the Records Management and Preservation Advisory Committee should be deleted from the list because the committee no longer will be reimbursed for their services. Note: The agency makes this request for reimbursement in accordance with Govt. Code Sec 2110.004, and the Article IX, General Provisions 2010-11 GAA, related to reimbursement of advisory committee members.</i></p>
701	Article I	<p><u>Appropriation: Unexpended Balances, Agreements with Mexico. There is hereby appropriated to the Sample State Agency any unexpended balances remaining as of August 31, 2011 from appropriations made for negotiations with Mexico for the exchange of the Alamo and the Battle of San Jacinto flags (estimated to be \$50,000).</u></p> <p><i>This new rider is requested so that the agency can continue negotiations with Mexico to obtain the Alamo and Battle of San Jacinto flags. A total of \$250,000 was appropriated to the agency during the 2010-11 biennium; however, the agency has not completed the project and unspent funds remain. The addition of this rider will not impact agency operations or FTEs as compared to the 2010-11 biennium. This amount has been included on the Rider Appropriations and Unexpended Balances Request Form and has been entered into the ABEST Rider Records database.</i></p>

The information in this example does not link to other examples.

3.C. RIDER APPROPRIATIONS AND UNEXPENDED BALANCES REQUEST

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

RIDER	STRATEGY	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
701	1 RIDER 701, UB AGREEMENTS W/ MEXICO 2-1-1 ACCESS TO GOVERNMENT INFORMATION	\$0	\$50,000	\$150,000	\$50,000	\$0
OBJECT OF EXPENSE:						
	2009 OTHER OPERATING EXPENSE	\$0	\$50,000	\$150,000	\$50,000	
Total, Object of Expense		\$0	\$50,000	\$150,000	\$50,000	
METHOD OF FINANCING:						
	1 GENERAL REVENUE FUND	\$0	\$50,000	\$150,000	\$50,000	\$0
Total, Method of Financing		\$0	\$50,000	\$150,000	\$50,000	\$0

Description/Justification for continuation of existing riders or proposed new rider

The Eightieth Legislature made a direct appropriation of \$250,000 to obtain the Alamo and Battle of San Jacinto flags. Although negotiations are underway, an agreement has not been reached. It is assumed that negotiations will need to continue into fiscal year 2010, and the request includes the estimated unspent balances from this appropriation for the same purposes. No change in performance or FTEs is required for this appropriation authority.

SUMMARY:

OBJECT OF EXPENSE TOTAL	\$0	\$50,000	\$150,000	\$50,000	\$0
METHOD OF FINANCING TOTAL	\$0	\$50,000	\$150,000	\$50,000	\$0

3.D. Sub-strategy Request

Agency Code:	Agency Name:	Prepared By:	Statewide Goal Code:	Strategy Code:		
888	Sample State Agency	Ann Smith	07-99	02-01-01-01		
AGENCY GOAL: 02 Improve availability and delivery of information services						
OBJECTIVE: 01 Improve information to public/others by answering reference questions						
STRATEGY: 01 Provide access to information in government publications & records						
SUB-STRATEGY: 01 Archival Services						
Code	Sub-strategy Request	Expended	Estimated	Budgeted	Requested	
		2009	2010	2011	2012	2013
	Objects of Expense:					
1001	Salaries and Wages	\$3,341,025	\$3,271,030	\$3,187,865	\$3,236,608	\$3,222,542
1002	Other Personnel Costs	213,737	250,350	265,005	246,500	278,501
2001	Professional Fees and Services	18,316	18,358	18,229	18,229	18,229
2003	Consumable Supplies	6,869	6,884	6,836	6,836	6,836
2004	Utilities	4,579	4,590	4,557	4,557	4,557
2005	Travel	20,606	20,653	20,508	20,508	20,508
2007	Rent - Machine and Other	9,158	9,179	9,115	9,115	9,115
2009	Other Operating Expense	255,688	274,403	254,945	254,945	254,945
5000	Capital Expenditures	185,647	145,506	143,589	145,088	144,488
	Total, Objects of Expense	\$4,055,625	\$4,000,953	\$3,910,649	\$3,942,386	\$3,959,721

3.D. Sub-strategy Request

001	Method of Financing: General Revenue Fund	\$3,700,252	\$3,240,407	\$3,297,222	\$3,498,300	\$3,380,220
	Federal Funds					
	89.003 National Historical Publication	159,101	366,325	293,470	208,800	276,507
555	Total Federal Funds	159,101	366,325	293,470	208,800	276,507
666	Appropriated Receipts	194,656	393,015	318,787	234,116	301,824
777	Interagency Contracts	1,616	1,206	1,170	1,170	1,170
	Total, Method of Financing	\$4,055,625	\$4,000,953	\$3,910,649	\$3,942,386	\$3,959,721
	Number of Positions (FTE)	20.3	18.2	20.0	20.0	20.0

Sub-strategy Description and Justification:

In accordance with statutory provisions (Tex. Gov't Code Ann. § 441, Subchapters A, G, J, and L) (Vernon 1998) staff identify, analyze, appraise and preserve archival state records and other historically significant materials/resources of the state. Staff prepare inventories, indexes and catalogs of state archival records and historical materials to help locate needed information. Staff also encourages public use of state archives and provides public access to them by providing important reference and referral assistance, retrieving materials from storage and stack areas, and ensuring that adequate security is provided while archival materials are in use.

Funding would allow for the delivery of services basically equivalent to those provided in fiscal year 2011. Activities aimed at making archival records available on-line will continue. Efforts begun during the current biennium to analyze state agency record series in order to determine which possess archival value and which should eventually be transferred to the State Library will also continue. Despite those efforts, however, records that provide adequate and proper documentation of state policies and activities very likely will be lost due to an inadequate number of appraisal archivists--currently only three archivists are responsible for more than 150 agencies--to work with agency staff to determine which records merit permanent preservation and which can ultimately be destroyed.

External/Internal Factors Impacting Sub-strategy:

3.D. Sub-strategy Request

Agency Code:	Agency Name:	Prepared By:	Statewide Goal Code:	Strategy Code:		
888	Sample State Agency	Ann Smith	07-99	02-01-01-02		
AGENCY GOAL: 02 Improve availability and delivery of information services						
OBJECTIVE: 01 Improve information to public/others by answering reference questions						
STRATEGY: 01 Provide access to information in government publications & records						
SUB-STRATEGY: 02 Other						
Code	Sub-strategy Request	Expended	Estimated	Budgeted	Requested	
		2007	2008	2009	2010	2011
	Objects of Expense:					
1001	Salaries and Wages	\$1,672,995	\$1,749,168	\$1,714,350	\$1,730,840	\$1,740,574
1002	Other Personnel Costs	9,225	9,714	9,739	9,739	9,739
2001	Professional Fees and Services	12,301	12,952	12,986	12,986	12,986
2003	Consumable Supplies	4,612	4,857	4,870	4,870	4,870
2004	Utilities	3,075	3,238	3,247	3,247	3,247
2005	Travel	13,838	14,571	14,609	14,609	14,609
2007	Rent - Machine and Other	6,150	6,476	6,493	6,493	6,493
2009	Other Operating Expense	204,553	223,045	210,381	210,381	210,381
5000	Capital Expenditures	257,048	130,338	129,059	129,658	129,258
	Total, Objects of Expense	\$2,183,797	\$2,154,359	\$2,105,734	\$2,122,823	\$2,132,157

3.D. Sub-strategy Request

001	Method of Financing: General Revenue Fund	\$1,992,444	\$1,744,834	\$1,775,427	\$1,883,700	\$1,820,118
	Federal Funds					
	89.003 National Historical Publication	85,669	197,252	158,022	112,430	148,888
555	Total Federal Funds	85,669	197,252	158,022	112,430	148,888
666	Appropriated Receipts	104,814	211,623	171,655	126,063	162,521
777	Interagency Contracts	870	650	630	630	630
	Total, Method of Financing	\$2,183,797	\$2,154,359	\$2,105,734	\$2,122,823	\$2,132,157
	Number of Positions (FTE)	13.5	14.1	13.3	13.3	13.3
Sub-strategy Description and Justification:						

4.A. EXCEPTIONAL ITEM REQUEST SCHEDULE
 82nd Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

CODE	DESCRIPTION	Excp 2012	Excp 2013
Item Name: Improve Archive Resources			
Item Priority: 1			
Includes Funding for the Following Strategy or Strategies: 02-01-01 Provide Access to Information in Government Publications & Records			
04-01-01 Indirect Administration			
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	\$129,276	\$129,276
2004	UTILITIES		
2005	TRAVEL	62,780	40,700
2009	OTHER OPERATING EXPENSE	42,300	42,300
5000	CAPITAL EXPENDITURES	279,222	205,414
TOTAL, OBJECT OF EXPENSE		\$513,578	\$417,690
METHOD OF FINANCING:			
1	GENERAL REVENUE FUND	\$513,578	\$417,690
TOTAL, METHOD OF FINANCING		\$513,578	\$417,690
FULL-TIME-EQUIVALENT POSITIONS (FTE):		5.0	5.0

DESCRIPTION/JUSTIFICATION:

Funding for this exceptional item would provide improved access to information in government publications and records for Strategy 02-01-01 (Provide Access to Information in Government Publications and Records) of the Sample State Agency's strategic plan by improving collection and management of important state records, making facilities more accessible and appealing to the public, and securing state records. Funding is requested for the following:

- Staffing. Three archivists--specially trained on the appraisal of electronic records--would work with agencies to select records for archiving. Two additional FTEs (Preservation Administrator and Presentation Technician) would develop and administer a statewide preservation plan; coordinate and conduct workshops; seek grant funding to develop educational materials; and coordinate all on-site preservation activities.
- Structural Improvements. The Regional Library would be improved by cleaning, repairing, and painting the building's exterior and interior; regrading all draining ditches; renovating the elevator for ADA compliance; and replacing the driveway and parking lot.
- Security. Security at the State Library Building would be improved by installing a closed-circuit system of television cameras and monitors, a key control and access system, an intrusion alarm system for book and document storage areas; and replacing doors and windows.

Funding would be allocated primarily to Strategy 02-01-01 (Provide Access to Information in Government Publications & Records) to hire new staff and make improvements to facilities accessed by the public. A smaller share would be allocated to Strategy 04-01-01 (Indirect Administration) to pay indirect administrative costs. Please see the attached Exceptional Item Strategy Allocation schedules for detailed information on how funding would be allocated between these strategies and the effect funding would have on measures.

4.A. EXCEPTIONAL ITEM REQUEST SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

CODE	DESCRIPTION	Excp 2012	Excp 2013
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External/Internal Factors:

- Staffing. State agencies continue to migrate from paper-based records to sophisticated electronic record keeping systems. The Sample State Agency has an insufficient number of adequately trained archivists to appraise all electronically stored records. Items which should be archived may go unreviewed, and ultimately be purged.

- Structural Improvements. The Regional Library needs repairs to make the facility more accessible and appealing to patrons.

- Security. According to a recent survey report prepared by the Department of Public Safety, the State Library Building has poor security. The State Library Building is a repository for important state records.

4.B. EXCEPTIONAL ITEMS STRATEGY ALLOCATION SCHEDULE

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888** Agency name: **Sample State Agency**

CODE DESCRIPTION	Excp 2012	Excp 2013
Item Name: Improve Archive Resources		
Allocation to Strategy: 2-1-1 Provide Access to Information in Government Publications & Records		
STRATEGY IMPACT ON OUTCOME MEASURES:		
3 % of Customers Satisfied with State Library Services	94.0%	94.0%
OUTPUT MEASURES:		
3 Number of Record Series Evaluated For Archival Value	140.0	150.0
OBJECTS OF EXPENSE:		
1001 SALARIES AND WAGES	\$129,276	\$129,276
2005 TRAVEL	37,780	15,700
2009 OTHER OPERATING EXPENSE	42,300	42,300
5000 CAPITAL EXPENDITURES	279,222	205,414
TOTAL, OBJECT OF EXPENSE	\$488,578	\$392,690
METHOD OF FINANCING:		
1 GENERAL REVENUE FUND	\$488,578	\$392,690
TOTAL, METHOD OF FINANCING	\$488,578	\$392,690
FULL-TIME-EQUIVALENT POSITIONS (FTE):	5.0	5.0

4.B. EXCEPTIONAL ITEMS STRATEGY ALLOCATION SCHEDULE

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

CODE DESCRIPTION	Excp 2012	Excp 2013
Item Name: Improve Archive Resources		
Allocation to Strategy: 4-1-1 Indirect Administration		
OBJECTS OF EXPENSE:		
2004 UTILITIES	25,000	25,000
TOTAL, OBJECT OF EXPENSE	\$25,000	\$25,000
METHOD OF FINANCING:		
1 GENERAL REVENUE FUND	\$25,000	\$25,000
TOTAL, METHOD OF FINANCING	\$25,000	\$25,000
FULL-TIME-EQUIVALENT POSITIONS (FTE):	0.0	0.0

4.C. EXCEPTIONAL ITEMS STRATEGY REQUEST
 82nd Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888** Agency name: **Sample State Agency**

GOAL: 2 Improve Availability and Delivery of Information Services Statewide Goal/Benchmark: 0 - 0
 OBJECTIVE: 1 Improve Information to Public/Others by Answering Reference Questions Service Categories:
 STRATEGY: 1 Provide Access to Information in Government Publications & Records Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Excp 2012	Excp 2013
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STRATEGY IMPACT ON OUTCOME MEASURES:

3 % of Customers Satisfied with State Library Services	94.0%	94.0%
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OUTPUT MEASURES:

3 Number of Record Series Evaluated For Archival Value	140.0	150.0
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OBJECTS OF EXPENSE:

1001 SALARIES AND WAGES	\$129,276	\$129,276
2005 TRAVEL	37,780	15,700
2009 OTHER OPERATING EXPENSE	42,300	42,300
5000 CAPITAL EXPENDITURES	279,222	205,414

Total, Objects of Expense

\$488,578	\$392,690
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METHOD OF FINANCING:

1 GENERAL REVENUE FUND	\$488,578	\$392,690
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Total, Method of Finance

\$488,578	\$392,690
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FULL-TIME-EQUIVALENT POSITIONS (FTE):

5.0	5.0
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EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

Improve Archive Resources

4.C. EXCEPTIONAL ITEMS STRATEGY REQUEST

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

GOAL: 4 Indirect Administration
OBJECTIVE: 1 Indirect Administration
STRATEGY: 1 Indirect Administration

Statewide Goal/Benchmark: 0 - 0
Service Categories:
Service: 04 Income: A.2 Age: B.3

CODE	DESCRIPTION	Excp 2012	Excp 2013
OBJECTS OF EXPENSE:			
	2004 UTILITIES	25,000	25,000
Total, Objects of Expense		\$25,000	\$25,000
METHOD OF FINANCING:			
	1 GENERAL REVENUE FUND	\$25,000	\$25,000
Total, Method of Finance		\$25,000	\$25,000

EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

Improve Archive Resources

5.A. CAPITAL BUDGET PROJECT SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Category Code/Category Name

Project Sequence/Project ID/Name

OOE / TOF / MOF CODE	Est 2010	Bud 2011	BL 2012	BL 2013
5003 Repair or Rehabilitation				
<i>4/4 Roof Replacement/Repair State Records Center</i>				
OBJECTS OF EXPENSE				
<u>Capital</u>				
2001 PROFESSIONAL FEES AND SERVICES	\$20,000	\$0	\$0	\$0
5000 CAPITAL EXPENDITURES	207,264	0	0	0
Capital Subtotal OOE, Project 4	\$227,264	\$0	\$0	\$0
<u>Informational</u>				
2001 PROFESSIONAL FEES AND SERVICES	\$11,310	\$0	\$0	\$0
Informational Subtotal OOE, Project 4	\$11,310	\$0	\$0	\$0
Subtotal OOE, Project 4	\$238,574	\$0	\$0	\$0
TYPE OF FINANCING				
<u>Capital</u>				
CA 1 GENERAL REVENUE FUND	\$227,264	\$0	\$0	\$0
Capital Subtotal TOF, Project 4	\$227,264	\$0	\$0	\$0
<u>Informational</u>				
CA 1 GENERAL REVENUE FUND	\$11,310	\$0	\$0	\$0
Informational Subtotal TOF, Project 4	\$11,310	\$0	\$0	\$0
Subtotal TOF, Project 4	\$238,574	\$0	\$0	\$0
Capital Subtotal, Category 5003	\$227,264	\$0	\$0	\$0
Informational Subtotal, Category 5003	\$11,310	\$0	\$0	\$0
Total, Category 5003	\$238,574	\$0	\$0	\$0

5005 Acquisition of Information Resource Technologies

1/1 Automated Library Software Application

OBJECTS OF EXPENSE

Capital

2001 PROFESSIONAL FEES AND SERVICES	\$45,000	\$35,516	\$51,000	\$51,000
5000 CAPITAL EXPENDITURES	35,353	13,723	42,353	40,723

5.A. CAPITAL BUDGET PROJECT SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Category Code/Category Name

Project Sequence/Project ID/Name

OOE / TOF / MOF CODE		Est 2010	Bud 2011	BL 2012	BL 2013
Capital Subtotal OOE, Project	1	\$80,353	\$49,239	\$93,353	\$91,723
Subtotal OOE, Project	1	\$80,353	\$49,239	\$93,353	\$91,723

TYPE OF FINANCING

Capital

CA	1 GENERAL REVENUE FUND	\$65,000	\$35,516	\$80,000	\$77,000
CA	118 FEDERAL PUBLIC LIBRARY SERVICE FUND	10,000	10,000	11,000	11,000
CA	666 APPROPRIATED RECEIPTS	5,353	3,723	2,353	3,723
Capital Subtotal TOF, Project	1	\$80,353	\$49,239	\$93,353	\$91,723
Subtotal TOF, Project	1	\$80,353	\$49,239	\$93,353	\$91,723

5/5 Data Center Consolidation

OBJECTS OF EXPENSE

Capital

2001	PROFESSIONAL FEES AND SERVICES	500,000	500,000	400,000	400,000
Capital Subtotal OOE, Project	5	\$500,000	\$500,000	\$400,000	\$400,000

Informational

1001	SALARIES AND WAGES	\$100,000	\$150,000	\$0	\$0
Informational Subtotal OOE, Project	5	\$100,000	\$150,000	\$0	\$0
Subtotal OOE, Project	5	\$600,000	\$650,000	\$400,000	\$400,000

TYPE OF FINANCING

Capital

CA	1 GENERAL REVENUE FUND	\$500,000	\$500,000	\$400,000	\$400,000
Capital Subtotal TOF, Project	5	\$500,000	\$500,000	\$400,000	\$400,000

Informational

CA	1 GENERAL REVENUE FUND	\$100,000	\$150,000	\$0	\$0
Informational Subtotal TOF, Project		\$100,000	\$150,000	\$0	\$0
Subtotal TOF, Project	5	\$600,000	\$650,000	\$400,000	\$400,000

5.A. CAPITAL BUDGET PROJECT SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Category Code/Category Name

Project Sequence/Project ID/Name

OOE / TOF / MOF CODE		Est 2010	Bud 2011	BL 2012	BL 2013	
<i>7/7 Enterprise Resource Planning</i>						
OBJECTS OF EXPENSE						
<u>Capital</u>						
2001	PROFESSIONAL FEES AND SERVICES	\$700,000	\$600,000	\$700,000	\$600,000	
Capital Subtotal OOE, Project		7	\$700,000	\$600,000	\$700,000	\$600,000
Subtotal OOE, Project		7	\$700,000	\$600,000	\$700,000	\$600,000
TYPE OF FINANCING						
<u>Capital</u>						
CA	1 GENERAL REVENUE FUND	700,000	600,000	700,000	600,000	
Capital Subtotal TOF, Project		7	\$700,000	\$600,000	\$700,000	\$600,000
Subtotal TOF, Project		7	\$700,000	\$600,000	\$700,000	\$600,000
Capital Subtotal, Category 5005			\$1,280,353	\$1,149,239	\$1,193,353	\$1,091,723
Informational Subtotal, Category 5005			\$100,000	\$150,000	\$0	\$0
Total, Category 5005			\$1,380,353	\$1,299,239	\$1,193,353	\$1,091,723

5007 Acquisition of Capital Equipment and Items

2/2 Print Access Aid Equipment for the Visually Disabled

OBJECTS OF EXPENSE

Capital

5000	CAPITAL EXPENDITURES		\$0	\$0	\$35,000	\$27,600
Capital Subtotal OOE, Project		2	\$0	\$0	\$35,000	\$27,600
Subtotal OOE, Project		2	\$0	\$0	\$35,000	\$27,600
TYPE OF FINANCING						
<u>Capital</u>						
CA	1 GENERAL REVENUE FUND		\$0	\$0	\$35,000	\$27,600
Capital Subtotal TOF, Project		2	\$0	\$0	\$35,000	\$27,600
Subtotal TOF, Project		2	\$0	\$0	\$35,000	\$27,600

5.A. CAPITAL BUDGET PROJECT SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Category Code/Category Name

Project Sequence/Project ID/Name

OOE / TOF / MOF CODE		Est 2010	Bud 2011	BL 2012	BL 2013	
<i>3/3 Library Collections</i>						
OBJECTS OF EXPENSE						
<u>Capital</u>						
5000	CAPITAL EXPENDITURES	110,948	113,808	117,364	115,668	
Capital Subtotal OOE, Project		3	\$110,948	\$113,808	\$117,364	\$115,668
Subtotal OOE, Project		3	\$110,948	\$113,808	\$117,364	\$115,668
TYPE OF FINANCING						
<u>Capital</u>						
CA	1 GENERAL REVENUE FUND	\$89,948	\$92,808	\$73,264	\$71,568	
CA	666 APPROPRIATED RECEIPTS	19,200	19,200	42,300	42,300	
CA	777 INTERAGENCY CONTRACTS	1,800	1,800	1,800	1,800	
Capital Subtotal TOF, Project		3	\$110,948	\$113,808	\$117,364	\$115,668
Subtotal TOF, Project		3	\$110,948	\$113,808	\$117,364	\$115,668
Capital Subtotal, Category 5007			\$110,948	\$113,808	\$152,364	\$143,268
Total, Category 5007			\$110,948	\$113,808	\$152,364	\$143,268
AGENCY TOTAL - CAPITAL			\$1,618,565	\$1,263,047	\$1,345,717	\$1,234,991
AGENCY TOTAL - INFORMATIONAL			\$111,310	\$150,000	\$0	\$0
AGENCY TOTAL			\$1,729,875	\$1,413,047	\$1,345,717	\$1,234,991
METHOD OF FINANCING:						
<u>Capital</u>						
1	GENERAL REVENUE FUND	\$1,582,212	\$1,228,324	\$1,288,264	\$1,176,168	
118	FEDERAL PUBLIC LIBRARY SERVICE FUND	10,000	10,000	11,000	11,000	
666	APPROPRIATED RECEIPTS	24,553	22,923	44,653	46,023	
777	INTERAGENCY CONTRACTS	1,800	1,800	1,800	1,800	
Total, Method of Financing-Capital			\$1,618,565	\$1,263,047	\$1,345,717	\$1,234,991
<u>Informational</u>						
1	GENERAL REVENUE FUND	\$111,310	\$0	\$0	\$0	

5.A. CAPITAL BUDGET PROJECT SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Category Code/Category Name

Project Sequence/Project ID/Name

OOE / TOF / MOF CODE	Est 2010	Bud 2011	BL 2012	BL 2013
Total, Method of Financing-Informational	\$111,310	\$150,000	\$0	\$0
Total, Method of Financing	\$1,729,875	\$1,413,047	\$1,345,717	\$1,234,991
TYPE OF FINANCING				
<u>Capital</u>				
CA CURRENT APPROPRIATIONS	\$1,618,565	\$1,263,047	\$1,345,717	\$1,234,991
Total, Type of Financing-Capital	\$1,618,565	\$1,263,047	\$1,345,717	\$1,234,991
<u>Informational</u>				
CA CURRENT APPROPRIATIONS	\$111,310	\$150,000	\$0	\$0
Total, Type of Financing-Informational	\$111,310	\$150,000	\$0	\$0
Total, Type of Financing	\$1,729,875	\$1,413,047	\$1,345,717	\$1,234,991

5.B. CAPITAL BUDGET PROJECT INFORMATION
 82nd Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Agency code: 888	Agency name: Sample State Agency
Category number: 5002	Category name: Acquisition of Capital Equipment and Items
Project number: 3	Project name: Library Collections

PROJECT DESCRIPTION

General Information

Library materials that are purchased to become part of the permanent collections include books, journals, newspapers, non-print items, and large print books. The ability to procure and make available current library resource materials is essential to the agency's goal to improve the availability and delivery of information services to state government, persons seeking current and historical information from state government, persons with disabilities, and other citizens.

Number of Units/Average Unit Cost	1,500 volumes totaling \$122,285 = \$81.59 average unit cost						
Estimated Completion Date	Continuing						
Additional Capital Expenditure Amounts Required	<table border="0"> <tr> <td></td> <td align="center">2014</td> <td align="center">2015</td> </tr> <tr> <td></td> <td align="center">\$122,385</td> <td align="center">122,385</td> </tr> </table>		2014	2015		\$122,385	122,385
	2014	2015					
	\$122,385	122,385					
Type of Financing	CA CURRENT APPROPRIATIONS						
Projected Useful Life	20 years						
Estimated/Actual Project Cost	N/A						
Length of Financing/Lease Period	N/A						

ESTIMATED/ACTUAL DEBT OBLIGATION PAYMENTS

2012	2013	2014	2015	Total over project life
0	0	0	0	0

REVENUE GENERATION/COST SAVINGS

<u>REVENUE COST FLAG</u>	<u>MOF CODE</u>	<u>AVERAGE AMOUNT</u>
	1234	\$11,208

Explanation: Fines of \$934 per month are anticipated
Project Location: Downtown Austin
Beneficiaries: Individual researchers and staff in state and local government offices and institutions.
Frequency of Use and External Factors Affecting Use:

Materials in the agency's library collections are used on a daily basis. While certain materials may be available in other collections, these are not easily available to state agency officials and employees. The agency is obligated to acquire historical resource materials that supplement the official government records.

5.C. CAPITAL BUDGET ALLOCATION TO STRATEGIES (BASELINE)

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Category Code/Name

<i>Project Sequence/Project ID/Name</i>			Est 2010	Bud 2011	BL 2012	BL 2013
Goal/Obj/Str	Strategy Name					
5003 Repair or Rehabilitation of Buildings and Facilities						
<i>4/4 Roof Replacement/Repair State Records Center</i>						
Capital	2-1-1	ACCESS TO GOVERNMENT INFORMATION	\$227,264	\$0	\$0	\$0
Informational	2-1-1	ACCESS TO GOVERNMENT INFORMATION	\$11,310	\$0	\$0	\$0
		TOTAL, PROJECT	<u>\$238,574</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
5005 Acquisition of Information Resource Technologies						
<i>1/1 Automated Library Software Application</i>						
Capital	1-1-1	LIBRARY RESOURCE SHARING	\$60,000	\$35,516	\$81,000	\$78,000
Capital	1-2-1	DISABLED SERVICES	20,353	13,723	12,353	13,723
		TOTAL, PROJECT	<u>\$80,353</u>	<u>\$49,239</u>	<u>\$93,353</u>	<u>\$91,723</u>
<i>5/5 Data Center Consolidation</i>						
Capital	2-1-1	ACCESS TO GOVERNMENT INFORMATION	\$200,000	\$200,000	\$200,000	\$200,000
Capital	4-1-1	INDIRECT ADMINISTRATION	300,000	300,000	200,000	200,000
Informational	4-1-1	INDIRECT ADMINISTRATION	100,000	150,000	0	0
		TOTAL, PROJECT	<u>\$600,000</u>	<u>\$650,000</u>	<u>\$400,000</u>	<u>\$400,000</u>
<i>7/7 Enterprise Resource Planning</i>						
Capital	2-1-1	ACCESS TO GOVERNMENT INFORMATION	\$400,000	\$300,000	\$400,000	\$300,000
Capital	4-1-1	INDIRECT ADMINISTRATION	300,000	300,000	300,000	300,000
		TOTAL, PROJECT	<u>\$700,000</u>	<u>\$600,000</u>	<u>\$700,000</u>	<u>\$600,000</u>
5007 Acquisition of Capital Equipment and Items						
<i>2/2 Print Access Aid Equipment for the Visually Disabled</i>						
Capital	1-2-1	DISABLED SERVICES	\$0	\$0	\$35,000	\$27,600
Informational	1-2-1	DISABLED SERVICES	\$0	\$0	\$0	\$0
		TOTAL, PROJECT	<u>\$0</u>	<u>\$0</u>	<u>\$35,000</u>	<u>\$27,600</u>

5.C. CAPITAL BUDGET ALLOCATION TO STRATEGIES (BASELINE)

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

	<i>3/3 Library Collections</i>					
Capital	1-1-3	LOCAL LIBRARIES	\$17,743	\$21,275	\$21,650	\$22,500
Capital	1-2-1	DISABLED SERVICES	12,950	12,744	15,290	12,744
Capital	2-1-1	ACCESS TO GOVERNMENT INFORMATION	68,580	68,348	68,349	68,349
Capital	3-1-1	MANAGE STATE-LOCAL RECORDS	3,709	3,350	3,925	3,925
Capital	4-1-1	INDIRECT ADMINISTRATION	7,966	8,091	8,150	8,150
		TOTAL, PROJECT	<u>\$110,948</u>	<u>\$113,808</u>	<u>\$117,364</u>	<u>\$115,668</u>
TOTAL CAPITAL, ALL PROJECTS			\$1,618,565	\$1,263,047	\$1,345,717	\$1,234,991
TOTAL INFORMATIONAL, ALL PROJECTS			\$111,310	\$150,000	\$0	\$0
TOTAL, ALL PROJECTS			<u>\$1,729,875</u>	<u>\$1,413,047</u>	<u>\$1,345,717</u>	<u>\$1,234,991</u>

5.D. CAPITAL BUDGET OPERATING AND MAINTENANCE EXPENSES

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code:	888	Agency name:	Sample State Agency
Project number:	1	Project name:	Automated Library Software Application

Operating Expense Estimates (For Information Only)

CODE DESCRIPTION	2012	2013	2014	2015
OBJECTS OF EXPENSE:				
1001 SALARIES AND WAGES		\$32,500	\$65,000	\$65,000
1002 OTHER PERSONNEL COSTS		8,125	16,250	16,250
2009 OTHER OPERATING EXPENSE		25,000	50,000	50,000
5000 CAPITAL EXPENDITURES		9,000	3,500	3,500
TOTAL, OBJECT OF EXPENSE		\$74,625	\$134,750	\$134,750

METHOD OF FINANCING:

1 GENERAL REVENUE FUND		\$60,000	\$107,800	\$107,800
118 FEDERAL PUBLIC LIBRARY SERVICE FUND		4,625	9,450	9,450
666 APPROPRIATED RECEIPTS		10,000	17,500	17,500
TOTAL, METHOD OF FINANCING		\$74,625	\$134,750	\$134,750

FULL TIME EQUIVALENT POSITIONS:	1.0	2.0	2.0
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OPERATING COSTS DESCRIPTION AND JUSTIFICATION:

Development and installation of the Automated Library Software Application will facilitate the electronic exchange of data between state libraries. The total acquisition cost for the project is expected to be \$314,668. The application will be installed and running by the middle of fiscal year 2013. Therefore, fiscal year 2013 represents six months of operating expenses. Fiscal year 2014 represents a full year of operating and maintenance expenses. Expenses include wages and benefits for database administrators, a service contract with the software developer, and hardware purchases needed to maintain or improve connectivity between sites.

5.E. Capital Budget MOF by Strategy

Agency Code: 888	Agency Name: Sample State Agency	Prepared By: Ann Smith	Date: 08/01/10		
PROJECT CODE/NAME: 001 Automated Library Software Application					
CATEGORY CODE/NAME: 5005 Acquisition of Information Resource Technologies					
ALLOCATION TO STRATEGY: 1-1-1 Library Resource Sharing					
Code	Strategy Allocation	Estimated 2010	Budgeted 2011	Requested 2012	Requested 2013
	Objects of Expense:				
2001	Professional Fees and Services	45,000	35,516	51,000	51,000
5000	Capital Expenditures	15,000	0	30,000	27,000
	Total, Objects of Expense	\$60,000	\$35,516	\$81,000	\$78,000
	Method of Financing:				
001	General Revenue Fund	\$50,000	\$25,516	\$70,000	\$67,000
118	Federal Public Library Service Fund No. 118	\$10,000	\$10,000	\$11,000	\$11,000
	Total, Method of Financing	\$60,000	\$35,516	\$81,000	\$78,000

5.E. Capital Budget MOF by Strategy

Agency Code: 888	Agency Name: Sample State Agency	Prepared By: Ann Smith	Date: 08/01/08		
PROJECT CODE/NAME: 001 Automated Library Software Application					
CATEGORY CODE/NAME: 5005 Acquisition of Information Resource Technologies					
ALLOCATION TO STRATEGY: 1-2-1 Disabled Services					
Code	Strategy Allocation	Estimated 2008	Budgeted 2009	Requested 2010	Requested 2011
5000	Objects of Expense: Capital Expenditures	20,353	13,723	12,353	13,723
	Total, Objects of Expense	\$20,353	\$13,723	\$12,353	\$13,723
001 666	Method of Financing: General Revenue Fund	\$15,000	\$10,000	\$10,000	\$10,000
	Appropriated Receipts	\$5,353	\$3,723	\$2,353	\$3,723
	Total, Method of Financing	\$20,353	\$13,723	\$12,353	\$13,723

6.A. HISTORICALLY UNDERUTILIZED BUSINESS SUPPORTING SCHEDULE

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888**

Agency Name: **Sample State Agency**

COMPARISON TO STATEWIDE HUB PROCUREMENT GOALS

A. Fiscal Year 2008 - 2009 HUB Expenditure Information

Statewide HUB Goals	Procurement Category	<u>HUB Expenditures FY 2008</u>				Total Expenditures FY 2008	<u>HUB Expenditures FY 2009</u>				Total Expenditures FY 2009
		% Goal	% Actual	Difference	Actual \$		% Goal	% Actual	Difference	Actual \$	
11.9%	Heavy Construction	0.0%	0.0%	0.0%	\$0	\$0	0.0%	0.0%	0.0%	\$0	\$0
26.1%	Building Construction	0.0%	0.0%	0.0%	\$0	\$0	0.0%	0.0%	0.0%	\$0	\$0
57.2%	Special Trade Construction	0.0%	0.0%	0.0%	\$0	\$0	0.0%	0.0%	0.0%	\$0	\$0
20.0%	Professional Services	21.0%	21.3%	0.3%	\$25,200	\$118,310	22.0%	22.6%	0.6%	\$27,850	\$123,230
33.0%	Other Services	34.0%	10.2%	-23.8%	\$8,300	\$81,373	35.0%	17.0%	-18.0%	\$10,710	\$63,000
12.6%	Commodities	12.0%	8.7%	-3.3%	\$11,000	\$126,436	13.0%	13.5%	0.5%	\$13,433	\$99,466
	Total Expenditures		13.6%		\$44,500	\$326,119		18.2%		\$51,993	\$285,696

B. Assessment of Fiscal Year 2008 - 2009 Efforts to Meet HUB Procurement Goals

Attainment:

The agency attained or exceeded one of three, or 33%, of the applicable statewide HUB procurement goals in FY 2008. The agency attained or exceeded two of three, or 67%, of the applicable statewide HUB procurement goals in FY 2009.

Applicability:

The "Heavy Construction," "Building Construction," and "Special Trade Construction" categories are not applicable to agency operations in either fiscal year 2008 or fiscal year 2009 since the agency did not have any strategies or programs related to construction.

Factors Affecting Attainment:

In both fiscal year 2008 and 2009, the goal of the "Other Services" category was not met since the only contract in that category was a specialized maintenance contract that limited the agency to contracting with one non-HUB vendor.

"Good-Faith" Efforts:

The agency made the following good faith efforts to comply with statewide HUB procurement goals per 34 TAC Section 20.13(c):

- ensured that contract specifications, terms, and conditions reflected the agency's actual requirements, were clearly stated, and did not impose unreasonable or unnecessary contract requirements.
- provided potential bidders with a list of certified HUBs for subcontracting, and
- prepared and distributed information on procurement procedures in a manner that encouraged participation in agency contracts by all businesses.

6.B. Current Biennium One-time Expenditure Schedule

Agency Code:	Agency Name:	Prepared By:	Date:	
888	Sample State Agency	Ann Smith	6/1/2010	
Item	2010-2011 Est/Bud		2012-2013 Baseline Request	
	Amount	MOF	Amount	MOF
Contribution to WWII Memorial	\$500,000	1 , 555		
A.1.1, Construction	\$450,000	1 , 555		
A.3.5, Contract Oversight	\$50,000	1 , 555		
A.3.6, Maintenance	\$0		\$340,000	1
Implementation of SB 511	\$76,000	1		
Purchase of Land for Firing Range	\$750,000	666		
Lawsuit Settlement	\$150,000	1		
Emergency & Deficiency Grant	\$150,000	1		
CJD Grant	\$100,000	1		

6.C. FEDERAL FUNDS SUPPORTING SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888** Agency name: **Sample State Agency**

CFDA NUMBER/STRATEGY	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
84.000.004 Library Services Technology					
1 - 1 - 1 LIBRARY RESOURCE SHARING	\$0	\$3,380,197	\$3,364,337	\$3,364,337	\$3,364,337
1 - 1 - 2 TEXAS LIBRARY SYSTEM	0	8,319,523	8,419,523	8,419,523	8,419,523
1 - 1 - 3 LOCAL LIBRARIES	0	1,816,630	1,732,490	1,732,490	1,732,490
TOTAL, ALL STRATEGIES	\$0	\$13,516,350	\$13,516,350	\$13,516,350	\$13,516,350
ADDL FED FNDS FOR EMPL BENEFITS	0	70,102	74,241	74,241	74,421
TOTAL, FEDERAL FUNDS	\$0	\$13,586,452	\$13,590,591	\$13,590,591	\$13,590,771
ADDL GR FOR EMPL BENEFITS	\$0	\$17,525	\$18,560	\$18,560	\$18,560
84.034.000 Public Library Services					
1 - 1 - 1 LIBRARY RESOURCE SHARING	\$3,227,636	\$0	\$0	\$0	\$0
1 - 1 - 2 TEXAS LIBRARY SYSTEM	7,216,544	0	0	0	0
1 - 1 - 3 LOCAL LIBRARIES	1,361,730	0	0	0	0
3 - 1 - 1 MANAGE STATE-LOCAL RECORDS	0	0	0	0	0
TOTAL, ALL STRATEGIES	\$11,805,910	\$0	\$0	\$0	\$0
ADDL FED FNDS FOR EMPL BENEFITS	58,001		0	0	0
TOTAL, FEDERAL FUNDS	\$11,863,911	\$0	\$0	\$0	\$0
ADDL GR FOR EMPL BENEFITS	\$15,888	\$0	\$0	\$0	\$0
84.035.000 Interlibrary Cooperation					
1 - 1 - 1 LIBRARY RESOURCE SHARING	\$1,203,808	\$0	\$0	\$0	\$0
TOTAL, ALL STRATEGIES	\$1,203,808	\$0	\$0	\$0	\$0
ADDL FED FNDS FOR EMPL BENEFITS	5,493	0	0	0	0
TOTAL, FEDERAL FUNDS	\$1,209,301	\$0	\$0	\$0	\$0
ADDL GR FOR EMPL BENEFITS	\$0	\$0	\$0	\$0	\$0

6.C. FEDERAL FUNDS SUPPORTING SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

CFDA NUMBER/STRATEGY	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
89.003.999 National Historical Publications-Stimulus					
2 - 1 - 1 ACCESS TO GOVERNMENT INFORMATI	\$63,468	\$1,265,455	\$0	\$0	\$0
TOTAL, ALL STRATEGIES	\$63,468	\$1,265,455	\$0	\$0	\$0
ADDL FED FNDS FOR EMPL BENEFITS	1,568	0	0	0	0
TOTAL, FEDERAL FUNDS	\$65,036	\$1,265,455	\$0	\$0	\$0
ADDL GR FOR EMPL BENEFITS	\$0	\$0	\$0	\$0	\$0

SUMMARY LISTING OF FEDERAL PROGRAM AMOUNTS

84.000.004 Library Services Technology	\$0	\$13,516,350	\$13,516,350	\$13,516,350	\$13,516,350
84.034.000 Public Library Services	11,805,910	0	0	0	0
84.035.000 Interlibrary Cooperation and Resource	1,203,808	0	0	0	0
89.003.999 National Historical Publications-Stimulus	63,468	1,265,455	0	0	0
TOTAL, ALL STRATEGIES	\$13,073,186	\$14,781,805	\$13,516,350	\$13,516,350	\$13,516,350
TOTAL, ADDL FED FUNDS FOR EMPL BENEFITS	65,062	70,102	74,241	74,241	74,421
TOTAL, FEDERAL FUNDS	\$13,138,248	\$14,851,907	\$13,590,591	\$13,590,591	\$13,590,771
TOTAL, ADDL GR FOR EMPL BENEFITS	\$15,888	\$17,525	\$18,560	\$18,560	\$18,560

SUMMARY OF SPECIAL CONCERNS/ISSUES

8055 GR Match for Library Services	3,935,303	4,505,450	4,505,450	4,505,450	4,505,450
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Assumptions and Methodology:

Federal funding for CFDA 84.034, 84.035, and 84.154 was consolidated into a new federal program at a reduced funding level using the temporary CFDA number 84.000.004.

Potential Loss:

The National Historical Publications-Stimulus Grant (89.003.999) was a one-time award under the American Recovery and Reinvestment Act (ARRA) and funding for digitizing historical records is not expected to continue.

THE INFORMATION IN THIS EXAMPLE DOES NOT LINK TO OTHER EXAMPLES

6.D. FEDERAL FUNDS TRACKING SCHEDULE
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Federal FY	Award Amount	Expended SFY 2007	Expended SFY 2008	Expended SFY 2009	Estimated SFY 2010	Estimated SFY 2011	Estimated SFY 2012	Estimated SFY 2013	Total	Difference from Award
<u>CFDA 16.738 Byrne Memorial Justice Assistance Grants</u>										
2006	\$23,718,333	\$5,929,583	11,238,463	6,550,287					\$23,718,333	0
2007	24,061,384	8,348,568	6,711,084	9,001,732					24,061,384	0
2008	27,172,340		5,623,357	5,127,143	6,238,238	10,183,602			27,172,340	0
2009	21,238,450			6,238,458	7,110,046	3,456,123	4,433,823		21,238,450	0
2010	25,648,264				8,438,687	8,337,334	6,357,985	2,514,258	25,648,264	0
2011	23,268,500						8,949,668	8,949,668	17,899,336	5,369,164
2012	26,298,300						6,345,875	7,354,036	13,699,911	12,598,389
2013	26,298,300							6,345,875	6,345,875	19,952,425
Total	\$197,703,871	\$14,278,151	\$23,572,904	\$26,917,620	\$21,786,971	\$21,977,059	\$26,087,351	\$25,163,837	\$159,783,893	\$37,919,978
<hr/>										
Empl. Ben. Payment		\$1,427,815	\$2,357,290	\$2,691,762	\$2,178,697	\$2,197,706	\$2,608,735	\$2,516,384	\$15,978,389	

THE INFORMATION IN THIS EXAMPLE DOES NOT LINK TO OTHER EXAMPLES

6.D. FEDERAL FUNDS TRACKING SCHEDULE
 82nd Regular Session, Agency Submission, Version 1
 Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Federal FY	Award Amount	Expended SFY 2007	Expended SFY 2008	Expended SFY 2009	Estimated SFY 2010	Estimated SFY 2011	Estimated SFY 2012	Estimated SFY 2013	Total	Difference from Award
<u>CFDA 16.803 Byrne Justice Grants-Stimulus</u>										
2009	91,365,456			345,663	58,334,568	32,685,225			91,365,456	0
Total	\$91,365,456	\$0	\$0	\$345,663	\$58,334,568	\$32,685,225	\$0	\$0	\$91,365,456	\$0

Empl. Ben. Payment		\$0	\$0	\$34,566	\$5,833,457	\$3,268,523	\$0	\$0	\$9,136,546	
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THE INFORMATION IN THIS EXAMPLE DOES NOT LINK TO OTHER EXAMPLES

6.E. ESTIMATED REVENUE COLLECTIONS SUPPORTING SCHEDULE

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

FUND/ACCOUNT	Act 2009	Exp 2010	Exp 2011	Bud 2012	Est 2013
123 GR Dedicated - Library Book Preservation Account					
Beginning Balance (Unencumbered):	\$365,955	\$187,886	\$215,366	\$167,646	\$153,326
Estimated Revenue:					
3740 Grants/Donations	37,555	35,250	27,250	27,250	17,250
3719 Fees/Copies or Filing of Records	122,076	110,630	110,630	110,630	110,630
	Enter actual/estimated collections rather than appropriated amounts. →				
Subtotal: Actual/Estimated Revenue	159,631	145,880	137,880	137,880	127,880
Total Available	\$525,586	\$333,766	\$353,246	\$305,526	\$281,206
DEDUCTIONS:					
Expended/Budgeted/Requested	(320,500)	(102,000)	(170,000)	(150,000)	(155,000)
Transfer - Employee Benefits (OASI, Insurance, Etc.)	(2,000)	(1,600)	(1,200)	(1,000)	(1,000)
Article IX, Sec. 19.62, Salary Increase (2008-09 GAA)	(13,200)	0	0	0	0
Emergency/Deficiency Grant	(1,200)	0	0	0	0
Reimbursement, Workers' Compensation	(1,500)	(1,200)	(900)	(900)	(900)
Unemployment Benefits	(500)	(400)	(300)	(300)	(300)
Other	0	0	0	0	0
Total, Deductions	(\$338,900)	(\$105,200)	(\$172,400)	(\$152,200)	(\$157,200)
Ending Fund/Account Balance	\$186,686	\$228,566	\$180,846	\$153,326	\$124,006

REVENUE ASSUMPTIONS:

Estimated amounts assume that gifts, grants and donations, while declining, will continue to be provided to the program. No changes in fee rates are assumed.

CONTACT PERSON:

Ann Smith

THE INFORMATION IN THIS EXAMPLE DOES NOT LINK TO OTHER EXAMPLES

6.F. ADVISORY COMMITTEE SUPPORTING SCHEDULE

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency: **Sample State Agency**

Library Systems Act Advisory Board

Statutory Authorization:	Govt. Code Sec. 441.124
Number of Members:	5
Committee Status:	Ongoing
Date Created:	1969
Date to be Abolished:	N/A
Strategy (Strategies):	01-01-02

Advisory Committee Costs	Expended 2009	Estimated 2010	Budgeted 2011	Requested 2012	Requested 2013
Committee Members' Direct Expenses					
Travel	\$1,229	\$1,500	\$1,750	\$2,000	\$2,250
Other Operating					
Other Expenditures in Support of Committee Activities					
Personnel (0.5 FTEs)	750	750	750	750	750
Other Operating	100	100	100	100	100
Total, Committee Expenditures	\$2,079	\$2,350	\$2,600	\$2,850	\$3,100
Method of Financing					
GENERAL REVENUE FUND	\$2,079	\$2,350	\$2,600	\$2,850	\$3,100
Total, Method of Financing	\$2,079	\$2,350	\$2,600	\$2,850	\$3,100
Meetings Per Fiscal Year	3	3	3	3	3

6.F. ADVISORY COMMITTEE SUPPORTING SCHEDULE

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

LIBRARY SYSTEMS ACT ADVISORY BOARD

Description and Justification for Continuance/Consequences of Abolishing

The Library Systems Act Advisory Board was established by state statute to advise the Sample State Agency's commissioners and executive director on matters concerning the management and operation of the Texas Library System. The Board also reviews and recommends proposals for changes to the administrative rules, and hears appeals from libraries that fail to qualify for membership in the Texas Library System. The Board consists of professional librarians from different sizes and types of libraries. They serve for three-year terms and are appointed by the Commission of the Sample State Agency. To date, the work of the Library Systems Act Advisory Board has been very useful in guiding the agency on standards for library operations. Without the review of the Board, the agency would need to establish other formal mechanisms to receive advice and input from professionals and lay persons interested in libraries.

6.G. HOMELAND SECURITY FUNDING SCHEDULE - Part A TERRORISM

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888**

Agency name: **Sample State Agency**

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
OBJECTS OF EXPENSE						
1002	OTHER PERSONNEL COSTS	\$22,962	\$23,483	\$23,411	\$23,411	\$23,411
2001	PROFESSIONAL FEES AND SERVICES	\$30,617	\$31,310	\$31,215	\$31,215	\$31,215
2003	CONSUMABLE SUPPLIES	\$11,481	\$11,741	\$11,706	\$11,706	\$11,706
2004	UTILITIES	\$7,654	\$7,828	\$7,804	\$7,804	\$7,804
2005	TRAVEL	\$34,444	\$35,224	\$35,117	\$35,117	\$35,117
2009	OTHER OPERATING EXPENSE	\$1,366,208	\$1,742,653	\$1,747,363	\$1,651,192	\$1,697,496
4000	GRANTS	\$2,385,665	\$2,354,889	\$2,321,547	\$2,346,532	\$2,359,874
5000	CAPITAL EXPENDITURES	\$442,695	\$275,844	\$272,648	\$274,746	\$273,746
TOTAL, OBJECTS OF EXPENSE		\$4,301,726	\$4,482,972	\$4,450,811	\$4,381,723	\$4,440,369
METHOD OF FINANCING						
1	GENERAL REVENUE FUND	\$1,155,000	\$1,120,000	\$1,126,000	\$1,121,000	\$1,123,000
Subtotal, MOF (General Revenue Funds)		\$1,155,000	\$1,120,000	\$1,126,000	\$1,121,000	\$1,123,000
666	APPROPRIATED RECEIPTS	\$299,470	\$604,638	\$490,442	\$360,179	\$464,345
777	INTERAGENCY CONTRACTS	\$2,486	\$1,856	\$1,800	\$1,800	\$1,800
Subtotal, MOF (Other Funds)		\$301,956	\$606,494	\$492,242	\$361,979	\$466,145
555	FEDERAL FUNDS					
CFDA 16.579.000 Byrne Formula Grant Program		\$2,844,770	\$2,756,478	\$2,832,569	\$2,898,744	\$2,851,224
Subtotal, MOF (Federal Funds)		\$2,844,770	\$2,756,478	\$2,832,569	\$2,898,744	\$2,851,224
TOTAL, METHOD OF FINANCE		\$4,301,726	\$4,482,972	\$4,450,811	\$4,381,723	\$4,440,369
FULL-TIME-EQUIVALENT POSITIONS		9.0	10.0	1.1	2.2	3.5
FUNDS PASSED THROUGH TO LOCAL ENTITIES (Included in amounts above)		\$2,505,124	\$2,514,698	\$2,498,574	\$2,489,665	\$2,545,778
FUNDS PASSED THROUGH TO OTHER STATE AGENCIES OR INSTITUTIONS OF HIGHER EDUCATION (Not included in amounts above)		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
USE OF HOMELAND SECURITY FUNDS						

Totals should be the same as amounts on page 2.

Totals should be the same as amounts on page 3.

All homeland security expenditures are contained within Strategies 02-01-03 and 03-01-01. In 2009 and 2010 the agency contracted for increased surveillance. In fiscal year 2010 approximately 91 percent of Byrne Grant amounts will be passed through to local units of government. In fiscal year 2011 it is estimated that approximately 88 percent of Byrne Grant amounts will be passed through to local units of government. About one-third of annual awards are being used for one-time equipment purchases and building security. Remaining funds are devoted to security personnel and related costs.

6.G. HOMELAND SECURITY FUNDING SCHEDULE - Part A TERRORISM

Funds Passed through to Local Entities

82nd Regular Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888**

Agency name: **Sample State Agency**

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
METHOD OF FINANCE						
<u>1 GENERAL REVENUE FUND</u>						
	Alamo COG	\$22,962	\$23,483	\$23,411	\$23,411	\$23,411
	Angelina County	\$30,617	\$31,310	\$31,215	\$31,215	\$31,215
	Williamson County	\$11,481	\$11,741	\$11,706	\$11,706	\$11,706
	Subtotal MOF, (General Revenue)	\$65,060	\$66,534	\$66,332	\$66,332	\$66,332
<u>555 FEDERAL FUNDS</u>						
	CFDA 16.579.000 Byrne Formula Grant Program					
	Angelina County	\$906,554	\$906,458	\$905,489	\$903,659	\$905,874
	Williamson County	\$1,533,510	\$1,541,706	\$1,526,753	\$1,519,674	\$1,573,572
	CFDA Subtotal	\$2,440,064	\$2,448,164	\$2,432,242	\$2,423,333	\$2,479,446
	Subtotal MOF, (Federal Funds)	\$2,440,064	\$2,448,164	\$2,432,242	\$2,423,333	\$2,479,446
TOTAL		\$2,505,124	\$2,514,698	\$2,498,574	\$2,489,665	\$2,545,778

Totals should be the same as amounts on page 1.

6.G. HOMELAND SECURITY FUNDING SCHEDULE - Part A TERRORISM

Funds Passed through to State Agencies

82nd Regular Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888**

Agency name: **Sample State Agency**

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
METHOD OF FINANCE						
<u>555 FEDERAL FUNDS</u>						
	CFDA 16.579.000 Byrne Formula Grant Program					
	DEPARTMENT OF AGRICULTURE	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
	UT SAN ANTONIO	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
	CFDA Subtotal	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
	Subtotal MOF, (Federal Funds)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
TOTAL		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Totals should be the same as amounts on page 1. →

6.G. HOMELAND SECURITY FUNDING SCHEDULE - PART B NATURAL OR MAN-MADE DISASTERS

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888**

Agency name: **Sample State Agency**

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
OBJECTS OF EXPENSE						
1002	OTHER PERSONNEL COSTS	\$22,962	\$23,483	\$23,411	\$23,411	\$23,411
2001	PROFESSIONAL FEES AND SERVICES	\$30,617	\$31,310	\$31,215	\$31,215	\$31,215
2003	CONSUMABLE SUPPLIES	\$11,481	\$11,741	\$11,706	\$11,706	\$11,706
2004	UTILITIES	\$7,654	\$7,828	\$7,804	\$7,804	\$7,804
2005	TRAVEL	\$34,444	\$35,224	\$35,117	\$35,117	\$35,117
2009	OTHER OPERATING EXPENSE	\$236,334	\$677,540	\$601,448	\$479,943	\$567,451
4000	GRANTS	\$715,700	\$706,467	\$696,464	\$703,960	\$707,962
5000	CAPITAL EXPENDITURES	\$442,695	\$275,844	\$272,648	\$274,746	\$273,746
TOTAL, OBJECTS OF EXPENSE		\$1,501,887	\$1,769,437	\$1,679,813	\$1,567,902	\$1,658,412
METHOD OF FINANCING						
1	GENERAL REVENUE FUND	\$346,500	\$336,000	\$337,800	\$336,300	\$336,900
Subtotal, MOF (General Revenue Funds)		\$346,500	\$336,000	\$337,800	\$336,300	\$336,900
666	APPROPRIATED RECEIPTS	\$299,470	\$604,638	\$490,442	\$360,179	\$464,345
777	INTERAGENCY CONTRACTS	\$2,486	\$1,856	\$1,800	\$1,800	\$1,800
Subtotal, MOF (Other Funds)		\$301,956	\$606,494	\$492,242	\$361,979	\$466,145
555	FEDERAL FUNDS					
CFDA 89.003 National Historical Publications and Records Grants		\$853,431	\$826,943	\$849,771	\$869,623	\$855,367
Subtotal, MOF (Federal Funds)		\$853,431	\$826,943	\$849,771	\$869,623	\$855,367
TOTAL, METHOD OF FINANCE		\$1,501,887	\$1,769,437	\$1,679,813	\$1,567,902	\$1,658,412
FULL-TIME-EQUIVALENT POSITIONS		2.0	2.0	4.5	5.5	6.5
FUNDS PASSED THROUGH TO LOCAL ENTITIES (Included in amounts above)		\$728,575	\$730,926	\$726,161	\$723,489	\$740,322
FUNDS PASSED THROUGH TO OTHER STATE AGENCIES OR INSTITUTIONS OF HIGHER EDUCATION (Not included in amounts above)		\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
USE OF HOMELAND SECURITY FUNDS						

Totals should be the same as amounts on page 5.

Totals should be the same as amounts on page 6.

In 2009 the agency received a new federal grant to help digitize the state's deteriorating documents, many of which are housed at city and county court houses, which are at risk of destruction during natural disasters (floods, hurricanes, fires, etc...). Approximately 85 percent of funds will be awarded to local entities.

6.G. HOMELAND SECURITY FUNDING SCHEDULE - PART B NATURAL OR MAN-MADE DISASTERS

Funds Passed through to Local Entities

82nd Regular Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888**

Agency name: **Sample State Agency**

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
METHOD OF FINANCE						
<u>1 GENERAL REVENUE FUND</u>						
	Blanco County	\$30,617	\$31,310	\$31,215	\$31,215	\$31,215
	Comal County	\$11,481	\$11,741	\$11,706	\$11,706	\$11,706
	Subtotal MOF, (General Revenue)	\$42,098	\$43,051	\$42,921	\$42,921	\$42,921
<u>555 FEDERAL FUNDS</u>						
	CFDA 89.003 National Historical Publications and Records Grants					
	Blanco County	\$271,966	\$271,937	\$271,646	\$271,098	\$271,762
	Comal County	\$414,511	\$415,938	\$411,594	\$409,470	\$425,639
	CFDA Subtotal	\$686,477	\$687,875	\$683,240	\$680,568	\$697,401
	Subtotal MOF, (Federal Funds)	\$686,477	\$687,875	\$683,240	\$680,568	\$697,401
TOTAL		\$728,575	\$730,926	\$726,161	\$723,489	\$740,322

Totals should be the same as amounts on page 4. →

6.G. HOMELAND SECURITY FUNDING SCHEDULE - PART B NATURAL OR MAN-MADE DISASTERS

Funds Passed through to State Agencies

82nd Regular Session, Agency Submission, Version 1

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **888**

Agency name: **Sample State Agency**

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
METHOD OF FINANCE						
<u>555 FEDERAL FUNDS</u>						
	CFDA 89.003 National Historical Publications and Records Grants					
	GENERAL LAND OFFICE	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
	CFDA Subtotal	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
	Subtotal MOF, (Federal Funds)	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
TOTAL		\$15,000	\$15,000	\$15,000	\$15,000	\$15,000

Totals should be the same as amounts on page 4. →

6.H. Estimated Total of All Agency Funds Outside the GAA Bill Pattern
Sample State Agency

ESTIMATED GRAND TOTAL OF AGENCY FUNDS OUTSIDE THE 2010-11 GAA BILL PATTERN	\$	21,200,000
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Capitol Fund

Estimated Beginning Balance in FY 2010	\$	5,812,422
Estimated Revenues FY 2010	\$	1,325,500
Estimated Revenues FY 2011	\$	1,687,000
FY 2010-11 Total	\$	8,824,922
Estimated Beginning Balance in FY 2012	\$	5,800,000
Estimated Revenues FY 2012	\$	1,400,000
Estimated Revenues FY 2013	\$	1,700,000
FY 2012-13 Total	\$	8,900,000

Constitutional or Statutory Creation and Use of Funds:

The Capitol Fund is created as a trust fund outside the Treasury by Government Code, Section 443.0101. It holds funds donated to the board and proceeds from Capitol enterprises. The funds can only be used for acquiring and refurbishing areas of the State Capitol and Capitol Extension.

Method of Calculation and Revenue Assumptions:

Revenue estimates are expected to increase from the 2010-11 levels due to an increase in the visitors to the Capitol, resulting in an increase in sales at the gift shops and parking fees.

6.H. Estimated Total of All Agency Funds Outside the GAA Bill Pattern
Sample State Agency

Capitol Renewal Trust Fund

Estimated Beginning Balance in FY 2010	\$	12,321,183
Estimated Revenues FY 2010	\$	225,000
Estimated Revenues FY 2011	\$	225,000
FY 2010-11 Total	\$	12,771,183
Estimated Beginning Balance in FY 2012	\$	12,000,000
Estimated Revenues FY 2012	\$	150,000
Estimated Revenues FY 2013	\$	150,000
FY 2012-13 Total	\$	12,300,000

Constitutional or Statutory Creation and Use of Funds:

The Capitol Renewal Trust Fund is created as a trust fund outside the Treasury by Government Code, Section 443.0103. Funds in the account are used to maintain and preserve the Capitol, the General Land Office Building, their contents and grounds. The account consist of funds transferred out of the state treasury at the direction of the legislature and from the transfers from the Capitol Fund, if the Board determines that sufficient funds are available in the Capitol Funds for such transfers.

Method of Calculation and Revenue Assumptions:

Transfers made by the legislature are expected to decline from the 2010-11 amounts, and no transfers are expected from the Capitol Fund.

6.I. 10 PERCENT BIENNIAL BASE REDUCTION OPTIONS

82nd Regular Session, 2010-11 Agency Item Reductions

Automated Budget and Evaluation System of Texas (ABEST)

<u>Agency Number and Name</u> <i>Item Priority and Name / Method of Financing</i>	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2012	2013	Biennial Total	2012	2013	Biennial Total	
<u>888 Sample State Agency</u>							
<i>1 Sample State Agency Administration</i>							
Category: Administrative, FTE - Hiring Freeze							
Item Comment: The agency will reduce approximately \$1.7 million in GR administrative expenses over FY 2012 and FY 2013. Most of these costs will come from personnel--the agency has already implemented a partial hiring freeze, will reduce FTEs through attrition and eliminate some ongoing projects and expenditures. This reduction is exclusive of the Records Management division.							
Strategy: D.1.1 Indirect Administration							
General Revenue Funds							
1 General Revenue Fund				\$805,900	\$920,000	\$1,725,900	
General Revenue Funds Total				\$805,900	\$920,000	\$1,725,900	
Item Total				\$805,900	\$920,000	\$1,725,900	
FTE Reductions (From FY2012 and FY2013 Base Request)				7.0	7.0		Agencies should group reduction items into 5% increments; here, item 1 represents the first 5% and items 2 and 3 represent the second 5%, totaling 10%.
<i>2 Publication and Distribution of Government Access Materials</i>							
Category: Programs and Services - Service Reduction (Other)							
Item Comment: Represents a 30% reduction in the funds available in fiscal year 2013 for the printing and distribution of materials for the Government Information Awareness (GIA) education program. Agency web portal will be fully operational in second half of fiscal year 2012, allowing information and materials to be accessible online. This should reduce demand for printed materials in the following fiscal year. However, the agency expects							
Strategy: B.1.1 Access to Government Information							
General Revenue-dedicated Funds							
543 Texas Capital Trust Fund Acct No. 543					\$850,000	\$850,000	
General Revenue-dedicated Funds Total					\$850,000	\$850,000	
Item Total					\$850,000	\$850,000	
<i>3 Local Library Grants</i>							
Category: Programs and Services - Grant, Loan or Pass-through Reductions							
Item Comment: Reduction to the Local Libraries Grant program represents a phase-out of the Archive Assistance grants. Instead of initiating Cycle 12 in FY2012 and Cycle 13 in FY2013, the agency will stop grant awards with Cycle 10. This means that approximately 70 local libraries from around the state in FY2012 and 70 more in FY2013 will lose the 3-year funding source. This will likely result in the slowdown or cessation of local archival and digitization efforts across the state.							

6.I. 10 PERCENT BIENNIAL BASE REDUCTION OPTIONS

82nd Regular Session, 2010-11 Agency Item Reductions
Automated Budget and Evaluation System of Texas (ABEST)

<u>Agency Number and Name</u> <i>Item Priority and Name / Method of Financing</i>	REVENUE LOSS			REDUCTION AMOUNT			TARGET
	2012	2013	Biennial Total	2012	2013	Biennial Total	
888 Sample State Agency Strategy: A.1.3 Local Libraries							
General Revenue Funds							
1 General Revenue Fund				\$280,000	\$600,000	\$880,000	
General Revenue Funds Total				\$280,000	\$600,000	\$880,000	
Item Total				\$280,000	\$600,000	\$880,000	
AGENCY TOTALS							
General Revenue Total				\$1,085,900	\$1,520,000	\$2,605,900	\$2,223,478
GR Dedicated Total				0	\$850,000	\$850,000	\$1,227,791
Agency Grand Total				\$1,085,900	\$2,370,000	\$3,455,900	\$3,451,269
Difference, Options Total Less Target						\$4,631	
FTE Reductions (From FY2012 and FY2013 Base Request)				7.0	7.0		

6.J. PART A. BUDGETARY IMPACTS RELATED TO FEDERAL HEALTH CARE REFORM

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: 327

Agency name: **Employees Retirement System**

CODE	DESCRIPTION	Est 2010	Bud 2011	BL 2012	BL 2013	Excp 2012	Excp 2013
Item Number: 1		Item Name: Expand coverage to dependents up to age 26					
Includes Funding for the Following Strategy or Strategies:							
02-01-01 Provide Basic Insurance Program to General State Employees							
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: auto; margin-right: auto;"> <p>NOTE: This example is provided for illustrative purposes only, and may not accurately reflect a state budgetary impact of the federal health care reform legislation.</p> </div>							
OBJECTS OF EXPENSE:							
2009	OTHER OPERATING EXPENSE	\$0	\$24,000,000	\$12,000,000	\$12,000,000	\$12,000,000	\$12,000,000
TOTAL, OBJECT OF EXPENSE		\$0	\$24,000,000	\$12,000,000	\$12,000,000	\$12,000,000	\$12,000,000
METHOD OF FINANCING:							
1	GENERAL REVENUE FUND	\$0	\$13,927,000	\$6,964,000	\$6,964,000	\$6,964,000	\$6,964,000
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)							
994	GR DEDICATED ACCOUNTS	\$0	\$870,000	\$435,000	\$435,000	\$435,000	\$435,000
SUBTOTAL, MOF (GENERAL REVENUE FUNDS - DEDICATED)							
555	FEDERAL FUNDS						
	000.327.002 ERS INSURANCE	\$0	\$9,203,000	\$4,601,000	\$4,601,000	\$4,601,000	\$4,601,000
SUBTOTAL, MOF (FEDERAL FUNDS)							
TOTAL, METHOD OF FINANCING		\$0	\$24,000,000	\$12,000,000	\$12,000,000	\$12,000,000	\$12,000,000
FULL-TIME-EQUIVALENT POSITIONS (FTE):		0.2	1.2	1.2	1.2	0.0	0.0

LEGAL AUTHORITY/STATUTORY REFERENCE FOR ITEM:

H.R. 3590, Sec. 1001 (adds Sec 2714 of Public Health Services Act); H.R. 4872, Sec. 2301

DESCRIPTION/KEY ASSUMPTIONS:

Assumes an additional 5000 children per month will be added. Assumes \$400 per child per month. Effective date is September 23, 2010. Exceptional item adjusts for the program not starting until 2011 (1 year in baseline rather than 2).

CONCERNS:

6.J. PART B. SUMMARY OF BUDGETARY IMPACTS RELATED TO FEDERAL HEALTH CARE REFORM

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **327**

Agency name: **Employees Retirement System**

Item #	Item Name	Est 2010	Bud 2011	BL 2012	BL 2013	Excp 2012	Excp 2013	Total Request 2012	Total Request 2013
1	Expand coverage to dependents up to age 26	\$0	\$24,000,000	\$12,000,000	\$12,000,000	\$12,000,000	\$12,000,000	\$24,000,000	\$24,000,000
2	Move coverage for dependents of state employees to CHIP at HHSC	\$0	-\$1,800,000	-\$1,800,000	-\$1,800,000			-\$1,800,000	-\$1,800,000
Total, Cost/Savings Related to Health Care Reform		\$0	\$22,200,000	\$10,200,000	\$10,200,000	\$12,000,000	\$12,000,000	\$22,200,000	\$22,200,000
Method of Financing									
	General Revenue	\$0	\$12,882,000	\$5,919,000	\$5,919,000	\$6,964,000	\$6,964,000	\$12,883,000	\$12,883,000
	General Revenue - Dedicated	\$0	\$805,000	\$370,000	\$370,000	\$435,000	\$435,000	\$805,000	\$805,000
	Subtotal, GR & GR - DEDICATED FUNDS	\$0	\$13,687,000	\$6,289,000	\$6,289,000	\$7,399,000	\$7,399,000	\$13,688,000	\$13,688,000
	Federal Funds	0	8,513,000	3,911,000	3,911,000	4,601,000	4,601,000	\$8,512,000	\$8,512,000
	Other Funds	0	0	0	0			0	0
	Total	\$0	\$22,200,000	\$10,200,000	\$10,200,000	\$12,000,000	\$12,000,000	\$22,200,000	\$22,200,000
Full-Time-Equivalent Positions		0.0	1.2	1.2	1.2			1.2	1.2

7.A. INDIRECT ADMINISTRATIVE AND SUPPORT COSTS

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

Strategy		Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
02-01-01	Provide Access to Information in Government Publications and Records					
OBJECTS OF EXPENSE						
1001	SALARIES AND WAGES	\$133,242	\$125,746	\$153,380	\$139,779	\$142,181
1002	OTHER PERSONNEL COSTS	3,075	2,902	3,540	3,226	3,281
2001	PROFESSIONAL FEES AND SERVICES	4,100	3,869	4,719	4,301	4,375
2003	CONSUMABLE SUPPLIES	1,537	1,451	1,770	1,613	1,641
2004	UTILITIES	1,025	967	1,180	1,075	1,094
2005	TRAVEL	4,612	4,353	5,309	4,839	4,922
2007	RENT - MACHINE AND OTHER	2,050	1,935	2,360	2,150	2,187
2009	OTHER OPERATING EXPENSE	55,346	52,232	63,711	58,062	59,059
5000	CAPITAL EXPENDITURES	98,258	76,518	28,522	40,581	37,800
	Total, Objects of Expense	\$303,245	\$269,973	\$264,491	\$255,626	\$256,540
METHOD OF FINANCING:						
1	GENERAL REVENUE FUND	\$258,146	\$226,985	\$227,044	\$218,096	\$219,010
555	FEDERAL FUNDS	7,093	6,589	6,952	7,080	7,080
	CFDA 89.003 National Historical Publication					
666	APPROPRIATED RECEIPTS	36,854	35,241	29,370	29,370	29,370
777	INTERAGENCY CONTRACTS	1,152	1,158	1,125	1,080	1,080
	Total, Method of Financing	\$303,245	\$269,973	\$264,491	\$255,626	\$256,540
FULL TIME EQUIVALENT POSITIONS		3.5	3.5	3.5	3.5	3.5

Method of Allocation

In general, indirect administrative and support costs are allocated proportionately among all strategies on the basis of budget size for each fiscal year. The percentage range that applies to strategy 2-1-1 is 15.6% - 17.1%. This method was selected because this agency is labor-intensive and the administrative demands are closely related to budget size.

7.B. DIRECT ADMINISTRATIVE AND SUPPORT COSTS

82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: **888**

Agency name: **Sample State Agency**

<u>Strategy</u>		Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
02-01-01	Provide Access to Information in Government Publications and Records					
OBJECTS OF EXPENSE						
1001	SALARIES AND WAGES	\$103,013	\$99,206	\$99,360	\$99,378	\$99,378
2003	COMSUMABLE SUPPLIES	1,030	992	994	994	994
2009	OTHER OPERATING EXPENSE	33,307	32,076	32,126	32,132	32,132
5000	CAPITAL EXPENDITURES	456	256	354	562	562
	Total, Objects of Expense	\$137,806	\$132,530	\$132,834	\$133,066	\$133,066
METHOD OF FINANCING:						
1	GENERAL REVENUE FUND	\$130,456	\$125,941	\$126,250	\$126,214	\$126,214
555	FEDERAL FUNDS	7,350	6,589	6,584	6,852	6,852
	CFDA 89.003 National Historical Publication					
	Total, Method of Financing	\$137,806	\$132,530	\$132,834	\$133,066	\$133,066
FULL TIME EQUIVALENT POSITIONS		3.0	3.0	3.0	3.0	3.0

Description

The administrative and support costs in this strategy are related to one administrative technician and two programmer analysts who work solely on the transfer of information from paper-based records to an electronic system.