

Sec. A-1. Appropriations and allocations. The following appropriations and allocations are made.

ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF

Administration - Human Resources 0038

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	21.500	21.500	21.500	21.500
Personal Services	\$1,659,539	\$1,614,238	\$1,782,102	\$1,835,127
All Other	\$280,748	\$289,217	\$300,434	\$300,434
GENERAL FUND TOTAL	\$1,940,287	\$1,903,455	\$2,082,536	\$2,135,561

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	2.500	2.500	2.500	2.500
Personal Services	\$243,046	\$251,021	\$245,427	\$254,595
All Other	\$250,283	\$250,283	\$256,271	\$256,271
OTHER SPECIAL REVENUE FUNDS TOTAL	\$493,329	\$501,304	\$501,698	\$510,866

Justification:

The Bureau of Human Resources administers comprehensive human resources and civil service systems in support of State agencies' programs, while ensuring fair and open employment and compensation practices. Major functions of the Bureau includes the administration of the compensation system, monitoring and controlling all transactions that affect payroll and employee status; administration of layoffs; maintenance of official employee records; a system for classification of all positions; recruitment and examination; job referral; employee training and organization development; and insuring that personnel actions, programs, and policies conform to Civil Service law, rules, and policies. In addition to the responsibilities surrounding the administration of the personnel system, the Bureau has other major responsibilities that include the administration of employee relations activities, affirmative action programs, administration and management of the employee health plan, workers' compensation plan administration for Maine State Government, and wellness and safety programs. The Office of Employee Relations represents Maine State Government as employer and is the Governor's representative in collective bargaining. Responsibilities include contract administration, processing of grievances through Arbitration, representing the State in employee legal matters at the Labor Relations Board and in Court. Also included is the administration of the States' Affirmative Action Plan and Equal Employment activities and laws. OER also participates and oversees investigations into allegations of employee misconduct.

Administration - Human Resources 0038

Initiative: Eliminates one Public Service Coordinator I position, 2 part-time Public Service Coordinator I positions and reallocates the cost of one Public Service Coordinator I position from 100% Other Special Revenue Funds to 50% General Fund and 50% Other Special Revenue Funds to maintain operations within available resources.

Ref. #: 370

Committee Vote: _____

AFA Vote: _____

GENERAL FUND	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	(0.500)	(0.500)

GENERAL FUND TOTAL	\$0	\$0
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Ref. #: 380

Committee Vote: _____

AFA Vote: _____

	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS		
POSITIONS - LEGISLATIVE COUNT	(1,500)	(1,500)
Personal Services	(\$161,692)	(\$167,702)
OTHER SPECIAL REVENUE FUNDS TOTAL	(\$161,692)	(\$167,702)

Justification:

The State training program has experienced a reduction in employee participation in offered training programs which has caused a decline in revenues. This initiative will allow the program to continue operations within existing resources.

**ADMINISTRATION - HUMAN RESOURCES 0038
PROGRAM SUMMARY**

	History 2009-10	History 2010-11	2011-12	2012-13
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	21,500	21,500	21,000	21,000
Personal Services	\$1,659,539	\$1,614,238	\$1,782,102	\$1,835,127
All Other	\$280,748	\$289,217	\$300,434	\$300,434
GENERAL FUND TOTAL	\$1,940,287	\$1,903,455	\$2,082,536	\$2,135,561

	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
POSITIONS - LEGISLATIVE COUNT	2,500	2,500	1,000	1,000
Personal Services	\$243,046	\$251,021	\$83,735	\$86,893
All Other	\$250,283	\$250,283	\$256,271	\$256,271
OTHER SPECIAL REVENUE FUNDS TOTAL	\$493,329	\$501,304	\$340,006	\$343,164

Budget - Bureau of the 0055

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$1,001,582	\$1,027,975	\$1,226,519	\$1,257,472
All Other	\$87,652	\$86,142	\$87,233	\$87,233
GENERAL FUND TOTAL	\$1,089,234	\$1,114,117	\$1,313,752	\$1,344,705

Justification:

The purpose of the Bureau of the Budget is to provide central budget and position planning and control in support of gubernatorial objectives and legislative intent. This purpose represents a balanced approach for carrying out the initiatives of the Executive Department within the limits of legislative oversight to achieve the most effective outcomes within available budget resources. The Bureau has four primary responsibilities which include the following: budget planning and control, revenue forecasting, position planning and control, organizational and management systems analysis. Biennial budgets are analyzed, planned, controlled and submitted to the Legislature for appropriation or allocation by three line categories: Personal Services, All Other and Capital Expenditures. Approved budgets are controlled on a fiscal year basis by quarterly allotments in accordance with the line category appropriation or allocation with allotment revisions by budget order or financial order. Revenue forecasting is carried out through the State Budget Officer and as a result of analysis from budget staff. The position control unit consists of two individuals responsible for reviewing and implementing all position actions for all of State Government (approximately 14,000 positions). Positions are controlled according to legislatively authorized head count and limitations on the use of salary savings during a fiscal year.

BUDGET - BUREAU OF THE 0055**PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$1,001,582	\$1,027,975	\$1,226,519	\$1,257,472
All Other	\$87,652	\$86,142	\$87,233	\$87,233
GENERAL FUND TOTAL	\$1,089,234	\$1,114,117	\$1,313,752	\$1,344,705

Buildings and Grounds Operations 0080

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	102.000	102.000	102.000	102.000
Personal Services	\$5,244,052	\$5,053,105	\$5,682,702	\$5,885,563
All Other	\$6,994,888	\$6,982,991	\$6,966,192	\$6,966,192
GENERAL FUND TOTAL	\$12,238,940	\$12,036,096	\$12,648,894	\$12,851,755
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$464,400	\$464,400	\$464,400	\$464,400
OTHER SPECIAL REVENUE FUNDS TOTAL	\$464,400	\$464,400	\$464,400	\$464,400
REAL PROPERTY LEASE INTERNAL SERVICE FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	3.000	3.000	3.000	3.000
Personal Services	\$270,916	\$277,722	\$269,736	\$278,528
All Other	\$25,099,582	\$25,596,603	\$25,596,603	\$25,596,603
REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL	\$25,370,498	\$25,874,325	\$25,866,339	\$25,875,131

Justification:

The Buildings and Grounds Program cleans, supervises, controls, and maintains land and buildings in the State Capitol Complex, which currently includes seventy-three buildings, the Hallowell Annex, all buildings on the AMHI Complex, the Public Safety Complex, the Division of Motor Vehicle Building, and the Maine Criminal Justice Academy facility. The Capitol Complex and East Campus houses approximately 1,688,000 square feet, 128 acres of manicured grounds, access roads, and parking areas. The Hallowell Annex and Maine Criminal Justice Academy at Oak Grove comprises an additional 625 acres of grounds, parking and limited access roads. This Program also manages the recycling program for these buildings.

**BUILDINGS AND GROUNDS OPERATIONS 0080
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	102.000	102.000	102.000	102.000
Personal Services	\$5,244,052	\$5,053,105	\$5,682,702	\$5,885,563
All Other	\$6,994,888	\$6,982,991	\$6,966,192	\$6,966,192
GENERAL FUND TOTAL	\$12,238,940	\$12,036,096	\$12,648,894	\$12,851,755
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$464,400	\$464,400	\$464,400	\$464,400
OTHER SPECIAL REVENUE FUNDS TOTAL	\$464,400	\$464,400	\$464,400	\$464,400
REAL PROPERTY LEASE INTERNAL SERVICE FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	3.000	3.000	3.000	3.000
Personal Services	\$270,916	\$277,722	\$269,736	\$278,528
All Other	\$25,099,582	\$25,596,603	\$25,596,603	\$25,596,603
REAL PROPERTY LEASE INTERNAL SERVICE FUND TOTAL	\$25,370,498	\$25,874,325	\$25,866,339	\$25,875,131

Bureau of General Services - Capital Construction and Improvement Reserve Fund 0883

Initiative: BASELINE BUDGET

	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
All Other	\$15,000	\$15,000	\$15,000	\$15,000
OTHER SPECIAL REVENUE FUNDS TOTAL	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>

Justification:

The purpose of the fund is to maintain control and accountability over the receipt and expenditure of funds earmarked for major capital improvements, repairs, and renovation of state government owned facilities to include the cost of planning for these projects.

Bureau of General Services - Capital Construction and Improvement Reserve Fund 0883

Initiative: Reduces funding to zero for several inactive accounts within the Department of Administrative and Financial Services, Bureau of General Services.

Ref. #: 1120

Committee Vote: _____

AFA Vote: _____

	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS		
All Other	(\$10,000)	(\$10,000)
OTHER SPECIAL REVENUE FUNDS TOTAL	<u>(\$10,000)</u>	<u>(\$10,000)</u>

Justification:

Adjusts allocation in capital construction and improvement accounts that were established in prior years for the Charleston Correctional Facility and the DOT Building that will no longer be required

**BUREAU OF GENERAL SERVICES - CAPITAL CONSTRUCTION AND IMPROVEMENT RESERVE FUND 0883
PROGRAM SUMMARY**

	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
All Other	\$15,000	\$15,000	\$5,000	\$5,000
OTHER SPECIAL REVENUE FUNDS TOTAL	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$5,000</u>	<u>\$5,000</u>

Capital Construction/Repairs/Improvements - Administration 0059

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$73,204	\$94,405	\$94,405	\$94,405
GENERAL FUND TOTAL	\$73,204	\$94,405	\$94,405	\$94,405
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$948,359	\$948,359	\$948,359	\$948,359
OTHER SPECIAL REVENUE FUNDS TOTAL	\$948,359	\$948,359	\$948,359	\$948,359

Justification:

The Capital Construction/Repairs/Improvements Account is used to maintain and upgrade various buildings and systems within State of Maine facilities. The capital improvements and repair program concentrates its efforts on conditions of high priority to meet codes, accessibility issues, and other life/safety issues.

**CAPITAL CONSTRUCTION/REPAIRS/IMPROVEMENTS - ADMINISTRATION 0059
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$73,204	\$94,405	\$94,405	\$94,405
GENERAL FUND TOTAL	\$73,204	\$94,405	\$94,405	\$94,405
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$948,359	\$948,359	\$948,359	\$948,359
OTHER SPECIAL REVENUE FUNDS TOTAL	\$948,359	\$948,359	\$948,359	\$948,359

Central Fleet Management 0703

Initiative: BASELINE BUDGET

	History 2009-10	History 2010-11	2011-12	2012-13
CENTRAL MOTOR POOL				
POSITIONS - LEGISLATIVE COUNT	17.000	17.000	17.000	17.000
Personal Services	\$1,045,854	\$1,076,792	\$1,046,074	\$1,086,368
All Other	\$8,232,291	\$8,443,893	\$8,443,893	\$8,443,893
CENTRAL MOTOR POOL TOTAL	\$9,278,145	\$9,520,685	\$9,489,967	\$9,530,261

Justification:

Central Fleet Management (CFM) was established in 1991 to centrally procure, distribute, and dispose of passenger and light truck vehicles. These vehicles are available for employees on official state business. CFM provides long term transportation with a vehicle lease program and short term transportation with a daily rental program. CFM handles many aspects of vehicle services including writing vehicle specifications, ordering vehicles, providing drivers with maintenance schedules, service assistance, fueling resources, insurance protection, and accident information processing. CFM pays for these normal expenses associated with the vehicles and charges regularly scheduled fees to cover the services provided. Detailed usage data and cost analysis are maintained, particularly as they pertain to energy consumption and efficiency.

Central Fleet Management 0703

Initiative: Provides funding for increased costs associated with invoices paid to the Office of Information Technology related to Centralized Integrated Management System (CIMS) interfaces.

Ref. #: 930

Committee Vote: _____

AFA Vote: _____

	2011-12	2012-13
CENTRAL MOTOR POOL		
All Other	\$4,653	\$0
CENTRAL MOTOR POOL TOTAL	\$4,653	\$0

Justification:

OIT invoices the General Government Service Center for expenses relating to the CIMS Interface System. This system is used by Workers Compensation, OIT, Central Services, Central Fleet and Risk Management for the Internal Service Fund billing process. Mainframe costs in fiscal year 2011-12 will increase the cost to use this system.

**CENTRAL FLEET MANAGEMENT 0703
PROGRAM SUMMARY**

	History 2009-10	History 2010-11	2011-12	2012-13
CENTRAL MOTOR POOL				
POSITIONS - LEGISLATIVE COUNT	17.000	17.000	17.000	17.000
Personal Services	\$1,045,854	\$1,076,792	\$1,046,074	\$1,086,368
All Other	\$8,232,291	\$8,443,893	\$8,448,546	\$8,443,893
CENTRAL MOTOR POOL TOTAL	\$9,278,145	\$9,520,685	\$9,494,620	\$9,530,261

Central Services - Purchases 0004

Initiative: BASELINE BUDGET

	History 2009-10	History 2010-11	2011-12	2012-13
POSTAL, PRINTING AND SUPPLY FUND				
POSITIONS - LEGISLATIVE COUNT	40.000	40.000	40.000	40.000
POSITIONS - FTE COUNT	0.375	0.375	0.375	0.375
Personal Services	\$2,301,982	\$2,386,969	\$2,280,663	\$2,383,502
All Other	\$1,509,477	\$1,497,493	\$1,554,913	\$1,554,913
POSTAL, PRINTING AND SUPPLY FUND TOTAL	\$3,811,459	\$3,884,462	\$3,835,576	\$3,938,415

Justification:

Central Services is responsible for managing central services in the areas of Postal Services, Central Warehouse and Surplus Property. State Postal Center provides a wide range of mail services for State agencies, including interoffice mail. Mail is collected, distributed and processed daily using the latest automated equipment. The Postal Center offers a variety of vendors (USPS, FED-X, UPS) giving customers multiple speed and cost options. The Postal Center presorts and bar codes mail which enables it to receive discounted rates from the United States Postal Service. Multiple means of inserting integrity is available, including full file audit processing. Central Warehouse provides storeroom services for the storage and distribution of supplies, materials and equipment to State government agencies, political subdivisions, and school administrative units throughout the State of Maine. Products available include general office supplies, paper products, telecommunications equipment and custodial supplies. Surplus Property provides various mechanisms for the disposition of state surplus materials and equipment that are no longer needed by the state department that purchased them. This includes daily sales, property offered for bid, public sales and public auctions. In addition, federal surplus property is obtained for donation to qualifying state, public or non-profit organizations throughout Maine.

Central Services - Purchases 0004

Initiative: Provides funding for increased costs associated with invoices paid to the Office of Information Technology related to Centralized Integrated Management System (CIMS) interfaces.

Ref. #: 130 One Time Committee Vote: _____ AFA Vote: _____

	2011-12	2012-13
POSTAL, PRINTING AND SUPPLY FUND		
All Other	\$35,106	\$0
POSTAL, PRINTING AND SUPPLY FUND TOTAL	\$35,106	\$0

Justification:

OIT invoices the General Government Service Center for expenses relating to the CIMS Interface System. This system is used by Workers Compensation, OIT, Central Services, Central Fleet and Risk Management for the Internal Service Fund billing process. Mainframe costs in fiscal year 2011-12 will increase the cost to use this system.

**CENTRAL SERVICES - PURCHASES 0004
PROGRAM SUMMARY**

	History 2009-10	History 2010-11	2011-12	2012-13
POSTAL, PRINTING AND SUPPLY FUND				
POSITIONS - LEGISLATIVE COUNT	40.000	40.000	40.000	40.000
POSITIONS - FTE COUNT	0.375	0.375	0.375	0.375
Personal Services	\$2,301,982	\$2,386,969	\$2,280,663	\$2,383,502
All Other	\$1,509,477	\$1,497,493	\$1,590,019	\$1,554,913
POSTAL, PRINTING AND SUPPLY FUND TOTAL	\$3,811,459	\$3,884,462	\$3,870,682	\$3,938,415

Debt Service - Government Facilities Authority 0893

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$19,345,063	\$18,944,010	\$19,745,063	\$19,745,063
GENERAL FUND TOTAL	\$19,345,063	\$18,944,010	\$19,745,063	\$19,745,063

Justification:

Provides the means to assist Maine State Government in financing the construction and equipping of facilities by providing access to the tax-exempt bond market. This fund account pays the associated debt service costs for securities issued by this program.

Debt Service - Government Facilities Authority 0893

Initiative: Reduces funding as a result of the Maine Governmental Facilities Authority refinancing efforts in fiscal year 2010-11.

Ref. #: 1210

Committee Vote: _____

AFA Vote: _____

GENERAL FUND	2011-12	2012-13
All Other	(\$1,455,000)	(\$2,078,000)
GENERAL FUND TOTAL	(\$1,455,000)	(\$2,078,000)

Justification:

The Maine Governmental Facilities Authority (MGFA) reviewed and refinanced existing MGFA debt service schedules in April 2010 which resulted in lower debt service payments.

**DEBT SERVICE - GOVERNMENT FACILITIES AUTHORITY 0893
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$19,345,063	\$18,944,010	\$18,290,063	\$17,667,063
GENERAL FUND TOTAL	\$19,345,063	\$18,944,010	\$18,290,063	\$17,667,063

Departments and Agencies - Statewide 0016

Initiative: Reduces funding to reflect projected savings from eliminating longevity payments for fiscal years 2011-12 and 2012-13.

Ref. #: 240

Committee Vote: _____

AFA Vote: _____

GENERAL FUND

	2011-12	2012-13
Personal Services	(\$1,524,845)	(\$1,660,653)
GENERAL FUND TOTAL	(\$1,524,845)	(\$1,660,653)

Justification:

This initiative eliminates longevity payments to employees for the 2012-2013 biennium. Longevity payments are normally made to employees that have at least 15 years of service. The rate varies based on whether the employee has provided at least 15, 20 or 25 years of service.

Departments and Agencies - Statewide 0016

Initiative: Reduces funding to reflect projected savings from eliminating merit increases for fiscal years 2011-12 and 2012-13.

Ref. #: 250

Committee Vote: _____

AFA Vote: _____

GENERAL FUND

	2011-12	2012-13
Personal Services	(\$3,101,710)	(\$6,333,361)
GENERAL FUND TOTAL	(\$3,101,710)	(\$6,333,361)

Justification:

This initiative freezes merit increases, regardless of funding source, scheduled to be awarded between July 1, 2011 and June 30, 2012. The effect of this proposal is that employees who are not at the top step of their salary range, with a salary review date that falls between July 1, 2009 and June 30, 2011, inclusive, will not advance to the next step of the salary schedule to which their position is assigned.

Departments and Agencies - Statewide 0016

Initiative: Reduces funding to reflect projected savings to be identified by the Streamline and Prioritize Core Government Services Task Force.

Ref. #: 300

Committee Vote: _____

AFA Vote: _____

GENERAL FUND

	2011-12	2012-13
Unallocated	\$0	(\$25,000,000)
GENERAL FUND TOTAL	\$0	(\$25,000,000)

Justification:

Part KKK proposes to establish the Streamline and Prioritize Core Government Services Task Force to undertake a comprehensive analysis of State Government that will achieve General Fund savings throughout departments and agencies statewide of \$25,000,000. The Task Force will be comprised of 11 members representing Maine for-profit businesses, not-for-profit agencies, higher education institutions, the Maine Senate, the Maine House of Representatives and the public at-large. The Task Force is required to report its recommendations to the Second Regular Session of the 125th Legislature.

Departments and Agencies - Statewide 0016

Initiative: Reduces funding to reflect projected savings in the procurement of goods and services.

Ref. #: 310

Committee Vote: _____

AFA Vote: _____

GENERAL FUND

Unallocated

2011-12	2012-13
(\$2,000,000)	(\$2,000,000)

GENERAL FUND TOTAL

(\$2,000,000)	(\$2,000,000)
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Justification:

This continues the initiative recognized in Public Law 2009 Chapter 213 Part UU and Public Law 2009 Chapter 571 Part A. The Division of Purchases' primary function is to procure materials, supplies, equipment and services that represent the best value to the State of Maine. This initiative recognizes that additional savings will be achieved through continued improvements in contracting.

DEPARTMENTS AND AGENCIES - STATEWIDE 0016

PROGRAM SUMMARY

GENERAL FUND

Personal Services

Unallocated

GENERAL FUND TOTAL

History 2009-10	History 2010-11	2011-12	2012-13
		(\$4,626,555)	(\$7,994,014)
		(\$2,000,000)	(\$27,000,000)
		(\$6,626,555)	(\$34,994,014)

Financial and Personnel Services - Division of 0713

Initiative: BASELINE BUDGET

	History 2009-10	History 2010-11	2011-12	2012-13
FEDERAL EXPENDITURES FUND				
All Other	\$497,302	\$497,302	\$497,302	\$497,302
FEDERAL EXPENDITURES FUND TOTAL	\$497,302	\$497,302	\$497,302	\$497,302
	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
All Other	\$30,000	\$30,000	\$30,000	\$30,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$30,000	\$30,000	\$30,000	\$30,000
	History 2009-10	History 2010-11	2011-12	2012-13
FINANCIAL AND PERSONNEL SERVICES FUND				
POSITIONS - LEGISLATIVE COUNT	301.500	300.500	299.000	299.000
Personal Services	\$20,914,629	\$21,471,166	\$20,739,589	\$21,515,111
All Other	\$1,942,812	\$1,942,812	\$1,942,811	\$1,942,811
FINANCIAL AND PERSONNEL SERVICES FUND TOTAL	\$22,857,441	\$23,413,978	\$22,682,400	\$23,457,922

Justification:

The primary mission of the Division of Financial and Personnel Services is to provide fiscal and human resources management services in support of Bureau and Departmental operations and programs. Public Laws of 2005, Chapter 12, authorized the Commissioner to review the current organization structure of payroll, personnel and accounting units to improve organizational efficiency and cost-effectiveness. Six service centers were created to provide personnel administration, employee relations, general administration and budget management to departments and agencies of state government. The Division furnishes all departments and bureaus with (a) consistent and uniform application of statewide budgetary policy; (b) application of generally accepted accounting and financial practices; the implementation and uniform application of collective bargaining agreements; c) human resources and payroll administration; and d) department billing services so that each line bureau within the Department may achieve it's desired program goals and objectives, and remain in compliance with all laws and available budgetary resources.

Financial and Personnel Services - Division of 0713

Initiative: Transfers one Public Service Coordinator I position and one Planning and Research Associate I position to the Department of Administrative and Financial Services, Transportation Service Center account from the Department of Transportation to reflect the work the individuals are performing in the most appropriate organizational structure.

Ref. #: 980

Committee Vote: _____

AFA Vote: _____

	2011-12	2012-13
FINANCIAL AND PERSONNEL SERVICES FUND		
POSITIONS - LEGISLATIVE COUNT	2.000	2.000
Personal Services	\$137,586	\$140,720
FINANCIAL AND PERSONNEL SERVICES FUND TOTAL	\$137,586	\$140,720

Information Services 0155

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$8,836,789	\$6,057,344	\$7,705,328	\$7,705,328
GENERAL FUND TOTAL	\$8,836,789	\$6,057,344	\$7,705,328	\$7,705,328

OFFICE OF INFORMATION SERVICES FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	504.500	503.500	503.500	503.500
Personal Services	\$46,449,542	\$47,163,709	\$45,648,262	\$47,131,357
All Other	\$16,621,427	\$16,473,095	\$15,791,217	\$16,263,378
OFFICE OF INFORMATION SERVICES FUND TOTAL	\$63,070,969	\$63,636,804	\$61,439,479	\$63,394,735

Justification:

The Office of Information Technology (OIT) supports state government, providing several services directly to agencies; project management, performance management, eGov services, policy development, procurement review, accessibility, strategic planning and consulting services. From an enterprise perspective, OIT provides IT security for the State of Maine, support for enterprise applications, geographic information systems, production services, local and wide area network services, desktop support, document management, facility engineering, E-911, business continuity, application hosting, and communication systems to include voice, data, and video. The Chief Information Officer (CIO) is actively involved in initiatives that promote sharing resources and partnerships among agencies, encourage the wise use of technology in all business processes, and improve information sharing and collaboration by providing state of the art tools for state workers. The CIO evaluates new system requests to ensure that they are aligned with agency strategic plans and provide a reasonable return on investment for Maine State Government. The CIO chairs the IT Executive Committee which provides executive leadership for agencies, and for state government as a whole, to ensure that its business needs and priorities are identified and supported.

Information Services 0155

Initiative: Provides funding to cover the increased cost of technology expenditures that are necessary to provide ongoing state central services to departments and agencies statewide.

Ref. #: 630

Committee Vote: _____

AFA Vote: _____

GENERAL FUND	2011-12	2012-13
All Other	\$3,757,446	\$3,834,341
GENERAL FUND TOTAL	\$3,757,446	\$3,834,341

Justification:

Additional funding is required to cover the increased cost of information technology in order for the Department of Administrative and Financial Services to continue to provide accounting, budgeting, human resources, payroll services and data retrieval functions to departments and agencies statewide.

Information Services 0155

Initiative: Provides funding for increased costs associated with invoices paid to the Office of Information Technology related to Centralized Integrated Management System (CIMS) interfaces.

Ref. #: 640

Committee Vote: _____

AFA Vote: _____

OFFICE OF INFORMATION SERVICES FUND

All Other

2011-12

2012-13

\$9,677

\$0

OFFICE OF INFORMATION SERVICES FUND TOTAL

\$9,677

\$0

Justification:

OIT invoices the General Government Service Center for expenses relating to the CIMS Interface System. This system is used by Workers Compensation, OIT, Central Services, Central Fleet and Risk Management for the Internal Service Fund billing process. Mainframe costs in fiscal year 2011-12 will increase the cost to use this system.

Information Services 0155

Initiative: Continues one limited-period Information Technology Consultant position that was previously authorized by financial order and continued in Public Law 2007, chapter 539 and Public Law 2009, chapter 571. This position ends on June 9, 2012.

Ref. #: 650

Committee Vote: _____

AFA Vote: _____

OFFICE OF INFORMATION SERVICES FUND

Personal Services

2011-12

2012-13

\$111,750

\$0

OFFICE OF INFORMATION SERVICES FUND TOTAL

\$111,750

\$0

Justification:

This is a limited period position specifically in support of the Maine Communications Project. The position provides expertise, consulting and advice to the CIO, OIT Director, Project Manager for the Maine State Communications Network (MSCommNet) Steering Committee, Radio Services Director and development teams in the area of systems communication development including client server, web enabled, and newer technologies associated with the delivery of computer communications applications with a focus on those technologies used by the MSCommNet system.

**INFORMATION SERVICES 0155
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$8,836,789	\$6,057,344	\$11,462,774	\$11,539,669
GENERAL FUND TOTAL	\$8,836,789	\$6,057,344	\$11,462,774	\$11,539,669
OFFICE OF INFORMATION SERVICES FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	504.500	503.500	503.500	503.500
Personal Services	\$46,449,542	\$47,163,709	\$45,760,012	\$47,131,357
All Other	\$16,621,427	\$16,473,095	\$15,800,894	\$16,263,378
OFFICE OF INFORMATION SERVICES FUND TOTAL	\$63,070,969	\$63,636,804	\$61,560,906	\$63,394,735

Office of the Commissioner - Administrative and Financial Services 0718

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	4.000	4.000	4.000	4.000
Personal Services	\$376,523	\$376,996	\$444,816	\$458,526
All Other	\$20,790	\$19,899	\$20,582	\$20,582
GENERAL FUND TOTAL	\$397,313	\$396,895	\$465,398	\$479,108
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$5,000	\$5,000	\$5,000	\$5,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,000	\$5,000	\$5,000	\$5,000

Justification:

The Office of the Commissioner seeks to continually improve the quality of services provided by the Department by encouraging team-oriented leadership and stressing a customer service environment. The Office strives to 1) oversee the administration of the Department and its services; 2) protect the State's credit and coordinate the financial aspect of the State's missions and obligations to the public; 3) coordinate the services and support to other agencies of State Government; 4) coordinate the policies, contracts and regulations relating to the employment of State personnel; and 5) develop and recommend to the Governor policies and positions that will maintain achievable and appropriate State services.

OFFICE OF THE COMMISSIONER - ADMINISTRATIVE AND FINANCIAL SERVICES 0718**PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	4.000	4.000	4.000	4.000
Personal Services	\$376,523	\$376,996	\$444,816	\$458,526
All Other	\$20,790	\$19,899	\$20,582	\$20,582
GENERAL FUND TOTAL	\$397,313	\$396,895	\$465,398	\$479,108
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$5,000	\$5,000	\$5,000	\$5,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,000	\$5,000	\$5,000	\$5,000

Public Improvements - Planning/Construction - Administration 0057

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$1,055,398	\$1,030,886	\$1,128,780	\$1,167,678
All Other	\$138,627	\$287,860	\$138,174	\$138,174
GENERAL FUND TOTAL	\$1,194,025	\$1,318,746	\$1,266,954	\$1,305,852

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$1,000	\$31,000	\$31,000	\$31,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$1,000	\$31,000	\$31,000	\$31,000

Justification:

The purpose of this division is to provide professional administration in the planning, design and construction of all the State's public improvements and public school projects. This division manages the procurement process for architectural and engineering contracts, conducts the bidding for construction and monitors construction projects.

PUBLIC IMPROVEMENTS - PLANNING/CONSTRUCTION - ADMINISTRATION 0057

PROGRAM SUMMARY

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$1,055,398	\$1,030,886	\$1,128,780	\$1,167,678
All Other	\$138,627	\$287,860	\$138,174	\$138,174
GENERAL FUND TOTAL	\$1,194,025	\$1,318,746	\$1,266,954	\$1,305,852

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$1,000	\$31,000	\$31,000	\$31,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$1,000	\$31,000	\$31,000	\$31,000

Purchases - Division of 0007

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	6.000	6.000	6.000	6.000
Personal Services	\$452,020	\$442,706	\$500,590	\$512,633
All Other	\$209,816	\$207,865	\$209,510	\$209,510
GENERAL FUND TOTAL	\$661,836	\$650,571	\$710,100	\$722,143

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$4,000	\$4,000	\$4,000	\$4,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$4,000	\$4,000	\$4,000	\$4,000

Justification:

The Division of Purchases' primary function is to procure materials, supplies, equipment and services that represent the best value to the State of Maine. The Division has responsibility under law (5 M.R.S.A. §1811) to make purchases on behalf of all departments and agencies of State Government. We are also authorized to extend to political subdivisions and/or school administrative units the privilege of purchasing from our established contracts. The Division of Purchases' policy is to provide for open and competitive bidding in the procurement of goods and services to the greatest extent possible. Commodity purchases are competitively bid by the Division's Buyers through our electronic procurement system, Vendor Self Service (VSS). Professional services are competitively bid by contracting agencies through a Request for Proposals (RFP) process conducted under the Division of Purchases' rules. All state agency contracts for services are subject to the Division's review and approval. Contracts valued at \$1,000,000 or more also need review and approval by the State Purchases Review Committee.

PURCHASES - DIVISION OF 0007

PROGRAM SUMMARY

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	6.000	6.000	6.000	6.000
Personal Services	\$452,020	\$442,706	\$500,590	\$512,633
All Other	\$209,816	\$207,865	\$209,510	\$209,510
GENERAL FUND TOTAL	\$661,836	\$650,571	\$710,100	\$722,143

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$4,000	\$4,000	\$4,000	\$4,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$4,000	\$4,000	\$4,000	\$4,000

Risk Management - Claims 0008

Initiative: BASELINE BUDGET

	History 2009-10	History 2010-11	2011-12	2012-13
RISK MANAGEMENT FUND				
POSITIONS - LEGISLATIVE COUNT	5.000	5.000	5.000	5.000
Personal Services	\$408,889	\$419,278	\$404,147	\$415,088
All Other	\$3,535,988	\$3,535,988	\$3,535,988	\$3,535,988
RISK MANAGEMENT FUND TOTAL	\$3,944,877	\$3,955,266	\$3,940,135	\$3,951,076
	History 2009-10	History 2010-11	2011-12	2012-13
STATE-ADMINISTERED FUND				
All Other	\$2,043,128	\$2,043,128	\$2,043,128	\$2,043,128
STATE-ADMINISTERED FUND TOTAL	\$2,043,128	\$2,043,128	\$2,043,128	\$2,043,128

Justification:

Establish and provide an effective and efficient operation for the provision of insurance advice and services for the State.

Risk Management - Claims 0008

Initiative: Provides funding for increased costs associated with invoices paid to the Office of Information Technology related to Centralized Integrated Management System interfaces.

Ref. #: 220 One Time Committee Vote: _____ AFA Vote: _____

	2011-12	2012-13
RISK MANAGEMENT FUND		
All Other	\$1,269	\$0
RISK MANAGEMENT FUND TOTAL	\$1,269	\$0

Justification:

OIT invoices the General Government Service Center for expenses relating to the CIMS Interface System. This system is used by Workers Compensation, OIT, Central Services, Central Fleet and Risk Management for the Internal Service Fund billing process. Mainframe costs in fiscal year 2011-12 will increase the cost to use this system.

**RISK MANAGEMENT - CLAIMS 0008
PROGRAM SUMMARY**

RISK MANAGEMENT FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	5.000	5.000	5.000	5.000
Personal Services	\$408,889	\$419,278	\$404,147	\$415,088
All Other	\$3,535,988	\$3,535,988	\$3,537,257	\$3,535,988
RISK MANAGEMENT FUND TOTAL	\$3,944,877	\$3,955,266	\$3,941,404	\$3,951,076
STATE-ADMINISTERED FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$2,043,128	\$2,043,128	\$2,043,128	\$2,043,128
STATE-ADMINISTERED FUND TOTAL	\$2,043,128	\$2,043,128	\$2,043,128	\$2,043,128

State Controller - Office of the 0056

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	26.000	26.000	26.000	26.000
Personal Services	\$2,126,470	\$2,103,097	\$2,237,299	\$2,309,486
All Other	\$198,831	\$210,100	\$213,297	\$213,297
GENERAL FUND TOTAL	\$2,325,301	\$2,313,197	\$2,450,596	\$2,522,783
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$1,000	\$1,000	\$1,000	\$1,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$1,000	\$1,000	\$1,000	\$1,000

Justification:

The Office of the State Controller is responsible for the official financial records of State Government. The Office is responsible for reviewing, approving and consolidating, and reporting all accounting transactions for all agencies within the Executive, Legislative and Judicial branches of government. The Office prepares monthly revenue reports, monthly financial statements, and information for Official Statements required for the issuance of bonds, notes, or other types of debt. It performs cash forecasting for the State, prepares, and/or reviews and files required Federal and State Tax reporting, prepares required U.S. Census reporting, and prepares the State of Maine Comprehensive Annual Financial Report (CAFR). The Internal Audit Unit is responsible for ensuring proper internal controls exist within state agencies. The Accounting Unit monitors all expenditures against appropriations, allocations, allotments, and cash. This unit reconciles cash, accounts receivable, and other accounts. It pre-audits and approves payments made by the State and maintains the State Vendor File. The Accounting Unit examines and audits all payroll payments, processes garnishments, and court ordered payments. It maintains a records management system for the official files of paid obligations, is responsible for maintaining the MFASIS Accounting System, and jointly, with the Bureaus of the Budget, Human Resources, and Information Systems, maintaining the MFASIS Budgeting and Human Resources Management Systems. Other responsibilities of the Office include establishing documented statewide accounting policies and procedures, maintaining current knowledge of Generally Accepted Accounting Principles and Governmental Standards, establishing and administering travel and expense reimbursement policies, and administering the employee travel card program.

**STATE CONTROLLER - OFFICE OF THE 0056
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	26.000	26.000	26.000	26.000
Personal Services	\$2,126,470	\$2,103,097	\$2,237,299	\$2,309,486
All Other	\$198,831	\$210,100	\$213,297	\$213,297
GENERAL FUND TOTAL	\$2,325,301	\$2,313,197	\$2,450,596	\$2,522,783
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$1,000	\$1,000	\$1,000	\$1,000
OTHER SPECIAL REVENUE FUNDS TOTAL	\$1,000	\$1,000	\$1,000	\$1,000

Statewide Capital Equipment Fund Z125

Initiative: Provides funding for the purchase of items of capital equipment.

Ref. #: 1360 One Time Committee Vote: _____ AFA Vote: _____

GENERAL FUND	2011-12	2012-13
Capital Expenditures	\$3,000,000	\$3,000,000
GENERAL FUND TOTAL	<u>\$3,000,000</u>	<u>\$3,000,000</u>

Justification:

Part EE authorizes the purchase of items of capital equipment that are emergency in nature. Departments and agencies requiring funds may submit a request to the Commissioner of the Department of Administrative and Financial Services for the transfer of funds by financial order. Transferred funds may only be used for the purchase of equipment having a value of less than \$35,000 and may not be used to purchase motor vehicles, real property and information technology equipment.

**STATEWIDE CAPITAL EQUIPMENT FUND Z125
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
Capital Expenditures			\$3,000,000	\$3,000,000
GENERAL FUND TOTAL			<u>\$3,000,000</u>	<u>\$3,000,000</u>

Statewide Radio Network System 0112

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$1,652,727	\$4,019,706	\$5,331,700	\$5,331,700
GENERAL FUND TOTAL	\$1,652,727	\$4,019,706	\$5,331,700	\$5,331,700

Justification:

The Statewide Radio Network System was created under the management of the Chief Information Officer and Office of Information Technology to procure, install, commission and maintain a consolidated radio communications network to provide service to all State of Maine public safety and public service users. The main responsibility of this office is to ensure that the financial affairs of the fund are properly managed, maintain records for all agencies using the system and make this information available to state agencies, and require state agencies to become part of the statewide radio and network system when replacing their current systems or purchasing new systems.

Statewide Radio Network System 0112

Initiative: Provides funding to meet the required debt service payments related to the Statewide Radio and Network System project.

Ref. #: 590

Committee Vote: _____

AFA Vote: _____

GENERAL FUND	2011-12	2012-13
All Other	\$375,154	\$2,967,451
GENERAL FUND TOTAL	\$375,154	\$2,967,451

Justification:

This initiative fulfills the existing requirements to complete the Statewide Radio and Network System project. Pursuant to PL2007, Chapter 240, Part R, authorizing certification of participation securities for \$10 million and PL2007, Chapter 539, Part I authorizing the final \$15 million of this \$50 million project.

STATEWIDE RADIO NETWORK SYSTEM 0112

PROGRAM SUMMARY

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$1,652,727	\$4,019,706	\$5,706,854	\$8,299,151
GENERAL FUND TOTAL	\$1,652,727	\$4,019,706	\$5,706,854	\$8,299,151

ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF

DEPARTMENT TOTALS	2011-12	2012-13
GENERAL FUND	\$52,865,771	\$26,968,181
FEDERAL EXPENDITURES FUND	\$497,302	\$497,302
OTHER SPECIAL REVENUE FUNDS	\$1,828,765	\$1,831,923
FINANCIAL AND PERSONNEL SERVICES FUND	\$22,904,578	\$23,598,642
POSTAL, PRINTING AND SUPPLY FUND	\$3,870,682	\$3,938,415
OFFICE OF INFORMATION SERVICES FUND	\$61,560,906	\$63,394,735
RISK MANAGEMENT FUND	\$3,941,404	\$3,951,076
CENTRAL MOTOR POOL	\$9,494,620	\$9,530,261
REAL PROPERTY LEASE INTERNAL SERVICE FUND	\$25,866,339	\$25,875,131
STATE-ADMINISTERED FUND	\$2,043,128	\$2,043,128
DEPARTMENT TOTAL - ALL FUNDS	\$184,873,495	\$161,628,794

Sec. A-6. Appropriations and allocations.

The following appropriations and allocations are made.

AUDIT, DEPARTMENT OF

Audit - Departmental Bureau 0067

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	14.000	14.000	14.000	14.000
Personal Services	\$1,281,530	\$1,234,673	\$1,351,394	\$1,396,719
All Other	\$17,193	\$17,127	\$17,037	\$17,037
GENERAL FUND TOTAL	\$1,298,723	\$1,251,800	\$1,368,431	\$1,413,756
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	19.000	19.000	19.000	19.000
Personal Services	\$1,568,039	\$1,651,676	\$1,569,795	\$1,637,923
All Other	\$181,220	\$181,220	\$181,220	\$181,220
OTHER SPECIAL REVENUE FUNDS TOTAL	\$1,749,259	\$1,832,896	\$1,751,015	\$1,819,143

Justification:

The Departmental Bureau is funded by a General Fund appropriation (010-27A-0067) and audit fees generated from an assessment on Federal programs subject to audit under the Single Audit Act. The fees are deposited into a Special Revenue Fund account (014-27A-0067). The purpose of the Departmental Bureau is to conduct financial and compliance audits of financial transactions and accounts kept by or for all State agencies subject to the Single Audit Act of 1996, 31 United States Code, Section 7501 to 7507. The audit is conducted in accordance with Generally Accepted Governmental Auditing Standards. The Department is authorized to conduct audits of all accounts and financial records of any organization, institution, or other entity receiving or requesting an appropriation or grant from the State and to issue reports on such audits at such time as the Legislature or the State Auditor may require. In addition, random audits are conducted to sample the accuracy of the financial records of those departments and agencies that administer or oversee programs and report to the joint standing committee of the Legislature having jurisdiction over state and local government. The Department will work with Office of Program Evaluation and Government Accountability (OPEGA), as requested. The Departmental Bureau serves as a staff agency to the Legislature, or any of its committees, or to the Governor, by making investigations of any phase of the State's finances.

**AUDIT - DEPARTMENTAL BUREAU 0067
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	14.000	14.000	14.000	14.000
Personal Services	\$1,281,530	\$1,234,673	\$1,351,394	\$1,396,719
All Other	\$17,193	\$17,127	\$17,037	\$17,037
GENERAL FUND TOTAL	\$1,298,723	\$1,251,800	\$1,368,431	\$1,413,756
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	19.000	19.000	19.000	19.000
Personal Services	\$1,568,039	\$1,651,676	\$1,569,795	\$1,637,923
All Other	\$181,220	\$181,220	\$181,220	\$181,220
OTHER SPECIAL REVENUE FUNDS TOTAL	\$1,749,259	\$1,832,896	\$1,751,015	\$1,819,143

Audit - Unorganized Territory 0075

Initiative: BASELINE BUDGET

	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
POSITIONS - LEGISLATIVE COUNT	2,000	2,000	2,000	2,000
Personal Services	\$152,152	\$156,832	\$146,316	\$154,171
All Other	\$54,559	\$54,559	\$54,559	\$54,559
OTHER SPECIAL REVENUE FUNDS TOTAL	\$206,711	\$211,391	\$200,875	\$208,730

Justification:

The Unorganized Territory is a two-person operation headed by the Fiscal Administrator. Her responsibilities include the review, analysis, and investigation of the budgets and expenditures of all counties and State agencies requesting funds from the Unorganized Territory Education and Services Fund. In addition, the Fiscal Administrator drafts and submits the annual Municipal Cost Components legislation in order for taxes to be levied, attends and participates in public hearings, and publishes and distributes the annual financial report of the Unorganized Territory to interested taxpayers, legislators, and County Commissioners. She also serves as the Chair of the State Commission on Deorganization.

Audit - Unorganized Territory 0075

Initiative: Provides funding to bring into line the allocations, expenditures and transfers for the taxes collected and refunded to the Passamaquoddy Indian Tribe.

Ref. #: 2940

Committee Vote: _____

AFA Vote: _____

OTHER SPECIAL REVENUE FUNDS			2011-12	2012-13
All Other			\$381	\$773
OTHER SPECIAL REVENUE FUNDS TOTAL			\$381	\$773

Justification:

State law requires that taxes collected from the Passamaquoddy Indian Tribe must be refunded.

AUDIT - UNORGANIZED TERRITORY 0075

PROGRAM SUMMARY

	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
POSITIONS - LEGISLATIVE COUNT	2,000	2,000	2,000	2,000
Personal Services	\$152,152	\$156,832	\$146,316	\$154,171
All Other	\$54,559	\$54,559	\$54,940	\$55,332
OTHER SPECIAL REVENUE FUNDS TOTAL	\$206,711	\$211,391	\$201,256	\$209,503

AUDIT, DEPARTMENT OF

DEPARTMENT TOTALS	2011-12	2012-13
GENERAL FUND	\$1,368,431	\$1,413,756
OTHER SPECIAL REVENUE FUNDS	\$1,952,271	\$2,028,646
DEPARTMENT TOTAL - ALL FUNDS	\$3,320,702	\$3,442,402

Sec. A-27. Appropriations and allocations.

The following appropriations and allocations are made.

EXECUTIVE DEPARTMENT

Administration - Executive - Governor's Office 0165

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	23.000	22.500	22.500	22.500
Personal Services	\$1,968,687	\$2,023,896	\$2,170,014	\$2,296,024
All Other	\$372,947	\$427,809	\$433,965	\$433,965
GENERAL FUND TOTAL	\$2,341,634	\$2,451,705	\$2,603,979	\$2,729,989
FEDERAL EXPENDITURES FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	1.000	1.000	1.000	1.000
Personal Services	\$453,491	\$388,029	\$214,618	\$222,368
All Other	\$236,124	\$599,986	\$599,986	\$599,986
FEDERAL EXPENDITURES FUND TOTAL	\$689,615	\$988,015	\$814,604	\$822,354
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500

Justification:

The Governor serves to direct the affairs of the state according to law; to take care that the laws be faithfully executed; to give the Legislature information regarding the condition of the State and recommend measures for their consideration; to submit to the Legislature a biennial budget for the operation of state government; to act as Commander-in-Chief of the military forces of the State; to nominate and appoint all judicial, civil and military officers of the State except as otherwise provided by law; to require information from any officer in the Executive Branch upon any subject relating to their respective duties; to grant reprieves, commutations and pardons and remit, after conviction, forfeitures and penalties; and to accept for the State any and all gifts, bequests, grants or conveyances to the State of Maine. In addition to providing for its own staff support, the Office of Governor serves to coordinate and develop the several planning responsibilities of State government; to improve the relationship between the State government and its employees; and to operate, maintain and display to the public the Blaine House, as the official residence of the Governor. The administrative office of the Governor serves to provide staff support to the Governor as he carries out the responsibilities of the Chief Executive of the State of Maine. This support includes functions of correspondence, policy development, legislative relations, national and regional Governors' associations and scheduling preparation of reports and addresses, public information, executive appointments, case work and managing the operating budget of the Governor. The Governor's Office of Health Policy and Finance serves as a clearinghouse to assure consistent health policy and finance for Maine. It is responsible for the effective implementation of the Dirigo Health Reform Act. Specifically, the Office must produce the State Health Plan and assure its implementation. Additionally, the Office is also responsible for leading Maine's efforts to reduce prescription drug costs for Maine citizens.

Administration - Executive - Governor's Office 0165

Initiative: Continues one limited-period Governor's Special Assistant position through June 9, 2012. This position was previously authorized to continue in Public Law 2007, chapter 240.

Ref. #: 10620

Committee Vote: _____

AFA Vote: _____

FEDERAL EXPENDITURES FUND

	2011-12	2012-13
Personal Services	\$107,101	\$0
All Other	\$768	\$0
FEDERAL EXPENDITURES FUND TOTAL	\$107,869	\$0

Justification:

Duties of this position are related to the Defense Base Closure and Realignment (BRAC) Commission activities that help those communities affected by base closures in Maine.

Administration - Executive - Governor's Office 0165

Initiative: Eliminates one seasonal Governor's Special Assistant position and changes one seasonal Governor's Special Assistant position to permanent full-time in the Blaine House program and eliminates one Governor's Special Assistant position funded 19% General Fund and 81% Federal Expenditures Fund and reduces the hours of one part-time Governor's Special Assistant position in the Administration - Executive - Governor's Office program to offset the cost and the legislative headcount in the Blaine House program.

Ref. #: 10630

Committee Vote: _____

AFA Vote: _____

GENERAL FUND

	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	(1,000)	(1,000)
Personal Services	(\$30,161)	(\$31,822)
GENERAL FUND TOTAL	(\$30,161)	(\$31,822)

Ref. #: 10640

Committee Vote: _____

AFA Vote: _____

FEDERAL EXPENDITURES FUND

	2011-12	2012-13
Personal Services	(\$79,552)	(\$83,487)
FEDERAL EXPENDITURES FUND TOTAL	(\$79,552)	(\$83,487)

Justification:

The initiative reorganizes two seasonal positions at the Blaine House into one permanent full-time position. The legislative headcount and cost is offset by the elimination of one position and the reduction in hours of another in the Governor's Office.

ADMINISTRATION - EXECUTIVE - GOVERNOR'S OFFICE 0165
PROGRAM SUMMARY

	History 2009-10	History 2010-11	2011-12	2012-13
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	23.000	22.500	21.500	21.500
Personal Services	\$1,968,687	\$2,023,896	\$2,139,853	\$2,264,202
All Other	\$372,947	\$427,809	\$433,965	\$433,965
GENERAL FUND TOTAL	\$2,341,634	\$2,451,705	\$2,573,818	\$2,698,167
	History 2009-10	History 2010-11	2011-12	2012-13
FEDERAL EXPENDITURES FUND				
POSITIONS - LEGISLATIVE COUNT	1.000	1.000	1.000	1.000
Personal Services	\$453,491	\$388,029	\$242,167	\$138,881
All Other	\$236,124	\$599,986	\$600,754	\$599,986
FEDERAL EXPENDITURES FUND TOTAL	\$689,615	\$988,015	\$842,921	\$738,867
	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500

Blaine House 0072

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	5.000	5.000	5.000	5.000
POSITIONS - FTE COUNT	1.315	1.315	1.315	1.315
Personal Services	\$441,832	\$448,388	\$466,740	\$495,251
All Other	\$51,673	\$52,773	\$52,773	\$52,773
GENERAL FUND TOTAL	\$493,505	\$501,161	\$519,513	\$548,024

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$5,240	\$5,240	\$5,240	\$5,240
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,240	\$5,240	\$5,240	\$5,240

Justification:

The Blaine House, a National Historic Landmark, is the official residence of the Governors of the State of Maine. The Blaine House staff provides services for the Governor, the Governor's family and guests; to maintain House offices for the Governor; to display the mansion during public visiting house; and to assist at official receptions and other gatherings at the Blaine House. The Governor is responsible for the operation of the building and general maintenance of its interior. The Bureau of General Services maintains the grounds, service buildings and the exterior of the mansion, and is authorized to approve and execute any remodeling of the interior.

Blaine House 0072

Initiative: Eliminates one seasonal Governor's Special Assistant position and changes one seasonal Governor's Special Assistant position to permanent full-time in the Blaine House program and eliminates one Governor's Special Assistant position funded 19% General Fund and 81% Federal Expenditures Fund and reduces the hours of one part-time Governor's Special Assistant position in the Administration - Executive - Governor's Office program to offset the cost and the legislative headcount in the Blaine House program.

Ref. #: 10410

Committee Vote: _____

AFA Vote: _____

GENERAL FUND	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	1.000	1.000
POSITIONS - FTE COUNT	(0.631)	(0.631)
Personal Services	\$27,033	\$30,296
GENERAL FUND TOTAL	\$27,033	\$30,296

Justification:

The initiative reorganizes two seasonal positions at the Blaine House into one permanent full-time position. The legislative headcount and cost is offset by the elimination of one position and the reduction in hours of another in the Governor's Office.

**BLAINE HOUSE 0072
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	5.000	5.000	6.000	6.000
POSITIONS - FTE COUNT	1.315	1.315	0.684	0.684
Personal Services	\$441,832	\$448,388	\$493,773	\$525,547
All Other	\$51,673	\$52,773	\$52,773	\$52,773
GENERAL FUND TOTAL	\$493,505	\$501,161	\$546,546	\$578,320

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$5,240	\$5,240	\$5,240	\$5,240
OTHER SPECIAL REVENUE FUNDS TOTAL	\$5,240	\$5,240	\$5,240	\$5,240

Floodplain Mapping Fund Z116

Initiative: BASELINE BUDGET

	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500

**FLOODPLAIN MAPPING FUND Z116
PROGRAM SUMMARY**

	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
All Other	\$500	\$500	\$500	\$500
OTHER SPECIAL REVENUE FUNDS TOTAL	\$500	\$500	\$500	\$500

Maine Code Enforcement Training and Certification Fund Z093

Initiative: BASELINE BUDGET

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	2,000	2,000	2,000	2,000
Personal Services	\$138,082	\$138,082	\$133,505	\$142,024
All Other	\$4,327	\$4,327	\$9,008	\$9,008
OTHER SPECIAL REVENUE FUNDS TOTAL	\$142,409	\$142,409	\$142,513	\$151,032

MAINE CODE ENFORCEMENT TRAINING AND CERTIFICATION FUND Z093

PROGRAM SUMMARY

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	2,000	2,000	2,000	2,000
Personal Services	\$138,082	\$138,082	\$133,505	\$142,024
All Other	\$4,327	\$4,327	\$9,008	\$9,008
OTHER SPECIAL REVENUE FUNDS TOTAL	\$142,409	\$142,409	\$142,513	\$151,032

Planning Office 0082

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	15.000	14.000	14.000	14.000
Personal Services	\$1,260,875	\$1,174,459	\$1,254,921	\$1,299,027
All Other	\$557,190	\$464,750	\$368,326	\$368,326
Unallocated	\$0	\$0	\$0	\$0
GENERAL FUND TOTAL	\$1,818,065	\$1,639,209	\$1,623,247	\$1,667,353
FEDERAL EXPENDITURES FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	18.000	18.000	18.000	18.000
Personal Services	\$1,358,033	\$1,343,732	\$1,322,932	\$1,371,115
All Other	\$3,533,370	\$3,533,621	\$3,533,621	\$3,533,621
FEDERAL EXPENDITURES FUND TOTAL	\$4,891,403	\$4,877,353	\$4,856,553	\$4,904,736
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$943,797	\$1,014,109	\$968,732	\$1,014,652
All Other	\$1,671,965	\$1,923,944	\$1,923,944	\$1,923,944
OTHER SPECIAL REVENUE FUNDS TOTAL	\$2,615,762	\$2,938,053	\$2,892,676	\$2,938,596

**PLANNING OFFICE 0082
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	15.000	14.000	14.000	14.000
Personal Services	\$1,260,875	\$1,174,459	\$1,254,921	\$1,299,027
All Other	\$557,190	\$464,750	\$368,326	\$368,326
Unallocated	\$0	\$0	\$0	\$0
GENERAL FUND TOTAL	\$1,818,065	\$1,639,209	\$1,623,247	\$1,667,353

FEDERAL EXPENDITURES FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	18.000	18.000	18.000	18.000
Personal Services	\$1,358,033	\$1,343,732	\$1,322,932	\$1,371,115
All Other	\$3,533,370	\$3,533,621	\$3,533,621	\$3,533,621
FEDERAL EXPENDITURES FUND TOTAL	\$4,891,403	\$4,877,353	\$4,856,553	\$4,904,736

OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$943,797	\$1,014,109	\$968,732	\$1,014,652
All Other	\$1,671,965	\$1,923,944	\$1,923,944	\$1,923,944
OTHER SPECIAL REVENUE FUNDS TOTAL	\$2,615,762	\$2,938,053	\$2,892,676	\$2,938,596

EXECUTIVE DEPARTMENT

DEPARTMENT TOTALS	2011-12	2012-13
GENERAL FUND	\$4,743,611	\$4,943,840
FEDERAL EXPENDITURES FUND	\$5,699,474	\$5,643,603
OTHER SPECIAL REVENUE FUNDS	\$3,041,429	\$3,095,868
DEPARTMENT TOTAL - ALL FUNDS	\$13,484,514	\$13,683,311

Sec. A-54. Appropriations and allocations.

The following appropriations and allocations are made.

MUNICIPAL BOND BANK, MAINE

Maine Municipal Bond Bank - Maine Rural Water Association 0699

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$71,928	\$67,645	\$71,928	\$71,928
GENERAL FUND TOTAL	\$71,928	\$67,645	\$71,928	\$71,928

Justification:

Dear Members of the Appropriations and Financial Affairs and the State and Local Government Committees: The Maine Rural Water Association (MRWA) is a private, non-profit association incorporated in 1979. Our office is located in Brunswick, Maine. MRWA's mission is to assist Maine's water and wastewater systems with safe drinking water and protect the environment, at an affordable cost to the user. MRWA provides training opportunities for water and wastewater operators, boards of trustees, municipal officials, as well as public works personnel. Training includes safety training, preparatory courses for operator certification, continuing education for license holders and courses specializing in professional development. MRWA also provides on-site technical assistance to communities and businesses. MRWA staff frequently assists camps, campgrounds, mobile home parks, schools, and water districts and departments with compliance measures. Whether providing information on the proper water sampling procedures, shocking wells, helping understand regulatory requirements such as the Total Coliform Rule or the Lead and Copper Rules, MRWA has demonstrated its ability to assist small water systems. In addition, MRWA staff assists wastewater systems comply with MDEPS permits and assists with the drafting of sewer ordinances, and prepares emergency response plans, Wet Weather Plans, and drafted dozens of Sewer Ordinances. Because of our efforts, MRWA improves the public health and the environment. Additionally, MRWA's assistance reduces fines and legal expenses, as well as the State's expense of taking administrative action against communities and businesses. MRWA responds to many water and wastewater emergencies. Our staff provides support and technical assistance for main breaks, freeze ups, and plant failures. Our guidance and leadership to Maine's utilities were instrumental in meeting additional security requirements resulting from 9/11. One result of increased regulation is the skyrocketing need for additional environmental capital. We work with many towns finding grant and low interest loans to meet additional environmental requirements. We provide a combination of coordination, guidance and conduct income surveys to help keep water and sewer rates affordable in Maine's towns. Another result of increased regulation is the additional requirements for operator certification. Our Association continuously redevelops our training program to meet the ever-changing demands of licensed operators. In 2008, MRWA provided training to over 2200 people. This population includes water and wastewater operators, trustees, selectpersons, town managers, administrative personnel, public works crews, as well as those individuals sitting for licenses. Water and wastewater staff members rely on MRWA's training program for meeting their certification requirements. Some individuals may attend one or two trainings a year, while others attend dozens. MRWA assists districts to organize and reorganize their water and wastewater systems to better meet the needs of the community and environmental regulations. We have assisted in the development of over a dozen water systems as the result of groundwater contamination. MRWA uses state funds to help support the water/wastewater industry. Activities include water and wastewater operator certification training, professional development training, on-site technical field support, grant and loan preparation, management and financial analysis. MRWA expects to train approximately 2200 utility and public works personnel, trustees and municipal officials in our 2010-2011 training cycle. Additionally, we estimate placing financing of \$2 million dollars in environmental improvements during the 2010-2011 period. MRWA also prepares a biennial Salary & Wage Survey and an annual Sewer Rate Survey which are vital to utilities and lending agencies. Finally, we project that MRWA will resolve 280 drinking water technical violations during this two year period. Based on proposed funding cuts MRWA expects to provide training to 220 fewer people. Additionally, there will be a reduction of \$500,000 in financing environmental improvements. We will resolve 28 fewer violations. We will no longer be able to assist in the development of new water supplies resulting from ground water contamination (e.g.

Machiasport, Princeton). We appreciate the State of Maine's support of MRWA's activities. Please feel free to contact me for any additional information. Sincerely, Steven C Levy Executive Director Maine Rural Water Association

**MAINE MUNICIPAL BOND BANK - MAINE RURAL WATER ASSOCIATION 0699
PROGRAM SUMMARY**

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$71,928	\$67,645	\$71,928	\$71,928
GENERAL FUND TOTAL	\$71,928	\$67,645	\$71,928	\$71,928

MUNICIPAL BOND BANK, MAINE

DEPARTMENT TOTALS	2011-12	2012-13
GENERAL FUND	\$71,928	\$71,928
DEPARTMENT TOTAL - ALL FUNDS	\$71,928	\$71,928

Sec. A-67. Appropriations and allocations. The following appropriations and allocations are made.

SECRETARY OF STATE, DEPARTMENT OF

Administration - Archives 0050

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	12.000	12.000	12.000	12.000
Personal Services	\$721,354	\$669,379	\$794,462	\$830,072
All Other	\$73,461	\$73,578	\$73,578	\$73,578
GENERAL FUND TOTAL	\$794,815	\$742,957	\$868,040	\$903,650
FEDERAL EXPENDITURES FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	1.000	1.000	1.000	1.000
Personal Services	\$48,723	\$74,505	\$73,807	\$75,786
All Other	\$2,673	\$2,673	\$2,673	\$2,673
FEDERAL EXPENDITURES FUND TOTAL	\$51,396	\$77,178	\$76,480	\$78,459
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
Personal Services	\$24,534	\$0	\$0	\$0
All Other	\$17,730	\$17,730	\$17,730	\$17,730
OTHER SPECIAL REVENUE FUNDS TOTAL	\$42,264	\$17,730	\$17,730	\$17,730

Justification:

The Maine State Archives serves State and local governments by providing a professional archival program to preserve over 92 million pages of Maine's permanently valuable government records for use by government officials and the public, and by providing records management services for the efficient administration of government records including photographic services. The Archives establishes standards and procedures governing the creation, use, maintenance, retention, preservation and disposal of State records. Assistance is provided to the Executive, Legislative and Judicial branches of State government, as well as county and municipal governments, in making their operations more efficient and economical. The Maine State Archives also serves as the standards laboratory to ensure that all filming and imaging of State records meets established standards of quality. Professional archival services provided by the Archives include the selection and preservation of records that have permanent value to the State, accompanied by the application of specialized techniques designed to make these records readily accessible for use by government officials and the public. To improve public understanding of the value of historical records, both governmental and private, the Archives supports several initiatives. These include attracting federal funds for the preservation of historical records; coordinating Maine National History Day, a competition for grades 6-12 to enhance student use and appreciation of historical records; supporting Maine Archives and Museums, a statewide organization of historical societies, museums and archives; and membership in the Council of State Historical Records Coordinators, which promotes the importance of historical records nationwide and advocates for federal support of state record needs.

ADMINISTRATION - ARCHIVES 0050
PROGRAM SUMMARY

	History 2009-10	History 2010-11	2011-12	2012-13
GENERAL FUND				
POSITIONS - LEGISLATIVE COUNT	12,000	12,000	12,000	12,000
Personal Services	\$721,354	\$669,379	\$794,462	\$830,072
All Other	\$73,461	\$73,578	\$73,578	\$73,578
GENERAL FUND TOTAL	\$794,815	\$742,957	\$868,040	\$903,650
	History 2009-10	History 2010-11	2011-12	2012-13
FEDERAL EXPENDITURES FUND				
POSITIONS - LEGISLATIVE COUNT	1,000	1,000	1,000	1,000
Personal Services	\$48,723	\$74,505	\$73,807	\$75,786
All Other	\$2,673	\$2,673	\$2,673	\$2,673
FEDERAL EXPENDITURES FUND TOTAL	\$51,396	\$77,178	\$76,480	\$78,459
	History 2009-10	History 2010-11	2011-12	2012-13
OTHER SPECIAL REVENUE FUNDS				
Personal Services	\$24,534	\$0	\$0	\$0
All Other	\$17,730	\$17,730	\$17,730	\$17,730
OTHER SPECIAL REVENUE FUNDS TOTAL	\$42,264	\$17,730	\$17,730	\$17,730

Bureau of Administrative Services and Corporations 0692

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	31.000	31.000	31.000	31.000
Personal Services	\$1,749,900	\$1,733,936	\$1,988,093	\$2,082,775
All Other	\$901,952	\$726,686	\$726,686	\$726,686
GENERAL FUND TOTAL	\$2,651,852	\$2,460,622	\$2,714,779	\$2,809,461
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	4.000	4.000	4.000	4.000
Personal Services	\$208,425	\$219,385	\$217,617	\$233,368
All Other	\$14,385	\$14,385	\$14,385	\$14,385
OTHER SPECIAL REVENUE FUNDS TOTAL	\$222,810	\$233,770	\$232,002	\$247,753

Justification:

The Bureau of Corporations, Elections, and Commissions (CEC) provides services to corporate and business entities, oversees the elections process, manages agency rulemaking, appointments to boards and commissions, and the appointment of notaries public. The Division of Corporations, UCC and Commissions serves as a repository for all records relating to over 74,000 business entities and nonprofit corporations, both foreign and domestic, operating in Maine and over 216,000 liens filed on personal property under the Uniform Commercial Code. All original documents relating to corporations, limited partnerships, limited liability companies and limited liability partnerships are filed with the Division. The Division's Corporate Interactive Services and UCC Total Solution allows citizens and businesses to access information and record filings securely and quickly via one of the Department's many on-line services. The Division also administers the appointment of notaries public, records appointments to over 260 boards and commissions, and administers the financial disclosure requirements for 150 state agency officials. In addition to providing administrative services to meet its own needs, the Bureau provides limited administrative services to the Central Office of the Department of Secretary of State and the Maine State Archives. With respect to the FY 2008 & 2009 Biennium, the Bureau of Corporations, Elections and Commissions is projected to generate approximately \$19 million in revenues.

BUREAU OF ADMINISTRATIVE SERVICES AND CORPORATIONS 0692
PROGRAM SUMMARY

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	31.000	31.000	31.000	31.000
Personal Services	\$1,749,900	\$1,733,936	\$1,988,093	\$2,082,775
All Other	\$901,952	\$726,686	\$726,686	\$726,686
GENERAL FUND TOTAL	\$2,651,852	\$2,460,622	\$2,714,779	\$2,809,461
OTHER SPECIAL REVENUE FUNDS	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	4.000	4.000	4.000	4.000
Personal Services	\$208,425	\$219,385	\$217,617	\$233,368
All Other	\$14,385	\$14,385	\$14,385	\$14,385
OTHER SPECIAL REVENUE FUNDS TOTAL	\$222,810	\$233,770	\$232,002	\$247,753

SECRETARY OF STATE, DEPARTMENT OF

DEPARTMENT TOTALS	2011-12	2012-13
GENERAL FUND	\$3,582,819	\$3,713,111
FEDERAL EXPENDITURES FUND	\$76,480	\$78,459
OTHER SPECIAL REVENUE FUNDS	\$249,732	\$265,483
DEPARTMENT TOTAL - ALL FUNDS	\$3,909,031	\$4,057,053

Sec. A-70. Appropriations and allocations.

The following appropriations and allocations are made.

TREASURER OF STATE, OFFICE OF

Administration - Treasury 0022

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	15.000	15.000	15.000	15.000
Personal Services	\$1,094,691	\$1,085,168	\$1,159,988	\$1,196,787
All Other	\$943,431	\$821,377	\$823,573	\$823,573
GENERAL FUND TOTAL	\$2,038,122	\$1,906,545	\$1,983,561	\$2,020,360

ABANDONED PROPERTY FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$217,686	\$217,686	\$217,686	\$217,686
ABANDONED PROPERTY FUND TOTAL	\$217,686	\$217,686	\$217,686	\$217,686

Justification:

The 16 positions of the Office of the State Treasurer fulfill four core functions: 1) debt management, 2) cash management, 3) unclaimed property administration and 4) trust fund administration. Other major duties assigned to the Treasurer are directorships on many of Maine's quasi-governmental debt issuing agencies, administration of the Municipal Revenue Sharing Program and administration of the Financial Literacy Program. Although some of these functions do have their own programs and funding sources, administration duties of such programs are funded through personal services and all other allotment of this administration program. The core functions are summarized as follows: Cash Management: Providing centralized cash collection processes for the more than 120,000 cash receipts annually, cash management, and coordination of banking services for all state agencies; Actively investing cash reserves to generate earnings through the Treasurer's cash pool comprised of 112 participating funds that averaged more than \$600 million; Reconciling records of the 36 bank accounts with the accounting records of the State; Providing revenue projections on cash pool earnings and tobacco settlement fund payments; Sorting and distributing all state issued checks-1.7 million of benefits, payables, and payroll payments, including funding the postage expense of the accounts payable checks of approximately \$60,000. Debt Management: Managing the issuance of both Bond Anticipation Notes (BANs) and Bonds; Providing necessary market disclosure; Assuring timely debt payments; Managing bond proceeds; Maintaining debt records; Managing credit rating agency relationships and coordinating the state rating agency presentations; Collecting and publishing state debt statistics; Providing debt service projections and fiscal notes for legislative and executive budgeting efforts; Preparing the Treasurer's Statement for publication on ballots whenever general obligation debt proposals are sent out to voters; Determining annually the need for Tax Anticipation Notes (TANs), Lines of Credit, (LOCs) or other short-term debt vehicles to cover cash flow needs within a fiscal year and Coordinating with the State Controller on cash pool management in order to maximize cash pool support for General Fund cash flow needs as an alternative to issuing debt; Arranging for short-term debt if necessary; Managing the contracts with the State's Bond Counsel, Debt Management Advisor, Underwriters and Selling Group. Unclaimed Property Administration: Collecting unclaimed financial assets held by Maine entities and companies doing business in Maine; Cataloging and preserving those assets; Arranging for the annual newspaper advertisement of new properties and for legislative outreach to claimants in each legislative district; Maintaining a permanent record of all received properties; Developing and supporting easy claim-making processes that are available via the internet, telephone, telefax and mail; Processing 15,000 claims representing more than \$12 million made by rightful owners annually for a reunification rate of 51% of receipts in any given year; and educating holders on Maine's unclaimed property law. State-Held Trust Administration: Managing the investments, records and distribution of assets held in trust by the State of Maine pursuant

ADMINISTRATION - TREASURY 0022
PROGRAM SUMMARY

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
POSITIONS - LEGISLATIVE COUNT	15.000	15.000	15.000	15.000
Personal Services	\$1,094,691	\$1,085,168	\$1,159,988	\$1,196,787
All Other	\$943,431	\$821,377	\$832,573	\$832,573
GENERAL FUND TOTAL	\$2,038,122	\$1,906,545	\$1,992,561	\$2,029,360
ABANDONED PROPERTY FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$217,686	\$217,686	\$217,686	\$217,686
ABANDONED PROPERTY FUND TOTAL	\$217,686	\$217,686	\$217,686	\$217,686

Debt Service - Treasury 0021

Initiative: BASELINE BUDGET

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$89,738,976	\$88,404,869	\$94,728,820	\$94,728,820
GENERAL FUND TOTAL	\$89,738,976	\$88,404,869	\$94,728,820	\$94,728,820

Justification:

The requested appropriation will provide adequate funding for general fund debt service costs based on the following assumptions:

Fiscal Year '09 Bond Issue: \$127,612,000 million at 5.0%

Fiscal Year '10 Bond Issue: \$ 124,790,000 million at 5.0%

Fiscal Year '11 Bond Issue: \$ 82,500,000 million at 5.0%

Annual Line of Credit (LOC) at \$150 million Bond Anticipation Notes (BAN) issued 3x a year.

New authorizations of \$200 million GF bonds, issued \$75 million in FY10, \$75 million in FY11, & \$50 million in FY12.

	FY'10	FY'11
Debt service on current debt principal	\$61,570,000	\$56,205,000
Debt service on current debt interest	\$12,410,688	\$ 9,734,844
LOC interest on \$150 million at 4%	\$ 2,500,000	\$ 2,500,000
BAN interest at 5%	\$ 3,119,750	\$ 2,062,500
Baseline share of projected debt on FY'09 issue	\$10,327,029	\$19,425,123
Bond proceed earnings transfer	(\$901,000)	(\$901,000)
ST Baseline Appropriation	\$89,026,467	\$89,026,467
Projected debt service on FY'09 issue	\$6,939,771	\$6,547,118
Projected debt service on FY'10 issue	\$1,875,000	\$11,250,000
New authorizations		
Total Requested Appropriation	\$97,841,238	\$106,823,585

Debt Service - Treasury 0021

Initiative: Provides federal funds authorized in the American Recovery and Reinvestment Act of 2009 to fund 35% of interest expense on taxable bonds issued for the General Fund from Build America bonds.

Ref. #: 21260

Committee Vote: _____

AFA Vote: _____

FEDERAL EXPENDITURES FUND ARRA	2011-12	2012-13
All Other	\$4,002	\$4,002
FEDERAL EXPENDITURES FUND ARRA TOTAL	\$4,002	\$4,002

Justification:

The American Recovery and Reinvestment Act (ARRA) of 2009 authorized federal funds to states for use in funding 35% of interest expense on taxable bonds issued for the General Fund from Build America Bonds. This initiative provides the allocation required to charge the interest expense.

Debt Service - Treasury 0021

Initiative: Provides federal funds authorized in the American Recovery and Reinvestment Act of 2009 to fund 35% of interest expense on taxable bonds issued for the Highway Fund from Build America bonds.

Ref. #: 21270

Committee Vote: _____

AFA Vote: _____

FEDERAL EXPENDITURES FUND ARRA

	2011-12	2012-13
All Other	\$291,735	\$291,735
FEDERAL EXPENDITURES FUND ARRA TOTAL	\$291,735	\$291,735

Justification:

The American Recovery and Reinvestment Act (ARRA) of 2009 authorized federal funds to states for use in funding 35% of interest expense on taxable bonds issued for the Highway Fund from Build America Bonds. This initiative provides the allocation required to charge the interest expense.

Debt Service - Treasury 0021

Initiative: Provides funding for debt service funding levels for the 2012-2013 biennium based on projected actual requirements.

Ref. #: 21280

Committee Vote: _____

AFA Vote: _____

GENERAL FUND

	2011-12	2012-13
All Other	\$9,202,184	\$8,822,992
GENERAL FUND TOTAL	\$9,202,184	\$8,822,992

Justification:

The funding requested by Treasury Department for the 2012-2013 biennium is based on the debt service schedule which anticipates the issuance of \$160.2 million of bonds in fiscal year 2010-11 and \$34.0 million in fiscal year 2011-12.

DEBT SERVICE - TREASURY 0021

PROGRAM SUMMARY

GENERAL FUND	History 2009-10	History 2010-11	2011-12	2012-13
All Other	\$89,738,976	\$88,404,869	\$103,931,004	\$103,551,812
GENERAL FUND TOTAL	\$89,738,976	\$88,404,869	\$103,931,004	\$103,551,812

FEDERAL EXPENDITURES FUND ARRA

	History 2009-10	History 2010-11	2011-12	2012-13
All Other			\$295,737	\$295,737
FEDERAL EXPENDITURES FUND ARRA TOTAL			\$295,737	\$295,737

TREASURER OF STATE, OFFICE OF

DEPARTMENT TOTALS	2011-12	2012-13
GENERAL FUND	\$105,923,565	\$105,581,172
FEDERAL EXPENDITURES FUND ARRA	\$295,737	\$295,737
ABANDONED PROPERTY FUND	\$217,686	\$217,686
DEPARTMENT TOTAL - ALL FUNDS	\$106,436,988	\$106,094,595

Sec. B-1. Appropriations and allocations. The following appropriations and allocations are made.

ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF

Financial and Personnel Services - Division of 0713

Initiative: RECLASSIFICATIONS

Ref. #: 1000 Committee Vote: _____ AFA Vote: _____

FINANCIAL AND PERSONNEL SERVICES FUND	2011-12	2012-13
Personal Services	\$6,915	\$7,175
FINANCIAL AND PERSONNEL SERVICES FUND TOTAL	\$6,915	\$7,175

Information Services 0155

Initiative: RECLASSIFICATIONS

Ref. #: 660 Committee Vote: _____ AFA Vote: _____

OFFICE OF INFORMATION SERVICES FUND	2011-12	2012-13
Personal Services	\$44,607	\$48,927
OFFICE OF INFORMATION SERVICES FUND TOTAL	\$44,607	\$48,927

ADMINISTRATIVE AND FINANCIAL SERVICES, DEPARTMENT OF

DEPARTMENT TOTALS	2011-12	2012-13
FINANCIAL AND PERSONNEL SERVICES FUND	\$6,915	\$7,175
OFFICE OF INFORMATION SERVICES FUND	\$44,607	\$48,927
DEPARTMENT TOTAL - ALL FUNDS	\$51,522	\$56,102

EXECUTIVE DEPARTMENT

Planning Office 0082

Initiative: RECLASSIFICATIONS

Ref. #: 10520 Committee Vote: _____ AFA Vote: _____

FEDERAL EXPENDITURES FUND	2011-12	2012-13
Personal Services	\$5,358	\$5,457
FEDERAL EXPENDITURES FUND TOTAL	\$5,358	\$5,457

EXECUTIVE DEPARTMENT

DEPARTMENT TOTALS	2011-12	2012-13
FEDERAL EXPENDITURES FUND	\$5,358	\$5,457
DEPARTMENT TOTAL - ALL FUNDS	\$5,358	\$5,457

PART D

Sec. D-1. Voluntary employee incentive programs. Notwithstanding the Maine Revised Statutes, Title 5, section 903, subsections 1 and 2, the Commissioner of Administrative and Financial Services shall offer for use prior to July 1, 2013 special voluntary employee incentive programs for state employees, including a 50% workweek option, flexible position staffing and time off without pay. Employee participation in a voluntary employee incentive program is subject to the approval of the employee's appointing authority.

Sec. D-2. Continuation of health insurance. Notwithstanding the Maine Revised Statutes, Title 5, section 285, subsection 7 and section 903, the State shall continue to pay health and dental insurance benefits for state employees who apply prior to July 1, 2013 to participate in a voluntary employee incentive program under section 1 based upon the scheduled workweek in effect prior to the employee's participation in the voluntary employee incentive program.

Sec. D-3. Continuation of group life insurance. Notwithstanding the Maine Revised Statutes, Title 5, sections 903 and 18056 and the rules of the Maine State Retirement System, the life, accidental death and dismemberment, supplemental and dependent insurance amounts for a state employee who applies prior to July 1, 2013 to participate in a voluntary employee incentive program under section 1 are based upon the scheduled hours of the employee prior to the employee's participation in the voluntary employee incentive program.

Sec. D-4. General Fund savings. Notwithstanding the Maine Revised Statutes, Title 5, section 1585, the State Budget Officer shall transfer the General Fund savings resulting from the voluntary employee incentive programs under section 1 to the General Fund Compensation and Benefit Plan account in the Department of Administrative and Financial Services. The State Budget Officer shall submit to the joint standing committee of the Legislature having jurisdiction over appropriations and financial affairs a report of the transferred amounts no later than January 15, 2013 for fiscal year 2011-12 and no later than January 15, 2014 for fiscal year 2012-13.

Sec. D-5. Lapsed balances. Notwithstanding any other provision of law, \$350,000 in fiscal year 2011-12 and \$350,000 in fiscal year 2012-13 of savings identified from the voluntary employee incentive programs in this Part lapses to the General Fund.

**SUMMARY
PART D**

This Part continues the voluntary employee incentive program during the 2012-2013 biennium and recognizes the resulting savings. It provides for the lapsing of \$350,000 in savings to the General Fund in fiscal years 2011-12 and 2012-13.

	FY 2011-12	FY 2012-13	Projections FY 2013-14	Projections FY 2014-15
Transfers				
General Fund				
PART D, Section 5	\$350,000	\$350,000	\$0	\$0

PART E

Sec. E-1. Merit increases and longevity payments. Notwithstanding the Maine Revised Statutes, Title 26, section 979-D or section 1285 or any other provision of law, any merit increase or longevity payment, regardless of funding source, scheduled to be awarded or paid between July 1, 2011 and June 30, 2013 to any person employed by the departments and agencies within the executive branch, including the constitutional officers and the Department of Audit, may not be awarded, authorized or implemented. These savings may be replaced by other Personal Services savings by agreement of the State and the bargaining agents representing state employees.

Sec. E-2. Calculation and transfer. Notwithstanding any other provision of law, the State Budget Officer shall calculate the amount of savings in section 3 of this Part that applies against each General Fund account for all departments and agencies from savings associated with eliminating merit pay increases and longevity payments and shall transfer the amounts by financial order upon the approval of the Governor. These transfers are considered adjustments to appropriations in fiscal year 2011-12 and fiscal year 2012-13. The State Budget Officer shall provide a report of the transferred amounts to the Joint Standing Committee on Appropriations and Financial Affairs no later than October 1, 2012.

SUMMARY PART E

This Part continues for two years the pay freeze by denying the awarding of merit pay and longevity pay to employees in the various departments and agencies within the executive branch, including the constitutional officers and the Department of Audit, during the 2012-2013 biennium. This Part also requires the State Budget Officer to calculate the amount of savings in Part A that applies against each General Fund account for all departments and agencies from savings associated with eliminating merit pay and shall transfer the amounts by financial order upon the approval of the Governor.

PART F

Sec. F-1. Attrition savings. The attrition rate for the 2012-2013 biennium is increased from 1.6% to 5.0%.

SUMMARY PART F

This Part recognizes an increase in the attrition rate from 1.6% to 5.0 % for the 2012-2013 biennium. The 5.0% rate is currently built into the baseline budget for Personal Services.

PART H

Sec. H-1. Department of Administrative and Financial Services; lease-purchase authorization. Pursuant to the Maine Revised Statutes, Title 5, section 1587, the Department of Administrative and Financial Services, in cooperation with the Treasurer of State, may enter into financing arrangements in fiscal years 2011-12 and 2012-13 for the acquisition of motor vehicles for the Central Fleet Management Division. The financing agreements entered into in each fiscal year may not exceed \$6,000,000 in principal costs, and a financing arrangement may not exceed 4 years in duration. The interest rate may not exceed 8%. The annual principal and interest costs must be paid from the appropriate line category allocations in the Central Fleet Management Division account.

SUMMARY PART H

This Part authorizes the Department of Administrative and Financial Services to enter into financing arrangements for the acquisition of motor vehicles for the Central Fleet Management system.

PART EE

Sec. E-5 MRSA §1811, sub-§12 is enacted to read:

1. Fund. The “Statewide Capital Equipment Fund,” referred to in this section as “the fund,” is established as a program account in the General Fund within the Department of Administrative and Financial Services. The purpose of the fund is to provide a source of funding for the purchase of items of capital equipment that are emergency in nature and that were not funded or could not have been anticipated in the biennial or supplemental budget processes.

2. Use of funds. The funds appropriated may be used for the purchase of capital equipment, but may not be used to purchase motor vehicles, real property, information technology equipment or any single piece of equipment with a value of more than \$35,000.

3. Nonlapsing account. Any unexpended amounts remaining in the fund may not lapse but must be carried forward.

4. Application for funds. Departments and agencies seeking funding must submit a request to the Commissioner of Administrative and Financial Services upon forms provided by the department.

5. Transfer authority. Funds approved for equipment purchases may be transferred by financial order upon recommendation of the State Budget Officer and approval of the Governor.

SUMMARY PART EE

This Part establishes the Statewide Capital Equipment Fund. Any appropriations provided to the fund will be used for emergency capital equipment purchases. Departments and agencies requiring funds will submit a request to the commissioner. When a request is approved, funds will be transferred by financial order upon the recommendation of the State Budget Officer and approval of the Governor.

PART FF

Sec. FF-1. 5 MRSA § 3303 is repealed.

Sec. FF-2. 5 MRSA § 3304 is repealed.

Sec. FF-3. Working group; development of implementing legislation. The Commissioner of Administrative and Financial Services shall convene a working group to develop proposed legislation that reflects the transfer of personnel, position counts and responsibilities from the State Planning Office to other departments and agencies of the State as set forth in section 5.

1. The members of the working group are:
 - A. The Director of the State Planning Office within the Executive Department or the director's designee;
 - B. The Commissioner of Labor or the commissioner's designee;
 - C. The Commissioner of Public Safety or the commissioner's designee;
 - D. The Commissioner of Defense, Veterans and Emergency Management or the commissioner's designee;
 - E. The Commissioner of Conservation or the commissioner's designee;
 - F. The Commissioner of Economic and Community Development or the commissioner's designee;
 - G. The Commissioner of Marine Resources or the commissioner's designee; and
 - H. The Commissioner of Environmental Protection or the commissioner's designee.
2. The Commissioner of Administrative and Financial Services shall serve as the chair of the working group.
3. The Executive Department, State Planning Office and the Department of Administrative and Financial Services, Division of Financial and Personnel Services shall provide staff assistance to the working group.
4. The working group shall submit its proposed legislation to the joint standing committee having jurisdiction over appropriations and financial affairs matters no later than December 1, 2011. After receipt and review of the proposal, the joint standing committee shall submit legislation to the Second Regular Session of the 125th Legislature to implement the transfer of duties and responsibilities from the State Planning Office to other departments and agencies of State Government.

Sec. FF-4. Transition. Notwithstanding any provision of law to the contrary, and pending enactment of legislation reassigning the duties and responsibilities of the

State Planning Office to other departments and agencies of State Government pursuant to section 3, the following provisions apply.

1. All references to, responsibilities of and authority conferred upon the State Planning Office throughout the Maine Revised Statutes are deemed to refer to and vest in the executive branch.

2. Notwithstanding the provisions of the Maine Revised Statutes, Title 5, all accrued expenditures, assets, liabilities, balances of appropriations, allocations, position head count, transfers, revenues or other available funds in an account or subdivision of an account of the State Planning Office must be transferred to the proper accounts of the executive branch by the State Controller or by financial order upon the request of the State Budget Officer and with the approval of the Governor. Any such transfers made by financial order are considered adjustments to appropriations and allocations.

3. All rules of the State Planning Office that are in effect on the effective date of this Part remain in effect until rescinded, revised or amended.

4. All contracts, agreements and compacts of the State Planning Office that are in effect on the effective date of this Part remain in effect until they expire or are altered by the parties involved in the contracts or agreements.

5. All records of the State Planning Office must be transferred to the appropriate departments and agencies in the executive branch.

6. All property and equipment of the State Planning Office are transferred to the appropriate departments and agencies in the executive branch as necessary to implement this Part.

7. Employees of departments or agencies within the State who were employees of the State Planning Office immediately prior to the effective date of this Part retain all their employee rights, privileges and benefits, including sick leave, vacation and seniority, provided under the Civil Service Law or collective bargaining agreements. The Department of Administrative and Financial Services, Bureau of Human Resources shall provide assistance to the affected departments and shall assist with the orderly implementation of this subsection.

Sec. FF-5. Effective date. Those sections of this Part that repeal the Maine Revised Statutes, Title 5 sections 3303 and 3304 take effect January 1, 2012.

SUMMARY
PART FF

This Part eliminates the State Planning Office as a separate office within the Executive Department effective January 1, 2012. It establishes a working group to develop proposed legislation to transfer responsibilities from the State Planning Office of other departments and agencies within the executive branch. It also provides the necessary transition provisions.

PART III

Sec. III-1. 1 MRSA §521, sub-§2, as amended by PL 1977, c. 696, §11 is further amended to read:

2. Dissemination. A copy of every executive order shall be filed with the Legislative Council, the Law and Legislative Reference Library and ~~every county law library in this State~~ posted in a conspicuous location on the State website within one week after the Governor has issued that order.

SUMMARY PART III

This Part eliminates a requirement that executive orders be filed with county law libraries and requires that they be posted on the State website in a conspicuous location.

PART JJJ

Sec. JJJ-1. Transfer from Other Special Revenue Funds to unappropriated surplus of the General Fund. Notwithstanding any other provision of law, the State Controller shall transfer \$54,000,000 on June 30, 2012 from Other Special Revenue Funds to the unappropriated surplus of the General Fund. On July 1, 2012, the State Controller shall transfer \$54,000,000 from the General Fund unappropriated surplus to Other Special Revenue Funds as repayment. This transfer is considered an interfund advance.

SUMMARY PART JJJ

This Part authorizes an interfund advance of \$54,000,000 from the Other Special Revenue Fund to the General Fund unappropriated surplus for one day at the end of fiscal year 2011-12.

	FY 2011-12	FY 2012-13	Projections FY 2013-14	Projections FY 2014-15
Transfers				
General Fund				
PART JJJ, Section 1	\$54,000,000	(\$54,000,000)	\$0	\$0
Other Special Revenue Funds				
PART JJJ, Section 1	(\$54,000,000)	\$54,000,000	\$0	\$0

PART KKK

Sec. KKK-1. Streamline and Prioritize Core Government Services Task Force established. The Commissioner of Administrative and Financial Services shall establish the Streamline and Prioritize Core Government Services Task Force, referred to in this Part as "the task force."

Sec. KKK-2. Task force membership. The task force consists of 11 members as follows:

1. The Commissioner of Administrative and Financial Services or the commissioner's designee, who shall serve as chair of the task force;
2. 2 members representing Maine for-profit businesses, appointed by the Governor;
3. 2 members representing Maine not-for-profit agencies, appointed by the Governor;
4. One member representing a higher educational institution of Maine, appointed by the Governor;
5. One member of the Senate, appointed by the President of the Senate;
6. 2 members of the House of Representatives appointed by the Speaker of the House of Representatives; and
7. 2 public at-large members, appointed by the Governor.

Sec. KKK-2. Convening of task force. The task force shall convene no later than September 1, 2011.

Sec. KKK-3. Duties. The task force shall undertake a comprehensive analysis of State Government with the goals of prioritizing services provided by government agencies, consolidating functions and eliminating duplication and inefficiencies in programs, in contracted personal services, in efficiencies in state travel policies and in advertising and public notice policies within the structure of State Government. In carrying out its duties, the task force shall investigate and identify major sources of administrative excess, redundancy, inefficiency and program overlap with other state, local or federal programs. In its report pursuant to section 5, the task force shall identify any positions that can be eliminated or reorganized, including positions in the unclassified service and major policy-influencing positions as set out in the Maine Revised Statutes, Title 5, chapter 71, and in contracted personal services that should be reduced, eliminated or consolidated to deliver the optimum services in the most cost-effective manner. The initiative must achieve a targeted spending reduction of a minimum of \$25,000,000 in fiscal year 2012-13. The task force may establish subcommittees and draw on experts inside and outside of State Government.

Sec. KKK-4. Staff assistance. The Department of Administrative and Financial Services shall provide staffing assistance to the task force.

Sec. KKK-5. Report. The task force shall submit a report of its findings and recommendations and any necessary implementing legislation to the Second Regular Session of the 125th Legislature.

**SUMMARY
PART KKK**

This Part establishes the Streamline and Prioritize Core Government Services Task Force to undertake a comprehensive analysis of State Government that will achieve General Fund savings throughout departments and agencies statewide of \$25,000,000.