

Agency of Administration

DEPARTMENT OF FINANCE & MANAGEMENT

Kristin L. Clouser, Secretary
Adam Greshin, Commissioner

Fiscal Year 2023 Budget Request



Photo: Ricker Pond, Groton, VT

Fiscal Year 2023 Budget Request

*Agency of
Administration*

**D E P A R T M E N T O F
F I N A N C E &
M A N A G E M E N T**

Kristin L. Clouser, Secretary
Adam Greshin, Commissioner
Hardy Merrill, Budget Director

Budget Development

Holly Anderson, AoA Chief Financial Officer
Brenda Berry, AoA Deputy Chief Financial Officer
Shawn Benham, Financial Director II
Jason Pinard, Financial Director II

*Fiscal Year 2023 Budget Request
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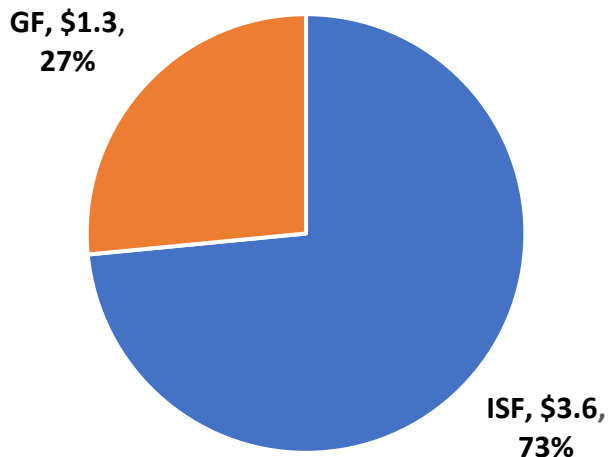
**D E P A R T M E N T O F
F I N A N C E &
M A N A G E M E N T**

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Agency of Administration,
Department of Finance & Management
FY 2023 Governor's Recommend Budget

MISSION: To promote, monitor and report upon the fiscal condition of State government. This mission is achieved through (1) the establishment and maintenance of centralized accounting functions that incorporate appropriate internal controls and generate reliable financial information that is in accord with established accounting principles; and (2) the development, maintenance and advocacy for fiscally responsible budgets and related management recommendations for the Secretary of Administration and the Governor.

**Governor's Recommended Budget FY
2023 (\$ millions)**



FY 2023 SUMMARY & HIGHLIGHTS

- The Department includes two divisions: The Division of Budget & Management and the Division of Financial Operations.
- General Fund budget is up less than 1% versus FY2022 and flat with FY2021.
 - Statewide budget targets were for 3% increase before employee health and ISF allocations
- GFOA award received for FY2022 Budget Book (joining the perennial award winning ACFR)
- ERP Initiative: Budget System upgrade activities planned in FY2023 for rollout in FY2024

FY 2023 Department of Finance and Management Highlights

Division of Budget and Management (“BudMan”)

- Develop FY 2023 budget to implement the Governor’s fiscal priorities
 - Keep base growth in check
 - Current services budget growth held to < 4% in Governor’s Recommended Budget
 - Rather than spend to the level of FY2023 revenue forecast, FY2023 base revenue was recommended for one-time uses
 - Advocate for fiduciary responsibility in the budget process
 - Capital Cash Expenditure Fund initiative (including G.O. bond retirement)
 - Cyber liability reserve initiative; address PropMan and insurance fund deficits with General Fund surplus
- GFOA Award received for FY2022 Budget Book

Division of Financial Operations (“FinOps”)

- FinOps continues to win GFOA awards for timely and accurate CAFRs and successful financial closeouts
 - Strong financial management practices are key factors used by rating agencies in determining bond ratings
 - Gradual turnover in key positions, promoting from within

FY 2023 Department of Finance and Management Performance Measures

Department of Finance and Management currently reports two key performance measures

- Measures were selected because they are integral to the department's mission AND they lend themselves to measurement

1. *Comprehensive Annual Financial Report (CAFR)*

- CAFR quality and timeliness is integral to maintaining the state's bond rating
 - Various measures reported around quality and timeliness

2. *Self-Assessment of Internal Controls (SAIC)*

- Self-assessment encourages departments to follow best financial practices in the State's decentralized accounting environment
- Because the self-assessment itself is a performance measure tool, it is a data-rich environment to measure success

These measures are incorporated into F&M's budget presentation

- Beginning in FY 2020, F&M reported these measures directly as part of its legislative budget presentation
- Provides increased transparency and oversight of the state's financial administration

Department of Finance		Financial Info							
Programs	Financial Category	GF \$\$	TF \$\$	Spec F (incl tobacco) \$\$	Fed F \$\$	All other funds \$\$	Total funds \$\$	Authorized Positions (if available)	\$ Amounts granted out (if available)
Comprehensive Annual Financial Report									
Comprehensive Annual Financial Report	FY 2021 Actual expenditures	\$ -	\$ -	\$ -	\$ -	\$ 2,680,534.77	\$ 2,680,534.77	17	\$ -
	FY 2022 estimated expenditures (including requested budget adjustments)	\$ -	\$ -	\$ -	\$ -	\$ 2,731,623.00	\$ -	17	\$ -
	FY 2023 Budget Request for Governor's Recommendation	\$ -	\$ -	\$ -	\$ -	\$ 2,859,298.00	\$ 2,859,298.00	17	\$ -
PROGRAM NAME									
Internal Controls	FY 2021 Actual expenditures	\$ -	\$ -	\$ -	\$ -	\$ 119,780.05	\$ 119,780.05	1	\$ -
	FY 2022 estimated expenditures (including requested budget adjustments)	\$ -	\$ -	\$ -	\$ -	\$ 118,420.00	\$ 118,420.00	1	\$ -
	FY 2023 Budget Request for Governor's Recommendation	\$ -	\$ -	\$ -	\$ -	\$ 128,831.00	\$ 128,831.00	1	\$ -
PROGRAM NAME									
Office of Budget & Management	FY 2021 Actual expenditures	\$ 1,082,299.17	\$ -	\$ -	\$ -	\$ 570,894.30	\$ 1,653,193.47	11	\$ -
	FY 2022 estimated expenditures (including requested budget adjustments)	\$ 1,277,150.00	\$ -	\$ -	\$ -	\$ 595,367.00	\$ -	11	\$ -
	FY 2023 Budget Request for Governor's Recommendation	\$ 1,287,210.00	\$ -	\$ -	\$ -	\$ 602,090.00	\$ 1,889,300.00	11	\$ -
PROGRAM NAME									
Program name and description	FY 2021 Actual expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	FY 2022 estimated expenditures (including requested budget adjustments)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	FY 2023 Budget Request for Governor's Recommendation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
PROGRAM NAME									
Program name and description	FY 2021 Actual expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	FY 2022 estimated expenditures (including requested budget adjustments)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	FY 2023 Budget Request for Governor's Recommendation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
PROGRAM NAME									
Program name and description	FY 2021 Actual expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	FY 2022 estimated expenditures (including requested budget adjustments)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	FY 2023 Budget Request for Governor's Recommendation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	FY 2021 Actuals	\$ 1,082,299.17	\$ -	\$ -	\$ -	\$ 3,371,209.12	\$ 4,453,508.29	29	\$ -
	FY 2022 Estimated	\$ 1,277,150.00	\$ -	\$ -	\$ -	\$ 3,445,410.00	\$ 118,420.00	29	\$ -
	FY 2023 Budget Request	\$ 1,287,210.00	\$ -	\$ -	\$ -	\$ 3,590,219.00	\$ 4,877,429.00	29	\$ -

Programmatic Performance Measure Report

Attachment A-2

Governmental Unit	Agency of Administration - Department of Finance & Management
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Program Name	Annual Comprehensive Financial Report
Program Description	

Measure Name	Measure Type	Previous Period Value	Current Period Value	Reporting Period
Percent of sections with review rating of proficient form Government Finance Officer's Association (GFOA) award for Certificate of Achievement for Excellence in Financial Reporting.	How Well?	100%	100%	SFY
Number of days financial statements and the associated audit completed before statutory deadline of December 31 each year.	How Much?	12	2	SFY
Number of Department of Finance & Management financial statement audit internal control findings.	How Much?	2	5	SFY

Program Name	Internal Controls
Program Description	

Measure Name	Measure Type	Previous Period Value	Current Period Value	Reporting Period
% of Yes responses relative to total responses.	How Well?	97%	97%	SFY
% of departments completing survey on-time.	How Well?	93%	95%	SFY
% of Yes responses that pass validation review.	How Well?	92%	84%	SFY

Fiscal Year 2023 Budget Development Form - Finance & Management Financial Operations

	General \$\$	Transp \$\$	Special \$\$	Tobacco \$\$	Federal \$\$	Interdept'l Transfer \$\$	Internal Service \$\$	Total \$\$	Related Strategic Plan Outcome
Finance & Management: FinOps: FY 2022 Approp		0		0			2,850,043	2,850,043	
Other Changes: (Please insert changes to your base appropriation that occurred after the passage of the FY22 budget)								0	
FY 2022 Other Changes	0	0	0	0		0	0	0	
Total Approp. After FY 2022 Other Changes	0	0	0	0		0	2,850,043	2,850,043	
Base Salary change							19,470	19,470	Structural Statewide Pressure
Base benefit change							58,749	58,749	Structural Statewide Pressure
Change in Benefits due to Rate Increases							31,937	31,937	Structural Statewide Pressure
Change in Workers Comp - Ins Premium							(119)	(119)	Make Vermont More Affordable
Change in Fee for Space Charge							1,678	1,678	Structural Statewide Pressure
Change in Insurance other than Empl Bene							936	936	Structural Statewide Pressure
Change in Insurance - General Liability							3,230	3,230	Structural Statewide Pressure
Change in IT Inter Svc Cost-VISION/ISD							(101)	(101)	Make Vermont More Affordable
Change in ADS Allocation Exp							(331)	(331)	Make Vermont More Affordable
Change in IT and Telecom Services							13,818	13,818	Structural Statewide Pressure
Change in Human Resources Services							8,694	8,694	Structural Statewide Pressure
All other adjustments							125	125	Structural Statewide Pressure
Subtotal of Increases/Decreases	0	0	0	0	0	0	138,086	138,086	
FY 2023 Governor Recommend	0	0	0	0	0	0	2,988,129	2,988,129	

Fiscal Year 2023 Budget Development Form - Finance & Management Budget & Management

	General \$\$	Transp \$\$	Special \$\$	Tobacco \$\$	Federal \$\$	Interdept'l Transfer \$\$	Internal Service \$\$	Total \$\$	Related Strategic Plan Outcome
Finance & Management: BudMan: FY 2022 Approp	1,277,150	0		0	0		595,367	1,872,517	
Other Changes: (Please insert changes to your base appropriation that occurred after the passage of the FY22 budget)								0	
FY 2022 Other Changes	0	0	0	0	0	0	0	0	
Total Approp. After FY 2022 Other Changes	1,277,150	0	0	0	0	0	595,367	1,872,517	
Base Salary change	2,323						(5,642)	(3,319)	Make Vermont More Affordable
Base benefit change	17,357						8,345	25,702	Structural Statewide Pressure
Change in Benefits due to Rate Increases	18,954							18,954	Structural Statewide Pressure
Change in Vacancy Savings	(27,007)							(27,007)	Make Vermont More Affordable
Change in Workers Comp - Ins Premium	(73)							(73)	Make Vermont More Affordable
Change in Rental - Office Equipment	(1,408)							(1,408)	Make Vermont More Affordable
Change in Fee for Space Charge	998							998	Structural Statewide Pressure
Change in Insurance other than Empl Bene	573							573	Structural Statewide Pressure
Change in Insurance - General Liability	1,974							1,974	Structural Statewide Pressure
Change in ADS VOIP Exp	(1,999)							(1,999)	Make Vermont More Affordable
Change in IT Inter Svc Cost-VISION/ISD	(177)							(177)	Make Vermont More Affordable
Change in ADS Service Level Agreement							4,020	4,020	Structural Statewide Pressure
Change in ADS Allocation Exp	(203)							(203)	Make Vermont More Affordable
Change in Printing & Binding-BGS Copy Ct	(3,095)							(3,095)	Make Vermont More Affordable
Change in Human Resources Services	1,683							1,683	Structural Statewide Pressure
All other adjustments	160							160	Structural Statewide Pressure
Subtotal of Increases/Decreases	10,060	0	0	0	0	0	6,723	16,783	
FY 2023 Governor Recommend	1,287,210	0	0	0	0	0	602,090	1,889,300	

State of Vermont Budget Rollup Report

Organization: 1115001000 - Finance and Management - Financial Operations

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Salaries and Wages	1,403,858	1,398,656	1,398,656	1,418,127	19,471	1.4%
Fringe Benefits	743,928	749,922	749,922	840,525	90,603	12.1%
Contracted and 3rd Party Service	0	0	0	0	0	0.0%
Budget Object Group Total: 1. PERSONAL SERVICES	2,147,786	2,148,578	2,148,578	2,258,652	110,074	5.1%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Equipment	0	510	510	523	13	2.5%
IT/Telecom Services and Equipment	478,337	519,347	519,347	532,784	13,437	2.6%
IT Repair and Maintenance Services	85	2,897	2,897	2,984	87	3.0%
Other Operating Expenses	1,236	4,260	4,260	4,388	128	3.0%
Other Rental	550	612	612	630	18	2.9%
Other Purchased Services	66,820	58,438	58,438	71,286	12,848	22.0%
Property and Maintenance	198	153	153	158	5	3.3%
Property Rental	105,523	113,353	113,353	115,028	1,675	1.5%
Supplies	2,439	936	936	833	(103)	-11.0%
Travel	220	959	959	863	(96)	-10.0%
Budget Object Group Total: 2. OPERATING	655,407	701,465	701,465	729,477	28,012	4.0%
Total Expenditures	2,803,193	2,850,043	2,850,043	2,988,129	138,086	4.8%

State of Vermont Budget Rollup Report

Organization: 1115001000 - Finance and Management - Financial Operations

Fund Name	FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Coronavirus Relief Fund	2,846	0	0	0	0	0.0%
ISF Funds	2,800,347	2,850,043	2,850,043	2,988,129	138,086	4.8%
Funds Total	2,803,193	2,850,043	2,850,043	2,988,129	138,086	4.8%

Position Count	18
FTE Total	18

**State of Vermont
Budget Rollup Report**

Organization: 1110003000 - Finance and Management - Budget and Management

Budget Object Group: 1. PERSONAL SERVICES

Budget Object Rollup Name	FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Salaries and Wages	802,061	962,051	962,051	931,605	(30,446)	-3.2%
Fringe Benefits	381,694	451,601	451,601	496,185	44,584	9.9%
Contracted and 3rd Party Service	172,542	132,575	132,575	133,004	429	0.3%
PerDiem and Other Personal Services	0	73	73	75	2	2.7%
Budget Object Group Total: 1. PERSONAL SERVICES	1,356,297	1,546,300	1,546,300	1,560,869	14,569	0.9%

Budget Object Group: 2. OPERATING

Budget Object Rollup Name	FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Equipment	0	819	819	0	(819)	-100.0%
IT/Telecom Services and Equipment	177,751	175,169	175,169	177,731	2,562	1.5%
Other Operating Expenses	52,933	31,243	31,243	32,180	937	3.0%
Other Rental	1,190	2,543	2,543	673	(1,870)	-73.5%
Other Purchased Services	44,670	48,012	48,012	48,880	868	1.8%
Property and Maintenance	22	153	153	26	(127)	-83.0%
Property Rental	62,845	67,508	67,508	68,506	998	1.5%
Supplies	425	770	770	435	(335)	-43.5%
Travel	0	0	0	0	0	0.0%
Budget Object Group Total: 2. OPERATING	339,838	326,217	326,217	328,431	2,214	0.7%
Total Expenditures	1,696,135	1,872,517	1,872,517	1,889,300	16,783	0.9%

**State of Vermont
Budget Rollup Report**

Organization: 1110003000 - Finance and Management - Budget and Management

Fund Name	FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
General Funds	1,082,299	1,277,150	1,277,150	1,287,210	10,060	0.8%
Coronavirus Relief Fund	16,996	0	0	0	0	0.0%
ISF Funds	570,894	595,367	595,367	602,090	6,723	1.1%
IDT Funds	25,945	0	0	0	0	0.0%
Funds Total	1,696,135	1,872,517	1,872,517	1,889,300	16,783	0.9%

Position Count	11
FTE Total	11

**State of Vermont
Budget Detail Report**

Organization: 1115001000 - Finance and Management - Financial Operations

Budget Object Group: 1. PERSONAL SERVICES

Salaries and Wages		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
Classified Employees	500000	1,397,194	1,404,770	1,404,770	1,424,240	19,470	1.4%
Overtime	500060	6,665	1,000	1,000	1,000	0	0.0%
Vacancy Turnover Savings	508000	0	(7,114)	(7,114)	(7,113)	1	0.0%
Total: Salaries and Wages		1,403,858	1,398,656	1,398,656	1,418,127	19,471	1.4%

Fringe Benefits		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
FICA - Classified Employees	501000	102,909	107,466	107,466	108,953	1,487	1.4%
Health Ins - Classified Empl	501500	295,598	293,998	293,998	319,614	25,616	8.7%
Retirement - Classified Empl	502000	300,426	300,620	300,620	363,181	62,561	20.8%
Dental - Classified Employees	502500	17,705	15,048	15,048	15,354	306	2.0%
Life Ins - Classified Empl	503000	5,271	5,405	5,405	6,451	1,046	19.4%
LTD - Classified Employees	503500	1,128	1,812	1,812	1,464	(348)	-19.2%
EAP - Classified Empl	504000	561	576	576	594	18	3.1%
Employee Tuition Costs	504530	0	0	0	0	0	0.0%
Workers Comp - Ins Premium	505200	20,330	23,808	23,808	23,689	(119)	-0.5%
Unemployment Compensation	505500	0	1,189	1,189	1,225	36	3.0%
Total: Fringe Benefits		743,928	749,922	749,922	840,525	90,603	12.1%

Contracted and 3rd Party Service					FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and As Passed	Percent Change FY2023 Governor's Recommend and As Passed
Description	Code						
Contr&3Rd Pty - Info Tech	507550	0	0	0	0	0	0.0%
Total: Contracted and 3rd Party Service		0	0	0	0	0	0.0%
Total: 1. PERSONAL SERVICES		2,147,786	2,148,578	2,148,578	2,258,652	110,074	5.1%

**State of Vermont
Budget Detail Report**

Organization: 1115001000 - Finance and Management - Financial Operations

Budget Object Group: 2. OPERATING

			FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Equipment							
Description	Code						
Maintenance Equipment	522300		0	0	0	0	0.0%
Furniture & Fixtures	522700		0	510	523	13	2.5%
Total: Equipment			0	510	523	13	2.5%

			FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
IT/Telecom Services and Equipment		FY2021 Actuals					
Description	Code						
ADS VOIP Expense	516605	4,041	5,129	5,129	5,283	154	3.0%
Telecom-Mobile Wireless Data	516623	43	0	0	0	0	0.0%
Telecom-Telephone Services	516652	280	737	737	759	22	3.0%
Telecom-Wireless Phone Service	516659	336	510	510	0	(510)	-100.0%
ADS Enterp App Supp SOV Emp Exp	516660	403,604	471,681	471,681	485,831	14,150	3.0%
It Intsvccost-Vision/Isdassess	516671	16,763	16,340	16,340	16,239	(101)	-0.6%
ADS Centrex Exp.	516672	506	58	58	60	2	3.4%
ADS PM SOV Employee Expense	516683	0	0	0	0	0	0.0%
ADS Allocation Exp.	516685	23,225	22,036	22,036	21,705	(331)	-1.5%
Software as a Service	519085	20,139	0	0	0	0	0.0%
Hw - Computer Peripherals	522201	1,265	255	255	263	8	3.1%
Hardware - Desktop & Laptop Pc	522216	8,135	2,601	2,601	2,644	43	1.7%
Software-Application Development	522283	0	0	0	0	0	0.0%
Total: IT/Telecom Services and Equipment		478,337	519,347	519,347	532,784	13,437	2.6%

**State of Vermont
Budget Detail Report**

Organization: 1115001000 - Finance and Management - Financial Operations

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
IT Repair and Maintenance Services							
Description	Code						
Repair & Maint - Office Tech	513010	85	2,897	2,897	2,984	87	3.0%
Total: IT Repair and Maintenance Services		85	2,897	2,897	2,984	87	3.0%

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Other Operating Expenses							
Description	Code						
Single Audit Allocation	523620	3,336	4,260	4,260	4,388	128	3.0%
Penalties	551065	(2,100)	0	0	0	0	0.0%
Total: Other Operating Expenses		1,236	4,260	4,260	4,388	128	3.0%

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Other Rental							
Description	Code						
Rental - Auto	514550	0	0	0	0	0	0.0%
Rental - Office Equipment	514650	550	612	612	630	18	2.9%
Total: Other Rental		550	612	612	630	18	2.9%

**State of Vermont
Budget Detail Report**

Organization: 1115001000 - Finance and Management - Financial Operations

Other Purchased Services		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
Insurance Other Than Empl Bene	516000	426	434	434	1,370	936	215.7%
Insurance - General Liability	516010	5,455	6,170	6,170	9,400	3,230	52.4%
Property Insurance	516099	4,695	0	0	0	0	0.0%
Dues	516500	1,150	1,173	1,173	1,208	35	3.0%
Advertising - Job Vacancies	516820	0	153	153	0	(153)	-100.0%
Printing and Binding	517000	0	614	614	632	18	2.9%
Printing & Binding-Bgs Copy Ct	517005	5,756	1,767	1,767	1,820	53	3.0%
Registration For Meetings&Conf	517100	0	0	0	0	0	0.0%
Training - Info Tech	517110	0	0	0	0	0	0.0%
Postage - Bgs Postal Svcs Only	517205	1,663	1,150	1,150	1,185	35	3.0%
Freight & Express Mail	517300	0	0	0	0	0	0.0%
Agency Fee	519005	35,538	35,538	35,538	35,538	0	0.0%
Human Resources Services	519006	11,820	11,439	11,439	20,133	8,694	76.0%
Security Services	519025	0	0	0	0	0	0.0%
Moving State Agencies	519040	316	0	0	0	0	0.0%
Total: Other Purchased Services		66,820	58,438	58,438	71,286	12,848	22.0%

Property and Maintenance		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
Disposal	510200	0	122	122	126	4	3.3%
Recycling	510220	0	31	31	32	1	3.2%
Other Repair & Maint Serv	513200	198	0	0	0	0	0.0%
Total: Property and Maintenance		198	153	153	158	5	3.3%

**State of Vermont
Budget Detail Report**

Organization: 1115001000 - Finance and Management - Financial Operations

Property Rental		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
Fee-For-Space Charge	515010	105,523	113,353	113,353	115,028	1,675	1.5%
Total: Property Rental		105,523	113,353	113,353	115,028	1,675	1.5%

Supplies		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
Office Supplies	520000	79	579	579	500	(79)	-13.6%
Stationary & Envelopes	520015	462	0	0	0	0	0.0%
Electronic	520550	0	0	0	0	0	0.0%
Recognition/Awards	520600	0	0	0	0	0	0.0%
Public Service Recog Wk Food	520601	0	0	0	0	0	0.0%
Books&Periodicals-Library/Educ	521500	0	0	0	0	0	0.0%
Subscriptions	521510	1,529	0	0	0	0	0.0%
Other Books & Periodicals	521520	369	357	357	333	(24)	-6.7%
Total: Supplies		2,439	936	936	833	(103)	-11.0%

Travel		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	0	61	61	63	2	3.3%
Travel-Inst-Other Transp-Emp	518010	220	898	898	800	(98)	-10.9%
Travel-Outst-Other Trans-Emp	518510	0	0	0	0	0	0.0%
Travel-Outst-Lodging-Emp	518530	0	0	0	0	0	0.0%
Total: Travel		220	959	959	863	(96)	-10.0%

Total: 2. OPERATING		655,407	701,465	701,465	729,477	28,012	4.0%
Total Expenditures		2,803,193	2,850,043	2,850,043	2,988,129	138,086	4.8%

State of Vermont Budget Detail Report

Organization: 1115001000 - Finance and Management - Financial Operations

Fund Name	Fund Code	FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Coronavirus Relief Fund	22045	2,846	0	0	0	0	0.0%
Financial Management Fund	59300	2,800,347	2,850,043	2,850,043	2,988,129	138,086	4.8%
Funds Total		2,803,193	2,850,043	2,850,043	2,988,129	138,086	4.8%

Position Count	18
FTE Total	18.00

State of Vermont Budget Detail Report

Organization: 1110003000 - Finance and Management - Budget and Management

Budget Object Group: 1. PERSONAL SERVICES

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Salaries and Wages							
Description	Code						
Classified Employees	500000	801,705	648,585	648,585	665,580	16,995	2.6%
Exempt	500010	0	313,116	313,116	292,802	(20,314)	-6.5%
Overtime	500060	356	350	350	230	(120)	-34.3%
Vacancy Turnover Savings	508000	0	0	0	(27,007)	(27,007)	-100.0%
Total: Salaries and Wages		802,061	962,051	962,051	931,605	(30,446)	-3.2%

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Fringe Benefits							
Description	Code						
FICA - Classified Employees	501000	59,363	49,618	49,618	50,920	1,302	2.6%
FICA - Exempt	501010	0	23,954	23,954	22,352	(1,602)	-6.7%
Health Ins - Classified Empl	501500	140,442	138,019	138,019	136,684	(1,335)	-1.0%
Health Ins - Exempt	501510	0	40,480	40,480	54,066	13,586	33.6%
Retirement - Classified Empl	502000	153,003	129,311	129,311	169,722	40,411	31.3%
Retirement - Exempt	502010	0	40,332	40,332	32,208	(8,124)	-20.1%
Dental - Classified Employees	502500	7,673	6,688	6,688	6,824	136	2.0%
Dental - Exempt	502510	0	2,508	2,508	2,562	54	2.2%
Life Ins - Classified Empl	503000	2,973	2,409	2,409	2,926	517	21.5%
Life Ins - Exempt	503010	0	1,320	1,320	1,468	148	11.2%
LTD - Classified Employees	503500	1,114	1,341	1,341	1,119	(222)	-16.6%
LTD - Exempt	503510	0	720	720	492	(228)	-31.7%
EAP - Classified Empl	504000	288	256	256	264	8	3.1%
EAP - Exempt	504010	0	96	96	102	6	6.3%
Workers Comp - Ins Premium	505200	16,838	14,549	14,549	14,476	(73)	-0.5%
Total: Fringe Benefits		381,694	451,601	451,601	496,185	44,584	9.9%

State of Vermont Budget Detail Report

Organization: 1110003000 - Finance and Management - Budget and Management

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Contracted and 3rd Party Service							
Description	Code						
Contr & 3Rd Party - Financial	507100	0	757	757	1,136	379	50.1%
Contr&3Rd Pty - Info Tech	507550	129,282	131,818	131,818	131,868	50	0.0%
Other Contr and 3Rd Pty Serv	507600	43,260	0	0	0	0	0.0%
Total: Contracted and 3rd Party Service		172,542	132,575	132,575	133,004	429	0.3%

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
PerDiem and Other Personal Services							
Description	Code						
Catamount Health Assessment	505700	0	73	73	75	2	2.7%
Total: PerDiem and Other Personal Services		0	73	73	75	2	2.7%

Total: 1. PERSONAL SERVICES	1,356,297	1,546,300	1,546,300	1,560,869	14,569	0.9%
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Budget Object Group: 2. OPERATING

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Equipment							
Description	Code						
Furniture & Fixtures	522700	0	819	819	0	(819)	-100.0%
Total: Equipment		0	819	819	0	(819)	-100.0%

State of Vermont Budget Detail Report

Organization: 1110003000 - Finance and Management - Budget and Management

IT/Telecom Services and Equipment		FY2021 Actuals	FY2022 Original	FY2022 Governor's	FY2023	Difference Between	Percent Change
			As Passed Budget	BAA Recommended Budget	Governor's Recommended Budget	FY2023 Governor's Recommend and FY2022 As Passed	FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
Communications	516600	0	321	321	0	(321)	-100.0%
ADS VOIP Expense	516605	1,896	2,942	2,942	943	(1,999)	-67.9%
Telecom-Mobile Wireless Data	516623	780	0	0	0	0	0.0%
Telecom-Telephone Services	516652	112	0	0	114	114	100.0%
Telecom-Wireless Phone Service	516659	3,486	3,192	3,192	4,101	909	28.5%
ADS Enterp App Supp SOV Emp Exp	516660	145,918	144,090	144,090	148,312	4,222	2.9%
ADS Hosting Charges	516663	0	0	0	0	0	0.0%
It Intsvccost-Vision/Isdassess	516671	10,223	9,984	9,984	9,807	(177)	-1.8%
ADS Centrex Exp.	516672	161	18	18	0	(18)	-100.0%
ADS Allocation Exp.	516685	14,193	13,467	13,467	13,264	(203)	-1.5%
Hw - Computer Peripherals	522201	50	0	0	0	0	0.0%
Hardware - Desktop & Laptop Pc	522216	932	1,155	1,155	1,190	35	3.0%
Total: IT/Telecom Services and Equipment		177,751	175,169	175,169	177,731	2,562	1.5%

Other Operating Expenses		FY2021 Actuals	FY2022 Original	FY2022 Governor's	FY2023	Difference Between	Percent Change
			As Passed Budget	BAA Recommended Budget	Governor's Recommended Budget	FY2023 Governor's Recommend and FY2022 As Passed	FY2023 Governor's Recommend and FY2022 As Passed
Description	Code						
Single Audit Allocation	523620	26,988	31,243	31,243	32,180	937	3.0%
Registration & Identification	523640	0	0	0	0	0	0.0%
Claims/Small Claims	523840	0	0	0	0	0	0.0%
Interest Expense	551000	25,945	0	0	0	0	0.0%
Total: Other Operating Expenses		52,933	31,243	31,243	32,180	937	3.0%

State of Vermont Budget Detail Report

Organization: 1110003000 - Finance and Management - Budget and Management

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Other Rental							
Description	Code						
Rental - Auto	514550	0	462	462	0	(462)	-100.0%
Rental - Office Equipment	514650	960	2,081	2,081	673	(1,408)	-67.7%
Rental - Other	515000	230	0	0	0	0	0.0%
Total: Other Rental		1,190	2,543	2,543	673	(1,870)	-73.5%

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Other Purchased Services							
Description	Code						
Insurance Other Than Empl Bene	516000	0	265	265	838	573	216.2%
Insurance - General Liability	516010	3,334	3,770	3,770	5,744	1,974	52.4%
Property Insurance	516099	3,130	0	0	0	0	0.0%
Dues	516500	17,750	19,992	19,992	20,392	400	2.0%
Printing and Binding	517000	0	0	0	0	0	0.0%
Printing & Binding-Bgs Copy Ct	517005	270	3,371	3,371	276	(3,095)	-91.8%
Registration For Meetings&Conf	517100	0	306	306	0	(306)	-100.0%
Postage	517200	0	0	0	0	0	0.0%
Postage - Bgs Postal Svcs Only	517205	10	8	8	4	(4)	-50.0%
Agency Fee	519005	12,953	12,953	12,953	12,953	0	0.0%
Human Resources Services	519006	7,223	6,990	6,990	8,673	1,683	24.1%
Security Services	519025	0	0	0	0	0	0.0%
Moving State Agencies	519040	0	357	357	0	(357)	-100.0%
Total: Other Purchased Services		44,670	48,012	48,012	48,880	868	1.8%

State of Vermont Budget Detail Report

Organization: 111003000 - Finance and Management - Budget and Management

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Property and Maintenance							
Description	Code						
Recycling	510220	22	153	153	26	(127)	-83.0%
Total: Property and Maintenance		22	153	153	26	(127)	-83.0%

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Property Rental							
Description	Code						
Rent Land & Bldgs-Office Space	514000	(65,596)	0	0	0	0	0.0%
Fee-For-Space Charge	515010	128,441	67,508	67,508	68,506	998	1.5%
Total: Property Rental		62,845	67,508	67,508	68,506	998	1.5%

		FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
Supplies							
Description	Code						
Office Supplies	520000	89	714	714	92	(622)	-87.1%
Stationary & Envelopes	520015	0	56	56	0	(56)	-100.0%
Food	520700	0	0	0	0	0	0.0%
Subscriptions	521510	336	0	0	343	343	100.0%
Total: Supplies		425	770	770	435	(335)	-43.5%

State of Vermont Budget Detail Report

Organization: 1110003000 - Finance and Management - Budget and Management

					FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and As Passed	Percent Change FY2023 Governor's Recommend and As Passed
Travel							
Description	Code						
Travel-Inst-Auto Mileage-Emp	518000	0	0	0	0	0	0.0%
Travel-Inst-Other Transp-Emp	518010	0	0	0	0	0	0.0%
Travel-Inst-Meals-Emp	518020	0	0	0	0	0	0.0%
Travel-Inst-Lodging-Emp	518030	0	0	0	0	0	0.0%
Travel-Inst-Incidentals-Emp	518040	0	0	0	0	0	0.0%
Travel-Outst-Auto Mileage-Emp	518500	0	0	0	0	0	0.0%
Travel-Outst-Other Trans-Emp	518510	0	0	0	0	0	0.0%
Travel-Outst-Meals-Emp	518520	0	0	0	0	0	0.0%
Travel-Outst-Lodging-Emp	518530	0	0	0	0	0	0.0%
Travel-Outst-Incidentals-Emp	518540	0	0	0	0	0	0.0%
Total: Travel		0	0	0	0	0	0.0%

Total: 2. OPERATING	339,838	326,217	326,217	328,431	2,214	0.7%
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Total Expenditures	1,696,135	1,872,517	1,872,517	1,889,300	16,783	0.9%
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Fund Name	Fund Code	FY2021 Actuals	FY2022 Original As Passed Budget	FY2022 Governor's BAA Recommended Budget	FY2023 Governor's Recommended Budget	Difference Between FY2023 Governor's Recommend and FY2022 As Passed	Percent Change FY2023 Governor's Recommend and FY2022 As Passed
General Fund	10000	1,082,299	1,277,150	1,277,150	1,287,210	10,060	0.8%
Inter-Unit Transfers Fund	21500	25,945	0	0	0	0	0.0%
Coronavirus Relief Fund	22045	16,996	0	0	0	0	0.0%
Financial Management Fund	59300	570,894	595,367	595,367	602,090	6,723	1.1%
Funds Total		1,696,135	1,872,517	1,872,517	1,889,300	16,783	0.9%

Position Count	11
FTE Total	11.00

Position Summary Report

1115001000-Finance and Management - Financial Operations

Position Number	Classification	FTE	Count	Gross Salary	State Benefits	Federally Mandated	Total
020009	030700 - Asst Dir Statewide Reporting	1.00	1	102,523	46,188	7,843	156,554
020012	065800 - Statewide Fin Rep Analyst II	1.00	1	79,310	40,113	6,067	125,490
020013	065800 - Statewide Fin Rep Analyst II	1.00	1	71,864	45,092	5,498	122,454
020016	015200 - Change Management Analyst	1.00	1	72,093	19,631	5,515	97,239
020026	487200 - Vision Support Specialist II	1.00	1	59,842	25,383	4,578	89,803
020028	068300 - VISION Financial Analyst II	1.00	1	68,266	44,036	5,222	117,524
020034	487200 - Vision Support Specialist II	1.00	1	76,627	38,899	5,862	121,388
020037	064100 - VISION Operations Analyst IV	1.00	1	81,806	40,767	6,258	128,831
020044	013300 - Statewide Grants Administrator	1.00	1	84,178	32,151	6,440	122,769
020046	030400 - Director Statewide Reporting	1.00	1	102,523	46,188	7,843	156,554
020051	068300 - VISION Financial Analyst II	1.00	1	70,554	44,630	5,397	120,581
020052	548800 - VISION Financial Analyst III	1.00	1	59,280	35,827	4,535	99,642
020053	065000 - Dir Statewide Accounting	1.00	1	113,506	55,990	8,683	178,179
020054	065800 - Statewide Fin Rep Analyst II	1.00	1	87,069	42,144	6,660	135,873
020055	548800 - VISION Financial Analyst III	1.00	1	72,509	28,976	5,547	107,032
020070	487200 - Vision Support Specialist II	1.00	1	63,960	26,753	4,893	95,606
020071	056600 - Asst Dir of Statewide Account	1.00	1	90,064	49,854	6,890	146,808
020073	068300 - VISION Financial Analyst II	1.00	1	68,266	44,036	5,222	117,524
Total		18.00	18	1,424,240	706,658	108,953	2,239,851

Fund Code	Fund Name	FTE	Count	Gross Salary	State Benefits	Federally Mandated	Total
59300	Financial Management Fund	18.00	18	1,424,240	706,658	108,953	2,239,851
Total		18.00	18	1,424,240	706,658	108,953	2,239,851

Position Summary Report

1110003000-Finance and Management - Budget and Management

Position Number	Classification	FTE	Count	Gross Salary	State Benefits	Federally Mandated	Total
020001	054000 - Director Budget & Management	1.00	1	99,237	36,092	7,592	142,921
020003	053800 - Senior Budget & Mgt Analyst	1.00	1	84,323	48,353	6,451	139,127
020005	053800 - Senior Budget & Mgt Analyst	1.00	1	103,979	46,570	7,955	158,504
020007	554900 - Dir of Continuous Improv Plan	1.00	1	76,045	39,259	5,818	121,122
020008	053800 - Senior Budget & Mgt Analyst	1.00	1	81,578	47,634	6,241	135,453
020014	486700 - Budget & Management Analyst	1.00	1	71,864	28,928	5,498	106,290
020069	053800 - Senior Budget & Mgt Analyst	1.00	1	81,578	32,861	6,241	120,680
020074	486700 - Budget & Management Analyst	1.00	1	66,976	37,842	5,124	109,942
027001	90120A - Commissioner	1.00	1	143,582	43,044	10,936	197,562
027003	90570D - Deputy Commissioner	1.00	1	100,214	21,820	7,668	129,702
027006	91590E - Private Secretary	1.00	1	49,006	26,034	3,748	78,788
Total		11.00	11	958,382	408,437	73,272	1,440,091

Fund Code	Fund Name	FTE	Count	Gross Salary	State Benefits	Federally Mandated	Total
10000	General Fund	11.00	8	726,386	323,337	55,572	1,105,295
59300	Financial Management Fund		3	231,996	85,100	17,700	334,796
Total		11.00	11	958,382	408,437	73,272	1,440,091

Agency of Administration (AOA), Department of Finance & Management (DFM)

**External DFM
Organizational Chart
Effective: 1.1.2022**

IC Best Practice
Series # 14

