

SAMPLE LAR
FOR
APPELLATE COURTS
LEGISLATIVE APPROPRIATIONS REQUEST

LEGISLATIVE BUDGET BOARD
May 2010

Sample Form for Cover and Title Sheet

Legislative Appropriations Request

For Fiscal Years 2012 and 2013

**Submitted to the
Governor's Office of Budget, Planning and Policy
and the Legislative Budget Board**

by

Court or Agency Name

Date of Submission

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Legislative Appropriations Request

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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: **235** Agency name: **Fifteenth Court of Appeals District**

Goal / Objective / STRATEGY	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<u>1</u> Appellate Court Operations					
<u>1</u> Appellate Court Operations					
1 APPELLATE COURT OPERATIONS	2,181,477	2,197,507	2,302,655	2,158,689	2,158,688
TOTAL, GOAL 1	\$2,181,477	\$2,197,507	\$2,302,655	\$2,158,689	\$2,158,688
TOTAL, AGENCY STRATEGY REQUEST	\$2,181,477	\$2,197,507	\$2,302,655	\$2,158,689	\$2,158,688
TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST				\$0	\$0
GRAND TOTAL, AGENCY REQUEST	\$2,181,477	\$2,197,507	\$2,302,655	\$2,158,689	\$2,158,688
<u>METHOD OF FINANCING:</u>					
General Revenue Funds:					
1 General Revenue Fund	1,946,149	1,963,988	1,889,189	1,926,589	1,926,588
	1,946,149	1,963,988	1,889,189	1,926,589	1,926,588
Other Funds:					
573 Judicial Fund	182,900	182,900	182,900	182,900	182,900
666 Appropriated Receipts	16,428	14,619	14,300	13,200	13,200
777 Interagency Contracts	36,000	36,000	36,000	36,000	36,000
	235,328	233,519	233,200	232,100	232,100
TOTAL, METHOD OF FINANCING	\$2,181,477	\$2,197,507	\$2,122,389	\$2,158,689	\$2,158,688

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

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

Agency code: 235		Agency name: Fifteenth Court of Appeals District				
METHOD OF FINANCING		Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<u>GENERAL REVENUE</u>						
1	General Revenue Fund					
	<i>REGULAR APPROPRIATIONS</i>					
	Regular Appropriations from MOF Table	1,900,943	2,027,988	2,027,988	1,926,589	1,926,588
	<i>TRANSFERS</i>					
	→ HB 4586, Sec 89, Retention Payments	10,537	0	0	0	0
	→ Art IX, Sec. 19.62, Salary Increases (2008-09 GAA)	27,467	0	0	0	0
	ABEST supplies standard descriptions for certain commonly used appropriation items.					
	<i>LAPSED APPROPRIATIONS</i>					
	Lapsed Appropriations	(8,728)	0	0	0	0
	Five Percent Reduction (2010-11 Biennium)	0	(50,000)	(152,799)	0	0
	<i>UNEXPENDED BALANCES AUTHORITY</i>					
	Art IV, Sec. 10, Unexpended Balances (2008-09 GAA)	15,930	0	0	0	0
	Art IV, Sec. 10, Unexpended Balances (2010-11 GAA)	0	(14,000)	14,000	0	0
TOTAL,	General Revenue Fund	\$1,946,149	\$1,963,988	\$1,889,189	\$1,926,589	\$1,926,588
TOTAL,	ALL GENERAL REVENUE	\$1,946,149	\$1,963,988	\$1,889,189	\$1,926,589	\$1,926,588

Should match Conference Committee Report, House Bill 1, Eightieth Legislature, 2007.

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

FY 2010 and FY 2011 General Revenue reduction amounts per LBB/GOBPP reduction letter.

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

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

Agency code: 235		Agency name: Fifteenth Court of Appeals District				
METHOD OF FINANCING		Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
<u>OTHER FUNDS</u>						
<u>573</u>	Judicial Fund No. 573					
	<i>REGULAR APPROPRIATIONS</i>					
	Regular Appropriations from MOF Table	182,900	182,900	182,900	182,900	182,900
TOTAL,	Judicial Fund No. 573	\$182,900	\$182,900	\$182,900	\$182,900	\$182,900
<u>666</u> Appropriated Receipts						
	<i>REGULAR APPROPRIATIONS</i>					
	Regular Appropriations from MOF Table	12,000	12,000	12,000	13,200	13,200
	<i>RIDER APPROPRIATIONS:</i>					
	Art IX, Sec. 8.03 Reimbursements & Payments (2008-09 GAA)	4,428	0	0	0	0
	Art IX, Sec. 8.03 Reimbursements & Payments (2010-11 GAA)	0	2,619	2,300	0	0
TOTAL,	Appropriated Receipts	\$16,428	\$14,619	\$14,300	\$13,200	\$13,200
<u>777</u> Interagency Contracts						
	<i>REGULAR APPROPRIATIONS</i>					
	Regular Appropriations from MOF Table	36,000	36,000	36,000	36,000	36,000
TOTAL,	Interagency Contracts	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000

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

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

Agency code: 235	Agency name: Fifteenth Court of Appeals District				
METHOD OF FINANCING	Exp 2009	Est 2010	Bud 2011	Req 2012	Req 2013
TOTAL, ALL OTHER FUNDS	\$235,328	\$233,519	\$233,200	\$232,100	\$232,100
GRAND TOTAL	\$2,181,477	\$2,197,507	\$2,122,389	\$2,158,689	\$2,158,688
<u>FULL-TIME-EQUIVALENT POSITIONS</u>					
<i>REGULAR APPROPRIATIONS</i>	32.0	33.0	33.0	32.0	32.0
<i>UNAUTHORIZED NUMBER OVER (BELOW) CAP</i>	(0.4)	0.7	(1.0)	0.0	0.0
TOTAL, ADJUSTED FTES	31.6	33.7	32.0	32.0	32.0



Total adjusted FTEs reported as expend for fiscal year 2009 should equal the average of the four quarterly FTEs reported to the Classification Division of the State Auditor's Office.

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:	235	Agency name:	Fifteenth Court of Appeals District			
OBJECT OF EXPENSE		Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
1001	SALARIES AND WAGES	\$2,098,287	\$2,144,166	\$2,056,510	\$2,107,289	\$2,107,057
1002	OTHER PERSONNEL COSTS	36,135	12,556	18,637	13,600	13,600
2003	CONSUMABLE SUPPLIES	11,901	12,605	12,036	12,461	12,461
2004	UTILITIES	2,289	2,324	2,500	2,600	2,600
2005	TRAVEL	4,310	6,901	5,325	4,839	5,070
2007	RENT - MACHINE AND OTHER	3,372	5,462	5,554	5,500	5,500
2009	OTHER OPERATING EXPENSE	17,981	13,493	14,827	12,400	12,400
5000	CAPITAL EXPENDITURES	7,202	0	7,000	0	0
OOE Total (Excluding Riders)		\$2,181,477	\$2,197,507	\$2,122,389	\$2,158,689	\$2,158,688
OOE Total (Riders)					\$0	\$0
Grand Total		\$2,181,477	\$2,197,507	\$2,122,389	\$2,158,689	\$2,158,688

2.C.1. OTHER OPERATING EXPENSE DETAIL ~ BASE REQUEST

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

Agency code:	235	Agency name:	Fifteenth Court of Appeals District			
Code	Type of Expense	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
1	Westlaw/Lexis	2,240	2,280	2,700	2,800	2,800
2	Registrations/Training	5,187	1,462	3,100	3,100	3,100
3	Maintenance & Repair	3,369	2,265	1,400	1,400	1,400
4	Furniture & Equipment (Expensed)	2,500	2,504	2,612	0	0
5	Printing & Reproduction	1,118	998	1,000	1,000	1,000
6	Miscellaneous Expenses	1,225	1,642	1,542	1,600	1,600
7	Rental & Leases	2,342	2,342	2,473	2,500	2,500
	Total, Operating Costs	\$17,981	\$13,493	\$14,827	\$12,400	\$12,400

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: **235**

Agency name: **Fifteenth Court of Appeals District**

Goal / Objective / OUTCOME	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
1 Appellate Court Operations					
1 Appellate Court Operations					
1 Clearance Rate	101.60 %	99.40 %	98.30 %	97.00	97.00 %
2 Average Percent of Cases Under Submission for More than 12 Months	1.90 %	2.10 %	1.70 %	3.00 %	3.00 %
3 Average % of Cases Filed But Not Yet Disposed for More than 24 Months	0.50 %	0.00 %	0.00 %	1.20 %	1.20 %

2.E. SUMMARY OF EXCEPTIONAL ITEMS REQUEST
82nd Regular Session, Agency Submission, Version 1
Automated Budget and Evaluation System of Texas (ABEST)

Agency code: 235

Agency name: **Fifteenth Court of Appeals District**

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	Restore Baseline Funding	\$101,400	\$101,400	1.0	\$101,399	\$101,399	1.0	\$202,799	\$202,799
2	Similar Funding for Same-sized Courts	\$129,500	\$129,500	0.0	\$129,500	\$129,500	0.0	\$259,000	\$259,000
Total, Exceptional Items Request		\$230,900	\$230,900	1.0	\$230,899	\$230,899	1.0	\$461,799	\$461,799

Method of Financing

General Revenue	\$230,900	\$230,900	\$230,899	\$230,899	\$461,799	\$461,799
General Revenue - Dedicated	\$0	\$0	\$0	\$0	\$0	\$0
Federal Funds	\$0	\$0	\$0	\$0	\$0	\$0
Other Funds	\$0	\$0	\$0	\$0	\$0	\$0
	\$230,900	\$230,900	\$230,899	\$230,899	\$461,799	\$461,799

Full-Time-Equivalent Positions

1.0

1.0

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: 235

Agency Name: **Fifteenth Court of Appeals District**

Goal / Objective / STRATEGY	Base 2012	Base 2013	Exceptional 2012	Exceptional 2013	Total Request 2012	Total Request 2013
1 Appellate Court Operations						
1 <i>Appellate Court Operations</i>						
1 APPELLATE COURT OPERATIONS	\$2,158,689	\$2,158,688	\$230,900	\$230,899	\$2,389,589	\$2,389,587
TOTAL, GOAL 1	\$2,158,689	\$2,158,688	\$230,900	\$230,899	\$2,389,589	\$2,389,587
TOTAL, AGENCY STRATEGY REQUEST	\$2,158,689	\$2,158,688	\$230,900	\$230,899	\$2,389,589	\$2,389,587
TOTAL, AGENCY RIDER APPROPRIATIONS REQUEST						
GRAND TOTAL, AGENCY REQUEST	\$2,158,689	\$2,158,688	\$230,900	\$230,899	\$2,389,589	\$2,389,587

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: **235**

Agency Name: **Fifteenth Court of Appeals District**

Goal / Objective / STRATEGY	Base 2012	Base 2013	Exceptional 2012	Exceptional 2013	Total Request 2012	Total Request 2013
General Revenue Funds:						
1 GENERAL REVENUE FUND	\$1,926,589	\$1,926,588	\$230,900	\$230,899	\$2,157,489	\$2,157,487
	\$1,926,589	\$1,926,588	\$230,900	\$230,899	\$2,157,489	\$2,157,487
Other Funds:						
573 JUDICIAL FUND NO. 573	\$182,900	\$182,900	\$0	\$0	\$182,900	\$182,900
666 APPROPRIATED RECEIPTS	13,200	13,200	0	0	13,200	13,200
777 INTERAGENCY CONTRACTS	36,000	36,000	0	0	36,000	36,000
	\$232,100	\$232,100	\$0	\$0	\$232,100	\$232,100
TOTAL, METHOD OF FINANCING	\$2,158,689	\$2,158,688	\$230,900	\$230,899	\$2,389,589	\$2,389,587
FULL TIME EQUIVALENT POSITIONS	32.0	32.0	1.0	1.0	33.0	33.0

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: 235

Agency name: **Fifteenth Court of Appeals District**

Goal / Objective / OUTCOME	BL 2012	BL 2013	Excp 2012	Excp 2013	Total Request 2012	Total Request 2013
1 Appellate Court Operations						
1 Appellate Court Operations						
1 Clearance Rate	97.00 %	97.00 %	100.00 %	100.00 %	100.00 %	100.00 %
2 Average Percent of Cases Under Submission for More than 12 Months	3.00 %	3.00 %	0.00 %	0.00 %	0.00 %	0.00 %
3 Average % of Cases Filed But Not Yet Disposed for More than 24 Months	1.20 %	1.20 %	0.00 %	0.00 %	0.00 %	0.00 %

3.A. STRATEGY REQUEST

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

Agency Code: **235** Agency name: **Fifteenth Court of Appeals District**

GOAL:	1 Appellate Court Operations	Statewide Goal/Benchmark:	0	0
OBJECTIVE:	1 Appellate Court Operations	Service Categories:		
STRATEGY:	1 Appellate Court Operations	Service: 01	Income: A.2	Age: B.3

CODE	DESCRIPTION	Exp 2009	Est 2010	Bud 2011	BL 2012	BL 2013
Output Measures:						
1	Number of Civil Cases Disposed	490.00	471.00	481.00	466.00	466.00
2	Number of Criminal Cases Disposed	573.00	541.00	533.00	543.00	543.00
Explanatory/Input Measures:						
1	Number of Civil Cases Filed	482.00	474.00	478.00	480.00	480.00
2	Number of Criminal Cases Filed	564.00	544.00	554.00	560.00	560.00
3	Number of Cases Transferred In	0.00	2.00	1.00	1.00	1.00
4	Number of Cases Transferred Out	24.00	19.00	22.00	22.00	22.00
Objects of Expense:						
1001	SALARIES AND WAGES	\$2,098,287	\$2,144,166	\$2,056,510	\$2,107,289	\$2,107,057
1002	OTHER PERSONNEL COSTS	\$36,135	\$12,556	\$18,637	\$13,600	\$13,600
2003	CONSUMABLE SUPPLIES	\$11,901	\$12,605	\$12,036	\$12,461	\$12,461
2004	UTILITIES	\$2,289	\$2,324	\$2,500	\$2,600	\$2,600
2005	TRAVEL	\$4,310	\$6,901	\$5,325	\$4,839	\$5,070
2007	RENT-MACHINE AND OTHER	\$3,372	\$5,462	\$5,554	\$5,500	\$5,500
2009	OTHER OPERATING EXPENSE	\$17,981	\$13,493	\$14,827	\$12,400	\$12,400
5000	CAPITAL EXPENDITURES	\$7,202	\$0	\$7,000	\$0	\$0
TOTAL, OBJECT OF EXPENSE		\$2,181,477	\$2,197,507	\$2,122,389	\$2,158,689	\$2,158,688
Method of Financing:						
1	GENERAL REVENUE FUND	\$1,946,149	\$1,963,988	\$1,889,189	\$1,926,589	\$1,926,588
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$1,946,149	\$1,963,988	\$1,889,189	\$1,926,589	\$1,926,588
Method of Financing:						
573	JUDICIAL FUND NO. 573	\$182,900	\$182,900	\$182,900	\$182,900	\$182,900
666	APPROPRIATED RECEIPTS	\$16,428	\$14,619	\$14,300	\$13,200	\$13,200
777	INTERAGENCY CONTRACTS	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000
SUBTOTAL, MOF (OTHER FUNDS)		\$235,328	\$233,519	\$233,200	\$232,100	\$232,100

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

TOTAL, METHOD OF FINANCE (INCLUDING RIDERS)				\$2,158,689	\$2,158,688
TOTAL, METHOD OF FINANCE (EXCLUDING RIDERS)	\$2,181,477	\$2,197,507	\$2,122,389	\$2,158,689	\$2,158,688
FULL-TIME-EQUIVALENT POSITIONS:	31.6	33.7	32.0	32.0	32.0

STRATEGY DESCRIPTION AND JUSTIFICATION:

The Fifteenth Court of Appeals was created in 1912 by an amendment to Article 1822, V.T.C.S. pursuant to authority granted by Article V Section 1, Texas Constitution. This Court has intermediated appellate jurisdiction of civil and criminal cases appealed from lower courts in civil cases where judgements rendered exceeds \$100, exclusive of costs and other civil proceedings as provided by law; and in criminal cases except in post-conviction writs of habeas corpus and where the death penalty has been imposed. The court has jurisdiction in seventeen counties.

EXTERNAL/INTERNAL FACTORS IMPACTING STRATEGY:

Court of Appeals are, by nature, small agencies with highly specialized staff. The main factor which drives this strategy is the need to attract and retain highly trained and knowledgeable staff to work on an increasing caseload.

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

Agency code: 235

Agency name: **Fifteenth Court of Appeals District**

CODE	DESCRIPTION	Excp 2012	Excp 2013
Item Name: Restore Baseline Funding			
Item Priority: 1			
Includes Funding for the Following Strategy or Strategies: 01-01-01 Appellate Court Operations			
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	\$79,750	\$79,750
2009	OTHER OPERATING EXPENSES	\$21,650	\$21,649
TOTAL, OBJECT OF EXPENSE		\$101,400	\$101,399
METHOD OF FINANCING:			
1	GENERAL REVENUE FUND	\$101,400	\$101,399
TOTAL, METHOD OF FINANCING		\$101,400	\$101,399
FULL-TIME-EQUIVALENT POSITIONS (FTE):		1.0	1.0

DESCRIPTION/JUSTIFICATION:

Funding for this exceptional item will restore the Court's funding to 2010-11 levels. Restoration will allow the court to end its current hiring freeze and fill a staff attorney position it has been holding open. Restoration of baseline funding will also allow the court to grant salary increases intended for the 2010-11 biennium.

EXTERNAL/INTERNAL FACTORS

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

Agency code: 235

Agency name: **Fifteenth Court of Appeals District**

CODE	DESCRIPTION	Excp 2012	Excp 2013
Item Name: Similar Funding for Same-sized Courts			
Item Priority: 2			
Includes Funding for the Following Strategy or Strategies: 01-01-01 Appellate Court Operations			
OBJECTS OF EXPENSE:			
1001	SALARIES AND WAGES	\$126,500	\$126,500
2003	CONSUMABLE SUPPLIES	\$300	\$300
2005	TRAVEL	\$500	\$500
2009	OTHER OPERATING EXPENSES	\$2,200	\$2,200
TOTAL, OBJECT OF EXPENSE		\$129,500	\$129,500
METHOD OF FINANCING:			
1	GENERAL REVENUE FUND	\$129,500	\$129,500
TOTAL, METHOD OF FINANCING		\$129,500	\$129,500
FULL-TIME-EQUIVALENT POSITIONS (FTE):		0.0	0.0

DESCRIPTION/JUSTIFICATION:

Funding for this exceptional item will continue the concept balance of block grant funding for Similar Funding for Same-sized Courts. The funding would allow the court to 1) reclassify three remaining law clerks paid \$45,000 to staff attorneys paid \$62,500 (\$52,500 per fiscal year); 2) increase the pay of 6.0 staff attorneys from \$61,000 to \$72,500 (\$69,000 per fiscal year); 3) increase non-attorney staff salaries (\$5,000 per fiscal year); and cover inflationary increases in operating and training expenses (\$3,000 per fiscal year).

EXTERNAL/INTERNAL FACTORS

The additional salary amounts provided in this item will allow the court to retain a highly specialized staff. Compensation from the private sector exacerbates turnover which has an adverse effect on clearance rates. Inflationary increases have affected court operating costs in recent years. Additional funding for consumable supplies and travel is requested.

4.B. EXCEPTIONAL ITEMS STRATEGY ALLOCATION SCHEDULE

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

Agency code: **235** Agency name: **Fifteenth Court of Appeals District**

CODE DESCRIPTION	Excp 2012	Excp 2013
Item Name: Restore Baseline Funding		
Allocation to Strategy: 1-1-1 Appellate Court Operations		
OBJECTS OF EXPENSE:		
1001 SALARIES AND WAGES	\$79,750	\$79,750
2009 OTHER OPERATING EXPENSE	21,650	21,649
TOTAL, OBJECT OF EXPENSE	\$101,400	\$101,399
METHOD OF FINANCING:		
1 GENERAL REVENUE FUND	\$101,400	\$101,399
TOTAL, METHOD OF FINANCING	\$101,400	\$101,399
FULL-TIME-EQUIVALENT POSITIONS (FTE):	1.0	1.0

Agency code: **235** Agency name: **Fifteenth Court of Appeals District**

4.B. EXCEPTIONAL ITEMS STRATEGY ALLOCATION SCHEDULE

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

CODE DESCRIPTION	Excp 2012	Excp 2013
Item Name: Similar Funding for Same-sized Courts		
Allocation to Strategy: 1-1-1 Appellate Court Operations		
OBJECTS OF EXPENSE:		
1001 SALARIES AND WAGES	\$126,500	\$126,500
2003 CONSUMABLE SUPPLIES	300	300
2005 TRAVEL	500	500
2009 OTHER OPERATING EXPENSE	2,200	2,200
TOTAL, OBJECT OF EXPENSE	\$129,500	\$129,500
METHOD OF FINANCING:		
1 GENERAL REVENUE FUND	\$129,500	\$129,500
TOTAL, METHOD OF FINANCING	\$129,500	\$129,500
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: 235	Agency name: Fifteenth Court of Appeals District		
GOAL: 1 Appellate Court Operations		Statewide Goal/Benchmark:	0 - 0
OBJECTIVE: 1 Appellate Court Operations		Service Categories:	
STRATEGY: 1 Appellate Court Operations		Service: 01	Income: A.2 Age: B.3

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

1 Clearance Rate	100%	100%
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OBJECTS OF EXPENSE:

1001 SALARIES AND WAGES	\$206,250	\$206,250
2003 CONSUMABLE SUPPLIES	300	300
2005 TRAVEL	500	500
2009 OTHER OPERATING EXPENSE	23,850	23,849

Total, Objects of Expense	\$230,900	\$230,899
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METHOD OF FINANCING:

1 GENERAL REVENUE FUND	\$230,900	\$230,899
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Total, Method of Finance	\$230,900	\$230,899
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FULL-TIME-EQUIVALENT POSITIONS (FTE):	1.0	1.0
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EXCEPTIONAL ITEM(S) INCLUDED IN STRATEGY:

Restore Baseline Funding
Similar Funding for Same-size Courts

4.D. OPERATING COSTS DETAIL ~ EXCEPTIONAL ITEMS

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

Agency code: **235** Agency name: **Fifteen Court of Appeals District**

Code	Type of Expense	Year	Exceptional 1	Exceptional 2	Exceptional 3	Exceptional 4	Exceptional 5
4	Travel	2012	\$5,000				
		2013	\$5,000				
6	Registrations/Training	2012	\$6,000	\$2,200			
		2013	\$6,000	\$2,200			
26	Books	2012	\$10,650				
		2013	\$10,649				
Total, Operating Costs		2012	\$21,650	\$2,200			
		2013	\$21,649	\$2,200			

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	HUB Expenditures FY 2008				Total Expenditures FY 2008	HUB Expenditures FY 2009				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.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>235 Fifteenth Court of Appeals</u>							
<i>1 Education and Training Services</i>							
Category: Administrative - Travel							
Item Comment: The court will reduce external training opportunities for court staff.							
Strategy: A.1.1 Appellate Court Operations							
General Revenue Funds							
1 General Revenue Fund				\$20,000	\$20,000	\$40,000	
General Revenue Funds Total				\$20,000	\$20,000	\$40,000	
Item Total				\$20,000	\$20,000	\$40,000	
<i>2 Books and Reference Materials</i>							
Category: Programs - Service Reductions (Contracted)							
Item Comment: The court will reduce the purchase of legal research materials for its library. The court will try and achieve savings by staggering updates to its legal reference library. This will likely affect the speed with which the court can conduct its legal research.							
Strategy: A.1.1 Appellate Court Operations							
General Revenue Funds							
1 General Revenue Fund				\$44,409	\$44,409	\$88,818	
General Revenue Funds Total				\$44,409	\$44,409	\$88,818	
Item Total				\$44,409	\$44,409	\$88,818	
FTE Reductions (From FY2012 and FY2013 Base Request)							

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>235 Fifteenth Court of Appeals</u> <i>3 Reduce Staffing</i>							
Category: Programs - Service Reductions (FTEs-Layoffs)							
Item Comment: The court will reduce staff by one staff attorney (\$79,750 annually) and one administrative assistant (\$35,000 annually). This reduction will reduce clearance rates and increase the amount of time to process appeals. The reductions will likely result in an increase to the court's backlog.							
Strategy: A.1.1 Appellate Court Operations							
General Revenue Funds							
1 General Revenue Fund				\$114,750	\$114,750	\$229,500	
General Revenue Funds Total				\$114,750	\$114,750	\$229,500	
Item Total				\$114,750	\$114,750	\$229,500	
FTE Reductions (From FY2012 and FY2013 Base Request)				2.0	2.0		
AGENCY TOTALS							
General Revenue Total				\$179,159	\$179,159	\$358,318	\$358,318
GR Dedicated Total				0	\$0	\$0	\$0
Agency Grand Total				\$179,159	\$179,159	\$358,318	\$358,318
Difference, Options Total Less Target							\$0
FTE Reductions (From FY2012 and FY2013 Base Request)				2.0	2.0		

7.B. DIRECT ADMINISTRATIVE AND SUPPORT COSTS

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

Agency code: **235**

Agency name: **Fifteenth Court of Appeals District**

<u>Strategy</u>	<u>Exp 2009</u>	<u>Est 2010</u>	<u>Bud 2011</u>	<u>BL 2012</u>	<u>BL 2013</u>
01-01-01 Appellate Court Operations					
OBJECTS OF EXPENSE					
1001 SALARIES AND WAGES	\$99,604	\$115,450	\$115,450	\$115,450	\$115,450
1002 OTHER PERSONNEL COSTS	551	628	600	600	600
2003 COMSUMABLE SUPPLIES	271	500	400	400	400
2005 TRAVEL	1,500	800	1,500	800	1,500
2007 RENT - MACHINE AND OTHER	348	400	400	400	400
2009 OTHER OPERATING EXPENSE	1,291	948	1,054	1,000	1,000
5000 CAPITAL EXPENDITURES	2,600	0	2,000	0	0
Total, Objects of Expense	\$106,165	\$118,726	\$121,404	\$118,650	\$119,350
METHOD OF FINANCING:					
1 GENERAL REVENUE FUND	\$106,165	\$118,726	\$121,404	\$118,650	\$119,350
Total, Method of Financing	\$106,165	\$118,726	\$121,404	\$118,650	\$119,350
FULL TIME EQUIVALENT POSITIONS	2.7	2.5	2.5	2.5	2.5

Description

The administrative and support costs in this strategy are related to the percentage of salaries and related operating costs of court personnel performing administrative functions. Direct administrative salary costs for 2010 are shown as follows:

Chief Justice	\$140,000	10%	\$14,000	0.10
Chief Staff Attorney	84,000	5%	4,200	0.05
Clerk	75,000	15%	11,250	0.15
Deputy Clerk	55,000	20%	11,000	0.2
Accountant IV	45,000	100%	45,000	1
Ad. Tech III	30,000	100%	<u>30,000</u>	<u>1</u>
			\$115,450	2.5

Capital Expenditure Detail

Agency Code:	Court/Agency:	Strategy:			Prepared by:		Date:	Strategy:
235	Fifteenth Court of Appeals	Appellate Court Operations			Ann Smith		8/1/2010	01
Itemization by Capital Expenditure Category		Number of Units	Unit Cost	Expended FY 2009	Estimated FY 2010	Budgeted 2011	Requested 2012	Requested 2013
Category	Description of Items							
	Repair or Rehabilitation							
	Acquisition of Information Resource Technologies							
5007	Acquisition of Capital Equipment and Items							
	Copy Machine (R)	1	\$7,202	7,202	0	0	0	0
	Copy Machine (R)	1	\$7,000			7,000	0	0
	TOTAL			\$7,202	\$0	\$7,000	\$0	\$0
	GRAND TOTAL: CAPITAL EXPENDITURES			\$7,202	\$0	\$7,000	\$0	\$0

Organization Chart

Submit an organizational chart of the court or agency. This information will not appear in ABEST and should be submitted as a word-processing document. List the personnel position titles in each functional unit. The number on the left is the number of budgeted for fiscal year 2011. The number on the right is the number of positions requested for the 2012-13 biennium, including exceptional item positions. As indicated in the example, please mark the positions that are exceptional items with an asterisk and include the text "Employee related to Exceptional Item." If personnel functions cannot be clearly explained through the use of a position title listed on the organizational chart, attach a supplementary page which briefly explain the deviation from the function indicated on the chart

**Organization Chart
Fifteenth Court of Appeals
2012-13**

