

OFFICE OF ADMINISTRATION

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	FY 2018 REQUEST	GOVERNOR RECOMMENDS FY 2018
Commissioner's Office	\$ 964,036	\$ 1,106,103	\$ 1,026,103	\$ 1,026,103
Division of Accounting	2,087,346	2,268,674	2,268,674	2,268,674
Division of Budget and Planning	1,616,351	1,716,103	1,716,103	1,731,923
Information Technology Services Division	129,458,233	168,717,151	168,720,697	169,420,481
Division of Personnel	2,996,022	2,897,514	2,897,514	2,897,514
Division of Purchasing	4,136,697	1,881,568	1,881,568	1,881,568
Division of Facilities Management, Design and Construction	0	25,000	25,000	25,000
Division of General Services	12,905,634	10,989,987	10,989,987	10,989,987
Assigned Programs	6,837,757	12,747,488	12,732,488	6,378,353
Debt and Related Obligations	90,360,179	104,874,194	114,385,957	113,785,957
Administrative Disbursements	48,790,609	15,134,285	14,901,002	14,701,002
DEPARTMENTAL TOTAL	\$ 300,152,864	\$ 322,358,067 *	\$ 331,545,093	\$ 325,106,562
General Revenue Fund	209,224,316	186,605,191	195,872,092	194,083,777
Federal Funds	57,743,656	85,449,056	85,449,056	81,099,056
Other Funds	33,184,892	50,303,820	50,223,945	49,923,729

Total Full-time Equivalent Employees	1,787.86	1,891.47	1,891.47	1,888.47
General Revenue Fund	678.13	654.35	654.35	656.35
Federal Funds	258.07	321.29	321.29	321.29
Other Funds	851.66	915.83	915.83	910.83

* Does not include \$12,244 recommended in the Fiscal Year 2017 Supplemental Appropriations. See the Supplemental section of the Missouri Budget for details regarding the Office of Administration supplemental appropriations.

DEPARTMENT SUMMARY

The Fiscal Year 2018 budget provides \$325.1 million for the Office of Administration. The Office of Administration is the state's service and administrative control agency. Created by the General Assembly on January 15, 1973, it combines and coordinates state government's central management functions. Its responsibilities were clarified and amended by the Omnibus State Reorganization Act of 1974. The core functions provided by the Office of Administration include:

- Administering state budget and accounting activities.
- Administering the human resources system.
- Coordinating information technology and telecommunications for state agencies.
- Providing and maintaining asset management including office and other space for governmental operations.
- Procuring supplies, equipment, and services for state agencies.
- Managing the state transportation fleet, printing, and mail services.

**OFFICE OF ADMINISTRATION
COMMISSIONER'S OFFICE**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
Commissioner's Office	\$ 687,683	\$ 721,637	\$ 721,637
Office of Equal Opportunity	276,353	384,466	304,466
TOTAL	\$ 964,036	\$ 1,106,103	\$ 1,026,103
PERSONAL SERVICE			
General Revenue Fund	803,840	875,513	875,513
EXPENSE AND EQUIPMENT			
General Revenue Fund	157,946	150,590	150,590
Other Funds	2,250	80,000	0
TOTAL			
General Revenue Fund	961,786	1,026,103	1,026,103
Other Funds	2,250	80,000	0
Total Full-time Equivalent Employees	13.48	14.50	14.50
General Revenue Fund	13.48	14.50	14.50

The chief administrative officer is the Commissioner of Administration, who is appointed by the Governor with the advice and consent of the Senate. The Commissioner appoints the Deputy Commissioner / Chief Counsel, Assistant Commissioner and the directors of the divisions who report directly to him. The divisions are Accounting; Budget and Planning; Facilities Management, Design and Construction; General Services; Information Technology Services; and Purchasing. The Director of the Division of Personnel is appointed by the Governor and reports to the Commissioner of Administration.

The Office of Equal Opportunity, created by Executive Order 10-24, assists and monitors state agencies in promoting and ensuring equal opportunity within state government through employment, provision of services, and operation of facilities.

Fiscal Year 2018 Governor's Recommendations

- (\$80,000) Office of Administration-Donated Fund core reduction from the Fiscal Year 2017 appropriation level.

**OFFICE OF ADMINISTRATION
DIVISION OF ACCOUNTING**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
Accounting TOTAL	\$ 2,087,346	\$ 2,268,674	\$ 2,268,674
PERSONAL SERVICE EXPENSE AND EQUIPMENT TOTAL	1,970,531 116,815	2,151,779 116,895	2,151,779 116,895
General Revenue Fund	2,087,346	2,268,674	2,268,674
Total Full-time Equivalent Employees	46.84	49.00	49.00
General Revenue Fund	46.84	49.00	49.00

The Division of Accounting (DoA) provides central accounting and central payroll system services for state government, producing checks and electronic payments for state vendors and state employees. The DoA publishes annual statewide financial reports, administers bond sales for the Board of Fund Commissioners, Board of Public Buildings, and Board of Unemployment Fund Financing, and administers the social security coverage for all employees of the state and its political subdivisions.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

**OFFICE OF ADMINISTRATION
DIVISION OF BUDGET AND PLANNING**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
Budget and Planning TOTAL	\$ 1,616,351	\$ 1,716,103	\$ 1,731,923
PERSONAL SERVICE	1,544,485	1,644,182	1,656,982
EXPENSE AND EQUIPMENT	71,866	71,921	74,941
TOTAL			
General Revenue Fund	1,616,351	1,716,103	1,731,923
Total Full-time Equivalent Employees	26.25	26.00	26.00
General Revenue Fund	26.25	26.00	26.00

The Division of Budget and Planning (DBP) analyzes state government programs and provides recommendations and information to the Commissioner of Administration, Governor, General Assembly, and state agencies regarding fiscal and other policies. The DBP prepares the budget instructions, reviews agency budget requests, prepares the annual executive budget, analyzes economic and demographic conditions, forecasts state revenues, and conducts technical policy and program analyses. To assist in state government management, the DBP controls appropriation allotments, manages the automated state budget system, prepares legislative fiscal notes, reviews legislation, tracks agency performance measures, analyzes and develops policy options, and reviews federal issues and their impact on Missouri. The DBP prepares population estimates and projections, required by state and local agencies, and serves as Missouri's liaison to the United States Bureau of the Census.

Fiscal Year 2018 Governor's Recommendations

- \$15,820 to begin work on the 2020 census.

**OFFICE OF ADMINISTRATION
INFORMATION TECHNOLOGY SERVICES DIVISION**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
ITSD Consolidation	\$ 129,458,233	\$ 166,717,151	\$ 167,420,481
eProcurement	0	2,000,000	2,000,000
TOTAL	\$ 129,458,233	\$ 168,717,151	\$ 169,420,481
PERSONAL SERVICE			
General Revenue Fund	22,295,082	23,102,463	23,102,463
Federal Funds	10,370,308	15,177,965	15,177,965
Other Funds	5,773,169	8,232,534	8,102,319
EXPENSE AND EQUIPMENT			
General Revenue Fund	30,895,754	35,260,679	36,264,225
Federal Funds	39,564,579	55,907,977	55,907,977
Other Funds	19,435,902	30,946,283	30,776,282
PROGRAM SPECIFIC DISTRIBUTION			
General Revenue Fund	431,289	500	500
Federal Funds	612,150	50,100	50,100
Other Funds	80,000	38,650	38,650
TOTAL			
General Revenue Fund	53,622,125	58,363,642	59,367,188
Federal Funds	50,547,037	71,136,042	71,136,042
Other Funds	25,289,071	39,217,467	38,917,251
Total Full-time Equivalent Employees			
General Revenue Fund	932.85	985.00	980.00
Federal Funds	436.84	399.39	399.39
Other Funds	255.97	318.99	318.99
Other Funds	240.04	266.62	261.62

ITSD's mission is to provide the IT services and systems that allow state agencies to fulfill their missions while maximizing the total value of the State's IT infrastructure, workforce and contracts for the benefit of all. ITSD provides network, data center, telecommunication services, helpdesk, application development and other services for most of Missouri State Government. Led by the Chief Information Officer (CIO), the division sets a foundation for a unified IT office that delivers superior quality at reduced cost.

Fiscal Year 2018 Governor's Recommendations

- \$2,000,000 to support information technology security.
- \$3,546 transferred from the Department of Corrections.
- (\$300,216) Unemployment Automation Fund and (five) staff transferred to the Department of Labor and Industrial Relations.
- (\$1,000,000) core reduction from the Fiscal Year 2017 appropriation level.

**OFFICE OF ADMINISTRATION
DIVISION OF PERSONNEL**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
Personnel TOTAL	\$ 2,996,022	\$ 2,897,514	\$ 2,897,514
PERSONAL SERVICE	2,604,376	2,805,868	2,805,868
EXPENSE AND EQUIPMENT	391,646	91,646	91,646
TOTAL			
General Revenue Fund	2,996,022	2,897,514	2,897,514
Total Full-time Equivalent Employees	64.92	72.97	72.97
General Revenue Fund	61.11	65.97	65.97
Other Funds	3.81	7.00	7.00

The Division of Personnel (DOP) is responsible for administering the State's Merit System, overseeing the Uniform Classification and Pay System (UPC), maintaining employee service reports, developing and administering a management development training program, and overseeing a variety of employee recognition programs, including a statewide employee suggestion system as established in the State Personnel Law (Chapter 36, RSMo). Division staff provides consultation on a variety of human resources topics. The Missouri Merit System is based on the principles of merit and fitness for employment. UCP system is designed to promote equity in position classification among state employees in most executive branch agencies and to provide coordinated compensation policies.

The Personnel Advisory Board (PAB) has oversight responsibility for the Missouri Merit System and the Uniform Classification and Pay system and has rule-making authority in various areas of human resources administration. Responsibilities also include making recommendations to the Governor and the general assembly regarding the state's pay plan. The PAB consists of seven members, six of whom are appointed by the Governor with the advice and consent of the Senate. Four members are appointed from the public at large, one is a member of executive management in state government, and one is a non-management state employee. The seventh member is the person designated as the state equal opportunity officer, now known as the Director of the Office of Equal Opportunity.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

**OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
Purchasing	\$ 1,739,398	\$ 1,881,568	\$ 1,881,568
Surplus Property	832,590	0	0
Fixed Price Vehicle Program	1,212,479	0	0
Surplus Property Recycling	97,773	0	0
Surplus Property Sale Proceed	254,457	0	0
TOTAL	\$ 4,136,697	\$ 1,881,568	\$ 1,881,568
PERSONAL SERVICE			
General Revenue Fund	1,662,252	1,804,365	1,804,365
Other Funds	594,925	0	0
EXPENSE AND EQUIPMENT			
General Revenue Fund	77,146	77,203	77,203
Other Funds	1,587,529	0	0
PROGRAM SPECIFIC DISTRIBUTION			
Other Funds	214,845	0	0
TOTAL			
General Revenue Fund	1,739,398	1,881,568	1,881,568
Other Funds	2,397,299	0	0
Total Full-time Equivalent Employees			
General Revenue Fund	52.73	35.00	35.00
Other Funds	34.50	35.00	35.00
Other Funds	18.23	0.00	0.00

The Division of Purchasing (Purchasing) is responsible for the procurement of all state-required supplies, materials, equipment, and professional or general services, except for those agencies exempted by law. Purchasing executes procurement functions in accordance with applicable statutes by maximizing competition in the procurement process, conducting evaluations and negotiations as appropriate, and awarding contracts to the "lowest and best" bidders. Additionally, Purchasing is responsible for cooperative contracts, emergency procurement authorizations, single feasible source contracts, special delegations of authority, as well as other procurement authorizations as permitted by law.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

**OFFICE OF ADMINISTRATION
DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
State Capitol Commission Fund			
TOTAL	\$ 0	\$ 25,000	\$ 25,000
EXPENSE AND EQUIPMENT	0	25,000	25,000
TOTAL			
State Capitol Commission Fund	0	25,000	25,000
Total Full-time Equivalent Employees	497.30	515.50	515.50
Other Funds	497.30	515.50	515.50

The Division of Facilities Management, Design and Construction's (FMDC) mission is to provide a superior workplace environment for state occupants and their visitors and protect the State's investments in property assets. The goal of FMDC is to provide agencies with the information and resources that will support their development of high-performance workplaces - workplaces that will meet agencies' business needs and can be readily adapted to changing work place practices and strategies. The Executive Budget's Real Estate section contains the division's operating funds. Additionally, FMDC draws upon funds in the Capital Improvements appropriation bills.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

**OFFICE OF ADMINISTRATION
DIVISION OF GENERAL SERVICES**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
General Services	\$ 918,806	\$ 964,963	\$ 964,963
State Property Preservation Transfer	0	1	1
State Legal Expense Fund	11,986,828	6,740,000	6,740,000
Surplus Property	0	1,389,979	1,389,979
Fixed Price Vehicle Program	0	1,495,994	1,495,994
Surplus Property Recycling	0	99,156	99,156
Surplus Property Sale Proceed	0	299,894	299,894
TOTAL	\$ 12,905,634	\$ 10,989,987	\$ 10,989,987
PERSONAL SERVICE			
General Revenue Fund	843,453	889,610	889,610
Other Funds	0	843,115	843,115
EXPENSE AND EQUIPMENT			
General Revenue Fund	75,353	75,353	75,353
Other Funds	0	2,181,808	2,181,808
PROGRAM SPECIFIC DISTRIBUTION			
General Revenue Fund	11,386,339	6,000,001	6,000,001
Other Funds	600,489	1,000,100	1,000,100
TOTAL			
General Revenue Fund	12,305,145	6,964,964	6,964,964
Other Funds	600,489	4,025,023	4,025,023
Total Full-time Equivalent Employees			
General Revenue Fund	92.99	127.00	127.00
Other Funds	19.29	20.00	20.00
Other Funds	73.70	107.00	107.00

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

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

**OFFICE OF ADMINISTRATION
ASSIGNED PROGRAMS**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
Administrative Hearing Commission	\$ 1,003,499	\$ 1,200,892	\$ 1,200,892
Office of Child Advocate	314,916	326,430	326,430
Children's Trust Fund	2,141,512	3,135,088	3,135,088
Governor's Council on Disability	188,936	213,611	198,611
Missouri Ethics Commission	1,207,838	1,412,906	1,517,332
Alternatives to Abortion	1,981,056	6,458,561	0
TOTAL	\$ 6,837,757	\$ 12,747,488	\$ 6,378,353
PERSONAL SERVICE			
General Revenue Fund	2,060,139	2,462,016	2,548,428
Federal Funds	121,725	128,189	128,189
Other Funds	267,323	299,965	299,965
EXPENSE AND EQUIPMENT			
General Revenue Fund	523,429	517,500	417,939
Federal Funds	18,774	14,825	14,825
Other Funds	65,722	167,807	167,807
PROGRAM SPECIFIC DISTRIBUTION			
General Revenue Fund	1,870,728	2,006,186	200
Federal Funds	50,000	4,350,000	0
Other Funds	1,859,917	2,801,000	2,801,000
TOTAL			
General Revenue Fund	4,454,296	4,985,702	2,966,567
Federal Funds	190,499	4,493,014	143,014
Other Funds	2,192,962	3,268,772	3,268,772
Total Full-time Equivalent Employees			
General Revenue Fund	60.50	66.50	68.50
Federal Funds	39.82	44.49	46.49
Other Funds	2.10	2.30	2.30
Other Funds	18.58	19.71	19.71

ADMINISTRATIVE HEARING COMMISSION

The Administrative Hearing Commission (AHC) is an executive branch court that decides disputes, usually between a state agency and a business or individual, after a trial-type hearing. Its decisions are subject to review by judicial branch courts, if a party wishes to appeal. The AHC's jurisdiction is broad and frequently expanding with the passage of new legislation. Matters under its jurisdiction include state tax disputes; Medicaid provider payment disputes; due process complaints filed under the federal Individuals with Disabilities Education Act (IDEA); appeal of personnel matters under the state's merit system; discipline of professional licenses, as well as appeals of denials of those licenses; motor vehicle dealer licenses; decisions of certain commissions under the Department of Natural Resources; appeals of orders issued by the Ethics Commission; liquor control licenses; motor carrier and railroad safety matters; and surety agent licenses. The AHC is also statutorily charged with jurisdiction over certain franchisor-franchisee disputes, and serves as hearing officer pursuant to memoranda of understanding with the Missouri Commission on Human Rights and the Department of Agriculture. The AHC's jurisdiction was recently expanded to include appeals from DESE decisions, involving scholarship-granting organizations and special education students. The AHC consists of not more than five commissioners, appointed by the Governor and confirmed by the Senate, who serve six-year terms.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

OFFICE OF ADMINISTRATION ASSIGNED PROGRAMS

OFFICE OF CHILD ADVOCATE

The Office of Child Advocate (OCA) provides families and citizens an avenue through which they can obtain an independent and impartial review of the decisions and/or actions made by the Department of Social Services, Children's Division. The main duties of the Office of Child Advocate are: (1) review foster care cases; (2) review unsubstantiated hotline investigations; (3) mediate between parents and schools regarding abuse allegations that occur in a school setting; (4) review child fatalities when there is a history of child abuse and neglect concerns or involvement with Children's Division; (5) intervene on behalf of a child during judicial proceedings; (6) review policy and procedures of Children's Division, the Juvenile Office and guardian ad litem within a county; and (7) provide information and referrals for families needing resources. The OCA is managed by the Child Advocate, who is appointed jointly by the Governor and the Chief Justice of the Missouri Supreme Court, with the advice and consent of the Senate, and reports to the Commissioner of Administration.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

CHILDREN'S TRUST FUND

The Children's Trust Fund (CTF) works to prevent child abuse and neglect and strengthen families through grant distribution, education, awareness, and training. CTF was established by state statute in 1983 as a public-private partnership governed by a 21-member Board of Directors, including seventeen public members appointed by the Governor, of whom twelve require the advice and consent of the Senate. Unique in its origin and mission, CTF is the only state agency to receive non-general revenue funding for the specific purpose of child abuse and neglect prevention. Funding is obtained from dedicated fees on marriage licenses and vital records, voluntary contributions designated on Missouri state income tax returns, sales of the CTF prevent child abuse license plate depicting a child's green handprints, general donations, interest income from the Fund, and other grants. CTF funded programs include building the protective factors known to strengthen families and prevent abuse, positive parenting education and engagement, family support, home visiting, mentoring, crisis nurseries, fatherhood and grandparent support, child sexual abuse prevention, prevention of Shaken Baby Syndrome/abusive head trauma, safe sleep environments for infants, not leaving children unattended in vehicles, training, and community education.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

GOVERNOR'S COUNCIL ON DISABILITY

The Governor's Council on Disability (GCD) provides education and technical assistance to people with disabilities and the public about civil rights, employment, education, housing, and transportation; and ensures equal access and full participation for all individuals with disabilities in their communities at the local, state, and federal levels. GCD works to ensure that proposed legislation respect the rights of people with disabilities through legislative updates and the Legislation Education Project. The Council offers a summer leadership program for high school students with disabilities called the MO Youth Leadership Forum. Annually, the Inclusion Awards honors employers, or other entities or individuals, who have done an outstanding job promoting the inclusion of people with disabilities in the state. Additionally, the Youth Leadership Award honors a youth with disabilities who demonstrates outstanding leadership skills in their community. A new award, the Website/IT award, will be awarded to the non-profit, business, or local government agency that has the most informative and accessible website. The Governor appoints 21 members-at-large, representing each Congressional district.

Fiscal Year 2018 Governor's Recommendations

- (\$15,000) core reduction for one-time expenditures.

MISSOURI PUBLIC ENTITY RISK MANAGEMENT PROGRAM

The Missouri Public Entity Risk Management (MOPERM) operates a shared-risk program offering tort liability, property, and other coverages for participating political subdivisions of the state. Membership of the board consists of the Attorney General, the Commissioner of Administration, and four members appointed by the Governor with the advice and consent of the Senate, who are officers or employees of those public entities participating in the fund.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

OFFICE OF ADMINISTRATION ASSIGNED PROGRAMS

MISSOURI ETHICS COMMISSION

The Missouri Ethics Commission (MEC) is charged with the enforcement of conflict of interest, personal financial disclosure, and lobbying laws as well as campaign finance disclosure laws. The MEC also educates public officials, candidates for public office, registered lobbyists and the public about these laws. The MEC is composed of six members, appointed by the Governor with advice and consent of the Senate, for four year terms. Each member must be from a different congressional district with three Democrats and three Republicans serving at a given time.

Fiscal Year 2018 Governor's Recommendations

- \$104,426 and two staff to implement the provisions of SB 786 (2016) relating to elections.

ALTERNATIVES TO ABORTION

The Alternatives to Abortion Program was established in 2007 through Section 188.325, RSMo. The program is designed to assist low-income pregnant women in carrying their unborn child to term instead of having an abortion, and to assist them in caring for their child or placing their child for adoption. The program provides services and counseling during pregnancy and for one year following birth. The program is currently administered through the Commissioner's Office, which manages eight contracts with community-based, non-profit organizations to provide these services to eligible women and their children.

Fiscal Year 2018 Governor's Recommendations

- (\$6,458,561) transferred to the Department of Social Services, including (\$2,108,561) general revenue.

**OFFICE OF ADMINISTRATION
DEBT AND RELATED OBLIGATIONS**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
Board of Public Buildings Debt Service	\$ 49,022,704	\$ 64,280,680	\$ 63,414,330
Lease/Purchase Debt Service	16,093,127	16,083,614	16,082,539
Missouri Health and Educational Facilities Authority Debt Service	2,532,400	2,526,600	2,522,625
Missouri Historical Society Building Debt Service	0	2,700,000	2,333,344
Debt Management	51,254	83,300	83,300
Convention and Sports Complex Projects	17,000,000	5,000,000	17,000,000
Fulton State Hospital Bonding	5,660,694	14,200,000	12,349,819
TOTAL	\$ 90,360,179	\$ 104,874,194	\$ 113,785,957
EXPENSE AND EQUIPMENT			
General Revenue Fund	53,054	93,722	93,722
PROGRAM SPECIFIC DISTRIBUTION			
General Revenue Fund	87,879,729	102,362,915	111,274,553
Other Funds	2,427,396	2,417,557	2,417,682
TOTAL			
General Revenue Fund	87,932,783	102,456,637	111,368,275
Other Funds	2,427,396	2,417,557	2,417,682
Total Full-time Equivalent Employees	0.00	0.00	0.00

BOARD OF PUBLIC BUILDINGS DEBT SERVICE

This appropriation is for payment of principal, interest, and fees related to outstanding bonds.

Fiscal Year 2018 Governor's Recommendations

- (\$866,350) core reduction from the Fiscal Year 2017 appropriation level.

LEASE/PURCHASE DEBT SERVICE

This appropriation is for the payment of principal, interest, and fees on outstanding financings.

Fiscal Year 2018 Governor's Recommendations

- \$125 State Facility Maintenance and Operation Fund for the payment of annual debt.
- (\$1,200) core reduction from the Fiscal Year 2017 appropriation level.

MISSOURI HEALTH AND EDUCATIONAL FACILITIES AUTHORITY DEBT SERVICE

This appropriation is for the payment of principal, interest, and fees on outstanding financings.

Fiscal Year 2018 Governor's Recommendations

- (\$3,975) core reduction from the Fiscal Year 2017 appropriation level.

MISSOURI HISTORICAL SOCIETY BUILDING DEBT SERVICE

This appropriation is for the principal, interest, and fees on outstanding bonds.

Fiscal Year 2018 Governor's Recommendations

- (\$366,656) core reduction from the Fiscal Year 2017 appropriation level.

**OFFICE OF ADMINISTRATION
DEBT AND RELATED OBLIGATIONS**

DEBT MANAGEMENT

This appropriation is for professional assistance with managing the state's \$1.1 billion outstanding debt so that the Office of Administration can monitor the debt and act quickly to take advantage of savings opportunities.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

CONVENTION AND SPORTS COMPLEX PROJECTS

Sections 67.641 and 67.653, RSMo, authorize annual appropriations of state matching funds for convention and sports complex capital projects in certain cities and counties. Edward Jones Dome debt service appropriation is for the payment of principal, interest, and fees on outstanding financings.

Fiscal Year 2018 Governor's Recommendations

- \$12,000,000 transferred from the State Treasurer's Office for the St. Louis Dome payment.

FULTON STATE HOSPITAL BONDING

This appropriation is for the payment of principal, interest, and fees for bonds related to the replacement and renovation of the Fulton State Hospital.

Fiscal Year 2018 Governor's Recommendations

- (\$1,850,181) core reduction from the Fiscal Year 2017 appropriation level.

**OFFICE OF ADMINISTRATION
ADMINISTRATIVE DISBURSEMENTS**

FINANCIAL SUMMARY

	FY 2016 EXPENDITURE	FY 2017 APPROPRIATION	GOVERNOR RECOMMENDS FY 2018
Cash Management Improvement Act	\$ 7,016	\$ 340,000	\$ 340,000
Budget Reserve Interest	1,450,871	3,500,000	3,500,000
Budget Reserve Required Transfer	39,849,332	2	2
Other Fund Corrections	263,153	883,283	800,000
Statewide Dues	114,200	231,000	231,000
Flood Control Lands Grant	1,660,538	1,800,000	1,800,000
National Forest Reserve Grant	5,322,499	8,000,000	8,000,000
County Prosecution Reimbursements	26,000	30,000	30,000
Regional Planning Commissions	97,000	200,000	0
Elected Officials Transition	0	150,000	0
TOTAL	\$ 48,790,609	\$ 15,134,285	\$ 14,701,002
PERSONAL SERVICES			
General Revenue Fund	0	56,000	0
EXPENSE AND EQUIPMENT			
General Revenue Fund	121,216	625,000	531,000
Federal Funds	0	20,000	20,000
Other Funds	0	20,000	20,000
PROGRAM SPECIFIC DISTRIBUTION			
General Revenue Fund	41,387,848	3,363,284	3,080,001
Federal Funds	7,006,120	9,800,000	9,800,000
Other Funds	275,425	1,250,001	1,250,001
TOTAL			
General Revenue Fund	41,509,064	4,044,284	3,611,001
Federal Funds	7,006,120	9,820,000	9,820,000
Other Funds	275,425	1,270,001	1,270,001
Total Full-time Equivalent Employees	0.00	0.00	0.00

Acting as the central financial agency for the state, the Office of Administration makes numerous disbursements each year.

CASH MANAGEMENT IMPROVEMENT ACT

The federal Cash Management Improvement Act of 1990 and 1992 requires that the state pay interest on certain federal grant monies while deposited in the State Treasury. Interest is calculated and paid at the daily equivalent of the annualized 13-week average Treasury Bill Rate.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

BUDGET RESERVE INTEREST

In the event that any state fund borrows money from the Budget Reserve Fund or other funds, that fund must repay the loan with interest.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

**OFFICE OF ADMINISTRATION
ADMINISTRATIVE DISBURSEMENTS**

BUDGET RESERVE REQUIRED TRANSFER

Article IV, Section 27(a), requires a transfer from either general revenue or the Budget Reserve Fund, depending on actual revenue collections and the balance in the Budget Reserve Fund at the close of a fiscal year.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

OTHER FUND CORRECTIONS

This transfer section allows corrections when money is erroneously deposited into the wrong fund.

Fiscal Year 2018 Governor's Recommendations

- (\$83,283) core reduction from the Fiscal Year 2017 appropriation level.

STATEWIDE DUES

The State of Missouri belongs to several national and regional associations which benefit all state agencies.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

FLOOD CONTROL LANDS GRANT

The Flood Control Lands Grant is a pass-through of funds that represents 75 percent of the monies from leases of the land owned by the United States under the Flood Control Act. Sections 12.080 and 12.090, RSMo, prescribe that the funds be used for the benefit of public schools and public roads of the county in which the government land is situated. These funds may also be used for any expenses of the county government, including public obligations of levee and drainage districts for flood control and drainage improvements.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

NATIONAL FOREST RESERVE GRANT

The National Forest Reserve Grant is a pass-through of funds received from the federal government. Sections 12.070 and 12.090, RSMo, provide for 25 percent of all the money received by the National Forest Reserve by the state to be expended for the benefit of public schools and public roads of the county in which the forest reserve is located. Of the total received, 75 percent will be spent for public schools and 25 percent for public roads.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

COUNTY PROSECUTION REIMBURSEMENTS

The state may provide reimbursement to counties for expenses incurred in the prosecution of crimes within correctional institutions and expenses of trials of capital cases in limited circumstances.

Fiscal Year 2018 Governor's Recommendations

Continue funding at the current level.

**OFFICE OF ADMINISTRATION
ADMINISTRATIVE DISBURSEMENTS**

REGIONAL PLANNING COMMISSIONS

State financial aid enables local governments, through regional planning commissions, to initiate programs and services identified as important by member governments. State funds are matched by local funds.

Fiscal Year 2018 Governor's Recommendations

- (\$200,000) core reduction from the Fiscal Year 2017 appropriation level.

ELECTED OFFICIALS TRANSITION

The state provides operating costs for the transition into office of newly elected officials, including the Governor, Lieutenant Governor, Secretary of State, Treasurer, and Attorney General.

Fiscal Year 2018 Governor's Recommendations

- (\$150,000) core reduction for one-time expenditures.