

**COLORADO GENERAL ASSEMBLY
JOINT BUDGET COMMITTEE**



**FY 2013-14 STAFF FIGURE SETTING
DEPARTMENT OF MILITARY AND VETERANS
AFFAIRS**

**JBC Working Document - Subject to Change
Staff Recommendation Does Not Represent Committee Decision**

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DEPARTMENT OF MILITARY AND VETERANS AFFAIRS

Department Overview

The Department provides trained and ready military forces for the U.S. active armed services, and for preserving life and property during natural disasters and civil emergencies in Colorado; supports federal and state homeland security missions; maintains equipment and facilities for state military forces; provides for safekeeping of the public arms, military records, relics and banners of the state; assists veterans and National Guard members with benefits claims; maintains the Western Slope Veterans' Cemetery; supports the Civil Air Patrol, Colorado Wing; and assists in fighting the spread of drug trafficking and abuse.

Executive Request

The Department's request reflects an increase of \$686,298 total funds (0.3 percent) compared to the adjusted FY 2012-13 appropriation, including a \$190,160 (2.8 percent) decrease in General Fund appropriations. The requested increase in total funds is primarily related to increases in employee salaries, state contribution for employee benefits, adjustments to centrally appropriated line items, and request items R-1 through R-3.

Committees of Reference SMART Act Recommendations

The House and Senate Committees on State, Veterans, and Military Affairs did not submit a recommendation to the JBC regarding the Department's FY 2013-14 budget request.

Staff Recommendation

The staff recommendation is \$98,524 lower than the Department's request. The major differences are due to higher funding for employee benefits, staff adjustments to funding, and the recommendation for R-3.

DEPARTMENT REQUEST AND RECOMMENDATION SUMMARY

Department of Military and Veterans Affairs						
	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
FY 2012-13 Appropriation:						
HB 12-1335 (Long Bill)	\$222,946,109	\$6,681,430	\$1,332,993	\$803,662	\$214,128,024	1,384.9
FY 2012-13 Supplemental	11,177	11,177	0	0	0	0.0
TOTAL	\$222,957,286	\$6,692,607	\$1,332,993	\$803,662	\$214,128,024	1,384.9
FY 2013-14 Recommended Appropriation:						
FY 2012-13 Appropriation	\$222,957,286	\$6,692,607	\$1,332,993	\$803,662	\$214,128,024	1,384.9
R-1 Veterans Affairs Personal Services	89,264	89,264	0	0	0	1.8
R-2 Colorado National Guard Tuition Fund	250,000	250,000	0	0	0	0.0
R-3 Human Resources Personal Services	36,665	36,665	0	0	0	0.9
NPI-1 Employee Engagement Survey Adjustment	896	896	0	0	0	0.0
NPI-2 Capitol Complex Building Upgrades	3,625	2,284	0	0	1,341	0.0
NPI-3 OIT Enterprise Management	2,345	2,345	0	0	0	0.0
NPI-4 DPA Fleet Budget Amendment	(1,224)	(1,224)	0	0	0	0.0
Centrally Appropriated Line Items	1,209,925	372,915	18,791	0	818,219	0.0
Federal Funds Adjustment	65,900	0	0	0	65,900	0.0
Statewide IT Common Policy Adjustments	41,886	41,886	0	0	0	0.0
Annualize Prior Year Legislation	(1,011,177)	(1,011,177)	0	0	0	0.0
JBC Staff Initiated Adjustments	(100,331)	0	(96,822)	(3,509)	0	0.0
TOTAL	\$223,545,060	\$6,476,461	\$1,254,962	\$800,153	\$215,013,484	1,387.6
Increase/(Decrease)	\$587,774	(\$216,146)	(\$78,031)	(\$3,509)	\$885,460	2.7
Percentage Change	0.3%	(3.2%)	(5.9%)	(0.4%)	0.4%	0.2%
FY 2013-14 Executive Request:	\$223,643,584	\$6,502,447	\$1,351,377	\$803,662	\$214,986,098	1,387.6
Request Above/(Below) Recommendation	\$98,524	\$25,986	\$96,415	\$3,509	(\$27,386)	0.0

Description of Incremental Changes

R-1 Veterans Affairs Personal Services: The recommendation includes an increase of \$103,013 General Fund and 1.8 FTE for FY 2013-14 to address the growing caseload of the Division of Veterans Affairs. This request annualizes to 2.0 FTE and \$103,516 General Fund for FY 2014-15.

R-2 Colorado National Guard Tuition Fund: The recommendation includes an increase of \$250,000 General Fund to fund tuition assistance for Colorado National Guard members at 100.0 percent.

R-3 Human Resources Personal Services: The packet reflects the request for an increase of \$53,198 General Fund to add 0.9 FTE (Program Assistant II) in FY 2013-14 for the Executive Director's Office for Human Resources. This request annualizes to 1.0 FTE and \$53,651 General Fund for FY 2014-15.

NPI-1 Employee Engagement Survey Adjustment: This packet reflects the request for an increase of total funds for FY 2013-14 to fund the Department's share of a survey to gauge employees' attitudes towards their work, their work environment, overall satisfaction, and trends developing within the workforce. *This request item will be addressed in a separate staff figure setting presentation for the Department of Personnel and Administration.*

NPI-2 Capitol Complex Building Upgrades: This packet reflects the request for an increase of total funds for FY 2013-14 to fund the Department's share of building maintenance and upgrades in the State's Capitol Complex. *This request item will be addressed in a separate staff figure setting presentation for the Department of Personnel and Administration.*

NPI-3 OIT Enterprise Management: This packet reflects the request for an increase of total funds for FY 2013-14 to fund the Department's share of an executive branch information technology asset management program and corresponding data system. *This request item will be addressed in a separate staff figure setting presentation for the Governor's Office of Information Technology.*

NPI-4 DPA Fleet Budget Amendment

This packet reflects the request for a decrease of total funds for FY 2013-14 to fund the Department's share of fleet management costs. *This request item will be addressed in a separate staff figure setting presentation for the Department of Personnel and Administration.*

Centrally Appropriated Line Items: This packet reflects the request for adjustments to centrally appropriated line items for the following: state contributions for health, life, and dental benefits; short-term disability; supplemental state contributions to the Public Employees' Retirement Association (PERA) pension fund; vehicle lease payments; workers' compensation; legal services; payment to risk management and property funds; Capitol complex leased space; and statewide indirect cost assessments. *This request item will be addressed in separate figure setting presentations for the Department of Personnel and Administration.*

Federal Funds Adjustment: The recommendation includes an adjustment to federal funds received by the Department for administration of the Western Slope Veterans Cemetery.

Statewide IT Common Policy Adjustments: This packet reflects the request for adjustments to line items appropriated for: purchase of services from the computer center; multiuse network payments; and communication services payments. *This request item will be addressed in a separate staff figure setting presentation for the Governor's Office of Information Technology.*

Annualize Prior Year Legislation: The recommendation includes adjustments related to prior year legislation including H.B. 12-1335 (Long Bill) and S.B. 13-097 (Supplemental Appropriation).

JBC Staff Initiated Adjustments: The recommendation includes adjustments to various line items.

(1) EXECUTIVE DIRECTOR AND ARMY NATIONAL GUARD

The Executive Director's Office is responsible for the administration of the Department. It provides leadership to the Department by managing the general administrative functions, which include policy development; human resource management; accounting; purchasing and contracting; and budgeting. The Executive Director's Office is also responsible for the legislative program of the Department at the state and federal level.

The Army National Guard is funded by the federal government and managed and staffed by Federal Civil Service employees. The federal government fully funds National Guard training and provides most of the funding for construction of armories and other military facilities. Under its cooperative agreements with the federal government, the Department provides 50 percent of maintenance and utilities costs at nineteen state owned armories, and 20 or 25 percent of these costs at three federal armories.

DIVISION REQUEST AND RECOMMENDATION SUMMARY

Executive Director and Army National Guard						
	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
FY 2012-13 Appropriation:						
HB 12-1335 (Long Bill)	\$10,934,592	\$4,443,453	\$122,240	\$800,153	\$5,568,746	84.8
FY 2012-13 Supplemental	11,177	11,177	0	0	0	0.0
TOTAL	\$10,945,769	\$4,454,630	\$122,240	\$800,153	\$5,568,746	84.8
FY 2013-14 Recommended Appropriation:						
FY 2012-13 Appropriation	\$10,945,769	\$4,454,630	\$122,240	\$800,153	\$5,568,746	84.8
R-1 Veterans Affairs Personal Services	0	0	0	0	0	0.0
R-2 Colorado National Guard Tuition Fund	250,000	250,000	0	0	0	0.0
R-3 Human Resources Personal Services	36,665	36,665	0	0	0	0.9
NPI-1 Employee Engagement Survey Adjustment	896	896	0	0	0	0.0
NPI-2 Capitol Complex Building Upgrades	3,625	2,284	0	0	1,341	0.0
NPI-3 OIT Enterprise Management	2,345	2,345	0	0	0	0.0
NPI-4 DPA Fleet Budget Amendment	(1,224)	(1,224)	0	0	0	0.0
Centrally Appropriated Line Items	1,209,925	372,915	18,791	0	818,219	0.0
Statewide IT Common Policy Adjustments	41,886	41,886	0	0	0	0.0
Annualize Prior Year Legislation	(11,177)	(11,177)	0	0	0	0.0
TOTAL	\$12,478,710	\$5,149,220	\$141,031	\$800,153	\$6,388,306	85.7
Increase/(Decrease)	\$1,532,941	\$694,590	\$18,791	\$0	\$819,560	0.9
Percentage Change	14.0%	15.6%	15.4%	0.0%	14.7%	1.1%
FY 2013-14 Executive Request:	\$12,476,903	\$5,175,206	\$140,624	\$800,153	\$6,360,920	85.7
Request Above/(Below) Recommendation	(\$1,807)	\$25,986	(\$407)	\$0	(\$27,386)	(0.0)

LINE ITEM DETAIL – EXECUTIVE DIRECTOR AND ARMY NATIONAL GUARD

Personal Services

This line item funds the FTE in the Executive Director's Office which includes administrative and professional staff and labor trades and crafts FTE who maintain and repair armories and other military facilities. Cash funds for this purpose are from armory rental fees, federal funds are from cooperative agreements with the federal government for operations of the Colorado National Guard. The Department requests \$2,085,793 and 34.2 FTE for this purpose. **Staff recommends a total appropriation of \$2,076,235 and 34.2 FTE due to staff's R-3 recommendation.**

➔ R-3 Human Resources Personal Services

Request: The request includes an increase of \$53,198 General Fund to add 0.9 FTE (Program Assistant II) in FY 2013-14 for the Executive Director's Office for Human Resources. This request annualizes to 1.0 FTE and \$53,651 General Fund for FY 2014-15.

Recommendation: **Staff recommends the Committee approve R-3 funding of \$37,239 General Fund and 0.9 FTE to fund an Administrative Assistant II position. The recommendation includes \$5,653 General Fund for the Operating Expenses line item in this Division.**

Analysis: The Department of Personnel and Administration reports an executive agency average of 1 HR staff per 134.0 FTE. The Department supports 145.9 FTE with 1.0 FTE who serves as the Human Resources director, serves on the executive leadership team for the Department, and performs all the functions of the office. When Army National Guard or Air National Guard members are activated by the Governor for state active-duty, support activities must be completed immediately. Major support activities include: updating the member's state record, processing payment for active-duty time, and processing active-duty recall of members. In FY 2012-13, over 600 Guard Members were used in state active-duty missions. Staff believes the Department has sufficient HR support for the state supported FTE in the Department, yet the influx of duties related to state active-duty missions warrants additional resources. The recommendation for an Administrative Assistant II is based on a review of state personnel job descriptions compared to the duties of the new FTE, as reported by the Department.

Health, Life, and Dental

This line item funds the Department's share of group health, life and dental insurance plans for state employees. Health, life, and dental is appropriated to the Executive Director's Office and distributed as needed throughout the Department.

Request and Recommendation: The Department requests an appropriation of \$1,568,114 including a General Fund appropriation of \$476,602. **Staff recommends an appropriation of \$1,554,851, consistent with Committee policy.**

Short-term Disability

This line item funds the Department's share of the short-term disability program for state employees, administered by the Department of Personnel and Administration (DPA). The Department requests an appropriation of \$13,368, of which \$4,733 is General Fund. **Staff recommends an appropriation of \$13,181 total funds, consistent with Committee policy.**

S.B. 04-257 Amortization Equalization Disbursement

This line item funds the costs associated with S.B. 04-257, which requires statutorily defined increases of state contributions for employees PERA accounts. The Department requests an appropriation of \$266,393, of which \$94,101 is General Fund. **Staff recommends, in accordance with Committee policy, an appropriation of \$262,570 total funds.**

S.B. 06-235 Supplemental Amortization Equalization Disbursement

Senate Bill 06-235 created a mechanism to increase the State's PERA contribution rate, in lieu of pay increases, beginning on January 1, 2008. The Department requests an appropriation of \$240,494, of which \$84,952 is General Fund. **Staff recommends, in accordance with Committee policy, an appropriation of \$237,043 total funds.**

Salary Survey

Pursuant to Section 24-50-104 (4) (c), C.R.S., DPA's total compensation report recommends salary adjustments for each year, which are funded by this line item. The Department requests \$276,480 total funds for this purpose. **Staff recommends \$306,058, consistent with Committee policy.**

Merit Pay

Employee performance-based pay is centrally appropriated and funded by this line item pursuant to Section 24-50-104 (1) (c) (I), C.R.S. The Department requests \$123,648 total funds for this purpose. **Staff recommends \$123,648 total funds, consistent with Committee policy.**

Shift Differential.

This line item pays for shift premiums for personnel working outside of regular business hours. The Department requests \$20,922 for this purpose. **Staff recommends \$23,433 total funds, consistent with Committee policy.**

Workers' Compensation

This line item is used to pay the Department's share of the State's workers' compensation program administered by DPA. The Department requests an appropriation of \$77,242 (\$26,263 General Fund). **Staff recommendation for this line item is pending the approval of a Committee policy.** Staff requests permission to adjust all pending line items and apply a fund split, once Committee policy is established.

Operating Expenses

Expenditures from this line item range from office equipment and supplies to travel expenses to utilities/maintenance costs. The Department requests \$2,062,423 (including \$1,186,851 General Fund, \$46,000 cash funds, and \$829,572 federal funds) for this purpose. The request includes

\$5,653 related to R-3, of which \$4,703 represents one-time expenses. **Staff recommends the request.**

Information Technology Asset Maintenance

This line item provides funding for the upkeep and maintenance of the Department's information technology infrastructure. **Staff recommends approving the Department's request for a continuing level of appropriation of \$22,372 General Fund.**

Legal Services for 110 Hours

This line item funds the purchase of legal services from the Department of Law. The Department requests a continuation appropriation of 110 hours of legal services. **Staff recommends the request, the dollar amount for this appropriation is pending Committee approval of the FY 2013-14 legal services rate.**

Purchase of Services from Computer Center

This line item provides funding for the Department's use of the centralized computer system maintained by the Office of Information Technology (OIT). Based on rates charged by OIT, the Department requests an appropriation of \$426,053 General Fund for this purpose.

➔ NPI-3 OIT Enterprise Management

This packet reflects the request for an increase \$2,345 General Fund for FY 2013-14 to fund the Department's share of an executive branch information technology asset management program and corresponding data system. **Staff recommendation is pending Committee approval of a common policy for this line item.**

Multiuse Network Payments

This line item provides funding for the Department's costs for inclusion in the State network. Based on rates charged by OIT, the Department requests an appropriation of \$61,446 General Fund for this purpose. **Staff recommendation is pending Committee approval of a common policy for this line item.**

Management and Administration of OIT

This line item provides funding for the Department's share of the operations of the Office of Information Technology. The Department requests that no appropriation for this line item. **Staff recommends the request.**

Payment to Risk Management and Property Funds

This line item funds the Department's share of the costs of the State's self-insurance program for property losses and other risks. The Department requests an appropriation of \$65,666 General Fund.

➔ NPI-1 Employee Engagement Survey Adjustment

This line item reflects the request for an increase of \$896 General Fund for FY 2013-14 to fund the Department's share of a survey to gauge employees' attitudes towards their work, their work

environment, overall satisfaction, and trends developing within the workforce. **Staff's recommendation is pending Committee common policy.**

Vehicle Lease Payments

This line item funds lease costs of the Department's vehicle fleet. The Department requests an appropriation of \$46,325 General Fund for this purpose. The Department requests replacement during FY 2013-14 two vehicles, which will exceed 130,000 by May 2014. **Staff recommends replacement of these vehicles.**

➔ NPI-4 DPA Fleet Budget Amendment

This packet reflects the request for a decrease of \$1,224 total funds for FY 2013-14 to fund the Department's share of fleet management costs. **Staff recommendation is pending Committee action.**

Leased Space

This line item funds the lease for the offices of the Division of Veterans Affairs. The Department requests a continuing level of appropriation of \$44,978 General Fund. **Staff recommends request.**

Capitol Complex Leased Space

This line item provides funding for the buildings occupied by the Colorado National Guard occupied at Camp George West. The federal government pays a share of the Camp George West utilities costs; it does not pay any of the other Capital complex leased space costs. The Department requests an appropriation of \$92,558, including \$58,487 General Fund and \$34,071 federal funds.

➔ NPI-2 Capitol Complex Building Upgrades

This packet reflects the request for an increase of \$3,625 total funds for FY 2013-14 to fund the Department's share of building maintenance and upgrades in the State's Capitol Complex. **Staff's recommendation is pending Committee approval of a common policy for this line item.**

Communications Services Payments

This line item funds the Department's costs for network and telephone communications services and the digital trunked radio network. The Department requests \$18,186 General Fund. **Staff's recommendation is pending Committee approval of a common policy for this line item.**

Civil Air Patrol Operations

The Civil Air Patrol is a federally-chartered nonprofit organization that serves as a civilian auxiliary of the U.S. Air Force. It has three key missions: emergency services (which includes search and rescue, and disaster relief operations), aerospace education, and cadet programs for teenage youth. The Colorado Wing of the Patrol consists of approximately 2,000 volunteers and has 15 aircraft located around the state. The Colorado Wing receives support from the Federal Government; the Department supports the Wing by providing 1.0 FTE and by paying part of the minor aircraft maintenance and operating expenses.

Staff recommends that the Committee approve the Department's request for a continuing appropriation of \$58,638 General Fund.

Local Armory Incentive Program

This line item provides spending authority for revenues collected for armory rentals and pays for rental-related costs. **Staff recommends that the Committee approve the Department's request for a continuing appropriation of \$46,610 cash funds from armory rental proceeds.**

Distance Learning

This line item provides spending authority for revenues received from the use of the Department's distance learning facilities. The Department requests an appropriation of \$3,000 cash funds from fees on distance learning facilities and equipment. **Staff recommends the request.**

Colorado National Guard Tuition Fund

This line item provides funding for tuition assistance for members of the Colorado National Guard who attend Colorado state universities and colleges. The Department requests an appropriation of \$1,296,157, comprised of \$496,157 General Fund, and \$800,000 reappropriated funds from the Department of Higher Education.

➔ R-2 Colorado National Guard Tuition Fund

Request: The Department request includes an increase of \$250,000 General Fund, to allow the Department to provide 100.0 percent funding for tuition benefit recipients, at a maximum of \$3,500 per semester.

Recommendation: **Staff recommends the Committee approve the request and appropriate \$1,296,157 total funds for this line item.**

Analysis: Pursuant to Section 23-5-111.4, C.R.S., the State provides between 50.0 and 100.0 percent of tuition for Guard members, subject to available appropriations, up to a maximum of \$3,500 per semester. With the current level of funding, the Department reports being able to provide only 75.0 percent of tuition reimbursement per recipient, as evidenced by the following table:

Tuition Assistance Funding and Members Served				
Fiscal Year	Appropriation	Applications	Members Served	Average % Funded
2007-08	\$825,803	978	625	93.3%
2008-09	\$825,803	838	636	100.0%
2009-10	\$1,046,157	828	618	100.0%
2010-11	\$1,046,157	724	614	58.3%
2011-12	\$1,046,157	741	565	75.0%/a

/a Estimate based on FY 2012-13 funding for fall semester.

From FY 2007-08 through FY 2011-12, the Department of Higher Education has reported at 44.0 percent increase of in-state tuition rates. Over that same time the appropriation to the Department has increased 27.0 percent. Staff's recommendation will help align the appropriation for this line item with the growth in tuition costs.

Army National Guard Cooperative Agreement

This line item funds programs that are 100.0 percent federally funded under the Department's cooperative agreements with the U.S. National Guard Bureau for the operations and maintenance of the Colorado Army National Guard program. The line item includes both personal services and operating expenses.

Request and Recommendation: The Department requests an appropriation of \$3,509,359 federal funds and 51.5 FTE. **Staff recommends the request.**

(2) DIVISION OF VETERANS AFFAIRS

The Division of Veterans Affairs represents veterans in federal benefits claims, provides information and training to county veterans service officers, and operates and maintains the Western Slope Military Veterans Cemetery in Grand Junction. The State Board of Veterans Affairs advises the Division on matters pertaining to veterans, makes grants from the Colorado State Veterans Trust Fund for capital improvements and amenities at state veterans nursing homes; costs of state veterans cemeteries; costs of the Division, and for veterans programs operated by non-profit veterans organizations.

DIVISION REQUEST AND RECOMMENDATION SUMMARY

Division of Veterans Affairs						
	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
FY 2012-13 Appropriation:						
HB 12-1335 (Long Bill)	\$3,138,345	\$1,873,083	\$1,210,753	\$3,509	\$51,000	12.5
TOTAL	\$3,138,345	\$1,873,083	\$1,210,753	\$3,509	\$51,000	12.5
FY 2013-14 Recommended Appropriation:						
FY 2012-13 Appropriation	\$3,138,345	\$1,873,083	\$1,210,753	\$3,509	\$51,000	12.5
R-1 Veterans Affairs Personal Services	89,264	89,264	0	0	0	1.8
Federal Funds Adjustment	65,900	0	0	0	65,900	0.0
Annualize Prior Year Legislation	(1,000,000)	(1,000,000)	0	0	0	0.0
TOTAL	\$2,293,509	\$962,347	\$1,210,753	\$3,509	\$116,900	14.5
Increase/(Decrease)	(\$844,836)	(\$910,736)	\$0	\$0	\$65,900	2.0
Percentage Change	(26.9%)	(48.6%)	0.0%	0.0%	129.2%	16.0%
FY 2013-14 Executive Request:	\$2,293,509	\$962,347	\$1,210,753	\$3,509	\$116,900	14.3
Request Above/(Below) Recommendation	\$0	\$0	\$0	\$0	\$0	(0.2)

LINE ITEM DETAIL – DIVISION OF VETERANS AFFAIRS

Veterans Service Operations

This line item funds salaries, operating and administrative expenses of the Division of Veterans Affairs. These FTE are responsible for assisting veterans in obtaining federal and state benefits, and provide training and support to county veterans service officers. The Department requests \$691,864 total funds (\$638,355 General Fund, \$50,000 cash funds, and \$3,509 reappropriated funds) and 9.8 FTE for this purpose.

➔ R-1 Veterans Affairs Personal Services

Request: The Department proposes an increase of \$103,013 General Fund and 1.8 FTE for FY 2013-14 to hire a General Professional III and an Administrative Assistant II, to address the growing caseload of the Division of Veterans Affairs. This request annualizes to 2.0 FTE and \$103,516 General Fund for FY 2014-15.

Recommendation: **Staff recommends the Committee approve \$680,552 total funds including \$638,355 General Fund and 9.8 FTE.** The recommendation excludes centrally appropriated line item increases, pursuant to Joint Budget Committee Policy. The recommendation includes a decrease of cash funds due to the annual change in the moneys appropriated to the Colorado State Veterans Trust Fund, 5.0 percent of which may be used for administration by the Division.

Analysis: The Division of Veterans Affairs' workload has grown by 60.0 percent since FY 2008-09, as evidenced by the table below.

Division of Veterans Affairs Workload Measures					
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Percent Increase
Client Visits	1,327	1,746	3,469	4,592	246%
Power of Attorney	2,334	5,354	5,937	6,046	159%
Letters to VA	5,765	10,966	9,487	10,377	80%
New Claims	5,201	5,420	5,406	7,278	40%
Telephone Calls	13,616	18,726	22,508	17,695	30%
Property Tax Exemption	3,213	3,723	3,796	4,493	40%
Total Increase					60%

The total veteran population in Colorado has increased 14.0 percent from 1999 through 2009. Through work with veterans, division staff is able to help veterans file claims, act as a liaison between the veteran and the US Department of Veterans Affairs, serve as power of attorney, and educate veterans on additional benefits they may be eligible to receive. The division was directly responsible for an increase of \$47 million in benefit payments in 2010.

County Veterans Service Officer Payments

This line item funds payments to counties for administrative support of county veterans service officers. Section 28-5-801 (1), C.R.S. requires each county to appoint a County Veterans Service Officer (CVSO). The state reimburses the counties at the rate of \$200 per month for a

part-time officer and \$400 per month for a full-time officer. This line item also funds a pilot program in five counties that reimburses counties for increasing veterans enrolled with the U.S. Department of Veterans Affairs.

Request and Recommendation: The Department requests a continuing level of appropriation of \$190,564 General Fund. **Staff recommends the request.**

Mental Health, Employment, Housing and other Veterans Services

This line item was added during conference committee for the Long Bill in FY 2012-13. The moneys were used to provide grants to non-profit and governmental agencies providing services to Veterans.

Request and Recommendation: The Department did not request an appropriation for this line item. **Staff recommends no appropriation.**

Colorado State Veterans Trust Fund Expenditures

The Colorado State Veterans Trust fund is funded by a transfer of one percent of the revenue that the State receives from the Tobacco Master Settlement Agreement (MSA), up to a maximum of \$1.0 million per fiscal year. Pursuant to Section 28-5-709 (3) (c), C.R.S., 90.0 percent of the moneys transferred, plus accumulated interest earned by the Trust, are subject to annual appropriation by the General Assembly. These funds can be used for capital improvements and amenities at state veterans nursing homes; costs of state veterans cemeteries; costs of the Division, and for veterans programs operated by non-profit veterans organizations.

Request and Recommendation: The Department requests \$932,957 cash funds. Staff recommends \$843,938 cash funds, which reflects 90.0 percent of the anticipated tobacco transfer for FY 2013-14, and available interest in the fund.

Western Slope Military Veterans Cemetery

This line item provides funding for personal services costs for the cemetery, as well as for cemetery operating costs such as utilities, routine maintenance, minor construction and improvement, and administrative costs.

Request and Recommendation: The Department requests an appropriation of \$478,034 total funds and 4.5 FTE. The request reflects an anticipated increase of \$65,000 federal funds for FY 2013-14. **Staff recommends the request.**

(3) AIR NATIONAL GUARD

This Division funds the State's share of the costs of the Colorado Air National Guard and presents some of the related federal funding. The federal government fully funds National Guard training and provides most of the funding for construction of armories and other military facilities.

DIVISION REQUEST AND RECOMMENDATION SUMMARY

Air National Guard				
	Total Funds	General Fund	Federal Funds	FTE
FY 2012-13 Appropriation:				
HB 12-1335 (Long Bill)	\$3,226,803	\$364,894	\$2,861,909	48.6
TOTAL	\$3,226,803	\$364,894	\$2,861,909	48.6
FY 2013-14 Recommended Appropriation:				
FY 2012-13 Appropriation	\$3,226,803	\$364,894	\$2,861,909	48.6
TOTAL	\$3,226,803	\$364,894	\$2,861,909	48.6
Percentage Change	0.0%	0.0%	0.0%	0.0%
FY 2013-14 Executive Request:				
Request Above/(Below) Recommendation	\$0	\$0	\$0	0.0

LINE ITEM DETAIL – AIR NATIONAL GUARD

Operations and Maintenance Agreement for Buckley/Greeley

This line item provides General Fund support and reflects federal support for the operations and maintenance costs of the Air National Guard activities that are housed at Buckley Air Force Base and Greeley. These costs include personal services, operating expenses, and utilities. The portion of General Fund and federal funds is based on the annual cooperative agreement between the Department and the U.S. Department of Defense.

Request and Recommendation: The Department requests \$1,992,171 total funds and 26.1 FTE for this line item. **Staff recommends the request of \$1,992,171 total funds (\$364,894 General Fund and \$1,627,277 federal funds), and 26.1 FTE.**

Buckley Cooperative Agreement

This line item reflects the federal contribution for operations and maintenance of the Air National Guard. It funds personal services, operating expenses, and utilities.

Request and Recommendation: The Department requests \$1,013,550 federal funds and 17.5 FTE. **Staff recommends the request.**

Security for Space Command Facility at Greeley

The federal government pays the State to employ five full-time security guards at the Greeley facility.

Request and Recommendation: The Department requests \$221,082 federal funds and 5.0 FTE for this purpose. **Staff recommends the request.**

(4) FEDERAL FUNDED PROGRAMS

This section is included for informational purposes only, and describes federal funding that is managed by the Department but is not subject to appropriation by the General Assembly. These programs provide training one weekend per month and two weeks per year for members of the Colorado National Guard.

DIVISION REQUEST AND RECOMMENDATION SUMMARY

Federal Funded Programs			
	Total Funds	Federal Funds	FTE
FY 2012-13 Appropriation:			
HB 12-1335 (Long Bill)	\$205,646,369	\$205,646,369	1,239.0
TOTAL	\$205,646,369	\$205,646,369	1,239.0
FY 2013-14 Recommended Appropriation:			
FY 2012-13 Appropriation	\$205,646,369	\$205,646,369	1,239.0
TOTAL	\$205,646,369	\$205,646,369	1,239.0
Percentage Change	0.0%	0.0%	0.0%
FY 2013-14 Executive Request:			
Request Above/(Below) Recommendation	\$0	\$0	0.0

LINE ITEM DETAIL – FEDERAL FUNDED PROGRAMS

Federal Funded Programs Operations

The Department requests a continuing level of appropriation of \$205,646,369 federal funds, and 1,239.0 FTE for FY 2013-14. **Staff recommends the request.**

Long Bill Footnotes and Requests for Information

LONG BILL FOOTNOTES

Staff recommends the following footnotes be **eliminated**:

- 40b Department of Military and Veterans Affairs, Division of Veterans Affairs, Mental Health, Employment, Housing and Other Veterans Services -- It is the intent of the General Assembly that these moneys be granted to non-profit or governmental entities that provide mental health, family counseling, job training, employment, housing, and other services to veterans; and that the Colorado Board of Veterans Affairs assist the Division in developing grant-making criteria and selecting grant recipients. Up to two percent of this appropriation may be used for related administrative expenses incurred by the department.

REQUESTS FOR INFORMATION

None.

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

Appendix A: Number Pages

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
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DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
H. Michael Edwards, Adjutant General

(1) EXECUTIVE DIRECTOR AND ARMY NATIONAL GUARD

Provides trained and ready forces to the U.S. active armed services and provides trained and ready forces for the preservation of life and property during natural disasters and civil emergencies in Colorado. The cash funds sources are armory rental fees, the Western Slope Military Veterans Cemetery Fund; real estate proceeds; and the Distance Learning Cash Fund. Reappropriated funds are from the Department of Higher Education.

Personal Services	<u>2,191,724</u>	<u>2,001,431</u>	<u>2,045,223</u>	<u>2,085,793</u>	<u>2,076,235</u> *
FTE	31.8	30.2	33.3	34.2	34.2
General Fund	274,075	1,781,039	1,816,789	1,857,359	1,847,801
Cash Funds	0	0	3,729	3,729	3,729
Federal Funds	1,917,649	220,392	224,705	224,705	224,705
Health, Life, and Dental	<u>164,499</u>	<u>142,998</u>	<u>807,243</u>	<u>1,568,114</u>	<u>1,554,851</u> *
General Fund	164,270	129,116	196,640	476,602	463,339
Cash Funds	229	13,882	18,290	30,898	30,898
Federal Funds	0	0	592,313	1,060,614	1,060,614
Short-term Disability	<u>3,655</u>	<u>3,705</u>	<u>11,424</u>	<u>13,368</u>	<u>13,181</u> *
General Fund	3,555	3,379	3,998	4,733	4,546
Cash Funds	100	129	126	139	139
Federal Funds	0	197	7,300	8,496	8,496
S.B. 04-257 Amortization Equalization					
Disbursement	<u>55,559</u>	<u>57,909</u>	<u>218,926</u>	<u>266,393</u>	<u>262,570</u> *
General Fund	53,996	52,820	71,536	94,101	90,278
Cash Funds	1,563	1,970	2,288	2,779	2,779
Federal Funds	0	3,119	145,102	169,513	169,513

*This line item includes a decision item.

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
S.B. 06-235 Supplemental Amortization					
Equalization Disbursement	<u>39,450</u>	<u>46,248</u>	<u>187,845</u>	<u>240,494</u>	<u>237,043</u> *
General Fund	38,307	42,159	61,182	84,952	81,501
Cash Funds	1,143	1,583	1,966	2,509	2,509
Federal Funds	0	2,506	124,697	153,033	153,033
Salary Survey	<u>0</u>	<u>0</u>	<u>0</u>	<u>276,480</u>	<u>306,058</u>
General Fund	0	0	0	94,863	99,159
Cash Funds	0	0	0	3,242	3,649
Federal Funds	0	0	0	178,375	203,250
Merit Pay	<u>0</u>	<u>0</u>	<u>0</u>	<u>123,648</u>	<u>123,648</u>
General Fund	0	0	0	41,660	41,660
Cash Funds	0	0	0	1,487	1,487
Federal Funds	0	0	0	80,501	80,501
Shift Differential	<u>25,209</u>	<u>23,433</u>	<u>22,056</u>	<u>20,922</u>	<u>23,433</u>
Federal Funds	25,209	23,433	22,056	20,922	23,433
Workers' Compensation	<u>0</u>	<u>58,445</u>	<u>67,511</u>	<u>77,242</u>	<u>77,242</u>
General Fund	0	19,870	22,954	26,263	26,263
Federal Funds	0	38,575	44,557	50,979	50,979
Operating Expenses	<u>2,589,390</u>	<u>2,226,955</u>	<u>2,056,770</u>	<u>2,062,423</u>	<u>2,062,423</u> *
General Fund	1,172,977	1,084,744	1,181,198	1,186,851	1,186,851
Cash Funds	0	0	46,000	46,000	46,000
Federal Funds	1,416,413	1,142,211	829,572	829,572	829,572

*This line item includes a decision item.

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
Information Technology Asset Maintenance General Fund	<u>21,413</u> 21,413	<u>20,608</u> 20,608	<u>22,372</u> 22,372	<u>22,372</u> 22,372	<u>22,372</u> 22,372
Legal Services General Fund	<u>8,071</u> 8,071	<u>1,753</u> 1,753	<u>8,498</u> 8,498	<u>8,498</u> 8,498	<u>8,498</u> 8,498
Purchase of Services from Computer Center General Fund	<u>134,000</u> 134,000	<u>178,812</u> 178,812	<u>343,150</u> 343,150	<u>426,053</u> 426,053	<u>426,053</u> * 426,053
Multiuse Network Payments General Fund	<u>23,160</u> 23,160	<u>59,906</u> 59,906	<u>92,051</u> 92,051	<u>61,446</u> 61,446	<u>61,446</u> 61,446
Management and Administration of OIT General Fund	<u>59,990</u> 59,990	<u>60,776</u> 60,776	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0
Payment to Risk Management and Property Funds General Fund	<u>38,724</u> 38,724	<u>110,330</u> 110,330	<u>161,082</u> 161,082	<u>65,666</u> 65,666	<u>65,666</u> * 65,666
Vehicle Lease Payments General Fund	<u>33,755</u> 33,755	<u>33,262</u> 33,262	<u>47,549</u> 47,549	<u>46,325</u> 46,325	<u>46,325</u> * 46,325
Leased Space General Fund	<u>41,260</u> 41,260	<u>43,212</u> 43,212	<u>44,978</u> 44,978	<u>44,978</u> 44,978	<u>44,978</u> 44,978
Capitol Complex Leased Space General Fund	<u>89,200</u> 64,660	<u>79,532</u> 52,733	<u>76,894</u> 48,589	<u>92,558</u> 58,487	<u>92,558</u> * 58,487
Federal Funds	24,540	26,799	28,305	34,071	34,071

*This line item includes a decision item.

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
Communication Services Payments	<u>12,163</u>	<u>13,001</u>	<u>26,235</u>	<u>18,168</u>	<u>18,168</u>
General Fund	12,163	13,001	26,235	18,168	18,168
COFRS Modernization	<u>0</u>	<u>0</u>	<u>42,198</u>	<u>42,198</u>	<u>42,198</u>
General Fund	0	0	1,034	1,034	1,034
Cash Funds	0	0	231	231	231
Reappropriated Funds	0	0	153	153	153
Federal Funds	0	0	40,780	40,780	40,780
Civil Air Patrol Operations	<u>51,518</u>	<u>41,565</u>	<u>58,638</u>	<u>58,638</u>	<u>58,638</u>
General Fund	51,518	41,565	58,638	58,638	58,638
Local Armory Incentive Plan	<u>16,252</u>	<u>18,873</u>	<u>46,610</u>	<u>46,610</u>	<u>46,610</u>
Cash Funds	16,252	18,873	46,610	46,610	46,610
Distance Learning	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Cash Funds	0	0	3,000	3,000	3,000
Colorado National Guard Tuition fund	<u>1,046,157</u>	<u>842,082</u>	<u>1,046,157</u>	<u>1,296,157</u>	<u>1,296,157</u> *
General Fund	246,157	246,157	246,157	496,157	496,157
Reappropriated Funds	800,000	595,925	800,000	800,000	800,000
Army National Guard Cooperative Agreement	<u>6,620,136</u>	<u>7,084,872</u>	<u>3,509,359</u>	<u>3,509,359</u>	<u>3,509,359</u>
FTE	51.5	56.4	51.5	51.5	51.5
Federal Funds	6,620,136	7,084,872	3,509,359	3,509,359	3,509,359

*This line item includes a decision item.

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
TOTAL - (1) Executive Director and Army					
National Guard	13,265,285	13,149,708	10,945,769	12,476,903	12,478,710
<i>FTE</i>	<u>83.3</u>	<u>86.6</u>	<u>84.8</u>	<u>85.7</u>	<u>85.7</u>
General Fund	2,442,051	3,975,242	4,454,630	5,175,206	5,149,220
Cash Funds	19,287	36,437	122,240	140,624	141,031
Reappropriated Funds	800,000	595,925	800,153	800,153	800,153
Federal Funds	10,003,947	8,542,104	5,568,746	6,360,920	6,388,306

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
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(2) DIVISION OF VETERANS AFFAIRS

The Division represents veterans in federal benefits claims, provides information and training to county veterans service officers, and maintains the Western Slope Veterans' Cemetery in Grand Junction. The State Board of Veterans Affairs makes grants to veterans service organizations from the Veterans Trust Fund, which is derived from tobacco settlement proceeds.

Veterans Service Operations	<u>569,671</u>	<u>565,194</u>	<u>602,600</u>	<u>691,864</u>	<u>680,552</u> *
FTE	8.0	8.4	8.0	9.8	9.8
General Fund	543,055	532,612	549,091	638,355	638,355
Cash Funds	26,616	32,582	50,000	50,000	42,197
Reappropriated Funds	0	0	3,509	3,509	0
County Veterans Service Officer Payments	<u>196,554</u>	<u>172,654</u>	<u>190,654</u>	<u>190,654</u>	<u>190,654</u>
General Fund	196,554	172,654	190,654	190,654	190,654
Colorado State Veterans Trust Fund Expenditures	<u>950,073</u>	<u>767,841</u>	<u>932,957</u>	<u>932,957</u>	<u>843,938</u>
Cash Funds	950,073	767,841	932,957	932,957	843,938
Mental Health, Employment, Housing and Other					
Veterans Services	<u>0</u>	<u>0</u>	<u>1,000,000</u>	<u>0</u>	<u>0</u>
General Fund	0	0	1,000,000	0	0
Western Slope Veterans Cemetery	<u>408,788</u>	<u>276,888</u>	<u>412,134</u>	<u>478,034</u>	<u>478,034</u>
FTE	0.0	4.5	4.5	4.5	4.5
General Fund	0	130,754	133,338	133,338	133,338
Cash Funds	408,788	43,134	227,796	227,796	227,796
Federal Funds	0	103,000	51,000	116,900	116,900

*This line item includes a decision item.

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
TOTAL - (2) Division of Veterans Affairs	2,125,086	1,782,577	3,138,345	2,293,509	2,193,178
<i>FTE</i>	<u>8.0</u>	<u>12.9</u>	<u>12.5</u>	<u>14.3</u>	<u>14.3</u>
General Fund	739,609	836,020	1,873,083	962,347	962,347
Cash Funds	1,385,477	843,557	1,210,753	1,210,753	1,113,931
Reappropriated Funds	0	0	3,509	3,509	0
Federal Funds	0	103,000	51,000	116,900	116,900

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
(3) AIR NATIONAL GUARD					
Provides ready forces to the U.S. active armed services and provides ready forces for the preservation of life and property during natural disasters and in Colorado.					
Operations and Maintenance Agreement for					
Buckley/Greeley	<u>1,276,507</u>	<u>1,307,275</u>	<u>1,992,171</u>	<u>1,992,171</u>	<u>1,992,171</u>
FTE	24.7	0.0	26.1	26.1	26.1
General Fund	333,998	345,650	364,894	364,894	364,894
Federal Funds	942,509	961,625	1,627,277	1,627,277	1,627,277
Buckley Cooperative Agreement					
FTE	<u>1,578,739</u>	<u>1,616,874</u>	<u>1,013,550</u>	<u>1,013,550</u>	<u>1,013,550</u>
Federal Funds	17.7	21.3	17.5	17.5	17.5
Federal Funds	1,578,739	1,616,874	1,013,550	1,013,550	1,013,550
Security for Space Command Facility at Greeley					
FTE	<u>377,671</u>	<u>360,853</u>	<u>221,082</u>	<u>221,082</u>	<u>221,082</u>
Federal Funds	7.0	7.0	5.0	5.0	5.0
Federal Funds	377,671	360,853	221,082	221,082	221,082
TOTAL - (3) Air National Guard	3,232,917	3,285,002	3,226,803	3,226,803	3,226,803
FTE	49.4	28.3	48.6	48.6	48.6
General Fund	333,998	345,650	364,894	364,894	364,894
Federal Funds	2,898,919	2,939,352	2,861,909	2,861,909	2,861,909

JBC Staff Staff Figure Setting - FY 2013-14
Staff Working Document - Does Not Represent Committee Decision

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Appropriation	FY 2013-14 Request	FY 2013-14 Recommendation
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(4) FEDERAL FUNDED PROGRAMS

Trains state military forces. Note: This section is included in the Long Bill for informational purposes only. These funds are not subject to Assembly and do not pass through the state accounting system. Totals are reported based on the federal fiscal year beginning October 1, not the State beginning July 1.

Federal Funded Programs Operations	<u>205,646,369</u>	<u>205,646,369</u>	<u>205,646,369</u>	<u>205,646,369</u>	<u>205,646,369</u>
FTE	1,239.0	1,239.0	1,239.0	1,239.0	1,239.0
Federal Funds	205,646,369	205,646,369	205,646,369	205,646,369	205,646,369
TOTAL - (4) Federal Funded Programs	205,646,369	205,646,369	205,646,369	205,646,369	205,646,369
FTE	<u>1,239.0</u>	<u>1,239.0</u>	<u>1,239.0</u>	<u>1,239.0</u>	<u>1,239.0</u>
Federal Funds	205,646,369	205,646,369	205,646,369	205,646,369	205,646,369

TOTAL - Department of Military and Veterans					
Affairs	224,269,657	223,863,656	222,957,286	223,643,584	223,545,060
FTE	<u>1,379.7</u>	<u>1,366.8</u>	<u>1,384.9</u>	<u>1,387.6</u>	<u>1,387.6</u>
General Fund	3,515,658	5,156,912	6,692,607	6,502,447	6,476,461
Cash Funds	1,404,764	879,994	1,332,993	1,351,377	1,254,962
Reappropriated Funds	800,000	595,925	803,662	803,662	800,153
Federal Funds	218,549,235	217,230,825	214,128,024	214,986,098	215,013,484

Appendix B: Description of Indirect Cost Assessment Methodology

The Department of Military and Veterans Affairs does not collect departmental or statewide indirect costs per the Centralized Personnel Plan (CPP), as negotiated with the federal government. The National Guard Bureau, which reimburses the state with federal funding to run the Air National Guard and Army National Guard, prohibits indirect cost recoveries with the following criteria in the CPP:

“Congress has prohibited the expenditure of Army National Guard and Air National Guard appropriations for reimbursement of any indirect costs, except fringe benefits, of the States under NCB cooperative agreements.”

FY 2013-14 Indirect Cost Assessment Request

For FY 2013-14 the Department’s CPP includes 6.0 administrative staff to complete the following functions:

- 1.0 Purchasing/Contracting
- 1.0 Personnel
- 1.0 Accounts Payable
- 1.0 Payroll
- 2.0 Accountants

The 6.0 FTE in the Executive Director and Army National Guard Division, which would otherwise be paid by state funds, are paid for with federal moneys in order to eliminate the need for indirect cost recoveries for these functions. Statewide indirect costs appear in the Department of Personnel and Administration’s plan, yet are not collected since there is no appropriate funding source. Cash funds account for .06 percent of the FY 2012-13 appropriation, and are primarily used for grant programs.