

DEPARTMENT OF FINANCE &
MANAGEMENT

Agency of Administration

Justin Johnson, Secretary

Andrew Pallito, Commissioner

Bradley Ferland, Deputy Commissioner

Fiscal Year 2017 Budget Request



Department of Finance & Management

Fiscal Year 2017 Budget Request

Andrew Pallito, Commissioner

Bradley Ferland, Deputy Commissioner

Budget Development

Paul Rousseau CPA

AoA Chief Financial Officer

Jason Pinard

Financial Director II

Bradley Kukenberger

Financial Director II

Department of Finance & Management

FY 2017 Budget Request

Table of Contents

	Page
Executive Summary	4
Section 1: FY 2016 to FY 2017 Crosswalk	7
Section 2: Program Profiles Questionnaire	9
Section 3: Program Performance (32 VSA 307(c))	14
Section 4: Budget Rollup Reports	21
Section 5: Budget Detail Reports	26
Section 6: Personnel Summary Reports	40
Section 7: Organizational Charts	45
Section 8: Federal Funds/Interdepartmental/Grants	47
Section 9: Carry Forward Report	49

Agency of Administration

Department of Finance and Management

Executive Summary

Philosophy:

The primary purpose of the Department of Finance & Management is to oversee efficient and effective operations related to the State of Vermont's finances. We serve our stakeholders in many ways including developing the Governor's budget recommendations, delivering reliable financial information, advocating for responsible use of taxpayer dollars, and developing, maintaining and supporting the State's primary financial systems and statewide users. The Department is composed of the Commissioner's Office and three operational divisions: Budget and Management, Customer Support Services, and Financial Operations [Statewide Reporting, Statewide Accounting and Internal Controls].

The Department of Finance & Management, together with Agencies and Departments across state government, as well as the Offices of the State Auditor and State Treasurer, worked together over many years to successfully implement the statewide financial policies and procedures that are geared toward the timely, accurate and complete reporting of financial information. The efforts of this group have resulted in the

Department of Finance & Management receiving, for the eighth consecutive year, the Certification of Achievement for Excellence in Financial Reporting – the highest recognition in the area of government accounting and financial reporting – from the Government Finance Officers Association (GFOA) of the United States and Canada, for Vermont's Comprehensive Annual Financial Report.

The strong fiscal policies of the State of Vermont and its adherence to sustainable budgets, a consensus revenue process and debt affordability standard have resulted in Vermont receiving the highest overall bond rating in New England.

Finance & Management's work provides core operational services and support to departments that provide direct services to citizens, businesses and other organizations, allowing these more visible departments the ability to focus on their services, policy and programmatic work. Finance & Management is a strong and knowledgeable team providing statewide fiscal oversight, support and direction.

The entire department, from the Commissioner, and Deputy Commissioner, to the Division Directors and the entire staff, take great personal pride in the efforts and achievements of our department to date; we pledge to continue to serve the State of Vermont to the best of our abilities.

Commissioner's Office

Andy Pallito, Commissioner
Bradley Ferland, Deputy Commissioner

Budget and Management Division

- ★ Developing the Governor's recommended budget.
- ★ Explaining, monitoring and defending the Governor's recommended budget through the legislative process.
- ★ Managing the adopted budget throughout the fiscal year.
- ★ Maintaining the State's Vantage statewide budget development system.
- ★ Maintaining the State's sound fiscal condition and maintains a liaison relationship with all departments in state government to assure proper application of spending and compliance with the various appropriations bills and other key statutes.
- ★ Responsible for oversight of revenue projecting and reporting.
- ★ Limiting spending growth to sustainable levels and to maintain budget stabilization reserves of the statutory levels in the General Fund, Transportation Fund, and Education Fund.
- ★ Limiting reliance on supplemental appropriations through the Budget Adjustment Act.
- ★ Assuring compliance with Administration Bulletin 3.5, the contracting review and approval process.

Financial Operations Division

Financial Operations:

- ★ Maintain and operate the State's centralized accounting system, VISION.
- ★ Provide accounting controls and services for managers and state employees to generate reliable financial information that ultimately culminates into the State's Comprehensive Annual Financial Report that is presented in accordance with Generally Accepted Accounting Principles (GAAP).
- ★ Responsible for the processing and monitoring of all warrants required by statute for disbursements from the state treasury
- ★ Responsible for Internal Controls function, issuance of internal control Best Practices statements, quarterly internal control newsletter and annual internal control self-assessment survey.

Customer Support:

- ★ Manage statewide VISION customer support service and training programs.
- ★ Coordinates VISION configuration change requests, and system maintenance with Financial Operations, DII and Human Resources as necessary.
- ★ Responsible for VISION user training materials and classes and maintaining updated VISION User Manuals.

Highlights for FY 2017:

Economic Challenges

The economy continues to recover at a slow pace. Expenditure demands continue to rise, while revenue growth is not keeping pace. The economic situation continues to strain resources needed to provide essential services to those most in need.

An issue that will keep us ever vigilant in FY 2017 is:

- ★ A successful upgrade and expansion for the VISION ERP system is critical. This will require the dedication of the project teams and the commitment of agency and executive management to ensuring the necessary resources are available to articulate and document detailed requirements pertaining to the VISION upgrade and expansion to include Project Costing, Project Management and E-Procurement. The integration of these processes will allow for more streamlined operations and reporting of financial information.

Funding Levels:

The FY 2017 budget request to the General Assembly, recommended by the Governor, was constructed with an eye to the allocation of available funding to programs and services that most clearly reflect the mission of the departments and support their core values.

Summary

The Department of Finance and Management is committed to developing, maintaining, and advocating for fiscally responsible and sustainable budgets and related management recommendations for the Secretary of Administration and the Governor. The department is also dedicated to maintaining centralized accounting and budget functions that incorporate appropriate internal controls, generate reliable financial information, provide support to users, is transparent to the public and is in accord with established accounting principles and sustainable budgeting practices.



FY 2016 Budget to FY 2017 Request

 Department of Finance &
Management



Section 1

**FY 2017 Budget
Submission**

Fiscal Year 2017 Budget Development Form - Finance & Management

	General \$\$	Transp \$\$	Special \$\$	Interdept'l Transfer \$\$	All other \$\$	Total \$\$
Finance & Management: BudMan FY 2016 (As Passed)	1,109,412	0	0	267,236	0	1,376,648
Base salary change	6,439			28,684		35,123
Base benefit change	3,937			19,599		23,536
Eliminated Position # 020010 - Executive Assistant	(43,171)			(43,171)		(86,342)
Position #027004 - Executive Assistant fully funded in FY17				140,039		140,039
Change in Vacancy Savings				17,157		17,157
Change in Workers' Comp - Ins Premium	(14,668)					(14,668)
Change in Contr&3rd Pty-Educ & Training	2,550					2,550
Change in Other Contract & 3rd Party Services	75,000					75,000
Change in Fee For Space charge	(2,485)					(2,485)
Change in Dues	1,753					1,753
Change in IT and Telecom Charges	(3,390)					(3,390)
Change in Travel related expenditures	314			1,653		1,967
Change in Agency Fee	(958)					(958)
Change in Human Resources Services	(722)					(722)
All other adjustments	(173)					(173)
Subtotal of increases/decreases	24,426	0	0	163,961	0	188,387
FY 2017 Governor Recommend	1,133,838	0	0	431,197	0	1,565,035

Finance & Management: FinOps: FY 2016 (As Passed)	0	0	0	0	2,819,330	2,819,330
Base salary change					58,512	58,512
Base benefit change					29,033	29,033
Change in Temporary Employees					(28,764)	(28,764)
Change in Overtime					(26,853)	(26,853)
Change in Workers' Comp - Ins Premium					(7,765)	(7,765)
Change in Other Personal Services					17,343	17,343
Change in Fee For Space charge					(2,133)	(2,133)
Change in IT and Telecom Charges					(24,437)	(24,437)
Change in IT Inter Svc Cost User Support					241,009	241,009
Change in Printing and Binding					(3,246)	(3,246)
Change in Registration for Meetings&Conf					(4,080)	(4,080)
Change in Postage					(6,293)	(6,293)
Change in Travel related expenses					(4,757)	(4,757)
Change in Agency Fee					(10,104)	(10,104)
Change in Human Resources Services					(5,927)	(5,927)
Change in Office Supplies					(2,040)	(2,040)
Change in Hardware-Desktop & Laptop PCs					(2,800)	(2,800)
All other adjustments					(1,465)	(1,465)
Subtotal of increases/decreases	0	0	0	0	215,233	215,233
FY 2017 Governor Recommend	0	0	0	0	3,034,563	3,034,563

Finance & Management FY 2016 Appropriation	1,109,412	0	0	267,236	2,819,330	4,195,978
TOTAL INCREASES/DECREASES	24,426	0	0	163,961	215,233	403,620
Finance & Management FY 2017 Governor Recommend	1,133,838	0	0	431,197	3,034,563	4,599,598

Program Budget Profiles

 Department of Finance &
Management



Section 2

**FY 2017 Budget
Submission**

FY17 Appropriations Committee Questionnaire

Department of Finance and Management – Office of Budget & Management

1.

a. What are your programs?

Budget and Management's (Budman) primary program is to create the annual state operating budget and to monitor budget-related developments in the current and future fiscal years, and managing the statewide budget development system known as Vantage. In addition, Budman is the home of the Commissioner's Office. The Commissioner and Deputy Commissioner are responsible for overall department operations (including Financial Operations, Statewide Accounting, Statewide Reporting and Internal Controls), policies and procedures, and managing SPOTLIGHT, the new fiscal transparency website. Budman also provides support to the Secretary of Administration's Office (SoA) and reviews SoA contracts, and other financial documents but they don't rise to the level of an identifiable program.

b. How do these programs meet your core mission?

This is our core mission.

2.

a. What does success in each program look like to Vermonters both those served by the program and the general population?

Success is measured in the timely annual production of an accurate, clear, and fiscally responsible State operating budget for the upcoming fiscal year that addresses the Governor's fiscal and policy priorities.

b. What performance measures are used to determine progress and what baseline data is available (current and proposed budget, # served, etc)?

The performance measure is essentially binary – we either produce a budget that meets the above standard or we do not – and the latter is unacceptable. So in that regard our performance measure is 100%.

FY17 Appropriations Committee Questionnaire

3. Is there a better way?

Budget and Management recently implemented a new budget system that allows us to develop more accurate and “granular” budget data, and presents the data more clearly and effectively.

Department of Finance – Financial Operations Division

1. What key functions are performed by your department? Why?

- a. Finance & Management has two essential areas of responsibility and oversight: 1) Establishing and maintaining centralized accounting functions that incorporate appropriate internal controls and generate reliable financial information that is in accord with established accounting principles (Financial Operations Division); and 2) Developing, maintaining, and advocating for fiscally responsible and sustainable budgets and related management recommendations for the Secretary of Administration and the Governor. (Budget & Management Division)
- b. Included in the Financial Operations Division are:
 - i. Statewide transactional accounting including monthly and year-end close out;
 - ii. State and Federal Financial reporting, including Comprehensive Annual Financial Report (CAFR) and CAFR audit;
 - iii. Coordinate annual federal single audit (A-133) with KPMG, Auditor of Accounts and agencies and departments;
 - iv. Management of statewide ERP financial system (VISION);
 - v. Provide VISION training and support (Customer Service Desk) to agency/department fiscal staff;
 - vi. Establish statewide Finance Policies & Procedures, Internal Control Policies and Best Practices;
- c. Duties of the Commissioner as established in statute in 32 VSA §182 (primarily) and many others.

FY17 Appropriations Committee Questionnaire

2. What are the programs your department administers? Include baseline information about numbers served, current budget and funding mix etc.

- a. Financial Operations function is funded by a \$3.06 million (100%) internal service fund, billed to statewide users.
- b. See current statistics in #3 below.

3. What are the measures of program outcomes relative to goals? Current Data?

- a. Financial Operations does not generally provide programs that model other State agencies and departments. Although we do have a few qualitative measures, our functions tend to be task and transaction related which are deadline driven, and for which we do measure statistics:
 - i. Comprehensive Annual Financial Report (CAFR):
 1. Received an unqualified opinion from the State's Independent Auditors for the eleventh year in a row;
 2. For the eighth year in a row, received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Associations (GFOA). The GFOA is the professional association of state/provincial and local finance officers in the United States and Canada, and has served the public finance profession since 1906. GFOA members are dedicated to the sound management of government financial resources.
 3. Vermont is rated Triple A by two of the three rating agencies.
 - ii. VISION – Statewide financial system transactions during 2015:
 1. 461,031 - vouchers (payments to vendors) processed;
 2. 261,586 - deposits processed;
 3. 9,604 - new vendors set-up;
 4. 4,000- IRS Form 1099-MISC to be issued in January 2016 for tax year 2015 by the IRS deadline;
 5. Handled more than 25,000 customer service and problem resolution inquiries for VISION users; approximately 11,000 by phone and 14,000 by email.
 6. Provide over 50 VISION training classes to over 250 course attendees.

FY17 Appropriations Committee Questionnaire

4. Is there anything you would do differently to achieve these goals?

- a. Ongoing IT Project:
 - i. Execution of Phase II of financial system upgrade and expansion project to include critical integrated business processes such as Project Management, Project Costing and Procurement. This will include the migration of V-Trans and VT Department of Labor from their legacy systems to the VISION and VTHR ERP system.

5. Can you allocate funding in your appropriations by program?

- a. Yes, we do have this capability. Unique codes could be established within the VISION System, allowing us to track expenditures and forecast expenditures for budgetary purposes by program.

Program Performance*

*per 32 VSA §307(c)



Department of Finance &
Management



Section 3

**FY 2017 Budget
Submission**

Department of Finance & Management

Mission Statement

The Department of Finance and Management is dedicated to the effective and efficient execution of the State's fiscal responsibilities. We are committed to serving Vermont's citizens and our peers by:

1. Establishing and maintaining centralized accounting functions that incorporate appropriate internal controls and generate reliable financial information that is in accord with established accounting principles; and
 2. Developing, maintaining, and advocating for fiscally responsible and sustainable budgets and related management recommendations for the Secretary of Administration and the Governor.
-

Budget & Management Division

Programmatic Mission Statement:

Budget and Management (BudMan), which includes the Commissioner, Deputy Commissioner and an Administrative Support Coordinator, manages the development of the Governor's recommended budget, monitors and defends the passage of the budget through the legislature, and manages the adopted budget throughout the fiscal year. In addition to managing the department, the Commissioner and Deputy Commissioner have overall statewide responsibility for financial policies and procedures, supporting the Office of the Secretary of Administration in operational areas such as Administrative Bulletins, review of and recommendations to the Secretary for contracts, sole source requests, and fiscal adjustments (e.g. excess receipts, etc.) submitted by departments, and managing the Consensus Revenue reporting and process.

Goals (BudMan):

1. To produce informative, easy- to- understand documentation of the Governor's recommended budget;
2. To maintain a state-wide budgeting system that facilitates program-based budgeting and that has the capability to retain performance measures related to those programs.

Indicators/Measures:

- Measure 1: Post annual budget and budget adjustment documentation to a publically accessible website no later than 1 week after a triggering event (Governor's budget address, enactment of bill, etc.);
- Measure 2A: 100% of departmental basic budget development completed using Vantage budget system; and,
- Measure 2b: Performance indicators included for state programs in departmental budget submission in new system.

Market:

The Budget and Management program serves the entire State, its agencies and departments and the public.

Resources:

Currently our programmatic resources meet the needs of our program. We do not expect our future needs to overrun our current level of resources.

Programmatic Changes:

- The FY 2017 budget includes an expansion of the performance measure program that is in line with Act 186 and Results Based Accountability.

How we are going to achieve the desired outcomes:

1. Goal 1: The office has developed processes to create better explanatory documents, and has developed the technical expertise to electronically publish these documents in real time.

2. Goal 2: The new Vantage system will operate stably in FY 2017 and beyond and its functionality will be expanded in future years to incorporate enhanced reporting and data analysis.

Measuring Productivity and Efficiency:

- a. Goal 1: The goal of enhanced communications effectiveness is being met using existing staff and resources;
- b. Goal 2: The Vantage system was successfully implemented, stabilized and has now produced the FY 2015, Fy2016 and FY2017 budgets.

Capital Needs for the Program:

Budget and Management has no additional capital needs for FY 2016 beyond what is currently appropriated in the capital bill.

Financial Operations

Programmatic Mission Statement:

Financial Operations (FinOps) is composed of two divisions - Operations and Customer Support Services, each headed by a Director. Operations are further segregated into Statewide Accounting, Statewide Reporting, and Internal Controls. The Commissioner and Deputy Commissioner have overall statewide responsibility for financial policies and procedures, financial statements and maintenance and operation of the VISION statewide financial system. Financial Operations' mission is to: provide related controls and services for managers and employees of State government; generate reliable financial information that is in accordance with Generally Accepted Accounting Principles (GAAP) and the statements of the Government Accounting Standards Board (GASB); provide VISION users with training materials and support services to maximize the accuracy and timely recording of financial transactions; and to produce the Comprehensive Annual Financial Report (CAFR).

Goals (FinOps):

Goal 3: To produce accurate and informative annual financial statements in accordance with Generally Accepted Accounting Principles (GAAP) and the Government Accounting Standards Board Statements.

Goal 4: To provide statewide managers and business staff with a general framework for developing and evaluating their internal controls.

Goal 5: To communicate with and educate financial stakeholders, including users of the State's financial systems (ERP) to ensure business operations and accounting transactions are accurate and in compliance with federal, state and financial requirements.

Indicators/Measures:

- Measure 3A: Maintain Government Finance Officers Association (GFOA) Award of Excellence in Financial Statement Reporting annually;
- Measure 3B: Resolve 100% of audit findings within 12 months of audit publication.
- Measure 4A: 100% participation by all State agencies and departments in the Annual Self-Assessment of Internal Controls Survey.
- Measure 4B: Percentage of questions answered YES by participants exceeds 90%;
- Measure 5A: By January 2016, develop Government Accounting 101 training class for business managers, in cooperation with the Summit, for implementation by June 2016;
- Measure 5B: 100% of all existing business managers without accounting degrees attend Government Accounting 101 class by June 2016, or within 1 year of hire or promotion into a business manager (or equivalent) position.
- Measure 5A: 25% of ERP users attend at least 1 VISION training class per year;

Market:

Financial Operations program serves the entire State, its agencies and departments, business offices, state employees and the public.

Resources:

Currently our programmatic resources meet the needs of our program. However, with the pending upgrade of the Oracle Statewide financial system and the implementation of a Statewide Project Costing, Project Management and E-Procurement Applications, we will continue to access our current staffing levels and redistribute resources accordingly.

Programmatic Changes:

- We recently completed documenting requirements for 4 major business areas that greatly impact the State's financial accounting and reporting efforts. The four areas are; VISION Financial System upgrade to version 9.2, Project Costing, Project Management and a statewide Procurement and Contract Management System. These requirements will be used as a baseline for upgrading the financial system and implementing of a statewide solution for Project Costing, Project Management and E-Procurement.

How we are going to achieve the desired outcomes:

- The Divisions regularly assess outcomes, documented procedures and policies effectively, employ business process planning and refresh schedules for training materials, course updates and web content management.

Measuring Productivity and Efficiency:

- Measure 3A has been achieved for the eighth year in a row through the exacting standards, *professionalism and dedication of the Financial Operations Staff*, with support and collaboration with the business managers and staff in the field;
- Measure 3B is handled annually as a collaborative effort between the Commissioner of Finance & Management and the State Auditor of Accounts. An annual meeting is held with agency/department leadership and business managers and unresolved issues are documented and follow-up in writing.
- Measure 4A was achieved for FY 2015 with 100% participation by all State agencies and departments in the Annual Self-Assessment of Internal Controls Survey;
- Measure 4B was achieved: 95.9% of questions were answered YES. 53 of 58 departments scored 90% "YES" questions or better.
- Measure 5A: Due to the workload pressures with the role out of the new Expense Module and the pending system upgrade, this project has been put on hold.
- Measure 5B: Due to the workload pressures with the role out of the new Expense Module and the pending system upgrade, this project has been put on hold.
- Measure 5C: For calendar year 2015, F&M offered 56 class room trainings and trained 367 VISION users.

Capital Needs for the Program:

The Governor's proposed capital bill includes funding FY 2017 funding of \$9.6 million for the VISION upgrade project.

Budget Rollup Report

 Department of Finance &
Management



Section 4

**FY 2017 Budget
Submission**

State of Vermont

Organization: 1110003000 - Finance and management - budget and management

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Salaries and Wages	787,827	751,037	751,037	841,567	90,530	12.1%
Fringe Benefits	314,908	363,250	363,250	387,608	24,358	6.7%
Contracted and 3rd Party Service	15,354	6,018	6,018	83,670	77,652	1,290.3%
PerDiem and Other Personal Services	192	196	196	0	(196)	-100.0%
Budget Object Group Total: 1. PERSONAL SERVICES	1,118,281	1,120,501	1,120,501	1,312,845	192,344	17.2%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Equipment	863	5,050	5,050	5,056	6	0.1%
IT/Telecom Services and Equipment	17,558	22,766	22,766	20,288	(2,478)	-10.9%
Travel	10,713	10,866	10,866	12,417	1,551	14.3%
Supplies	1,947	3,800	3,800	3,773	(27)	-0.7%
Other Purchased Services	66,800	62,469	62,469	61,368	(1,101)	-1.8%
Other Operating Expenses	1,278	28,106	28,106	28,106	0	0.0%
Rental Other	3,123	5,029	5,029	4,994	(35)	-0.7%
Rental Property	114,760	118,061	118,061	115,576	(2,485)	-2.1%
Property and Maintenance	300	0	0	612	612	0.0%
Budget Object Group Total: 2. OPERATING	217,342	256,147	256,147	252,190	(3,957)	-1.5%
Total Expenses	1,335,622	1,376,648	1,376,648	1,565,035	188,387	13.7%

State of Vermont

Fund Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
General Funds	955,213	1,109,412	1,109,412	1,133,838	24,426	2.2%
IDT Funds	380,409	267,236	267,236	431,197	163,961	61.4%
Funds Total	1,335,622	1,376,648	1,376,648	1,565,035	188,387	13.7%

Position Count				10		
FTE Total				10		

State of Vermont

Organization: 1115001000 - Finance and management - financial operations

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Salaries and Wages	1,254,422	1,408,730	1,408,730	1,411,625	2,895	0.2%
Fringe Benefits	582,621	653,255	653,255	674,523	21,268	3.3%
Contracted and 3rd Party Service	99	0	0	0	0	0.0%
PerDiem and Other Personal Services	482,565	262,125	262,125	279,468	17,343	6.6%
Budget Object Group Total: 1. PERSONAL SERVICES	2,319,707	2,324,110	2,324,110	2,365,616	41,506	1.8%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Equipment	2,099	6,020	6,020	3,459	(2,561)	-42.5%
IT/Telecom Services and Equipment	495,581	253,319	253,319	482,706	229,387	90.6%
Travel	1,402	7,602	7,602	2,845	(4,757)	-62.6%
Supplies	2,381	6,994	6,994	4,290	(2,704)	-38.7%
Other Purchased Services	155,358	111,950	111,950	68,543	(43,407)	-38.8%
Budget Object Rollup Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Other Operating Expenses	35,336	3,371	3,371	3,371	0	0.0%
Rental Other	4,526	3,473	3,473	3,487	14	0.4%
Rental Property	95,906	101,308	101,308	99,175	(2,133)	-2.1%
Property and Maintenance	735	1,183	1,183	1,071	(112)	-9.5%
Budget Object Group Total: 2. OPERATING	793,323	495,220	495,220	668,947	173,727	35.1%
Total Expenses	3,113,031	2,819,330	2,819,330	3,034,563	215,233	7.6%

State of Vermont

Fund Name	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
ISF Funds	3,113,031	2,819,330	2,819,330	3,034,563	215,233	7.6%
Funds Total	3,113,031	2,819,330	2,819,330	3,034,563	215,233	7.6%
Position Count				19		
FTE Total				19		

Budget Detail Reports

 Department of Finance &
Management



Section 5

**FY 2017 Budget
Submission**

State of Vermont

Organization: 1110003000 - Finance and management - budget and management

Budget Object Group: 1. PERSONAL SERVICES

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	785,891	574,330	574,330	522,016	(52,314)	-9.1%
Exempt	500010	0	193,864	193,864	319,551	125,687	64.8%
Temporary Employees	500040	0	0	0	0	0	0.0%
Overtime	500060	1,936	0	0	0	0	0.0%
Vacancy Turnover Savings	508000	0	(17,157)	(17,157)	0	17,157	-100.0%
Total: Salaries and Wages		787,827	751,037	751,037	841,567	90,530	12.1%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	59,242	43,937	43,937	39,937	(4,000)	-9.1%
FICA - Exempt	501010	0	14,832	14,832	24,118	9,286	62.6%
Health Ins - Classified Empl	501500	114,094	92,410	92,410	73,908	(18,502)	-20.0%
Health Ins - Exempt	501510	0	39,936	39,936	72,150	32,214	80.7%
Retirement - Classified Empl	502000	128,250	98,269	98,269	91,197	(7,072)	-7.2%
Retirement - Exempt	502010	0	26,856	26,856	55,825	28,969	107.9%
Dental - Classified Employees	502500	6,759	7,952	7,952	5,810	(2,142)	-26.9%
Dental - Exempt	502510	0	2,982	2,982	2,490	(492)	-16.5%
Life Ins - Classified Empl	503000	2,859	2,042	2,042	1,858	(184)	-9.0%
Life Ins - Exempt	503010	0	691	691	1,138	447	64.7%
LTD - Classified Employees	503500	1,626	1,001	1,001	1,201	200	20.0%
LTD - Exempt	503510	0	446	446	734	288	64.6%
EAP - Classified Empl	504000	276	239	239	210	(29)	-12.1%
EAP - Exempt	504010	0	90	90	90	0	0.0%

State of Vermont

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Fringe Benefits							
Employee Tuition Costs	504530	0	0	0	0	0	0.0%
Workers Comp - Ins Premium	505200	1,748	31,267	31,267	16,599	(14,668)	-46.9%
Unemployment Compensation	505500	0	300	300	300	0	0.0%
Catamount Health Assessment	505700	54	0	0	43	43	0.0%
Total: Fringe Benefits		314,908	363,250	363,250	387,608	24,358	6.7%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Contracted and 3rd Party Service							
Description	Code						
Contr & 3Rd Party - Financial	507100	330	0	0	0	0	0.0%
Contr&3Rd Pty-Appr/Engineering	507300	0	0	0	0	0	0.0%
Contr&3Rd Pty-Educ & Training	507350	8,740	1,020	1,020	3,570	2,550	250.0%
Other Contr and 3Rd Pty Serv	507600	5,625	4,998	4,998	80,100	75,102	1,502.6%
Interpreters	507615	659	0	0	0	0	0.0%
Total: Contracted and 3rd Party Service		15,354	6,018	6,018	83,670	77,652	1,290.3%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
PerDiem and Other Personal Services							
Description	Code						
Per Diem	506000	0	0	0	0	0	0.0%
Other Pers Serv	506200	192	196	196	0	(196)	-100.0%
Total: PerDiem and Other Personal Services		192	196	196	0	(196)	-100.0%

Total: 1. PERSONAL SERVICES		1,118,281	1,120,501	1,120,501	1,312,845	192,344	17.2%
------------------------------------	--	------------------	------------------	------------------	------------------	----------------	--------------

State of Vermont

Budget Object Group: 2. OPERATING

Equipment		FY2015 Actuals	FY2016 Original	FY2016	FY2017	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Hardware - Desktop & Laptop Pc	522216	537	2,500	2,500	2,500	0	0.0%
Hw - Printers,Copiers,Scanners	522217	0	0	0	0	0	0.0%
Furniture & Fixtures	522700	326	2,550	2,550	2,556	6	0.2%
Total: Equipment		863	5,050	5,050	5,056	6	0.1%

IT/Telecom Services and Equipment		FY2015 Actuals	FY2016 Original	FY2016	FY2017	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Internet	516620	45	255	255	0	(255)	-100.0%
Telecom-Internetaccess-Dial-Up	516625	0	68	68	0	(68)	-100.0%
Telecom-Other Telecom Services	516650	0	0	0	0	0	0.0%
Telecom-Data Telecom Services	516651	367	408	408	408	0	0.0%
Telecom-Conf Calling Services	516658	905	62	62	887	825	1,330.6%
Telecom-Wireless Phone Service	516659	3,471	2,952	2,952	3,526	574	19.4%
It Intersvccost- Dii Other	516670	0	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	8,680	12,582	12,582	9,073	(3,509)	-27.9%
It Intsvccost- Dii - Telephone	516672	4,013	6,082	6,082	6,292	210	3.5%
It Inter Svc Cost Data Process	516677	0	0	0	0	0	0.0%
It Inter Svc Cost User Support	516678	0	0	0	0	0	0.0%
Info Tech Purchases-Hardware	522210	0	0	0	0	0	0.0%
Hw-Server,Mainfrme,Datastorequ	522214	0	0	0	0	0	0.0%
Software - Other	522220	78	357	357	102	(255)	-71.4%
Software - Office Technology	522221	0	0	0	0	0	0.0%
Sw-Database&Management Sys	522222	0	0	0	0	0	0.0%
Total: IT/Telecom Services and Equipment		17,558	22,766	22,766	20,288	(2,478)	-10.9%

State of Vermont

Other Operating Expenses		FY2015 Actuals	FY2016 Original	FY2016 Governor's BAA	FY2017 Governor's	Difference Between	Percent Change
			As Passed Budget	Recommended Budget	Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Other Operating Expense	523199	0	0	0	0	0	0.0%
Single Audit Allocation	523620	1,278	28,106	28,106	28,106	0	0.0%
Total: Other Operating Expenses		1,278	28,106	28,106	28,106	0	0.0%

Other Purchased Services		FY2015 Actuals	FY2016 Original	FY2016 Governor's BAA	FY2017 Governor's	Difference Between	Percent Change
			As Passed Budget	Recommended Budget	Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	1,899	2,591	2,591	2,520	(71)	-2.7%
Insurance - General Liability	516010	1,409	2,065	2,065	1,596	(469)	-22.7%
Dues	516500	22,882	18,318	18,318	20,071	1,753	9.6%
Licenses	516550	0	0	0	0	0	0.0%
Telecom-Telephone Services	516652	0	0	0	0	0	0.0%
It Int Svc Dii Allocated Fee	516685	12,585	11,660	11,660	10,238	(1,422)	-12.2%
Advertising - Job Vacancies	516820	2,120	514	514	510	(4)	-0.8%
Printing and Binding	517000	2,412	3,570	3,570	3,570	0	0.0%
Printing & Binding-Bgs Copy Ct	517005	0	0	0	0	0	0.0%
Photocopying	517020	3,502	4,433	4,433	4,605	172	3.9%
Registration For Meetings&Conf	517100	2,230	2,275	2,275	2,275	0	0.0%
Postage	517200	0	659	659	650	(9)	-1.4%
Postage - Bgs Postal Svcs Only	517205	289	174	174	298	124	71.3%
Freight & Express Mail	517300	22	110	110	26	(84)	-76.4%
Instate Conf, Meetings, Etc	517400	0	104	104	0	(104)	-100.0%
Outside Conf, Meetings, Etc	517500	815	260	260	780	520	200.0%
Other Purchased Services	519000	1,840	1,357	1,357	1,530	173	12.7%
Agency Fee	519005	9,732	8,847	8,847	7,889	(958)	-10.8%
Human Resources Services	519006	5,063	5,532	5,532	4,810	(722)	-13.1%

State of Vermont

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Other Purchased Services							
Administrative Service Charge	519010	0	0	0	0	0	0.0%
Moving State Agencies	519040	0	0	0	0	0	0.0%
Total: Other Purchased Services		66,800	62,469	62,469	61,368	(1,101)	-1.8%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Property and Maintenance							
Description	Code						
Disposal	510200	0	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	300	0	0	612	612	0.0%
Total: Property and Maintenance		300	0	0	612	612	0.0%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Rental Other							
Description	Code						
Rental - Auto	514550	1,353	1,418	1,418	1,383	(35)	-2.5%
Rental - Office Equipment	514650	1,770	3,611	3,611	3,611	0	0.0%
Rental - Other	515000	0	0	0	0	0	0.0%
Total: Rental Other		3,123	5,029	5,029	4,994	(35)	-0.7%

State of Vermont

			FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Rental Property		FY2015 Actuals					
Description	Code						
Rent Land&Bldgs-Non-Office	514010	554	0	0	0	0	0.0%
Fee-For-Space Charge	515010	114,206	118,061	118,061	115,576	(2,485)	-2.1%
Total: Rental Property		114,760	118,061	118,061	115,576	(2,485)	-2.1%

			FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Supplies		FY2015 Actuals					
Description	Code						
Office Supplies	520000	1,509	3,570	3,570	3,507	(63)	-1.8%
Vehicle & Equip Supplies&Fuel	520100	0	0	0	0	0	0.0%
Other General Supplies	520500	208	153	153	215	62	40.5%
Recognition/Awards	520600	195	0	0	0	0	0.0%
Food	520700	0	0	0	0	0	0.0%
Water	520712	0	0	0	0	0	0.0%
Books&Periodicals-Library/Educ	521500	35	77	77	51	(26)	-33.8%
Subscriptions	521510	0	0	0	0	0	0.0%
Subscriptions Other Info Serv	521515	0	0	0	0	0	0.0%
Household, Facility&Lab Suppl	521800	0	0	0	0	0	0.0%
Paper Products	521820	0	0	0	0	0	0.0%
Total: Supplies		1,947	3,800	3,800	3,773	(27)	-0.7%

			FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Travel		FY2015 Actuals					
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	601	1,660	1,660	1,509	(151)	-9.1%
Travel-Inst-Other Transp-Emp	518010	0	1,144	1,144	1,110	(34)	-3.0%

State of Vermont

		FY2016 Original	FY2016	FY2017	Difference Between	Percent Change
		As Passed	Governor's BAA	Governor's	FY2017 Governor's	FY2017 Governor's
		Budget	Recommended	Recommended	Recommend and	Recommend and
		Budget	Budget	Budget	FY2016 As Passed	FY2016 As Passed
Travel	FY2015 Actuals					
Travel-Inst-Incidentals-Emp	518040	0	0	6	6	0.0%
Travel-Inst-Auto Mileage-Nonemp	518300	45	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	911	657	831	174	26.5%
Travel-Outst-Other Trans-Emp	518510	2,071	1,050	2,186	1,136	108.2%
Travel-Outst-Meals-Emp	518520	526	550	502	(48)	-8.7%
Travel-Outst-Lodging-Emp	518530	5,897	5,456	5,857	401	7.3%
Travel-Outst-Incidentals-Emp	518540	387	349	416	67	19.2%
All Inclusive Conf-Outst-Nonem	518750	275	0	0	0	0.0%
Total: Travel		10,713	10,866	12,417	1,551	14.3%
Total: 2. OPERATING		217,342	256,147	252,190	(3,957)	-1.5%
Total Expenses:		1,335,622	1,376,648	1,565,035	188,387	13.7%

		FY2016 Original	FY2016	FY2017	Difference Between	Percent Change
		As Passed	Governor's BAA	Governor's	FY2017 Governor's	FY2017 Governor's
		Budget	Recommended	Recommended	Recommend and	Recommend and
		Budget	Budget	Budget	FY2016 As Passed	FY2016 As Passed
Fund Name	Fund Code	FY2015 Actuals				
General Fund	10000	955,213	1,109,412	1,133,838	24,426	2.2%
Inter-Unit Transfers Fund	21500	380,409	267,236	431,197	163,961	61.4%
Funds Total:		1,335,622	1,376,648	1,565,035	188,387	13.7%

Position Count				10.0		
FTE Total				10.0		

State of Vermont

Organization: 1115001000 - Finance and management - financial operations

Budget Object Group: 1. PERSONAL SERVICES

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	1,253,169	1,351,813	1,351,813	1,410,325	58,512	4.3%
Temporary Employees	500040	0	28,764	28,764	0	(28,764)	-100.0%
Overtime	500060	1,253	28,153	28,153	1,300	(26,853)	-95.4%
Total: Salaries and Wages		1,254,422	1,408,730	1,408,730	1,411,625	2,895	0.2%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	92,872	103,414	103,414	107,888	4,474	4.3%
Health Ins - Classified Empl	501500	246,488	249,545	249,545	262,784	13,239	5.3%
Retirement - Classified Empl	502000	214,632	231,294	231,294	246,382	15,088	6.5%
Dental - Classified Employees	502500	16,397	18,886	18,886	15,770	(3,116)	-16.5%
Life Ins - Classified Empl	503000	4,217	4,814	4,814	5,021	207	4.3%
LTD - Classified Employees	503500	2,842	3,109	3,109	2,250	(859)	-27.6%
EAP - Classified Empl	504000	556	570	570	570	0	0.0%
Employee Tuition Costs	504530	0	0	0	0	0	0.0%
Workers Comp - Ins Premium	505200	4,618	39,303	39,303	31,538	(7,765)	-19.8%
Unemployment Compensation	505500	0	2,320	2,320	2,320	0	0.0%
Catamount Health Assessment	505700	0	0	0	0	0	0.0%
Total: Fringe Benefits		582,621	653,255	653,255	674,523	21,268	3.3%

State of Vermont

Contracted and 3rd Party Service		FY2015 Actuals	FY2016	FY2016	FY2017	Difference Between	Percent Change
			FY2016 Original As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Contr & 3Rd Party - Financial	507100	0	0	0	0	0	0.0%
Contr&3Rd Pty-Educ & Training	507350	99	0	0	0	0	0.0%
Total: Contracted and 3rd Party Service		99	0	0	0	0	0.0%

PerDiem and Other Personal Services		FY2015 Actuals	FY2016	FY2016	FY2017	Difference Between	Percent Change
			FY2016 Original As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Other Pers Serv	506200	482,236	262,125	262,125	279,468	17,343	6.6%
Transcripts	506220	329	0	0	0	0	0.0%
Total: PerDiem and Other Personal Services		482,565	262,125	262,125	279,468	17,343	6.6%

Total: 1. PERSONAL SERVICES	2,319,707	2,324,110	2,324,110	2,365,616	41,506	1.8%
------------------------------------	------------------	------------------	------------------	------------------	---------------	-------------

Budget Object Group: 2. OPERATING

Equipment		FY2015 Actuals	FY2016	FY2016	FY2017	Difference Between	Percent Change
			FY2016 Original As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Hardware - Desktop & Laptop Pc	522216	1,189	5,000	5,000	2,200	(2,800)	-56.0%
Hw - Printers,Copiers,Scanners	522217	775	0	0	204	204	0.0%
Furniture & Fixtures	522700	135	1,020	1,020	1,055	35	3.4%
Total: Equipment		2,099	6,020	6,020	3,459	(2,561)	-42.5%

State of Vermont

IT/Telecom Services and Equipment		FY2015 Actuals	FY2016 Original	FY2016	FY2017	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Internet	516620	0	0	0	0	0	0.0%
Telecom-Conf Calling Services	516658	0	847	847	0	(847)	-100.0%
It Intersvccost- Dii Other	516670	0	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	23,313	21,732	21,732	17,238	(4,494)	-20.7%
It Intsvccost- Dii - Telephone	516672	4,742	9,227	9,227	2,441	(6,786)	-73.5%
It Inter Svc Cost User Support	516678	360,491	219,983	219,983	460,992	241,009	109.6%
Hw - Other Info Tech	522200	0	0	0	0	0	0.0%
Software - Other	522220	106,539	1,530	1,530	1,530	0	0.0%
Software - Office Technology	522221	0	0	0	505	505	0.0%
Sw-Database&Management Sys	522222	495	0	0	0	0	0.0%
Total: IT/Telecom Services and Equipment		495,581	253,319	253,319	482,706	229,387	90.6%

Other Operating Expenses		FY2015 Actuals	FY2016 Original	FY2016	FY2017	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Single Audit Allocation	523620	35,336	3,371	3,371	3,371	0	0.0%
Total: Other Operating Expenses		35,336	3,371	3,371	3,371	0	0.0%

Other Purchased Services		FY2015 Actuals	FY2016 Original	FY2016	FY2017	Difference Between	Percent Change
			As Passed Budget	Governor's BAA Recommended Budget	Governor's Recommended Budget	FY2017 Governor's Recommend and FY2016 As Passed	FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	4,095	4,476	4,476	4,787	311	6.9%
Insurance - General Liability	516010	3,704	3,567	3,567	3,032	(535)	-15.0%
Dues	516500	1,095	1,479	1,479	1,224	(255)	-17.2%
Licenses	516550	0	0	0	0	0	0.0%
It Int Svc Dii Allocated Fee	516685	33,178	30,739	30,739	18,429	(12,310)	-40.0%
Advertising - Job Vacancies	516820	0	612	612	459	(153)	-25.0%
Printing and Binding	517000	3,927	7,836	7,836	4,590	(3,246)	-41.4%

State of Vermont

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Other Purchased Services							
Photocopying	517020	2,663	2,218	2,218	2,783	565	25.5%
Process&Printg Films, Microfilm	517050	0	0	0	0	0	0.0%
Registration For Meetings&Conf	517100	(175)	4,080	4,080	0	(4,080)	-100.0%
Training - Info Tech	517110	0	0	0	0	0	0.0%
Postage	517200	0	6,293	6,293	0	(6,293)	-100.0%
Postage - Bgs Postal Svcs Only	517205	915	638	638	1,020	382	59.9%
Freight & Express Mail	517300	0	1,479	1,479	23	(1,456)	-98.4%
Outside Conf, Meetings, Etc	517500	0	0	0	0	0	0.0%
Other Purchased Services	519000	60,207	0	0	0	0	0.0%
Agency Fee	519005	32,402	33,489	33,489	23,385	(10,104)	-30.2%
Human Resources Services	519006	13,347	14,585	14,585	8,658	(5,927)	-40.6%
Moving State Agencies	519040	0	459	459	153	(306)	-66.7%
Total: Other Purchased Services		155,358	111,950	111,950	68,543	(43,407)	-38.8%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Property and Maintenance							
Description	Code						
Disposal	510200	435	622	622	459	(163)	-26.2%
Rep&Maint-Info Tech Hardware	513000	0	0	0	0	0	0.0%
Repair & Maint - Office Tech	513010	300	561	561	612	51	9.1%
Repair&Maint-Non-Info Tech Equ	513100	0	0	0	0	0	0.0%
Total: Property and Maintenance		735	1,183	1,183	1,071	(112)	-9.5%

State of Vermont

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Rental Other							
Description	Code						
Rental - Auto	514550	0	459	459	255	(204)	-44.4%
Rental - Office Equipment	514650	4,512	3,005	3,005	3,195	190	6.3%
Rental - Other	515000	14	9	9	37	28	311.1%
Total: Rental Other		4,526	3,473	3,473	3,487	14	0.4%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Rental Property							
Description	Code						
Fee-For-Space Charge	515010	95,906	101,308	101,308	99,175	(2,133)	-2.1%
Total: Rental Property		95,906	101,308	101,308	99,175	(2,133)	-2.1%

		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Supplies							
Description	Code						
Office Supplies	520000	1,917	5,610	5,610	3,570	(2,040)	-36.4%
Other General Supplies	520500	0	474	474	0	(474)	-100.0%
Food	520700	0	133	133	102	(31)	-23.3%
Water	520712	0	31	31	108	77	248.4%
Books&Periodicals-Library/Educ	521500	464	510	510	510	0	0.0%
Subscriptions	521510	0	236	236	0	(236)	-100.0%
Total: Supplies		2,381	6,994	6,994	4,290	(2,704)	-38.7%

State of Vermont

Travel		FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	0	0	0	91	91	0.0%
Travel-Inst-Other Transp-Emp	518010	0	0	0	0	0	0.0%
Travel-Inst-Lodging-Emp	518030	0	0	0	0	0	0.0%
Travel-Inst-Incidentals-Nonemp	518340	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	167	459	459	306	(153)	-33.3%
Travel-Outst-Other Trans-Emp	518510	717	2,040	2,040	765	(1,275)	-62.5%
Travel-Outst-Meals-Emp	518520	187	867	867	306	(561)	-64.7%
Travel-Outst-Lodging-Emp	518530	328	4,080	4,080	1,224	(2,856)	-70.0%
Travel-Outst-Incidentals-Emp	518540	3	156	156	153	(3)	-1.9%
Total: Travel		1,402	7,602	7,602	2,845	(4,757)	-62.6%

Total: 2. OPERATING	793,323	495,220	495,220	668,947	173,727	35.1%
----------------------------	----------------	----------------	----------------	----------------	----------------	--------------

Total Expenses:	3,113,031	2,819,330	2,819,330	3,034,563	215,233	7.6%
------------------------	------------------	------------------	------------------	------------------	----------------	-------------

Fund Name	Fund Code	FY2015 Actuals	FY2016 Original As Passed Budget	FY2016 Governor's BAA Recommended Budget	FY2017 Governor's Recommended Budget	Difference Between FY2017 Governor's Recommend and FY2016 As Passed	Percent Change FY2017 Governor's Recommend and FY2016 As Passed
Financial Management Fund	59300	3,113,031	2,819,330	2,819,330	3,034,563	215,233	7.6%
Funds Total:		3,113,031	2,819,330	2,819,330	3,034,563	215,233	7.6%

Position Count					19.0		
FTE Total					19.0		

Personnel Summary Reports

 Department of Finance &
Management



Section 6

**FY 2017 Budget
Submission**

State of Vermont

FY2017 Governor's Recommended Budget Position Summary Report

1110003000-Finance and management - budget and management

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
020001	054000 - Director Budget & Management	1.0	1.0	82,035	32,097	6,276	120,408
020003	486700 - Budget & Management Analyst	1.0	1.0	63,710	28,788	4,874	97,372
020005	053800 - Senior Budget & Mgt Analyst	1.0	1.0	84,115	16,047	6,435	106,597
020007	053800 - Senior Budget & Mgt Analyst	1.0	1.0	63,564	28,760	4,864	97,188
020008	486700 - Budget & Management Analyst	1.0	1.0	57,491	11,241	4,398	73,130
020014	053800 - Senior Budget & Mgt Analyst	1.0	1.0	91,624	25,616	7,010	124,250
020069	053800 - Senior Budget & Mgt Analyst	1.0	1.0	79,477	31,635	6,080	117,192
027001	90120A - Commissioner	1.0	1.0	114,172	44,058	8,482	166,712
027003	90570D - Deputy Commissioner	1.0	1.0	111,301	47,940	8,439	167,680
027004	95250E - Executive Assistant	1.0	1.0	94,078	40,429	7,197	141,704
Total		10.0	10.0	841,567	306,611	64,055	1,212,233

State of Vermont

FY2017 Governor's Recommended Budget Position Summary Report

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
10000	General Fund	7.1	9.0	558,450	186,627	42,723	787,800
21500	Inter-Unit Transfers Fund	2.9	1.0	283,117	119,984	21,332	424,433
Total		10.0	10.0	841,567	306,611	64,055	1,212,233

State of Vermont

FY2017 Governor's Recommended Budget Position Summary Report

1115001000-Finance and management - financial operations

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
020009	030700 - Asst Dir Statewide Reporting	1.0	1.0	74,485	14,308	5,698	94,491
020012	031900 - Director Financial Operations	1.0	1.0	110,178	43,336	8,424	161,938
020013	065800 - Statewide Fin Rep Analyst II	1.0	1.0	74,672	22,555	5,713	102,940
020016	063900 - Helpdesk Analyst III	1.0	1.0	74,672	36,754	5,713	117,139
020026	487200 - Vision Support Specialist II	1.0	1.0	64,397	28,763	4,927	98,087
020028	068300 - VISION Financial Analyst II	1.0	1.0	56,493	10,930	4,322	71,745
020034	487200 - Vision Support Specialist II	1.0	1.0	54,642	18,813	4,180	77,635
020037	064100 - VISION Operations Analyst IV	1.0	1.0	76,898	31,169	5,883	113,950
020044	013300 - Statewide Grants Administrator	1.0	1.0	93,621	40,347	7,162	141,130
020046	030400 - Director Statewide Reporting	1.0	1.0	96,824	18,343	7,407	122,574
020046	030400 - Director Statewide Reporting	1.0	1.0	90,584	17,215	6,929	114,728

State of Vermont

FY2017 Governor's Recommended Budget Position Summary Report

Position Number	Classification	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
020051	064300 - Vision Financial Analyst I	1.0	1.0	56,784	33,565	4,344	94,693
020052	068300 - VISION Financial Analyst II	1.0	1.0	58,386	19,480	4,467	82,333
020053	065000 - Dir Statewide Accounting	1.0	1.0	82,222	38,289	6,290	126,801
020054	065800 - Statewide Fin Rep Analyst II	1.0	1.0	67,974	29,557	5,200	102,731
020055	018100 - Change Management Director	1.0	1.0	82,202	23,915	6,288	112,405
020070	487200 - Vision Support Specialist II	1.0	1.0	66,206	35,245	5,065	106,516
020071	056600 - Asst Dir of Statewide Account	1.0	1.0	72,592	36,550	5,554	114,696
020073	068300 - VISION Financial Analyst II	1.0	1.0	56,493	33,643	4,322	94,458
Total		19.0	19.0	1,410,325	532,777	107,888	2,050,990

Fund Code	Fund Name	FTE	Count	Gross Salary	Benefits Total	Statutory Total	Total
59300	Financial Management Fund	19.0	19.0	1,410,325	532,777	107,888	2,050,990
Total		19.0	19.0	1,410,325	532,777	107,888	2,050,990

Organizational Charts



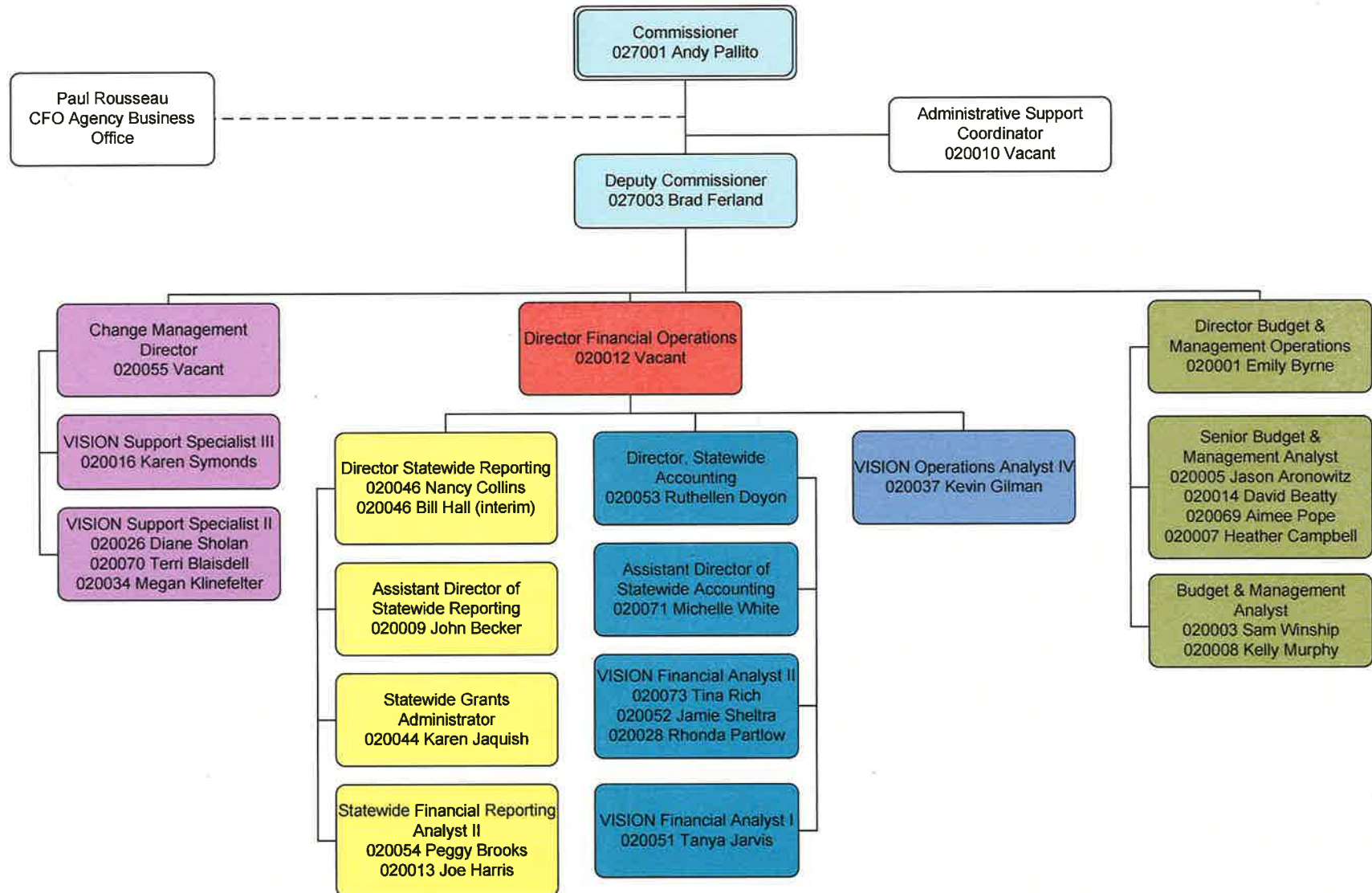
Department of Finance &
Management



Section 7


**FY 2017 Budget
Submission**

Department of Finance & Management



As of: 11/07/2015

Federal Receipts, Interdepartmental Receipts & Grants Out

 Department of Finance &
Management



Section 8

**FY 2017 Budget
Submission**

State of Vermont

Department: 1110003000 - Finance and management - budget and management

Budget Request Code	Fund	Justification	Est Amount
5988	21500	IDT Fund receipts received from Dept of Finance - Financial Operations for allocation of staff Salaries and Benefits from Budget & Mgmt.	\$431,197
			\$431,197

Carry Forward Report

 Department of Finance &
Management



Section 9

**FY 2017 Budget
Submission**

Department of Finance & Management

Carryforward Projections

Program	Final Carryforward 6/30/2015	FY 2016 Appropriated Funding	FY 2016 Estimated Expenditures	Estimated Carryforward 6/30/2016
General Fund:				
Finance - Budget & Management:	\$57,759	\$1,109,412	(\$1,167,171)	\$0
Total General Fund:	\$57,759	\$1,109,412	(\$1,167,171)	\$0
TOTALS:	\$57,759	\$1,109,412	(\$1,167,171)	\$0