

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Tax Policy and Analysis Program Reduction
 Department: Revenue Dept. Approval by: *Ralph Huber* Date: 8/19/09
 Priority Number: ES-11 OSPB Approval: *SMZ* Date: 8-21-09

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Appropriation FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	16,468,741	18,403,319	(23,354)	18,379,965	0	0	0	0	0	0
	FTE	215.4	227.3	(0.3)	227.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	15,552,817	16,882,161	(23,354)	16,858,807	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	772,191	1,231,270	0	1,231,270	0	0	0	0	0	0
	HUTF	7,905	119,268	0	119,268	0	0	0	0	0	0
	CFE/RF	135,828	170,620	0	170,620	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office, Short-term Disability	Total	102,416	110,773	(31)	110,742	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	61,368	50,299	(31)	50,268	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	33,143	51,924	0	51,924	0	0	0	0	0	0
	HUTF	7,905	8,550	0	8,550	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office, S.B. 04-257 Amortization Equalization Disbursement	Total	1,246,959	1,474,071	(401)	1,473,670	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	743,635	667,484	(401)	667,083	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	503,324	695,869	0	695,869	0	0	0	0	0	0
	HUTF	0	110,718	0	110,718	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office, S.B. 06-235 Supplemental Amortization Equalization Disbursement	Total	573,932	905,680	(250)	905,430	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	339,477	412,795	(250)	412,545	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	234,455	424,859	0	424,859	0	0	0	0	0	0
	CFE/RF	0	68,026	0	68,026	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Schedule 13
Change Request for FY 2010-11 Budget Request Cycle

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Tax Policy and Analysis Program Reduction
 Department: Revenue Dept. Approval by: Date:
 Priority Number: ES-11 OSPB Approval: Date:

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Appropriation FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
(4) Taxation Business Group, (B) Taxation and Compliance Division, Personal Services	Total	13,724,406	14,935,542	(22,355)	14,913,187	0	0	0	0	0	0
	FTE	215.4	227.3	(0.3)	227.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	13,587,309	14,782,227	(22,355)	14,759,872	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	1,269	50,721	0	50,721	0	0	0	0	0	0
	CFE/RF	135,828	102,594	0	102,594	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(4) Taxation Business Group, (B) Taxation and Compliance Division, Operating Expenses	Total	821,028	977,253	(317)	976,936	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	821,028	969,356	(317)	969,039	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	7,897	0	7,897	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number:
 Reappropriated Funds Source, by Department and Line Item Name:
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments: Not applicable.



DEPARTMENT OF REVENUE

*Budget Reduction Proposal
August 24, 2009*

*Roxy Huber
Executive Director*

ES-11 Tax Policy and Analysis Program Reduction

Proposal:

The Department proposes reducing the resources in the Tax Policy and Analysis Office, which is currently staffed with two positions. The proposal will reduce the Office by 0.3 FTE and \$23,354 General Fund in FY 2009-10 and 0.5 FTE and \$35,302 General Fund in FY 2010-11.

Summary of Request:

- This office is responsible for promulgating rules and regulations and providing expert testimony on complex tax and legal issues. These issues routinely involve many of the largest Colorado taxpayers, with impacts in the tens of millions of dollars.
- Accurate and updated rules and regulations ensure voluntarily compliant taxpayers have the opportunity to meet their tax obligation to the state. Proper rules and regulations also mitigate the workload of the customer service and enforcement functions as taxpayers have less demand to those functions with proper regulations in place.
- This office also responds to legislative, industry, other states and tax organizations inquiring about issues such as tax policy and legal matters, and high-level analysis of proposed legislation.
- Colorado is currently investigating many of these exact issues, and the unavailability of this office will reduce the state's ability to provide accurate and thorough analyses. Tax policy matters routinely affect hundreds of millions of taxpayer dollars. Proper analysis of these issues is critical to making informed decisions.
- Any requests from outside organizations would need to be directed to tax staff and divert them from other responsibilities.

Assumptions and Tables to Show Calculations:

Reductions – FY 2009-10	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(1) Executive Directors Office – Short-Term Disability	(\$31)	(\$31)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Amortization Equalization Disbursement	(\$401)	(\$401)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Supplemental Amortization Equalization Disbursement	(\$250)	(\$250)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (B) Taxation and Compliance Division, Personal Services	(\$22,355)	(\$22,355)	\$0	\$0	\$0	(0.3)
(4) Taxation Business Group, (B) Taxation and Compliance Division, Operating Expenses	(\$317)	(\$317)	\$0	\$0	\$0	0.0
Total Reduction Savings	(\$23,354)	(\$23,354)	\$0	\$0	\$0	(0.3)

Reductions – FY 2010-11	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(1) Executive Directors Office – Short-Term Disability	(\$47)	(\$47)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Amortization Equalization Disbursement	(\$721)	(\$721)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Supplemental Amortization Equalization Disbursement	(\$526)	(\$526)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (B) Taxation and Compliance Division, Personal Services	(\$33,533)	(\$33,533)	\$0	\$0	\$0	(0.5)
(4) Taxation Business Group, (B) Taxation and Compliance Division, Operating Expenses	(\$475)	(\$475)	\$0	\$0	\$0	0.0
Total Reduction Savings	(\$35,302)	(\$35,302)	\$0	\$0	\$0	(0.5)

FY 2009-10 Reduction							
Class	FTE	Salary Subtotal*	STD	AED	SAED	Operating Expenses	Total Savings
Current Staff	(0.3)	(\$22,355)	(\$31)	(\$401)	(\$250)	(\$317)	(\$23,354)
Total	(0.3)						(\$23,354)

FY 2010-11 Reduction							
Class	FTE	Salary Subtotal*	STD	AED	SAED	Operating Expenses	Total Savings
Current Staff	(0.5)	(\$33,533)	(\$47)	(\$721)	(\$526)	(\$475)	(\$35,302)
Total	(0.5)						(\$35,302)

*Salary subtotal amounts include base salary and OSPB Common Policies or actuals for existing positions. The FY 2009-10 reduction is based on a reduction for 8 months of salary and FY 2010-11 is for the entire fiscal year.

Current Statutory Authority or Needed Statutory Change:

There is no statutory change or Executive Order required to reduce the state support for this program. This proposal is allowed under Title 24, Section 35. The appropriation for this program will be restricted under the existing authority of the Executive Director. However, the appropriation will require revision to reflect the reduction as noted in this requested budget action.

24-35-103. C.R.S. (2009) Powers of executive director - deputies.

(2) (a) Except as provided in paragraph (b) of this subsection (2), the executive director of the department of revenue, with the written approval of the governor, may combine existing groups, divisions, or subordinate departments or reduce the personnel in any group, division, or subordinate department or combined groups, divisions, or subordinate departments or in the department of revenue as a whole, in which case all employees so losing their positions for such reason, in the order of their seniority, shall be placed at the head of the eligible list of like qualifications and duties by the state personnel director. If such employee is a provisional employee, the employee shall not be placed at the head of any such list unless the employee has passed the regular examination of the state personnel system for such position and then only if his or her grade in such examination entitles such person to such position on said eligible list.

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Conservation Easement Appraisals
 Department: Revenue Dept. Approval by: *Ruby Gules* Date: 8/19/09
 Priority Number: ES-12 OSPB Approval: *[Signature]* Date: 8-21-09

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Appropriation FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	981,960	1,022,738	(90,750)	931,988	0	0	0	0	0	0
	FTE	9.0	9.0	0.0	9.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	981,960	1,022,738	(90,750)	931,988	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(4) Taxation Business Group, (D) Tax Conferee, Personal Services	Total	981,960	1,022,738	(90,750)	931,988	0	0	0	0	0	0
	FTE	9.0	9.0	0.0	9.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	981,960	1,022,738	(90,750)	931,988	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number:
 Reappropriated Funds Source, by Department and Line Item Name:
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments:



DEPARTMENT OF REVENUE

*Budget Reduction Proposal
August 24, 2009*

*Roxy Huber
Executive Director*

ES12 - Conservation Easement Appraisals

Proposal:

The Department proposes eliminating the appraisals of conservation easements through a third party vendor and, instead, relying solely on the staff provided through H.B. 08-1353. This action will save \$90,750 General Fund in FY 2009-10 and \$99,750 General Fund in FY 2010-11.

Summary of Request:

- In FY 2007-08, the Department received \$99,750 to appraise the value of conservation easements. Since then, the Department has received additional funding through H.B. 08-1353 to oversee the state's conservation easement program. However, with the decreased funding, the Department will be unable to complete the same number of appraisals of conservation easements as the third party vendor is able to complete.
- Since the original appropriation, the Department received other resources dedicated to conservation easements through H.B. 08-1353: a tax examiner and a property tax specialist. Specifically, the property tax specialist will be providing the Department with appraisals related to conservation easements.
- This proposal will limit the support the property tax specialist can provide the Taxation and Compliance Division and the Taxpayer Service Division.
- The Department will cooperate with the Internal Revenue Service, to the extent possible, to utilize appraisals conducted by the federal government on conservation easements currently under review.
- The value of conservation easements in the Conferee's inventory of sixty cases is approximately \$19.0 million in tax credits, penalty, and interest. There is the potential that less oversight will result in credits being issued on over-valued property.
- As the contractor completes approximately 70 appraisals annually, these appraisals would be the responsibility of current staff and likely result in an eventual backlog of appraisals.

Assumptions and Tables to Show Calculations:

Reductions – FY 2009-10	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(4) Taxation Business Group, (D) Tax Conferee, Personal Services	(\$90,750)	(\$90,750)	\$0	\$0	\$0	0.0

Reductions – FY 2010-11	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(4) Taxation Business Group, (D) Tax Conferee, Personal Services	(\$99,750)	(\$99,750)	\$0	\$0	\$0	0.0

Reduction Option	FY 2009-10 Reduction	FY 2010-11 Reduction
Elimination of Conservation Easement Appraisal Services	(\$90,750)	(\$99,750)
Total Reduction Savings	(\$90,750)	(\$99,750)

Original assumptions included:

1. Contract services at \$150 per hour;
2. Appraisals required 9.5 hours to complete; and
3. 70 appraisals would be completed every fiscal year.
4. The FY 2009-10 amount reflects \$9,000 has been spent or encumbered.

Current Statutory Authority or Needed Statutory Change:

The specific contracted services are not mandated in statute therefore the Executive Director has authority to contract for these services as needed. All future appraisals will be provided by existing Department staff. This contract has financial obligations based on funds being budgeted, appropriated or otherwise made available, and the Governor will therefore limit the funds for this program through an executive order and a restriction on the appropriation. A budget action is subsequently requested to reduce the General Fund and thus remove the restriction.

38-30.5-102 C.R.S. (2009) Conservation easement in gross.

"Conservation easement in gross", for the purposes of this article, means a right in the owner of the easement to prohibit or require a limitation upon or an obligation to perform acts on or with respect to a land or water area, airspace above the land or water, or water rights beneficially used upon that land or water area, owned by the grantor appropriate to the retaining or maintaining of such land, water, airspace, or water rights, including improvements, predominantly in a natural, scenic, or open condition, or for wildlife habitat, or for agricultural, horticultural, wetlands, recreational, forest, or other use or condition consistent with the protection of open land, environmental quality or life-sustaining ecological diversity, or appropriate to the conservation and preservation of buildings, sites, or structures having historical, architectural, or cultural interest or value.

39-22-522. C.R.S. (2009) Credit against tax - conservation easements.

(3.5) (a) The executive director shall have the authority, pursuant to subsection (8) of this section, to require additional information from the taxpayer or transferee regarding the appraisal value of the easement, the amount of the credit, and the validity of the credit. In resolving disputes regarding the validity or the amount of a credit allowed pursuant to subsection (2) of this section, including the value of the conservation easement for which the credit is granted, the executive director shall have the authority, for good cause shown and in consultation with the division of real estate and the conservation easement oversight commission created in section 12-61-721 (1), C.R.S., to review and accept or reject, in whole or in part, the appraisal value of the easement, the amount of the credit, and the validity of the credit based upon the internal revenue code and federal regulations in effect at the time of the donation. If the executive director reasonably believes that the appraisal represents a gross valuation misstatement, receives notice of such a valuation misstatement from the division of real estate, or receives notice from the division of real estate that an enforcement action has been taken by the board of real estate appraisers against the appraiser, the executive director shall have the authority to require the taxpayer to provide a second appraisal at the expense of the taxpayer. The second appraisal shall be conducted by a certified general appraiser in good standing and not affiliated with the first appraiser that meets qualifications established by the division of real estate. In the event the executive director rejects, in whole or in part, the appraisal value of the easement, the amount of the credit, or the validity of the credit, the procedures described in sections 39-21-103, 39-21-104, 39-21-104.5, and 39-21-105 shall apply.

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 <input type="checkbox"/>	Base Reduction Item FY 2010-11 <input type="checkbox"/>	Supplemental FY 2009-10 <input checked="" type="checkbox"/>	Budget Amendment FY 2010-11 <input type="checkbox"/>
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Request Title: Tax Business Group Vacant Position Elimination
 Department: Revenue Dept. Approval by: *Russ Huber* Date: *8/19/09*
 Priority Number: ES-13 OSPB Approval: *JMZ* Date: *8-21-09*

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Actual FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 6) FY 2011-12
Total of All Line Items	Total	22,950,227	25,359,053	(203,103)	25,155,950	0	0	0	0	0	0
	FTE	311	325	(3.1)	321	0	0	0	0	0	0
	GF	21,935,450	23,561,882	(203,103)	23,358,779	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	732,396	1,507,283	0	1,507,283	0	0	0	0	0	0
	HUTF	146,553	187,294	0	187,294	0	0	0	0	0	0
	CFE/RF	135,828	102,594	0	102,594	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office, Short Term Disability	Total	102,416	110,773	(270)	110,503	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	61,368	50,299	(270)	50,029	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	33,143	51,924	0	51,924	0	0	0	0	0	0
	HUTF	7,905	8,550	0	8,550	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office, S.B. 04-257 Amortization Equalization Disbursement	Total	1,246,959	1,584,789	(3,481)	1,581,308	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	743,635	867,484	(3,481)	864,003	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	407,919	806,587	0	806,587	0	0	0	0	0	0
	HUTF	95,405	110,718	0	110,718	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office, S.B. 06-235 Supplemental Amortization Equalization Disbursement	Total	573,932	973,706	(2,174)	971,532	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	339,477	412,795	(2,174)	410,621	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	191,212	492,885	0	492,885	0	0	0	0	0	0
	HUTF	43,243	68,026	0	68,026	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Schedule 13
Change Request for FY 2010-11 Budget Request Cycle

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Tax Business Group Vacant Position Elimination
 Department: Revenue Dept. Approval by: _____ Date: _____
 Priority Number: ES-13 OSPB Approval: _____ Date: _____

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Actual FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
(4) Taxation Business Group, (A) Administration, Personal Services	Total	593,853	624,837	(54,125)	570,712	0	0	0	0	0	0
	FTE	7.0	7.0	(0.9)	6.1	0.0	0.0	0.0	0.0	0.0	0.0
	GF	587,832	618,647	(54,125)	564,522	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	6,021	6,190	0	6,190	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(4) Taxation Business Group, (A) Administration, Operating Expenses	Total	15,000	15,000	(871)	14,129	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	15,000	15,000	(871)	14,129	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(4) Taxation Business Group, (B) Taxation and Compliance Division, Personal Services	Total	13,724,406	14,935,542	(36,644)	14,898,898	0	0	0	0	0	0
	FTE	215.4	227.3	(0.9)	226.4	0.0	0.0	0.0	0.0	0.0	0.0
	GF	13,587,309	14,782,227	(36,644)	14,745,583	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	1,289	50,721	0	50,721	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	135,828	102,594	0	102,594	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(4) Taxation Business Group, (B) Taxation and Compliance Division, Operating Expenses	Total	821,028	977,253	(871)	976,382	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	821,028	969,356	(871)	968,485	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	7,897	0	7,897	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(4) Taxation Business Group, (C) Taxpayer Service Division, Personal Services	Total	4,467,834	4,690,626	(27,263)	4,663,363	0	0	0	0	0	0
	FTE	79.1	81.2	(0.4)	80.8	0.0	0.0	0.0	0.0	0.0	0.0
	GF	4,375,502	4,600,047	(27,263)	4,572,784	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	92,332	90,579	0	90,579	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Schedule 13
Change Request for FY 2010-11 Budget Request Cycle

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Tax Business Group Vacant Position Elimination
 Department: Revenue Dept. Approval by: _____ Date: _____
 Priority Number: ES-13 OSPB Approval: _____ Date: _____

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Actual FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
(4) Taxation Business Group, (C) Taxpayer Service Division, Operating Expenses	Total	401,085	402,035	(348)	401,687	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	400,585	401,535	(348)	401,187	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	500	500	0	500	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(4) Taxation Business Group, (D) Tax Conferee, Personal Services	Total	981,960	1,022,738	(76,185)	946,553	0	0	0	0	0	0
	FTE	9.0	9.0	(0.9)	8.1	0.0	0.0	0.0	0.0	0.0	0.0
	GF	981,960	1,022,738	(76,185)	946,553	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(4) Taxation Business Group, (D) Tax Conferee, Operating Expenses	Total	21,754	21,754	(871)	20,883	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	21,754	21,754	(871)	20,883	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number:
 Reappropriated Funds Source, by Department and Line Item Name:
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments: Not applicable.



DEPARTMENT OF REVENUE

*Budget Reduction Proposal
August 24, 2009*

*Roxy Huber
Executive Director*

ES-13 Taxation Business Group Vacant Position Elimination

Proposal:

The Department of Revenue proposes the elimination of currently or soon-to-be vacant positions within various programs in the Tax Business Group. This reduction will result in a decrease of 3.1 FTE and \$203,103 General Fund in FY 2009-10 and 4.0 FTE and \$270,178 General Fund in FY 2010-11.

Due to the hiring freeze, the Department has one vacancy in the Tax Conferee Division. Additionally, in the coming year, the Department will have a vacancy associated with a tax administrator in the Taxpayer Service Division. The Department has also reorganized the workload of the Taxation Business Group's Finance Office to realize productivity gains, resulting in 2.0 FTE that will no longer be needed.

Summary of Request:

This proposal seeks to reduce vacant or soon to be vacated positions in three sections within the Taxation Business Group. The reductions are in the Tax Conferee, Taxpayer Services, and the Division's Finance Office. Specific General Fund reductions are as follows:

Tax Conferee Division

- The Department currently has a vacancy in the Tax Conferee Division. The Department expects a tax conferee to resolve 24 cases a year. In FY 2008-09, the Conferee closed cases worth \$43.3 million and collected \$14.7 million of this amount. On average, each tax conferee's caseload is responsible for \$2.1 million in collections. This proposal reduces the program by 0.9 FTE and \$79,380 in FY 2009-10. Without this FTE, the Division will likely process fewer protested audit cases during the year. This will result in some taxpayers experiencing delays in the handling of their cases and collection of revenue owed to the state will be deferred until a later date.

Taxpayer Service Division

- The Taxpayer Service Division will have a long-term employee retire between August and December. The position serves as the Department's subject matter expert on rules promulgation and adoption; maintains tax indexes for sales, income, and severance; and is responsible for the publication of tax literature specific to Colorado tax law. This proposal reduces the program by 0.4 FTE and \$28,443 in FY 2009-10.

Taxation Business Group Finance Office

- The Taxation Business Group's Finance Office is staffed by a budget director, four budget analysts, and one program assistant. It is responsible for the financial operation of the business group and for Central Department Operations, inclusive of budget forecasting, expenditure tracking, program analysis, fiscal note preparation, and purchasing support. A reorganization of workload in the group has occurred, and thus the unit will eliminate one budget analyst position and the program assistant position. These positions are currently vacant. The current staff is able to meet all deadlines and reporting requirements. This proposal reduces the program by 1.8 FTE and \$95,280 in FY 2009-10.

Assumptions and Tables to Show Calculations:

Reductions – FY 2009-10	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(1) Executive Directors Office – Short-Term Disability	(\$270)	(\$270)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Amortization Equalization Disbursement	(\$3,481)	(\$3,481)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Supplemental Amortization Equalization Disbursement	(\$2,174)	(\$2,174)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (A) Administration, Personal Services	(\$54,125)	(\$54,125)	\$0	\$0	\$0	(0.9)
(4) Taxation Business Group, (A) Administration, Operating Expenses	(\$871)	(\$871)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (B) Taxation and Compliance Division, Personal Services	(\$36,644)	(\$36,644)	\$0	\$0	\$0	(0.9)
(4) Taxation Business Group, (B) Taxation and Compliance Division, Operating Expenses	(\$871)	(\$871)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (C) Taxpayer Service Division, Personal Services	(\$27,263)	(\$27,263)	\$0	\$0	\$0	(0.4)
(4) Taxation Business Group, (C) Taxpayer Service Division, Operating Expenses	(\$348)	(\$348)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (D) Tax Conferee, Personal Services	(\$76,185)	(\$76,185)	\$0	\$0	\$0	(0.9)
(4) Taxation Business Group, (D) Tax Conferee, Operating Expenses	(\$871)	(\$871)	\$0	\$0	\$0	0.0
Total Reduction Savings	(\$203,103)	(\$203,103)	\$0	\$0	\$0	(3.1)

Reductions – FY 2010-11	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(1) Executive Directors Office – Short-Term Disability	(\$356)	(\$356)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Amortization Equalization Disbursement	(\$5,516)	(\$5,516)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Supplemental Amortization Equalization Disbursement	(\$4,022)	(\$4,022)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (A) Administration, Personal Services	(\$59,045)	(\$59,045)	\$0	\$0	\$0	(1.0)
(4) Taxation Business Group, (A) Administration, Operating Expenses	(\$950)	(\$950)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (B) Taxation and Compliance Division, Personal Services	(\$39,975)	(\$39,975)	\$0	\$0	\$0	(1.0)
(4) Taxation Business Group, (B) Taxation and Compliance Division, Operating Expenses	(\$950)	(\$950)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (C) Taxpayer Service Division, Personal Services	(\$74,352)	(\$74,352)	\$0	\$0	\$0	(1.0)
(4) Taxation Business Group, (C) Taxpayer Service Division, Operating Expenses	(\$950)	(\$950)	\$0	\$0	\$0	0.0
(4) Taxation Business Group, (D) Tax Conferee, Personal Services	(\$83,111)	(\$83,111)	\$0	\$0	\$0	(1.0)
(4) Taxation Business Group, (D) Tax Conferee, Operating Expenses	(\$950)	(\$950)	\$0	\$0	\$0	0.0
Total Reduction Savings	(\$270,178)	(\$270,178)	\$0	\$0	\$0	(4.0)

Taxation Business Group FY 2009-10 Reduction							
Class	FTE	Salary Subtotal*	STD	AED	SAED	Operating Expenses	Total General Fund
Tax Conferee	(0.9)	(\$76,185)	(\$106)	(\$1,365)	(\$853)	(\$871)	(\$79,380)
Taxpayer Services- General Prof III	(0.4)	(\$27,263)	(\$38)	(\$489)	(\$305)	(\$348)	(\$28,443)
Finance Office							
- Budget Analyst II	(0.9)	(\$54,125)	(\$75)	(\$970)	(\$606)	(\$871)	(\$56,647)
- Program Assistant I	(0.9)	(\$36,644)	(\$51)	(\$657)	(\$410)	(\$871)	(\$38,633)
Total	(3.1)	(\$194,217)	(\$270)	(\$3,481)	(\$2,174)	(\$2,961)	(\$203,103)

Taxation Business Group FY 2010-11 Reduction							
Class	FTE	Salary Subtotal*	STD	AED	SAED	Operating Expenses	Total General Fund
Tax Conferee	(1.0)	(\$83,111)	(\$115)	(\$1,787)	(\$1,303)	(\$950)	(\$87,267)
Taxpayer Services- General Prof III	(1.0)	(\$74,352)	(\$103)	(\$1,599)	(\$1,166)	(\$950)	(\$78,171)
Finance Office							
- Budget Analyst II	(1.0)	(\$59,045)	(\$82)	(\$1,270)	(\$926)	(\$950)	(\$62,273)
- Program Assistant I	(1.0)	(\$39,975)	(\$56)	(\$860)	(\$627)	(\$950)	(\$42,467)
Total	(4.0)	(\$256,483)	(\$356)	(\$5,516)	(\$4,022)	(\$3,800)	(\$270,178)

*Salary subtotal amounts include base salary and OSPB Common Policies or actuals for existing positions.

Current Statutory Authority or Needed Statutory Change:

There is no statutory change or Executive Order required to reduce the state support for this program. This proposal is allowed under Title 24, Section 35. The appropriation for this program will be restricted under the existing authority of the Executive Director. However, the appropriation will require revision to reflect the reduction as noted in this requested budget action.

24-35-103. C.R.S. (2009) Powers of executive director - deputies.

(2) (a) Except as provided in paragraph (b) of this subsection (2), the executive director of the department of revenue, with the written approval of the governor, may combine existing groups, divisions, or subordinate departments or reduce the personnel in any group, division, or subordinate department or combined groups, divisions, or subordinate departments or in the department of revenue as a whole, in which case all employees so losing their positions for such reason, in the order of their seniority, shall be placed at the head of the eligible list of like qualifications and duties by the state personnel director. If such employee is a provisional employee, the employee shall not be placed at the head of any such list unless the employee has passed the regular examination of the state personnel system for such position and then only if his or her grade in such examination entitles such person to such position on said eligible list.

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 <input type="checkbox"/>	Base Reduction Item FY 2010-11 <input type="checkbox"/>	Supplemental FY 2009-10 <input checked="" type="checkbox"/>	Budget Amendment FY 2010-11 <input type="checkbox"/>
Request Title: Refinance DMV Administration with HUTF 'Off-the-Top'		Dept. Approval by: <i>Bryan [Signature]</i>	
Department: Revenue		Date: 8/21/09	
Priority Number: ES-14		OSPb Approval: <i>[Signature]</i>	
		Date: 8-24-09	

	Fund	1	2	3	4	5	6	8	9	10
		Prior-Year Actual FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11
Total of All Line Items	Total	888,380	928,919	0	928,919	0	0	0	0	0
	FTE	11.0	11.0	0.0	11.0	0.0	0.0	0.0	0.0	0.0
	GF	490,755	540,336	(350,000)	190,336	0	0	0	0	0
	CF	201,452	198,326	0	198,326	0	0	0	0	0
	HUTF	196,173	190,257	350,000	540,257	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0
(5) Division of Motor Vehicles, (A) Administration - Personal Services	Total	888,380	928,919	0	928,919	0	0	0	0	0
	FTE	11.0	11.0	0.0	11.0	0.0	0.0	0.0	0.0	0.0
	GF	490,755	540,336	(350,000)	190,336	0	0	0	0	0
	CF	201,452	198,326	0	198,326	0	0	0	0	0
	HUTF	196,173	190,257	350,000	540,257	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0

Non-Line Item Request: None

Letternote Revised Text: (5)(A) Administration - * Of these amounts, \$204,373 \$551,373 shall be from the Highway Users Tax Fund pursuant to Section 43-4-201 (3) (a) (III) (C), C.R.S., \$90,181 shall be from the Licensing Services Cash Fund pursuant to Section 42-2-114.5, C.R.S., \$69,763 shall be from the Colorado State Tinting and Registration Account pursuant to Section 42-1-211 (2), C.R.S., \$26,374 shall be from the Department of Revenue subaccount of the AIR Account of the Highway Users Tax Fund pursuant to Section 42-3-304 (18) (c), C.R.S., \$9,903 shall be from the Driver's License Administrative Revocation Account pursuant to Section 42-2-132 (4) (b) (i) (A), C.R.S., \$6,967 shall be from the Outstanding Judgments and Warrants Account as administered under Section 42-2-118 (3) (c), C.R.S., \$2,375 shall be from the Penalty Assessment Account as administered under the provisions of Section 42-1-217 (2), C.R.S., \$1,691 shall be from the Motorist Insurance Identification Account pursuant to Section 42-3-304 (18) (d) (I), C.R.S., and \$409 shall be from the Auto Dealers License Fund created in Section 12-6-123 (1), C.R.S.

Cash or Federal Fund Name and COFRS Fund Number: Fund 100 - Highways User Tax Fund (HUTF) 'Off-the-Top' as created in Section 43-4-201 (3)(a)(III)(C), C.R.S.

Reappropriated Funds Source, by Department and Line Item Name:

Approval by OIT? Yes: No: N/A:

Schedule 13s from Affected Departments: Not applicable.



DEPARTMENT OF REVENUE

*Budget Reduction Proposal
August 24, 2009*

*Roxy Huber
Executive Director*

ES14 - Refinance DMV Administration with HUTF "Off-The-Top"

Proposal:

The Department of Revenue Division of Motor Vehicles proposes refinancing \$350,000 General Fund with Highway Users Tax Fund (HUTF) Off-the-Top funding. The General Fund refinancing of these activities will be a one-time refinance in FY 2009-10.

Summary of Request:

- The HUTF Off-the-Top funding is allowed to grow by six percent over the previous year's appropriation. For FY 2009-10, the funds are not appropriated to this limit.
- As amended by SB 09-274 "Use HUTF Division of Motor Vehicles Drivers License," statute states that the HUTF Off-the-Top funding source shall be used in FY 2009-10 to fund the state patrol, ports of entry, and Motor Vehicles.
- The Administration Section of Division of Motor Vehicles was not refinanced in the appropriations clause in the bill; however, the bill allows funding to extend to the entire Division of Motor Vehicles.
- The current unappropriated amount of HUTF Off-the-Top funding is \$1.2 million in FY 2009-10. This request seeks to refinance \$350,000 of the amount available for FY 2009-10 only.

Assumptions and Tables to Show Calculations:

Reductions – FY 2009-10	Total Funds	General Fund	Cash Funds	HUTF Off-the-Top	Reappropriated Funds	Federal Funds	FTE
(5) Division of Motor Vehicles, (A) Administration - Personal Services	\$0	(\$350,000)	\$0	\$350,000	\$0	\$0	0.0

Reductions – FY 2010-11	Total Funds	General Fund	Cash Funds	HUTF Off-the-Top	Reappropriated Funds	Federal Funds	FTE
(5) Division of Motor Vehicles, (A) Administration - Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0

HUTF "Off the Top" FY 2009-10 Appropriations	
FY 2009-10 Available Growth	\$108,913,162
FY 2009-10 Appropriation,	
- Department of Public Safety	\$92,811,631
- Department of Revenue	\$13,636,362
- Capital Construction	\$1,217,719
Total FY 2009-10 HUTF "Off-the-Top" Appropriation	\$107,665,712
Available remaining in FY 2009-10	\$1,247,450
Proposed Division of Motor Vehicles refinancing	\$350,000
Remaining unappropriated amount for FY 2009-10	\$897,450

- The total allowable growth is six percent above the previous years appropriation. The table above shows the remaining available in FY 2009-10 as the difference between the statutory allowable growth and the existing appropriation.
- It is anticipated that a supplemental will be submitted for the remaining unappropriated amounts related to personal services costs for Public Safety and Ports of Entry personnel who were exempted from furloughs.
- This refinance is being requested for FY 2009-10 only.

Current Statutory Authority or Needed Statutory Change:

There is no statutory change or Executive Order required to refinance the state support for this program. This proposal is allowed under Title 43, Section 4. The changes made by SB 09-274 "Use HUTF Division of Motor Vehicles Drivers License" authorizes these funds to be used for the Colorado State Patrol and Ports of Entry section and Division of Motor Vehicles. The financing with HUTF Off-the-Top for the Division of Motor Vehicle is authorized for FY 2009-10. The appropriation will require revision to reflect the refinance as noted in this requested budget action.

43-4-201. C.R.S. (2009) Funds created.

(3) (a) (I) (B) Commencing in the fiscal year 1995-96, more than a six percent increase over such appropriation to the department of public safety for the Colorado state patrol and to the department of revenue for the ports of entry division for the prior fiscal year; except in fiscal years 2009-10 and 2010-11, more than a six percent increase over such appropriation to the department of public safety for the Colorado State Patrol, to the Department of revenue for the Ports of Entry Division, and to the Department of revenue for the division of motor vehicles pursuant to sub-subparagraph (C) of subparagraph (III) of this paragraph (a) for the prior fiscal year.

(3) (a) (III) (C) The general assembly shall not make any annual appropriation or statutory distribution from the highway users tax fund for the fiscal year 1997-98 or for any succeeding fiscal year authorized by subparagraph (II) of this paragraph (a), excluding the annual appropriation or statutory distribution to the Colorado state patrol and the ports of entry section and excluding any appropriation to the department of revenue for the fiscal years 2008-09 and 2009-10 for expenses incurred in connection with the administration of Article 2 of Title 42, C.R.S., by the division of motor vehicles within the department.

Schedule 13
Change Request for FY 2010-11 Budget Request Cycle

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Eliminate of Program Assistant I
 Department: Revenue Dept. Approval by: *Ray Huber* Date: *8/19/09*
 Priority Number: ES-15 OSPB Approval: *SMZ* Date: *8/21/09*

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Actual FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	8,840,119	9,622,917	(38,770)	9,584,147	0	0	0	0	0	0
	FTE	131.2	131.2	(0.7)	130.5	0.0	0.0	0.0	0.0	0.0	0.0
	GF	1,768,069	2,139,057	(38,770)	2,100,287	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	HUTF	6,331,463	6,569,151	0	6,569,151	0	0	0	0	0	0
	CF	666,341	830,865	0	830,865	0	0	0	0	0	0
	CFE/RF	74,246	83,844	0	83,844	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office - Short-term Disability	Total	102,416	110,773	(52)	110,721	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	61,368	66,376	(52)	66,324	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	HUTF	7,905	8,550	0	8,550	0	0	0	0	0	0
	CF	33,143	35,847	0	35,847	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office - S.B. 04-257 Amortization Equalization Disbursement	Total	1,246,959	1,474,071	(674)	1,473,397	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	743,635	892,003	(674)	891,329	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	HUTF	95,405	110,718	0	110,718	0	0	0	0	0	0
	CF	407,919	471,350	0	471,350	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office - S.B. 06-235 Supplemental Amortization Equalization Disbursement	Total	573,932	905,680	(421)	905,259	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	339,477	548,053	(421)	547,632	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	HUTF	43,243	68,026	0	68,026	0	0	0	0	0	0
	CF	191,212	289,601	0	289,601	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Schedule 13
Change Request for FY 2010-11 Budget Request Cycle

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Eliminate of Program Assistant I
 Department: Revenue Dept. Approval by: Date:
 Priority Number: ES-15 OSPB Approval: Date:

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Actual FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
(6) Motor Carrier Services Division - Personal Services	Total	6,916,812	7,132,393	(37,623)	7,094,770	0	0	0	0	0	0
	FTE	131.2	131.2	(0.7)	130.5	0.0	0.0	0.0	0.0	0.0	0.0
	GF	623,589	632,625	(37,623)	595,002	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	HUTF	6,184,910	6,381,857	0	6,381,857	0	0	0	0	0	0
	CF	34,067	34,067	0	34,067	0	0	0	0	0	0
	CFE/RF	74,246	83,844	0	83,844	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number:
 Reappropriated Funds Source, by Department and Line Item Name:
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments: Not applicable.



DEPARTMENT OF REVENUE

*Budget Reduction Proposal
August 24, 2009*

*Roxy Huber
Executive Director*

ES15 - Eliminate Program Assistant I

Proposal:

The Department of Revenue proposes to eliminate 1.0 FTE Program Assistant I from the Motor Carrier Services Division that is currently filled. It is one of two program assistants who support the International Registration Plan. This proposal would reduce expenditures by 0.7 FTE and \$38,770 General Fund in FY 2009-10 and 1.0 FTE and \$58,611 General Fund in FY 2010-11.

Summary of Request:

- The International Registration Plan is a reciprocity agreement among states of the U.S. and provinces of Canada that provides for the payment of license fees on the basis of total distance traveled in all jurisdictions. Each carrier is required to pay registration fees for the state or provinces where it will travel and conduct business. The International Registration Plan allows the carrier to submit a single application to a single base state for all jurisdictions through which it operates. Without the International Registration Plan, carriers would have to submit registration applications in every jurisdiction through which they traveled.
- This proposal would eliminate 1.0 FTE Program Assistant I from the Motor Carrier Services Division who support the International Registration Plan.
- Associated savings in FY 2009-10 were calculated using eight months of salary and annualized for twelve months in FY 2010-11.
- Abolishing this position would mean more tax examiners in the International Registration Plan section would have to attend to basic customer service needs rather than processing and reviewing commercial carrier registrations. This could create a workflow issue that leads to a backlog.

Assumptions and Tables to Show Calculations:

Reductions – FY 2009-10	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(6) Motor Carrier Services Division – Personal Services	(\$37,623)	(\$37,623)	\$0	\$0	\$0	(0.7)
(1) Executive Directors Office – Short-Term Disability	(\$52)	(\$52)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Amortization Equalization Disbursement	(\$674)	(\$674)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Supplemental Amortization Equalization Disbursement	(\$421)	(\$421)	\$0	\$0	\$0	0.0
Total Reduction Savings	(\$38,770)	(\$38,770)	\$0	\$0	\$0	(0.7)

Reductions – FY 2010-11	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(6) Motor Carrier Services Division – Personal Services	(\$56,434)	(\$56,434)	\$0	\$0	\$0	(1.0)
(1) Executive Directors Office – Short-Term Disability	(\$78)	(\$78)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Amortization Equalization Disbursement	(\$1,214)	(\$1,214)	\$0	\$0	\$0	0.0
(1) Executive Directors Office – Supplemental Amortization Equalization Disbursement	(\$885)	(\$885)	\$0	\$0	\$0	0.0
Total Reduction Savings	(\$58,611)	(\$58,611)	\$0	\$0	\$0	(1.0)

FY 2009-10 Reduction						
Class	FTE	Salary Subtotal*	STD	AED	SAED	Total General Fund
Program Assistant I	(0.7)	(\$37,623)	(\$52)	(\$674)	(\$421)	(\$38,770)
Total	(0.7)	(\$37,623)	(\$52)	(\$674)	(\$421)	(\$38,770)

FY 2010-11 Reduction						
Class	FTE	Salary Subtotal*	STD	AED	SAED	Total General Fund
Program Assistant I	(1.0)	(\$56,434)	(\$78)	(\$1,214)	(\$885)	(\$58,611)
Total	(1.0)	(\$56,434)	(\$78)	(\$1,214)	(\$885)	(\$58,611)

*Salary subtotal amounts include base salary, Medicare, PERA, and Health Life Dental or actuals for existing positions.

Current Statutory Authority or Needed Statutory Change:

There is no statutory change or Executive Order required to reduce the state support for this program. This proposal is allowed under Title 24, Section 35. The appropriation for this program will be restricted under the existing authority of the Executive Director. However, the appropriation will require revision to reflect the reduction as noted in this requested budget action.

24-35-103. C.R.S. (2009) Powers of executive director - deputies.

(2) (a) Except as provided in paragraph (b) of this subsection (2), the executive director of the department of revenue, with the written approval of the governor, may combine existing groups, divisions, or subordinate departments or reduce the personnel in any group, division, or subordinate department or combined groups, divisions, or subordinate departments or in the department of revenue as a whole, in which case all employees so losing their positions for such reason, in the order of their seniority, shall be placed at the head of the eligible list of like qualifications and duties by the state personnel director. If such employee is a provisional employee, the employee shall not be placed at the head of any such list unless the employee has passed the regular examination of the state personnel system for such position and then only if his or her grade in such examination entitles such person to such position on said eligible list.

Schedule 13
Change Request for FY 2010-11 Budget Request Cycle

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Eliminate Temporary Staffing

Department: Revenue

Dept. Approval by: *Ruby Under*

Date: 8/19/09

Priority Number: ES-16

OSPB Approval: *JN MB*

Date: 8-21-09

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Actual FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	6,916,812	7,132,393	(10,000)	7,122,393	0	0	0	0	0	0
	FTE	131.2	131.2	0.0	131.2	0.0	0.0	0.0	0.0	0.0	0.0
	GF	623,589	632,625	(10,000)	622,625	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	HUTF	6,184,910	6,381,857	0	6,381,857	0	0	0	0	0	0
	CF	34,067	34,067	0	34,067	0	0	0	0	0	0
	CFE/RF	74,246	83,844	0	83,844	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0
(6) Motor Carrier Services Division - Personal Services	Total	6,916,812	7,132,393	(10,000)	7,122,393	0	0	0	0	0	0
	FTE	131.2	131.2	0.0	131.2	0.0	0.0	0.0	0.0	0.0	0.0
	GF	623,589	632,625	(10,000)	622,625	0	0	0	0	0	0
	GFE	0	0	0	0	0	0	0	0	0	0
	HUTF	6,184,910	6,381,857	0	6,381,857	0	0	0	0	0	0
	CF	34,067	34,067	0	34,067	0	0	0	0	0	0
	CFE/RF	74,246	83,844	0	83,844	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Non-Line Item Request: None

Letternote Revised Text: None

Cash or Federal Fund Name and COFRS Fund Number:

Reappropriated Funds Source, by Department and Line Item Name:

Approval by OIT? Yes: No: N/A:

Schedule 13s from Affected Departments: Not applicable.



DEPARTMENT OF REVENUE

*Budget Reduction Proposal
August 24, 2009*

*Roxy Huber
Executive Director*

ES16 - Eliminate Temporary Staffing

Proposal:

The Department of Revenue, Motor Carrier Services Division will eliminate funding for temporary staffing that supports the International Registration Plan. This will reduce expenditures by \$10,000 General Fund in FY 2009-10 and \$20,862 General Fund in FY 2010-11.

Summary of Request:

- The International Registration Plan is a reciprocity agreement among states of the U.S. and provinces of Canada that provides for the payment of license fees on the basis of total distance traveled in all jurisdictions. Each carrier is required to pay registration fees for the states or provinces where it will travel and conduct business. The International Registration Plan allows the carrier to submit a single application to a single base state for all jurisdictions through which it operates. Without the International Registration Plan, carriers would have to submit registration applications in every jurisdiction through which they traveled.
- This proposal would eliminate funds in the Motor Carrier Services Division associated with temporary staff that supports the International Registration Plan.
- These temporary positions help to ensure proper licensing and registration of commercial trucks under the International Registration Plan.
- This proposal may jeopardize Colorado's role in the reciprocity agreement.
- In FY 2009-10, some funds have already been expended or committed for temporary staffing; however, the total amount appropriated in FY 2010-11 will be eliminated.

Assumptions and Tables to Show Calculations:

Reductions – FY 2009-10	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(6) Motor Carrier Services Division – Personal Services	(\$10,000)	(\$10,000)	\$0	\$0	\$0	0.0
Total Reduction Savings	(\$10,000)	(\$10,000)	\$0	\$0	\$0	0.0

Reductions – FY 2010-11	Total Funds	General Fund	Cash Funds	Reappropriated Funds	Federal Funds	FTE
(6) Motor Carrier Services Division – Personal Services	(\$20,862)	(\$20,862)	\$0	\$0	\$0	0.0
Total Reduction Savings	(\$20,862)	(\$20,862)	\$0	\$0	\$0	0.0

FY 2009-10 Reduction						
Class	FTE	Salary	STD	AED	SAED	Total General Fund
Temporary Staff	0.0	(\$10,000)	\$0	\$0	\$0	(\$10,000)
Total	0.0	(\$10,000)	\$0	\$0	\$0	(\$10,000)

FY 2010-11 Reduction						
Class	FTE	Salary	STD	AED	SAED	Total General Fund
Temporary Staff	0.0	(\$20,862)	\$0	\$0	\$0	(\$20,862)
Total	0.0	(\$20,862)	\$0	\$0	\$0	(\$20,862)

The FY 2009-10 reduction is based on a phasing out of the use of temporary workers. The FY 2010-11 reduction represents the total annual General Fund reduction moving forward.

Current Statutory Authority or Needed Statutory Change:

There is no statutory change or Executive Order required to reduce the state support for this program. This proposal is allowed under Title 24, Section 35. The appropriation for this program will be restricted under the existing authority of the Executive Director. However, the appropriation will require revision to reflect the reduction as noted in this requested budget action.

24-35-103. C.R.S. (2009) Powers of executive director - deputies.

(2) (a) Except as provided in paragraph (b) of this subsection (2), the executive director of the department of revenue, with the written approval of the governor, may combine existing groups, divisions, or subordinate departments or reduce the personnel in any group, division, or subordinate department or combined groups, divisions, or subordinate departments or in the department of revenue as a whole, in which case all employees so losing their positions for such reason, in the order of their seniority, shall be placed at the head of the eligible list of like qualifications and duties by the state personnel director. If such employee is a provisional employee, the employee shall not be placed at the head of any such list unless the employee has passed the regular examination of the state personnel system for such position and then only if his or her grade in such examination entitles such person to such position on said eligible list.

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Risk Management Contract Review and Reduction
 Department: Revenue
 Priority Number:
 Dept. Approval by: *Ruby Huber*
 OSPB Approval: *Dana Toche*
 Date: *8/19/09*
 Date: *8/20/09*

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Appropriation FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	733,857	595,515	(8,454)	587,061	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	452,719	248,690	(2,396)	246,294	0	0	0	0	0	0
	CF	220,674	298,376	(4,853)	293,523	0	0	0	0	0	0
	HUTF	60,464	48,449	(1,205)	47,244	0	0	0	0	0	0
(1) Executive Director's Office, Workers' Compensation	Total	733,857	595,515	(8,454)	587,061	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	452,719	248,690	(2,396)	246,294	0	0	0	0	0	0
	CF	220,674	298,376	(4,853)	293,523	0	0	0	0	0	0
	HUTF	60,464	48,449	(1,205)	47,244	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number:
 Reappropriated Funds Source, by Department and Line Item Name: None
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments: ~~None~~ *DEPARTMENT OF PERSONNEL AND ADMINISTRATION*

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Building Maintenance Reductions
 Department: Revenue
 Priority Number:
 Dept. Approval by: *Russ Miller* Date: *8/19/09*
 OSPB Approval: *Janatocke* Date: *8/20/09*

		1	2	3	4	5	6	7	8	9	10
	Fund	Prior-Year Appropriation FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	1,676,347	1,697,841	(33,747)	1,664,094	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	1,301,739	1,137,711	(17,754)	1,119,957	0	0	0	0	0	0
	CF	348,692	534,395	(15,245)	519,150	0	0	0	0	0	0
	HUTF	25,916	25,735	(748)	24,987	0	0	0	0	0	0
(1) Executive Director's Office, Capitol Complex Leased Space	Total	1,676,347	1,697,841	(33,747)	1,664,094	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	1,301,739	1,137,711	(17,754)	1,119,957	0	0	0	0	0	0
	CF	348,692	534,395	(15,245)	519,150	0	0	0	0	0	0
	HUTF	25,916	25,735	(748)	24,987	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number:
 Reappropriated Funds Source, by Department and Line Item Name:
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments: ~~None~~ DEPARTMENT OF PERSONNEL AND ADMINISTRATION

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: Risk Management Reduction of Liability, Property, and Workers' Compensation Volatility
 Department: Revenue Dept. Approval by: *Randy Huber* Date: *8/19/09*
 Priority Number: OSPB Approval: *Carla Roche* Date: *8/20/09*

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Appropriation FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	1,007,022	784,601	(36,491)	748,110	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	601,716	313,366	(5,217)	308,149	0	0	0	0	0	0
	CF	313,020	399,618	(27,028)	372,590	0	0	0	0	0	0
	HUTF	92,286	71,617	(4,246)	67,371	0	0	0	0	0	0
(1) Executive Director's Office, Workers' Compensation	Total	733,857	595,515	(24,819)	570,696	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	452,719	248,690	(9,261)	239,429	0	0	0	0	0	0
	CF	220,674	298,376	(13,036)	285,340	0	0	0	0	0	0
	HUTF	60,464	48,449	(2,522)	45,927	0	0	0	0	0	0
(1) Executive Director's Office, Payment to Risk Management and Property Funds	Total	273,165	189,086	(11,672)	177,414	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	148,997	64,676	4,044	68,720	0	0	0	0	0	0
	CF	92,346	101,242	(13,992)	87,250	0	0	0	0	0	0
	HUTF	31,822	23,168	(1,724)	21,444	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number:
 Reappropriated Funds Source, by Department and Line Item Name:
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments: ~~None~~ *DEPARTMENT OF PERSONNEL AND ADMINISTRATION*

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: State Fleet Rebates - One Time Refinance for FY 2009-10
 Department: Revenue Dept. Approval by: *Betsy Huber* Date: *8/19/09*
 Priority Number: OSPB Approval: *Carla Joche* Date: *8/20/09*

	Fund	1	2	3	4	5	6	7	8	9	10
		Prior-Year Appropriation FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	410,371	489,402	(5,484)	483,918	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	97,574	86,706	(2,742)	83,964	0	0	0	0	0	0
	CF	272,339	352,250	(2,742)	349,508	0	0	0	0	0	0
	HUTF	40,458	50,446	0	50,446	0	0	0	0	0	0
(1) Executive Director's Office, Vehicle Lease Payments	Total	410,371	489,402	(5,484)	483,918	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	97,574	86,706	(2,742)	83,964	0	0	0	0	0	0
	CF	272,339	352,250	(2,742)	349,508	0	0	0	0	0	0
	HUTF	40,458	50,446	0	50,446	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number:
 Reappropriated Funds Source, by Department and Line Item Name:
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments: ~~None~~ *DEPARTMENT OF PERSONNEL AND ADMINISTRATION*

**Schedule 13
Change Request for FY 2010-11 Budget Request Cycle**

Decision Item FY 2010-11 Base Reduction Item FY 2010-11 Supplemental FY 2009-10 Budget Amendment FY 2010-11

Request Title: FY 2009-10 OIT Management and Administration One Time Adjustment
 Department: Revenue Dept. Approval by: *Ruby Huber* Date: 8/19/09
 Priority Number: OSPB Approval: *Anna Poche* Date: 8/20/09

		1	2	3	4	5	6	7	8	9	10
	Fund	Prior-Year Appropriation FY 2008-09	Appropriation FY 2009-10	Supplemental Request FY 2009-10	Total Revised Request FY 2009-10	Base Request FY 2010-11	Decision/ Base Reduction FY 2010-11	November 1 Request FY 2010-11	Budget Amendment FY 2010-11	Total Revised Request FY 2010-11	Change from Base (Column 5) FY 2011-12
Total of All Line Items	Total	423,821	444,804	(63,055)	381,749	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	423,821	444,804	(63,055)	381,749	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
(1) Executive Director's Office, Management and Administration of OIT	Total	423,821	444,804	(63,055)	381,749	0	0	0	0	0	0
	FTE	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	GF	423,821	444,804	(63,055)	381,749	0	0	0	0	0	0
	CF	0	0	0	0	0	0	0	0	0	0
	HUTF	0	0	0	0	0	0	0	0	0	0
	CFE/RF	0	0	0	0	0	0	0	0	0	0
	FF	0	0	0	0	0	0	0	0	0	0

Non-Line Item Request: None
 Letternote Revised Text: None
 Cash or Federal Fund Name and COFRS Fund Number: None
 Reappropriated Funds Source, by Department and Line Item Name: None
 Approval by OIT? Yes: No: N/A:
 Schedule 13s from Affected Departments: ~~None~~ *DEPARTMENT OF PERSONNEL AND ADMINISTRATION*