

# OFFICE OF ADMINISTRATION

## FINANCIAL SUMMARY

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	FY 2015 REQUEST	GOVERNOR RECOMMENDS FY 2015
Commissioner's Office	\$ 967,666	\$ 2,705,589	\$ 2,009,089	\$ 2,020,772
Division of Accounting	2,005,045	2,194,173	2,206,423	2,235,144
Division of Budget and Planning	1,604,000	1,661,604	1,668,104	1,690,047
Washington, D.C. Office	0	0	0	324,641
Information Technology Services Division	103,234,097	170,869,691	184,436,161	165,296,401
Division of Personnel	2,260,647	2,810,828	2,827,321	2,865,069
Division of Purchasing and Materials Management	4,413,790	4,897,944	5,511,444	5,545,770
Division of Facilities Management, Design and Construction	20,093	25,000	25,000	25,000
Division of General Services	12,520,974	7,674,318	16,529,568	16,541,440
Assigned Programs	15,383,118	8,177,882	8,190,706	8,330,860
Debt and Related Obligations	46,479,886	68,844,747	83,080,708	97,021,439
Administrative Disbursements	42,261,672	14,315,002	13,828,002	13,843,002
<b>DEPARTMENTAL TOTAL</b>	<b>\$ 231,150,988</b>	<b>\$ 284,176,778 *</b>	<b>\$ 320,312,526</b>	<b>\$ 315,739,585</b>
General Revenue Fund	115,089,371	138,351,467	174,015,071	187,377,661
Federal Funds	55,502,726	106,701,600	99,118,454	82,093,713
Other Funds	60,558,891	39,123,711	47,179,001	46,268,211
<b>Total Full-time Equivalent Employees</b>	<b>2,005.67</b>	<b>2,178.57</b>	<b>1,939.57</b>	<b>1,942.57</b>
General Revenue Fund	657.35	657.33	656.35	659.35
Federal Funds	286.07	334.88	335.86	335.86
Other Funds	1,062.25	1,186.36	947.36	947.36

\* Does not include \$15,666,299 recommended in the Fiscal Year 2014 Supplemental Appropriations. See the Supplemental section of the Missouri Budget for details regarding the Office of Administration supplemental appropriations.

## DEPARTMENT SUMMARY

The Fiscal Year 2015 budget provides \$315.7 million for the Office of Administration. The Office of Administration provides services for all state agencies and serves as the state's administrative office. 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 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Commissioner's Office	\$ 702,554	\$ 707,908	\$ 718,823
Office of Equal Opportunity	265,112	1,997,681	1,301,949
<b>TOTAL</b>	<b>\$ 967,666</b>	<b>\$ 2,705,589</b>	<b>\$ 2,020,772</b>
<b>PERSONAL SERVICE</b>			
General Revenue Fund	821,558	846,350	861,533
<b>EXPENSE AND EQUIPMENT</b>			
General Revenue Fund	146,108	159,239	159,239
Other Funds	0	1,700,000	1,000,000
<b>TOTAL</b>			
General Revenue Fund	967,666	1,005,589	1,020,772
Other Funds	0	1,700,000	1,000,000
<b>Total Full-time Equivalent Employees</b>	<b>12.10</b>	<b>14.50</b>	<b>14.50</b>
General Revenue Fund	12.10	14.50	14.50

The Commissioner directs the provision of central services and support to most state government agencies. These services include accounting, budget and planning, information technology services, asset management, personnel, purchasing and materials management, and general services.

The Office of Equal Opportunity (OEO) promotes a diversified state government workforce, development of women and minority state contracting opportunities, economic empowerment for traditionally underserved communities, and improvement of the State of Missouri's fiscal vitality.

**Fiscal Year 2015 Governor's Recommendations**

- \$11,683 for pay plan.
- \$3,500 for the remaining pay periods of the Fiscal Year 2014 approved pay plan.
- (\$700,000) Missouri Humanities Council Trust Fund core reduction for one-time expenditures.

**OFFICE OF ADMINISTRATION  
DIVISION OF ACCOUNTING**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Accounting TOTAL	\$ 2,005,045	\$ 2,194,173	\$ 2,235,144
PERSONAL SERVICE	1,898,394	2,076,452	2,117,423
EXPENSE AND EQUIPMENT	106,651	117,721	117,721
TOTAL General Revenue Fund	2,005,045	2,194,173	2,235,144
Total Full-time Equivalent Employees	47.27	49.00	49.00
General Revenue Fund	47.27	49.00	49.00

The Division of Accounting maintains all financial records for state appropriations and funds, processes payments, controls production of warrants, and distributes checks. The division issues warrants to the State Treasurer for expenditures; maintains computerized accounting, payroll, and check writing systems; and administers the Social Security Act for the state and political subdivisions. The division also submits financial data to executive and legislative officials and provides oversight of state debt.

**Fiscal Year 2015 Governor's Recommendations**

- \$28,721 for pay plan.
- \$12,250 for the remaining pay periods of the Fiscal Year 2014 approved pay plan.

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

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Budget and Planning TOTAL	\$ 1,604,000	\$ 1,661,604	\$ 1,690,047
PERSONAL SERVICE	1,532,066	1,589,484	1,617,927
EXPENSE AND EQUIPMENT	71,934	72,120	72,120
TOTAL			
General Revenue Fund	1,604,000	1,661,604	1,690,047
Total Full-time Equivalent Employees	26.00	26.00	26.00
General Revenue Fund	26.00	26.00	26.00

The Division of Budget and Planning analyzes budget policy issues and provides fiscal information to the Governor's Office, the General Assembly, Missouri's congressional delegation, and state, local, and federal agencies. The staff reviews state agency fiscal operations, prepares annual budget instructions, analyzes budget requests, and prepares the annual Executive Budget and appropriation bills. Division staff analyze the state economy and tax issues, estimate revenue collections, track agency performance measures, and draft fiscal notes. The division coordinates legislative reviews for the executive branch and reviews federal issues and their impact on Missouri. The division also is the designated state demographic agency and statutorily provides technical aid to the decennial reapportionment of election districts.

**Fiscal Year 2015 Governor's Recommendations**

- \$21,943 for pay plan.
- \$6,500 for the remaining pay periods of the Fiscal Year 2014 approved pay plan.

**OFFICE OF ADMINISTRATION  
WASHINGTON, D.C. OFFICE**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Washington, D.C. Office			
TOTAL	\$ 0	\$ 0	\$ 324,641
PERSONAL SERVICE	0	0	215,000
EXPENSE AND EQUIPMENT	0	0	109,641
TOTAL			
General Revenue Fund	0	0	324,641
Total Full-time Equivalent Employees	0.00	0.00	3.00
General Revenue Fund	0.00	0.00	3.00

The State of Missouri Washington, D.C. Office will coordinate state-federal relations, work directly with federal agencies to help achieve state priorities, and monitor federal actions for Missouri impact. The office will work with the Governor, state agencies, elected officials, Missouri's congressional delegation, and federal executive branch agencies.

**Fiscal Year 2015 Governor's Recommendations**

- \$324,641 and three staff to establish a State of Missouri office in Washington, D.C.

**OFFICE OF ADMINISTRATION  
INFORMATION TECHNOLOGY SERVICES DIVISION**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
ITSD Consolidation	\$ 103,234,097	\$ 164,009,047	\$ 164,477,782
Rural Broadband Technology	0	2,661,362	818,619
Electronic Healthcare Information Technology	0	4,199,282	0
<b>TOTAL</b>	<b>\$ 103,234,097</b>	<b>\$ 170,869,691</b>	<b>\$ 165,296,401</b>
<b>PERSONAL SERVICE</b>			
General Revenue Fund	20,868,089	22,645,258	23,057,656
Federal Funds	10,597,820	16,115,043	15,127,504
Other Funds	5,508,716	6,936,580	8,032,290
<b>EXPENSE AND EQUIPMENT</b>			
General Revenue Fund	21,079,424	25,467,575	36,260,298
Federal Funds	35,315,436	79,852,533	56,730,143
Other Funds	9,770,634	19,559,566	25,795,374
<b>PROGRAM SPECIFIC DISTRIBUTION</b>			
General Revenue Fund	0	9,386	9,386
Federal Funds	93,978	245,100	245,100
Other Funds	0	38,650	38,650
<b>TOTAL</b>			
General Revenue Fund	41,947,513	48,122,219	59,327,340
Federal Funds	46,007,234	96,212,676	72,102,747
Other Funds	15,279,350	26,534,796	33,866,314
<b>Total Full-time Equivalent Employees</b>			
General Revenue Fund	940.07	1,037.10	1,037.10
Federal Funds	426.76	402.39	402.39
Other Funds	284.44	333.56	333.56
	228.87	301.15	301.15

The Information Technology Services Division (ITSD) supports the 14 consolidated executive agencies' missions and objectives through increased buying power on equipment and software, management of IT initiatives such as network, email and sever consolidation, and efficiency through systems management.

**Fiscal Year 2015 Governor's Recommendations**

- \$10,000,000 to fund E-government technology projects.
- \$7,117,513 Unemployment Automation Fund for the unemployment insurance modernization project.
- \$2,263,615 for a tax compliance system upgrade.
- \$230,000 Federal Stimulus-Office of Administration Fund to continue funding the MoBroadbandNow initiative.
- \$626,872 for pay plan, including \$312,743 general revenue.
- \$200,811 for the remaining pay periods of the Fiscal Year 2014 approved pay plan, including \$99,655 general revenue.
- \$27,500 transferred from the Department of Health and Senior Services.
- \$1,610 transferred from the Department of Corrections.
- (\$19,500,002) core reduction from the Fiscal Year 2014 appropriation level, including (\$1,500,002) general revenue.
- (\$6,274,579) Federal Stimulus-Office of Administration Fund core reduction for one-time expenditures.
- (\$266,630) federal and other funds core reduction from the Fiscal Year 2014 appropriation level.

**OFFICE OF ADMINISTRATION  
DIVISION OF PERSONNEL**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Personnel TOTAL	\$ 2,260,647	\$ 2,810,828	\$ 2,865,069
PERSONAL SERVICE	2,192,410	2,728,814	2,783,055
EXPENSE AND EQUIPMENT	68,237	82,014	82,014
TOTAL			
General Revenue Fund	2,260,647	2,810,828	2,865,069
Total Full-time Equivalent Employees	56.74	72.97	72.97
General Revenue Fund	53.37	65.97	65.97
Other Funds	3.37	7.00	7.00

The Division of Personnel helps executive branch departments comply with the personnel law and promote sound human resource management. Responsibilities include: Missouri Merit System operation, position classification, compensation management, supervisory and management training, and providing management expertise and other agency assistance.

The Personnel Advisory Board sets Merit System rules and regulations, approves classifications and pay plans, and advises the Governor and the Division of Personnel on human resource administration.

**Fiscal Year 2015 Governor's Recommendations**

- \$37,748 for pay plan.
- \$16,493 for the remaining pay periods of the Fiscal Year 2014 approved pay plan.

**OFFICE OF ADMINISTRATION  
DIVISION OF PURCHASING AND MATERIALS MANAGEMENT**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Purchasing and Materials Management	\$ 1,563,029	\$ 1,742,889	\$ 1,774,210
Surplus Property	971,739	1,261,692	1,377,295
Fixed Price Vehicle Program	1,499,207	1,495,994	1,995,994
Surplus Property Recycling	97,865	97,475	98,377
Surplus Property Sale Proceed	281,950	299,894	299,894
<b>TOTAL</b>	<b>\$ 4,413,790</b>	<b>\$ 4,897,944</b>	<b>\$ 5,545,770</b>
<b>PERSONAL SERVICE</b>			
General Revenue Fund	1,512,328	1,669,608	1,700,929
Other Funds	617,122	813,147	829,652
<b>EXPENSE AND EQUIPMENT</b>			
General Revenue Fund	50,701	73,281	73,281
Other Funds	2,074,845	2,081,808	2,681,808
<b>PROGRAM SPECIFIC DISTRIBUTION</b>			
Other Funds	158,794	260,100	260,100
<b>TOTAL</b>			
General Revenue Fund	1,563,029	1,742,889	1,774,210
Other Funds	2,850,761	3,155,055	3,771,560
<b>Total Full-time Equivalent Employees</b>			
General Revenue Fund	51.14	54.00	54.00
Other Funds	31.59	33.00	33.00
Other Funds	19.55	21.00	21.00

The Division of Purchasing and Materials Management centralizes procurement for supplies, materials, and services and encourages competitive bidding and awards on all contracts, excluding those of the Missouri Department of Transportation, Judiciary, Lottery, General Assembly, and certain universities. It encourages the participation of suppliers, including small disadvantaged businesses, in the competitive bid process and ensures compliance with Chapter 34, RSMo. The division also coordinates recycling collection efforts of state agencies and administers the Recycling Products Preference Program. The materials management section recycles property among agencies and sells surplus state equipment through bids, sales, and auctions. Surplus property sales receipts are used to pay the expenses of surplus property sales with the remaining receipts distributed to the appropriate state funds from which the equipment was purchased. This section also administers the Federal Surplus Property Program that distributes donated new and used federal surplus property to eligible entities which include all state agencies, political subdivisions, not-for-profit health and education entities, and service agencies that meet the federal program guidelines.

**Fiscal Year 2015 Governor's Recommendations**

- \$500,000 Federal Surplus Property Fund for the Fixed Price Vehicle Program.
- \$100,000 Federal Surplus Property Fund for Surplus Property operating expenses.
- \$34,326 for pay plan, including \$23,071 general revenue.
- \$13,500 for the remaining pay periods of the Fiscal Year 2014 approved pay plan, including \$8,250 general revenue.



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

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
State Capitol Commission Fund			
TOTAL	\$ 20,093	\$ 25,000	\$ 25,000
<b>EXPENSE AND EQUIPMENT</b>			
General Revenue Fund	20,093	0	0
State Capitol Commission Fund	0	25,000	25,000
TOTAL			
General Revenue Fund	20,093	0	0
State Capitol Commission Fund	0	25,000	25,000
Total Full-time Equivalent Employees	720.54	752.50	513.50
Other Funds	720.54	752.50	513.50

The Division of Facilities Management, Design and Construction (FMDC) provides agencies professional real estate management services to meet agencies' business needs. 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 2015 Governor's Recommendations**

- (239) staff core reduction from the Fiscal Year 2014 appropriation level to allow for certain facility functions to be performed by the Department of Corrections.

**OFFICE OF ADMINISTRATION  
DIVISION OF GENERAL SERVICES**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
General Services	\$ 834,125	\$ 934,317	\$ 951,439
State Property Preservation Transfer	0	1	1
Fleet Vehicle Replacement	0	0	2,800,000
State Legal Expense Fund	11,686,849	6,740,000	12,790,000
<b>TOTAL</b>	<b>\$ 12,520,974</b>	<b>\$ 7,674,318</b>	<b>\$ 16,541,440</b>
<b>PERSONAL SERVICE</b>			
General Revenue Fund	760,992	858,282	875,404
<b>EXPENSE AND EQUIPMENT</b>			
General Revenue Fund	73,133	76,035	76,035
<b>PROGRAM SPECIFIC DISTRIBUTION</b>			
General Revenue Fund	11,370,246	6,000,001	14,800,001
Other Funds	316,603	740,000	790,000
<b>TOTAL</b>			
General Revenue Fund	12,204,371	6,934,318	15,751,440
Other Funds	316,603	740,000	790,000
<b>Total Full-time Equivalent Employees</b>			
General Revenue Fund	90.81	106.00	106.00
Other Funds	18.07	21.00	21.00
Other Funds	72.74	85.00	85.00

The Division of General Services provides agencies with a variety of support services including: printing, fleet management, vehicle maintenance, mail services, administration of the Missouri State Employees Charitable Campaign, the State Legal Expense Fund, State Property Preservation and the state employee Workers' Compensation Program. The division also supplies staff to administer the Missouri Public Entity Risk Management Fund, a liability and property insurance pool for Missouri public entities.

**Fiscal Year 2015 Governor's Recommendations**

- \$6,050,000 for State Legal Expense Fund claims, premiums, and expenses, including \$6,000,000 general revenue.
- \$2,800,000 for state fleet vehicle replacements.
- \$11,872 for pay plan.
- \$5,250 for the remaining pay periods of the Fiscal Year 2014 approved pay plan.

**OFFICE OF ADMINISTRATION  
ASSIGNED PROGRAMS**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Administrative Hearing Commission	\$ 999,205	\$ 1,064,331	\$ 1,185,266
Office of Child Advocate	245,896	217,340	221,280
Children's Trust Fund	3,473,582	3,694,314	3,698,541
Governor's Council on Disability	185,310	192,431	195,819
Missouri Ethics Commission	1,279,348	1,375,905	1,396,393
Alternatives to Abortion	1,520,684	1,633,561	1,633,561
Early Childhood Development Program	7,679,093	0	0
<b>TOTAL</b>	<b>\$ 15,383,118</b>	<b>\$ 8,177,882</b>	<b>\$ 8,330,860</b>
<b>PERSONAL SERVICE</b>			
General Revenue Fund	2,164,098	2,177,795	2,323,352
Federal Funds	91,712	102,259	126,141
Other Funds	211,442	289,799	295,178
<b>EXPENSE AND EQUIPMENT</b>			
General Revenue Fund	419,575	509,191	509,291
Federal Funds	46,855	36,665	14,825
Other Funds	49,178	174,819	174,819
<b>PROGRAM SPECIFIC DISTRIBUTION</b>			
General Revenue Fund	1,487,351	1,476,354	1,476,254
Federal Funds	20,852	50,000	50,000
Other Funds	10,892,055	3,361,000	3,361,000
<b>TOTAL</b>			
General Revenue Fund	4,071,024	4,163,340	4,308,897
Federal Funds	159,419	188,924	190,966
Other Funds	11,152,675	3,825,618	3,830,997
<b>Total Full-time Equivalent Employees</b>			
General Revenue Fund	60.84	66.50	66.50
Federal Funds	42.03	45.47	44.49
Other Funds	1.63	1.32	2.30
Other Funds	17.18	19.71	19.71

**ADMINISTRATIVE HEARING COMMISSION**

In contested cases between private parties and the state, the Administrative Hearing Commission conducts evidentiary hearings to make findings of fact and law. The commission's jurisdiction includes professional licensing appeals; Director of Revenue tax decisions; Individuals with Disabilities Education Act (IDEA) due process hearings; MO HealthNet provider claims; state merit system personnel matters; certain environmental commission decisions; and motor carrier and railroad safety matters. The Commission also acts as a hearing officer for the Missouri Commission on Human Rights.

**Fiscal Year 2015 Governor's Recommendations**

- \$102,930 for Administrative Hearing Commission personal service costs.
- \$14,182 for pay plan, including \$13,155 general revenue.
- \$3,823 for the remaining pay periods of the Fiscal Year 2014 approved pay plan, including \$3,698 general revenue.

## **OFFICE OF ADMINISTRATION ASSIGNED PROGRAMS**

### **OFFICE OF CHILD ADVOCATE**

The Office of Child Advocate provides citizens an independent avenue to obtain impartial reviews of the Department of Social Services, Children's Division decisions and actions.

The main duties of the Office of Child Advocate are: (1) review foster care case management; (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; and (5) provide information and referrals for families needing resources.

### **Fiscal Year 2015 Governor's Recommendations**

- \$2,689 for pay plan, including \$978 general revenue.
- \$1,251 for the remaining pay periods of the Fiscal Year 2014 approved pay plan, including \$920 general revenue.

### **CHILDREN'S TRUST FUND**

The Children's Trust Fund facilitates and funds the development of community-based prevention programs to strengthen families, prevent child abuse and neglect, and provide public education about the problem of child abuse and its prevention. Activities of the Children's Trust Fund are divided into two broad areas: public education and program grant distribution. Each includes an array of programs to meet the goals of the board.

### **Fiscal Year 2015 Governor's Recommendations**

- \$2,977 Children's Trust Fund for pay plan.
- \$1,250 Children's Trust Fund for the remaining pay periods of the Fiscal Year 2014 approved pay plan.

### **GOVERNOR'S COUNCIL ON DISABILITY**

The Governor's Council on Disability promotes full participation of the nearly one million Missourians with disabilities in all aspects of community life by educating employers, employees, local and state governments, persons with disabilities, and other interested parties of their rights and responsibilities under the Americans with Disabilities Act, Missouri Human Rights Act, and other disability rights laws.

### **Fiscal Year 2015 Governor's Recommendations**

- \$2,388 for pay plan.
- \$1,000 for the remaining pay periods of the Fiscal Year 2014 approved pay plan.

### **MISSOURI PUBLIC ENTITY RISK MANAGEMENT PROGRAM**

The Missouri Public Entity Risk Management Program (MOPERM) provides local governmental agencies a shared risk pool for affordable insurance coverage. MOPERM provides entities with both liability and property coverage. The Office of Administration provides staff for this program, but is reimbursed for all expenses incurred on behalf of MOPERM.

### **Fiscal Year 2015 Governor's Recommendations**

Continue funding at the current level.

## **OFFICE OF ADMINISTRATION ASSIGNED PROGRAMS**

### **MISSOURI ETHICS COMMISSION**

The Missouri Ethics Commission is charged with the duties and responsibilities described in Chapters 105 and 130, RSMo. These include, but are not limited to, the administration of the following: campaign finance disclosure, report review and audit, lobbyist registration, lobbyist report review and audit, personal financial disclosure statement, opinion writing in response to formal requests, investigation of conflict of interest allegations, audit and investigation of complaints, and investigation of alleged code of conduct violations.

### **Fiscal Year 2015 Governor's Recommendations**

- \$14,988 for pay plan.
- \$5,500 for the remaining pay periods of the Fiscal Year 2014 approved pay plan.

### **ALTERNATIVES TO ABORTION**

The Alternatives to Abortion Program was established in 2007 through Section 188.325, RSMo and moved from the Department of Health and Senior Services to the Office of Administration in 2011. 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 2015 Governor's Recommendations**

Continue funding at the current level.

**OFFICE OF ADMINISTRATION  
DEBT AND RELATED OBLIGATIONS**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Board of Public Buildings Debt Service	\$ 23,044,132	\$ 33,655,811	\$ 47,110,742
Lease/Purchase Debt Service	3,901,538	15,577,335	16,100,496
Missouri Health and Educational Facilities Authority Debt Service	2,512,753	2,526,600	2,525,200
Debt Management	21,463	85,000	85,000
New Jobs Training Certificate	0	1	1
Convention and Sports Complex Projects	17,000,000	17,000,000	17,000,000
Fulton State Hospital Bonding	0	0	14,200,000
<b>TOTAL</b>	<b>\$ 46,479,886</b>	<b>\$ 68,844,747</b>	<b>\$ 97,021,439</b>
<b>EXPENSE AND EQUIPMENT</b>			
General Revenue Fund	23,103	90,922	90,922
<b>PROGRAM SPECIFIC DISTRIBUTION</b>			
General Revenue Fund	43,854,928	66,160,584	94,496,178
Other Funds	2,601,855	2,593,241	2,434,339
<b>TOTAL</b>			
General Revenue Fund	43,878,031	66,251,506	94,587,100
Other Funds	2,601,855	2,593,241	2,434,339
<b>Total Full-time Equivalent Employees</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**BOARD OF PUBLIC BUILDINGS DEBT SERVICE**

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

**Fiscal Year 2015 Governor's Recommendations**

- \$13,454,931 for debt service payment increase.

**LEASE/PURCHASE DEBT SERVICE**

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

**Fiscal Year 2015 Governor's Recommendations**

- \$682,063 for the payment of annual debt service related to the Series A 2011 Refunding Certificate of Participation.
- (\$158,902) State Facility and Maintenance Operation Fund core reduction from the Fiscal Year 2014 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 2015 Governor's Recommendations**

- (\$1,400) core reduction from the Fiscal Year 2014 appropriation level.

**DEBT MANAGEMENT**

This appropriation is for professional assistance with managing the state's \$1.2 billion outstanding debt so that the Office of Administration can monitor the debt and act quickly to take advantage of savings opportunities.

**Fiscal Year 2015 Governor's Recommendations**

Continue funding at the current level.

**OFFICE OF ADMINISTRATION  
DEBT AND RELATED OBLIGATIONS**

**NEW JOBS TRAINING CERTIFICATE**

Sections 178.892 to 178.896, RSMo, established the New Jobs Training Program. Businesses establishing new jobs in the state can enter into an agreement with a community college district to provide training for new employees. The training is funded from the proceeds of new jobs training certificates issued by community college districts. The debt service on the certificates is payable from the employees' Missouri income tax withholding credits. If the business would sharply decrease or eliminate its operations, funds may not be available to meet debt service costs.

**Fiscal Year 2015 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. Ongoing projects include: Jackson County Sports Complex, \$3,000,000 and Bartle Hall, \$2,000,000. Edward Jones Dome debt service appropriation is for the payment of principal, interest, and fees on outstanding financings.

**Fiscal Year 2015 Governor's Recommendations**

Continue funding at the current level.

**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 2015 Governor's Recommendations**

- \$14,200,000 for the transfer of general revenue for debt service on Fulton State Hospital bonds.

**OFFICE OF ADMINISTRATION  
ADMINISTRATIVE DISBURSEMENTS**

**FINANCIAL SUMMARY**

	FY 2013 EXPENDITURE	FY 2014 APPROPRIATION	GOVERNOR RECOMMENDS FY 2015
Cash Management Improvement Act	\$ 0	\$ 300,000	\$ 300,000
Budget Reserve Interest	1,200,390	3,500,000	3,500,000
Budget Reserve Required Transfer	3,236,870	2	2
Other Fund Corrections	29,027,062	100,000	100,000
Flood Control Lands Grant	1,767,416	1,800,000	1,800,000
National Forest Reserve Grant	6,888,406	8,500,000	8,000,000
County Prosecution Reimbursements	38,041	15,000	30,000
Regional Planning Commissions	97,000	100,000	100,000
Elected Officials Transition	6,487	0	13,000
<b>TOTAL</b>	<b>\$ 42,261,672</b>	<b>\$ 14,315,002</b>	<b>\$ 13,843,002</b>
<b>PERSONAL SERVICE</b>			
General Revenue Fund	5,864	0	5,000
<b>EXPENSE AND EQUIPMENT</b>			
General Revenue Fund	623	300,000	308,000
<b>PROGRAM SPECIFIC DISTRIBUTION</b>			
General Revenue Fund	4,561,465	3,165,001	3,180,001
Federal Funds	9,336,073	10,300,000	9,800,000
Other Funds	28,357,647	550,001	550,001
<b>TOTAL</b>			
General Revenue Fund	4,567,952	3,465,001	3,493,001
Federal Funds	9,336,073	10,300,000	9,800,000
Other Funds	28,357,647	550,001	550,001
<b>Total Full-time Equivalent Employees</b>	<b>0.16</b>	<b>0.00</b>	<b>0.00</b>
General Revenue Fund	0.16	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 2015 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 2015 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 the balance left in the Budget Reserve Fund at the close of a fiscal year.

**Fiscal Year 2015 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 2015 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 2015 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 2015 Governor's Recommendations**

- (\$500,000) federal funds core reduction from the Fiscal Year 2014 appropriation 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 2015 Governor's Recommendations**

- \$15,000 increase to anticipated spending levels.

**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 2015 Governor's Recommendations**

Continue funding at the current level.

**OFFICE OF ADMINISTRATION  
ADMINISTRATIVE DISBURSEMENTS**

**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, State Treasurer, State Auditor, and Attorney General.

**Fiscal Year 2015 Governor's Recommendations**

- \$13,000 for transition expenses for a newly elected state official.