



FLORIDA DEPARTMENT *of* STATE

RON DESANTIS
Governor

LAUREL M. LEE
Secretary of State

LEGISLATIVE BUDGET REQUEST

Department of State

Tallahassee

October 15, 2020

Chris Spencer, Policy Director
Office of Policy and Budget
Executive Office of the Governor
1701 Capitol
Tallahassee, Florida 32399-0001

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

Cynthia Kynoch, Staff Director
Senate Committee on Appropriations
201 Capitol
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of State is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2021-22 Fiscal Year. This submission has been approved by Laurel M. Lee, Secretary of State.

Sincerely,


Laurel M. Lee
Secretary of State

Attachments



FLORIDA DEPARTMENT OF STATE

Temporary Special Duty - General Pay Additives Implementation Plan for Fiscal Year 2021-2022

1. General Provisions

A “temporary special duties - general” pay additive may be granted to a Career Service employee whose position has been assigned temporary duties and responsibilities not customarily assigned to the position for reasons other than as a result of another employee being absent from work pursuant to the Family and Medical Leave Act or authorized military leave. Circumstances under which a temporary special duty - general pay additive may be granted are:

- (a) the employee is temporarily assigned duties of a vacant position; or
- (b) the employee is temporarily assigned to work on a special project that is outside the normal duties of the employee’s position.

The organizational unit requesting the additive must have sufficient salary rate and dollars to pay the additive.

The employee to whom the additive will be granted must be consistently meeting the established performance standards and expectations for his or her position.

2. Justification

The employee is being required to assume additional duties and responsibilities not customarily assigned to his or her position, in addition to his or her normal job duties and responsibilities, and should be reasonably compensated for having to perform those additional duties and responsibilities.

3. Procedures

The additive must be requested in writing by the Division Director. The request shall include:

- (a) the name, classification and work unit of the employee for whom the additive is being requested;
- (b) a description of the temporary duties and responsibilities that will be assigned to the employee;
- (c) the reason(s) why assignment of the temporary duties and responsibilities is necessary;

(d) the anticipated amount of time the temporary duties and responsibilities will be required; and

(e) the amount of the additive being requested.

The request shall be submitted to the Director of Administrative Services who shall verify that the Division has sufficient salary rate and dollars to pay the additive. If approved by the Director of Administrative Services, the request shall be submitted to the Deputy Secretary for review and approval. If approved by the Deputy Secretary, the request shall be submitted to the Assistant Secretary for final review. The Deputy Secretary and Assistant Secretary shall determine whether assignment of the temporary special duties and granting the additive to the employee is necessary to enable the Department to perform mission critical functions.

4. Period of Time Additive May Be In Effect

The period of time the additive may be in effect will vary depending upon the specific circumstances under which the additive is implemented. The additive may be approved for up to six (6) months, unless an extension is granted; provided, however, that if the additive will be in effect for more than 90 days, the Department will review the circumstances under which the additive was implemented at the end of the 90-day period. If the circumstances under which the additive was granted have changed, the additive shall be removed or adjusted as appropriate.

An extension of the additive may be granted upon written approval by the Director of Administrative Services, Deputy Secretary and Assistant Secretary based on documented justification that continuation of the temporary special duties and additive is necessary to enable the Department to perform mission critical functions.

5. Effective Date of Additive

The effective date of the additive will be the first day the additional duties are assigned, unless a different date is required by an applicable collective bargaining agreement then in effect.

6. Amount of Additive

The amount of the additive may not exceed ten percent (10%) of the employee's current base rate of pay, unless a higher amount is approved by the Director of Administrative Services, Deputy Secretary and Assistant Secretary based on documented justification of the need for a higher rate.

7. Classes and Number of Positions Affected

The classes and number of positions that might be approved for a temporary special duty-general pay additive during FY 2021-2022 is unknown. No temporary special duty-general pay additives were approved by the Department during FY 2019-2020.

8. Historical Data

The temporary special duty pay additive was first implemented by the Department in or about 1999. No temporary special duty-general pay additives were approved by the Department during FY 2018-2019.

9. Estimated Annual Cost

The Department estimates that the annual cost of the additive will not exceed \$15,000. (Note: Because this additive is not being requested for an entire class of positions, and the Department has no historical data regarding past implementation of this additive, no specific salary estimates can be provided at this time.)

10. Collective Bargaining Units Impacted

Employee units covered by the AFSCME Master Contract will be impacted in accordance with Article 21 (Out of Title Work):

(A) Each time an employee is designated by the employee's immediate supervisor to act in a vacant established position in a higher broadband level than the employee's current broadband level, and actually performs a major portion of the duties of a higher level position, irrespective of whether the higher level position is funded, for a period of time more than 22 workdays within any six consecutive months, the employee shall be eligible to receive a temporary special duty additive in accordance with the Personnel Rules, beginning with the 23rd day.

(B) Employees being paid at a higher rate while temporarily filling a position in a higher broadband level will be returned to their regular rate of pay when the period of temporary employment in the higher broadband level is ended.

Approved this 15 day of October, 2020.

Jennifer Kennedy

Jennifer Kennedy, Assistant Secretary of State
Chief of Staff



FLORIDA DEPARTMENT *of* STATE

Department Level Exhibits and Schedules

Legislative Budget Request FY 2021-2022

450000 DEPARTMENT OF STATE

20 2 261011 FEDERAL GRANTS TRUST FUND -HELP AMERICA VOTE ACT

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	89,352.22
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	44,055,920.42
15100	ACCOUNTS RECEIVABLE	
001202	PENALTIES	104.10
001801	REIMBURSEMENTS	1,801.82
001904	SALE OF GOODS OUTSIDE STATE GOVERNMENT	5.00
	** GL 15100 TOTAL	1,910.92
15300	INTEREST AND DIVIDENDS RECEIVABLE	
000000	BALANCE BROUGHT FORWARD	28,677.19
15900	ALLOWANCE FOR UNCOLLECTIBLES	
001202	PENALTIES	15.00-
001904	SALE OF GOODS OUTSIDE STATE GOVERNMENT	5.00-
	** GL 15900 TOTAL	20.00-
31100	ACCOUNTS PAYABLE	
000000	BALANCE BROUGHT FORWARD	60,597.78
030000	OTHER PERSONAL SERVICES	0.00
030000	CF OTHER PERSONAL SERVICES	74,994.67-
040000	EXPENSES	0.00
040000	CF EXPENSES	749.69-
100495	SW VOTER REGISTR SYST/HAVA	10,112.97-
100777	CONTRACTED SERVICES	0.00
100777	CF CONTRACTED SERVICES	578,372.01-
107020	G/A-ELECT SECURITY GRANTS	45,130.75-
107020	CF G/A-ELECT SECURITY GRANTS	521,307.46-
	** GL 31100 TOTAL	1,170,069.77-
32100	ACCRUED SALARIES AND WAGES	
000000	BALANCE BROUGHT FORWARD	2,200.73-
35300	DUE TO OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	59,393.53-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	36,737,536.22-

450000 DEPARTMENT OF STATE

20 2 261011 FEDERAL GRANTS TRUST FUND -HELP AMERICA VOTE ACT

G-L	G-L ACCOUNT NAME		BEGINNING BALANCE
CAT			
57200	RESTRICTED BY FEDERAL GOVERNMENT		
000000	BALANCE BROUGHT FORWARD		6,206,640.50-
94100	ENCUMBRANCES		
030000	CF	OTHER PERSONAL SERVICES	34,105.00
040000	CF	EXPENSES	190,400.26
100777	CF	CONTRACTED SERVICES	2,110,954.70
107020		G/A-ELECT SECURITY GRANTS	15,779.89
107020	CF	G/A-ELECT SECURITY GRANTS	400,388.91
210004	CF	DP ASSESSMENT (DMS)	26,031.00
		** GL 94100 TOTAL	2,777,659.76
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE		
030000	CF	OTHER PERSONAL SERVICES	34,105.00-
040000	CF	EXPENSES	190,400.26-
100777	CF	CONTRACTED SERVICES	2,110,954.70-
107020		G/A-ELECT SECURITY GRANTS	15,779.89-
107020	CF	G/A-ELECT SECURITY GRANTS	400,388.91-
210004	CF	DP ASSESSMENT (DMS)	26,031.00-
		** GL 98100 TOTAL	2,777,659.76-
		*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 261012 FEDERAL GRANTS TRUST FUND - HISTORICAL RESOURCES

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	258,334.45
16400	DUE FROM FEDERAL GOVERNMENT	
000000	BALANCE BROUGHT FORWARD	61,559.65
31100	ACCOUNTS PAYABLE	
030000	OTHER PERSONAL SERVICES	0.00
030000	CF OTHER PERSONAL SERVICES	6,797.00-
040000	EXPENSES	0.00
040000	CF EXPENSES	482.61-
060000	OPERATING CAPITAL OUTLAY	0.00
060000	CF OPERATING CAPITAL OUTLAY	3,884.40-
105281	LEASE/PURCHASE/EQUIPMENT	0.00
105281	CF LEASE/PURCHASE/EQUIPMENT	569.83-
	** GL 31100 TOTAL	11,733.84-
35300	DUE TO OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	1,493.37-
35500	DUE TO OTHER GOVERNMENTAL UNITS	
101548	GRANTS AND AIDS - HISTORIC PRESERVATION GRA	0.00
38900	REVENUES RECEIVED IN ADVANCE - CURRENT	
001510	TRANSFER OF FEDERAL FUNDS	0.00
45100	ADVANCES FROM OTHER FUNDS BETWEEN DEPA	
000000	BALANCE BROUGHT FORWARD	12,998.05-
001510	TRANSFER OF FEDERAL FUNDS	60,238.50-
	** GL 45100 TOTAL	73,236.55-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	280,498.57-
57200	RESTRICTED BY FEDERAL GOVERNMENT	
000000	BALANCE BROUGHT FORWARD	47,068.23
94100	ENCUMBRANCES	
030000	CF OTHER PERSONAL SERVICES	59.00
101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	75,750.00
140020	20 G/A-SPEC CAT-ACQ, REST/HIS	499,999.00
	** GL 94100 TOTAL	575,808.00

450000 DEPARTMENT OF STATE

20 2 261012 FEDERAL GRANTS TRUST FUND - HISTORICAL RESOURCES

G-L G-L ACCOUNT NAME

CAT	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	BEGINNING BALANCE
98100		
030000 CF	OTHER PERSONAL SERVICES	59.00-
101548 CF	GRANTS AND AIDS - HISTORIC PRESERVATION GRA	75,750.00-
140020 20	G/A-SPEC CAT-ACQ, REST/HIS	499,999.00-
	** GL 98100 TOTAL	575,808.00-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 261013 FEDERAL GRANTS TRUST FUND - LIBRARY SERVICES

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	106,670.66
31100	ACCOUNTS PAYABLE	
010000	SALARIES AND BENEFITS	0.00
010000 CF	SALARIES AND BENEFITS	7,695.28-
050792	G/A-LIBRARY GRANTS	0.00
050792 CF	G/A-LIBRARY GRANTS	335,629.00-
060000	OPERATING CAPITAL OUTLAY	1,635.43
060000 CF	OPERATING CAPITAL OUTLAY	1,635.43-
100777	CONTRACTED SERVICES	0.00
100777 CF	CONTRACTED SERVICES	32,795.82-
101977	LIBRARY RESOURCES	0.00
101977 CF	LIBRARY RESOURCES	41,600.23-
105281	LEASE/PURCHASE/EQUIPMENT	0.00
105281 CF	LEASE/PURCHASE/EQUIPMENT	773.58-
	** GL 31100 TOTAL	418,493.91-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	587,933.04
57200	RESTRICTED BY FEDERAL GOVERNMENT	
000000	BALANCE BROUGHT FORWARD	276,109.79-
94100	ENCUMBRANCES	
040000 CF	EXPENSES	4,452.82
050792 CF	G/A-LIBRARY GRANTS	165,219.00
100777 CF	CONTRACTED SERVICES	20,482.55
101977 CF	LIBRARY RESOURCES	162,611.04
105281 CF	LEASE/PURCHASE/EQUIPMENT	441.56
	** GL 94100 TOTAL	353,206.97
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
040000 CF	EXPENSES	4,452.82-
050792 CF	G/A-LIBRARY GRANTS	165,219.00-
100777 CF	CONTRACTED SERVICES	20,482.55-
101977 CF	LIBRARY RESOURCES	162,611.04-
105281 CF	LEASE/PURCHASE/EQUIPMENT	441.56-
	** GL 98100 TOTAL	353,206.97-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE		BEGINNING BALANCE
20 2 261014 FEDERAL GRANTS TRUST FUND - CULTURAL AFFAIRS		
G-L	G-L ACCOUNT NAME	
CAT		BEGINNING BALANCE
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	3,971.27
31100	ACCOUNTS PAYABLE	
050087	G/A-ARTS GRANTS	3,750.00
050087	CF G/A-ARTS GRANTS	16,250.00-
	** GL 31100 TOTAL	12,500.00-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	40,615.93
57200	RESTRICTED BY FEDERAL GOVERNMENT	
000000	BALANCE BROUGHT FORWARD	32,087.20-
94100	ENCUMBRANCES	
050087	CF G/A-ARTS GRANTS	35,417.00
100777	CF CONTRACTED SERVICES	1,440.00
	** GL 94100 TOTAL	36,857.00
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
050087	CF G/A-ARTS GRANTS	35,417.00-
100777	CF CONTRACTED SERVICES	1,440.00-
	** GL 98100 TOTAL	36,857.00-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 279001 FLORIDA FINE ARTS TRUST FUND DOS

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
15900	ALLOWANCE FOR UNCOLLECTIBLES	
001800	REFUNDS	0.00
16400	DUE FROM FEDERAL GOVERNMENT	
000700	U S GRANTS	0.00
001500	TRANSFERS	0.00
	** GL 16400 TOTAL	0.00
38800	UNEARNED REVENUE - CURRENT	
000000	BALANCE BROUGHT FORWARD	0.00
000700	U S GRANTS	0.00
	** GL 38800 TOTAL	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	0.00
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 339085 GRANTS AND DONATIONS TF DOS-DIV OF ARCHIVES

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	272,099.86
15100	ACCOUNTS RECEIVABLE	
000100	FEEES	1,036.00
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000000	BALANCE BROUGHT FORWARD	2,056.00-
16500	DUE FROM OTHER GOVERNMENTAL UNITS	
000100	FEEES	1,814.00
17400	WORK IN PROCESS	
100777	CF CONTRACTED SERVICES	0.00
31100	ACCOUNTS PAYABLE	
040000	EXPENSES	0.00
040000	CF EXPENSES	0.00
	** GL 31100 TOTAL	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	90,824.04-
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
55600	RESERVED FOR FCO AND GRANTS/AID - FCO	
080901	09 CENTRAL FAC/MAINT & REPAIR	0.00
084603	06 MISSION SAN LUIS FORT CONSTRUCTION	0.00
084603	07 MISSION SAN LUIS FORT CONSTRUCTION	0.00
140222	08 LIGHTHOUSE RESTORATION PRJ	0.00
	** GL 55600 TOTAL	0.00
57300	RESTRICTED BY GRANTORS AND CONTRIBUTOR	
000000	BALANCE BROUGHT FORWARD	182,069.82-
94100	ENCUMBRANCES	
100777	CF CONTRACTED SERVICES	79,750.00
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
100777	CF CONTRACTED SERVICES	79,750.00-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 339097 GRANTS & DONATIONS HELP AMERICA VOTE ACT (HAVA)

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
31100	ACCOUNTS PAYABLE	
100495	SW VOTER REGISTR SYST/HAVA	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	0.00
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 423003 LAND ACQUISITION TRUST FUND DOS

G-L	CAT	G-L ACCOUNT NAME	BEGINNING BALANCE
	12100	UNRELEASED CASH IN STATE TREASURY	
	000000	BALANCE BROUGHT FORWARD	2,059,190.15
	16300	DUE FROM OTHER DEPARTMENTS	
	000000	BALANCE BROUGHT FORWARD	2,005.75
	31100	ACCOUNTS PAYABLE	
	000000	BALANCE BROUGHT FORWARD	3,728.29
	010000	SALARIES AND BENEFITS	0.00
	010000	CF SALARIES AND BENEFITS	29,531.75-
	030000	OTHER PERSONAL SERVICES	0.00
	030000	CF OTHER PERSONAL SERVICES	25,787.60-
	040000	EXPENSES	29,924.93
	040000	CF EXPENSES	68,050.98-
	060000	OPERATING CAPITAL OUTLAY	0.00
	060000	CF OPERATING CAPITAL OUTLAY	1,198.00-
	100777	CONTRACTED SERVICES	0.00
	100777	CF CONTRACTED SERVICES	13,379.94-
	101548	GRANTS AND AIDS - HISTORIC PRESERVATION GRA	0.00
	101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	25,000.00-
	105281	LEASE/PURCHASE/EQUIPMENT	0.00
	105281	CF LEASE/PURCHASE/EQUIPMENT	551.68-
		** GL 31100 TOTAL	129,846.73-
	32100	ACCRUED SALARIES AND WAGES	
	000000	BALANCE BROUGHT FORWARD	469.47-
	35200	DUE TO STATE FUNDS, WITHIN DEPARTMENT	
	000000	BALANCE BROUGHT FORWARD	88.75
	35300	DUE TO OTHER DEPARTMENTS	
	000000	BALANCE BROUGHT FORWARD	5,347.57-
	35600	DUE TO GENERAL REVENUE	
	000000	BALANCE BROUGHT FORWARD	5.75-
	54900	COMMITTED FUND BALANCE	
	000000	BALANCE BROUGHT FORWARD	1,925,615.13-
	94100	ENCUMBRANCES	
	030000	CF OTHER PERSONAL SERVICES	6,557.79
	040000	CF EXPENSES	21,765.70
	100777	CONTRACTED SERVICES	66,080.08
	100777	CF CONTRACTED SERVICES	617,221.75
	101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	820,000.00

450000 DEPARTMENT OF STATE

20 2 423003 LAND ACQUISITION TRUST FUND DOS

G-L	CAT	G-L ACCOUNT NAME	BEGINNING BALANCE
	105281	CF LEASE/PURCHASE/EQUIPMENT	4,434.33
	140020	16 G/A-SPEC CAT-ACQ, REST/HIS	30,850.52
		** GL 94100 TOTAL	1,566,910.17
98100		BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
	030000	CF OTHER PERSONAL SERVICES	6,557.79-
	040000	CF EXPENSES	21,765.70-
	100777	CONTRACTED SERVICES	66,080.08-
	100777	CF CONTRACTED SERVICES	617,221.75-
	101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	820,000.00-
	105281	CF LEASE/PURCHASE/EQUIPMENT	4,434.33-
	140020	16 G/A-SPEC CAT-ACQ, REST/HIS	30,850.52-
		** GL 98100 TOTAL	1,566,910.17-
		*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE		BEGINNING BALANCE
20 2 450001	LIBRARY SERVICES TF DOS	
G-L	G-L ACCOUNT NAME	
CAT		BEGINNING BALANCE
11100	CASH ON HAND	
000000	BALANCE BROUGHT FORWARD	0.00
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000100	FEEES	0.00
31100	ACCOUNTS PAYABLE	
000000	BALANCE BROUGHT FORWARD	23.00-
040000	EXPENSES	23.00
	** GL 31100 TOTAL	0.00
38800	UNEARNED REVENUE - CURRENT	
000000	BALANCE BROUGHT FORWARD	0.00
000700	U S GRANTS	0.00
	** GL 38800 TOTAL	0.00
38900	REVENUES RECEIVED IN ADVANCE - CURRENT	
000000	BALANCE BROUGHT FORWARD	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	0.00
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
55600	RESERVED FOR FCO AND GRANTS/AID - FCO	
081182 05	LIBRARY CONSTRUCTION GRNTS	0.00
	*** FUND TOTAL	0.00

BGTRBAL-10 AS OF 07/01/20

45000000000
BEGINNING TRIAL BALANCE BY FUND
JULY 01, 2020

DATE RUN 08/12/20
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450000 DEPARTMENT OF STATE

20 2 510001 OPERATING TRUST FUND DOS

G-L G-L ACCOUNT NAME

CAT

BEGINNING BALANCE

12100 UNRELEASED CASH IN STATE TREASURY

000000 BALANCE BROUGHT FORWARD 0.00

54900 COMMITTED FUND BALANCE

000000 BALANCE BROUGHT FORWARD 0.00

*** FUND TOTAL 0.00

450000 DEPARTMENT OF STATE

20 2 510002 OPERATING TRUST FUNDDOS SEC. STATE-ARCH. DIV.

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	4,047.42
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000500	INTEREST	0.00
001904	SALE OF GOODS OUTSIDE STATE GOVERNMENT	0.00
	** GL 15900 TOTAL	0.00
38800	UNEARNED REVENUE - CURRENT	
000000	BALANCE BROUGHT FORWARD	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	4,047.42-
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 537001 CLEARING TRUST FUND-DOS

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	4,191,166.13
15100	ACCOUNTS RECEIVABLE	
000100	FEEES	11,983.37
001202	PENALTIES	773.32
	** GL 15100 TOTAL	12,756.69
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000000	BALANCE BROUGHT FORWARD	12,756.69-
35600	DUE TO GENERAL REVENUE	
000000	BALANCE BROUGHT FORWARD	9,465.92-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	4,181,700.21-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

60 2 572001 RECORDS MANAGEMENT TRUST FUND-DEPT OF STATE

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
11100	CASH ON HAND	
000000	BALANCE BROUGHT FORWARD	0.00
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	850,398.46
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
15100	ACCOUNTS RECEIVABLE	
000000	BALANCE BROUGHT FORWARD	2,167.12-
001202	PENALTIES	75.00
001903	SALES OF GOODS/SERVICES TO STATE AGENCIES	2,296.77-
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	2,896.89
	** GL 15100 TOTAL	1,492.00-
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000000	BALANCE BROUGHT FORWARD	2,550.57-
001800	REFUNDS	0.00
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	0.00
	** GL 15900 TOTAL	2,550.57-
16200	DUE FROM STATE FUNDS, WITHIN DEPART.	
000000	BALANCE BROUGHT FORWARD	10,217.40-
001903	SALES OF GOODS/SERVICES TO STATE AGENCIES	11,426.32
	** GL 16200 TOTAL	1,208.92
16300	DUE FROM OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	1,245.17
001903	SALES OF GOODS/SERVICES TO STATE AGENCIES	237,170.01
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	744.50
	** GL 16300 TOTAL	239,159.68
16500	DUE FROM OTHER GOVERNMENTAL UNITS	
001903	SALES OF GOODS/SERVICES TO STATE AGENCIES	12,524.02
001904	SALE OF GOODS OUTSIDE STATE GOVERNMENT	47.80
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	40,340.55
	** GL 16500 TOTAL	52,912.37
17100	SUPPLY INVENTORY	
000000	BALANCE BROUGHT FORWARD	0.00

450000 DEPARTMENT OF STATE

60 2 572001 RECORDS MANAGEMENT TRUST FUND-DEPT OF STATE

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
27600	FURNITURE AND EQUIPMENT	
000000	BALANCE BROUGHT FORWARD	702,061.61
040000	EXPENSES	205,984.17-
060000	OPERATING CAPITAL OUTLAY	376,912.15-
060000	CF OPERATING CAPITAL OUTLAY	6,317.18
100021	ACQUISITION/MOTOR VEHICLES	15,888.00-
	** GL 27600 TOTAL	109,594.47
27700	ACC DEPR - FURNITURE & EQUIPMENT	
000000	BALANCE BROUGHT FORWARD	622,939.83-
040000	EXPENSES	169,101.05
060000	OPERATING CAPITAL OUTLAY	360,864.73
100021	ACQUISITION/MOTOR VEHICLES	4,018.40-
	** GL 27700 TOTAL	96,992.45-
28200	LIBRARY RESOURCES	
040000	EXPENSES	1,856.94
100777	CONTRACTED SERVICES	460.00
	** GL 28200 TOTAL	2,316.94
31100	ACCOUNTS PAYABLE	
040000	EXPENSES	36.99-
100777	CONTRACTED SERVICES	0.00
100777	CF CONTRACTED SERVICES	12,850.00-
105281	LEASE/PURCHASE/EQUIPMENT	0.00
105281	CF LEASE/PURCHASE/EQUIPMENT	115.95-
	** GL 31100 TOTAL	13,002.94-
35600	DUE TO GENERAL REVENUE	
000000	BALANCE BROUGHT FORWARD	9,340.63-
38600	CURRENT COMPENSATED ABSENCES LIABILITY	
000000	BALANCE BROUGHT FORWARD	28,164.28-
48600	COMPENSATED ABSENCES LIABILITY	
000000	BALANCE BROUGHT FORWARD	71,082.59-
53600	INVESTED IN CAPITAL ASSETS NET OF RELA	
000000	BALANCE BROUGHT FORWARD	14,875.42-
53900	NET ASSETS UNRESTRICTED	
000000	BALANCE BROUGHT FORWARD	1,018,089.96-

450000 DEPARTMENT OF STATE

60 2 572001 RECORDS MANAGEMENT TRUST FUND-DEPT OF STATE

G-L G-L ACCOUNT NAME

CAT			BEGINNING BALANCE
94100		ENCUMBRANCES	
040000	CF	EXPENSES	8,445.05
105281	CF	LEASE/PURCHASE/EQUIPMENT	624.97
		** GL 94100 TOTAL	9,070.02
98100		BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
040000	CF	EXPENSES	8,445.05-
105281	CF	LEASE/PURCHASE/EQUIPMENT	624.97-
		** GL 98100 TOTAL	9,070.02-
		*** FUND TOTAL	0.00

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45000000 – Department Level

Fund: 2261 – Federal Grants Trust Fund

Adjustments in Section III

Adjustments in Section III were made as follows:

- Statewide Financial Statement #B4500006 – Committed Fund in the amount of \$47,987.
- Adjustment to Line A – Payables not Certified in the amount of \$35,417.
- Statewide Financial Statement #B4500026 – Due to Other Departments in the amount of \$1,493.
- Statewide Financial Statement #B4500026 – Due to Other Departments in the amount of \$56,466.
- TR10 Adjusting Entries in the amount of \$600,374 FY19-20 and estimated adjustments of \$580,768 for FY20-21.
- Statewide Financial Statement #B4500026 – Advances from Other Agencies in the amount of \$-\$146,473.
- TR10 Adjusting Entries in the amount of \$-733.00.
- TR10 Adjusting Entries in the amount of \$6,225.
- TR10 Adjusting Entries in the amount of \$13,657.
- Statewide Financial Statement #B4500026 – Due to Other Departments in the amount of \$54,891.
- Operating Expenditure Adjustments in the amount of \$4,959,699 for FY19-20 and \$8,054,000 for FY20-21.

Revenue Narrative

The projected revenue estimates are based on grant award documents from federal awarding agencies.

- The Division of Historical Resources receives federal dollars from the following agencies:
 - The National Park Service (NPS)
 - The National Endowment for the Arts (NEA)
 - The Federal Highway Administration via the Florida Department of Transportation
 - National Maritime Heritage Grant Program
- The Division of Library and Information Services receives federal dollars from the Institute of Museum and Library Services (IMLS) in order to implement the Library Services and Technology Act (LSTA).
- The Division of Cultural Affairs receives federal dollars from the National Endowment for the Arts (NEA).

Revenues in the trust fund will vary from year to year based on the amount of the federal dollars awarded by each federal agency. Other factors that impact dollars in the Federal Grants Trust Fund include grants that are awarded for a special project/purpose and are received only for a year or two.

5 Percent Trust Fund Reserve

There is no reserve requirement for the Federal Grants Trust Fund.

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45000000 – Department Level

Fund: 2339 – Grants and Donations Trust Fund

Adjustments in Section III

Adjustments in Section III were made as follows:

September 2020 Certified Reversions - \$79,750

Revenue Narrative

- Revenue for Center for Elections Grant - \$553,000. The Center for Election Innovation and Research (CEIR) is a nonprofit, nonpartisan organization that provides assistance to state and local election officials to ensure elections are secure and voters have confidence in election outcomes. On September 1, 2020, CEIR announced the receipt of a \$50 Million donation for improving the effectiveness and efficiency of election administration by funding Secretaries of State to educate, inform and communicate with voters. The goal is to ensure a safe, secure, and informed November 2020 election, particularly in the face of the challenges posed by the COVID-19 pandemic. The Department of State (Department) applied for \$553,000 in grant funding for eligible expenditures. Upon receipt, the funds will be deposited into the Grants and Donations Trust Fund. The Department has insufficient budget authority to expend the funds.

5 Percent Trust Fund Reserve

- There is no reserve requirement in the Grants and Donations Trust Fund.

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45000000 – Department Level

Fund: 2423 – Land Acquisition Trust Fund

Adjustments in Section III

Adjustments in Section III were made as follows:

- September 2020 Certified Forward reversions in the amount of \$343,561.
- Adjustment to Statewide Financial Statements #B45000012 to record service charge to General Revenue in the amount of -\$23.
- Adjustment to Statewide Financial Statements #B45000016 to record amounts due from other departments in the amount of \$358,838.
- Adjustment for prior year accounts payable not certified in the amount of \$31,408.
- Adjustments to expenditures totaling -\$106,427 for TR10 entries to adjust expenditures.

Revenue Narrative

- The projected revenue estimate for the transfer from the Department of Environmental Protection (DEP) is based on information provided by DEP. This is revenue from the Land Management Program. Other revenue is from miscellaneous sources such as underwater salvage fees, copying charges and royalties from publications.
- The primary revenue source in this trust fund is from the Department of Environmental Protection, Land Management Program. These revenues fluctuate depending on the amount of funding provided each year for this program.

5 Percent Trust Fund Reserve

The 5 percent calculation is based on the Division of Historical Resources (45200700) anticipated revenues from the Department of Environmental Protection's Land Management Program for Fiscal Year 2019-20. It does not include anticipated revenue from the non-federal grant, since those funds can only be used to reimburse specific expenditures pursuant to the grant award letter.

FY 2020-21 Revenue		Amount
Total Anticipated Revenues Transferred from DEP-Land Management Funding:	\$	9,500,00
Total Revenue	\$	9,500,000
Total Revenue Subject to 5% Reserve Calculation	\$	9,588,000
Multiplied by 5%		0.05
Total 5% Reserve for Land Acquisition Trust Fund	\$	475,000

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45200700 – Historical Resources

Fund: 2510 – Operating Trust Fund

Adjustments in Section III

No adjustments were made in Section III.

Revenue Narrative

- The primary revenue source in this trust fund is from the Florida Department of Transportation (FDOT) for historic preservation compliance and review activities within the Division of Historical Resources.
- Effective July 1, 2019, the Division of Historical Resources began receiving funds from FDOT through an interagency contract agreement. The funds were previously received from FDOT via the Federal Highway Administration in the Division’s Federal Grants Trust Fund (2261). Revenues in the trust fund will vary from year to year based on the estimated amounts provided by FDOT.

5 Percent Trust Fund Reserve

The five percent calculation is based on anticipated revenue received from the Florida Department of Transportation in Fiscal Year 2019-20.

FY 2020-21 Revenue	Amount
Total Anticipated Revenues from FDOT-Compliance and Review Funding:	\$ 243,865
Total Revenue	\$ 243,865
Total Revenue Subject to 5% Reserve Calculation	\$ 243,865
Multiplied by 5%	0.05
Total 5% Reserve for Operating Trust Fund	\$ 12,193

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45400100 – Library and Information Services

Fund: 2572 – Records Management Trust Fund

Adjustments in Section III

Adjustments in Section III were made as follows:

- Statewide Financial Statement #B4500017 to Adjust for Amounts Due To Service Charge to General Revenue- (\$5,686)
- Statewide Financial Statement #B4500017 to Adjust for Amounts Due From Other Departments in the amount of -\$5,686.
- Statewide Financial Statement #B4500017 to Adjust for Amounts Due From Other Departments in the amount of \$44.
- Operating Expenditure Adjustment in the amount of \$239 in Fiscal Year 2020-21 and in Fiscal Year 2021-22.

Revenue Estimating Narrative

- The projected revenue estimate listed in Section I is based on actual revenue received during FY 2019-20. Those figures have been projected out for FY 2020-21 and FY 2021-22.
 - Advertising in Administrative Register
 - Records Storage Fees
 - Records Management Training Workshops
 - Copying Charges
 - Royalties

Revenues in the Records Management Trust Fund will fluctuate depending on the number of notices advertised in the Florida Administrative Register; the number of Records Management Training workshops; and the number of agencies that store records in the Florida Records Center.

5 Percent Trust Fund Reserve

The Records Management Trust Fund qualifies for exemption under the following exclusion category listed on page 20 of the FY 2020-21 Schedule I Manual: "Trust funds where the excess balance over operating costs and a statutorily approved reserve go the General Revenue Fund or the Educational Trust Fund, or trust funds that are statutorily required to maintain a minimum balance."

Subsection 120.55(8)(b), Florida Statutes states, "the unencumbered balance in the Records Management Trust Fund for fees collected pursuant to this chapter may not exceed \$300,000 at the beginning of each fiscal year, and any excess shall be transferred to the General Revenue Fund."

Schedule VII: Agency Litigation Inventory

Agency:	Department of State		
Contact Person:	Brad McVay	Phone Number:	850-245-6536
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<i>Jacobson, et al. v. Lee</i>		
Court with Jurisdiction:	<i>(11th CCOA) pending en banc</i>		
Case Number:	No. 19-14552		
Summary of the Complaint:	Whether Florida's ballot order statute—which mandates that the winning Gubernatorial candidate's party be listed first in partisan elections— favors the first-listed candidate and thereby violates the First and Fourteenth Amendments to the U.S. Constitution. <i>See</i> § 101.151(3)(a), Fla. Stat. If so, whether the appropriate remedy is to rotate ballot order precinct-by-precinct, county-by-county, or through some other means.		
Amount of the Claim:	No monetary damages; possible attorneys fees and costs		
Specific Statutes or Laws (including GAA) Challenged:	§ 101.151(3)(a), Fla. Stat.		
Status of the Case:	11 th Circuit reversed the district court's decision holding the statute unconstitutional. The matter is pending decision for <i>en banc</i> review		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input checked="" type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

Schedule VII: Agency Litigation Inventory

Agency:	Department of State		
Contact Person:	Brad McVay	Phone Number:	850-245-6536
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<i>Independent Party of Florida, et al., v. Lee</i>		
Court with Jurisdiction:	(N.D. Fla.) (Walker)		
Case Number:	No. 20-cv-110		
Summary of the Complaint:	Whether Florida's alternative methods of access for minor parties on the presidential ballot are unconstitutionally burdensome or discriminatory.		
Amount of the Claim:	No monetary damages; possible attorneys fees and costs		
Specific Statutes or Laws (including GAA) Challenged:	§ 103.021(4)(a)&(b), Fla. Stat.		
Status of the Case:	Bench trial scheduled for March 15, 2021		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input checked="" type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

Schedule VII: Agency Litigation Inventory

Agency:	Department of State		
Contact Person:	Brad McVay	Phone Number:	850-245-6536
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<i>Madera v. Lee</i>		
Court with Jurisdiction:	(N.D. Fla.) (Walker)		
Case Number:	No. 18-cv-152		
Summary of the Complaint:	Whether the failure of 32 county supervisors of elections to provide Spanish-language sample and official ballots, Spanish-language poll workers, Spanish-language hotlines, and other bilingual materials violates section 4(e) of the Voting Rights Act.		
Amount of the Claim:	No monetary damages; possible attorneys fees and costs		
Specific Statutes or Laws (including GAA) Challenged:	none		
Status of the Case:	Pending decision on motion to dismiss for lack of standing re: <i>Jacobson</i>		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input checked="" type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

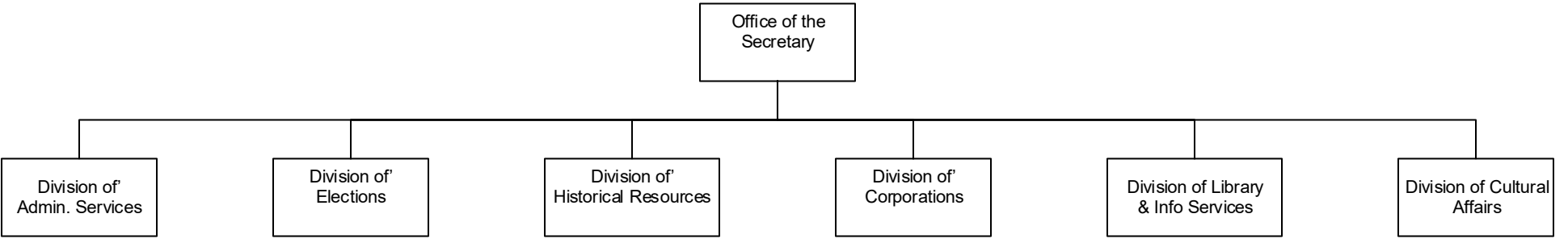
Schedule VII: Agency Litigation Inventory

Agency:	Department of State		
Contact Person:	Brad McVay	Phone Number:	850-245-6536
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<i>Jones, et al. v. DeSantis</i> (consolidated) <i>Gruver v. Lee</i> , 19-cv-121 <i>McCoy v. DeSantis</i> , 19-cv-300 <i>Mendez v. DeSantis</i> , 19-cv-272 <i>Raysor v. Lee</i> , 19-cv-301		
Court with Jurisdiction:	(N.D. Fla.) (Walker); (11 th CCOA)		
Case Number:	No. 19-cv-300; 20-12003		
Summary of the Complaint:	Whether section 98.0751 (created by SB 7066)'s definition that "completion of all terms of sentence" (required by Amendment 4 for restoration of voting rights) means all terms in the 4-corners of sentence, including fees and fines, violates various constitutional provisions as a poll-tax, wealth-based discrimination, fundamentally unfair, burden on right to vote, vague, burden on free speech and associational rights, ex-post facto, intentional racial discrimination		
Amount of the Claim:	No monetary damages; possible attorneys fees and costs		
Specific Statutes or Laws (including GAA) Challenged:	section 98.0751 (created by SB 7066)		
Status of the Case:	On appeal.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	X	Agency Counsel	
		Office of the Attorney General or Division of Risk Management	
	X	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

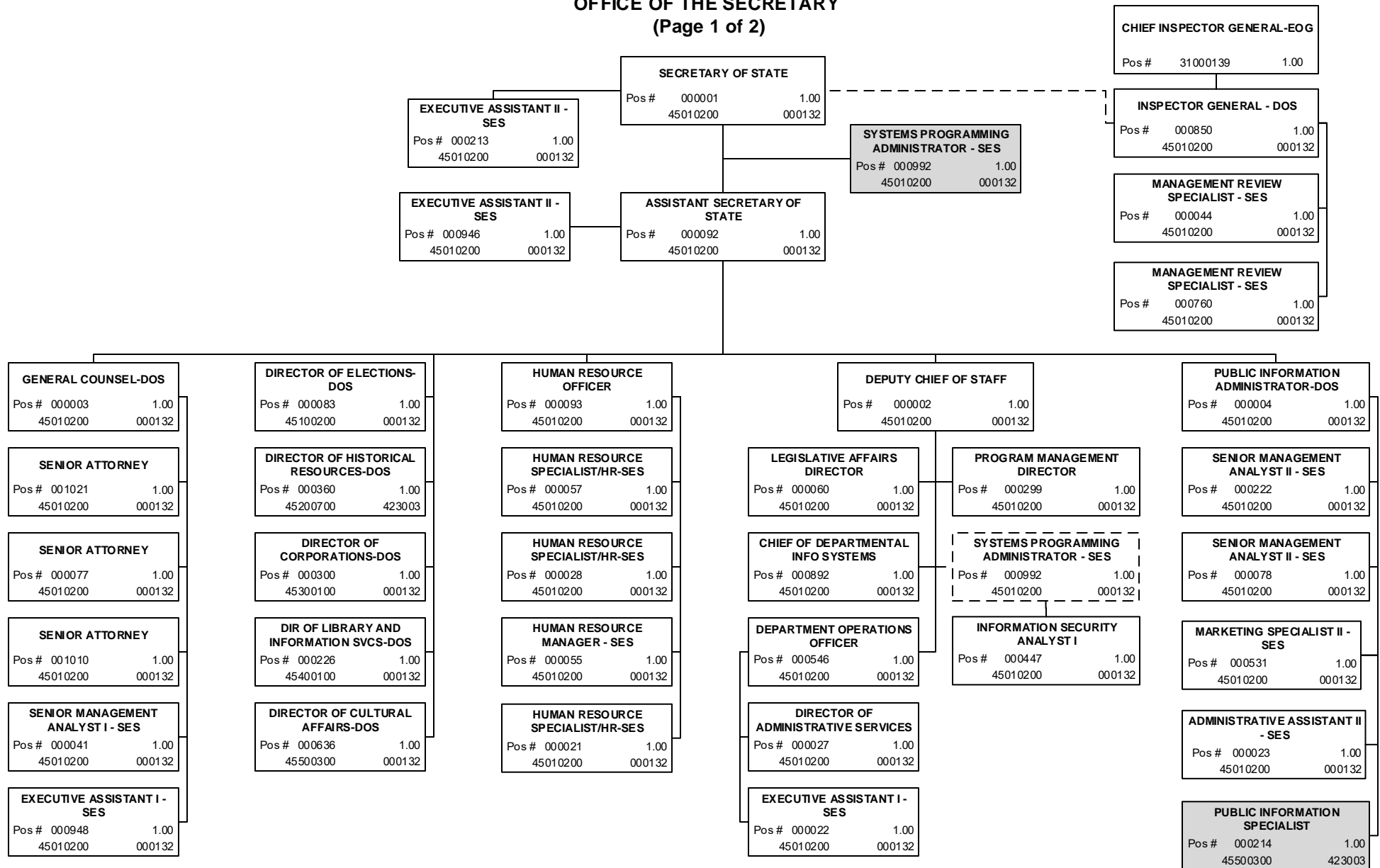
Schedule VII: Agency Litigation Inventory

Agency:	Department of State		
Contact Person:	Brad McVay	Phone Number:	850-245-6536
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<i>Canosa v. City of Coral Gables, Florida</i>		
Court with Jurisdiction:	2d Jud. Cir. (Leon)		
Case Number:	2019 CA 2813		
Summary of the Complaint:	Whether DOS's Rule 1B-24.003(1)(b), Florida Administrative Code, which sets retention for images of his license plates recorded by Automated License Plate Readers ("ALPR") violates provisions against unreasonable searches and seizures or privacy. Plaintiff's ultimate complaint is against the <i>collection</i> and <i>sharing</i> of images of his license plate recorded by the Defendant City of Coral Gables' Automated License Plate Reader ("ALPR")		
Amount of the Claim:	No monetary damages; possible attorneys fees and costs		
Specific Statutes or Laws (including GAA) Challenged:	Rule 1B-24.003(1)(b)		
Status of the Case:	Pending motion to dismiss.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input checked="" type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

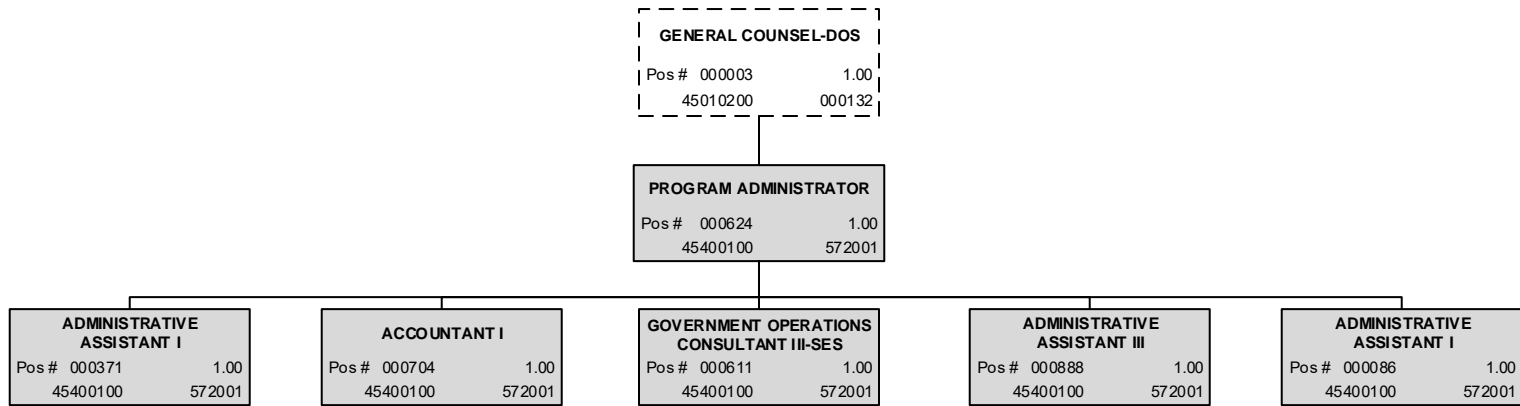
**Department of State
Organizational Units
(408.00 FTE)**



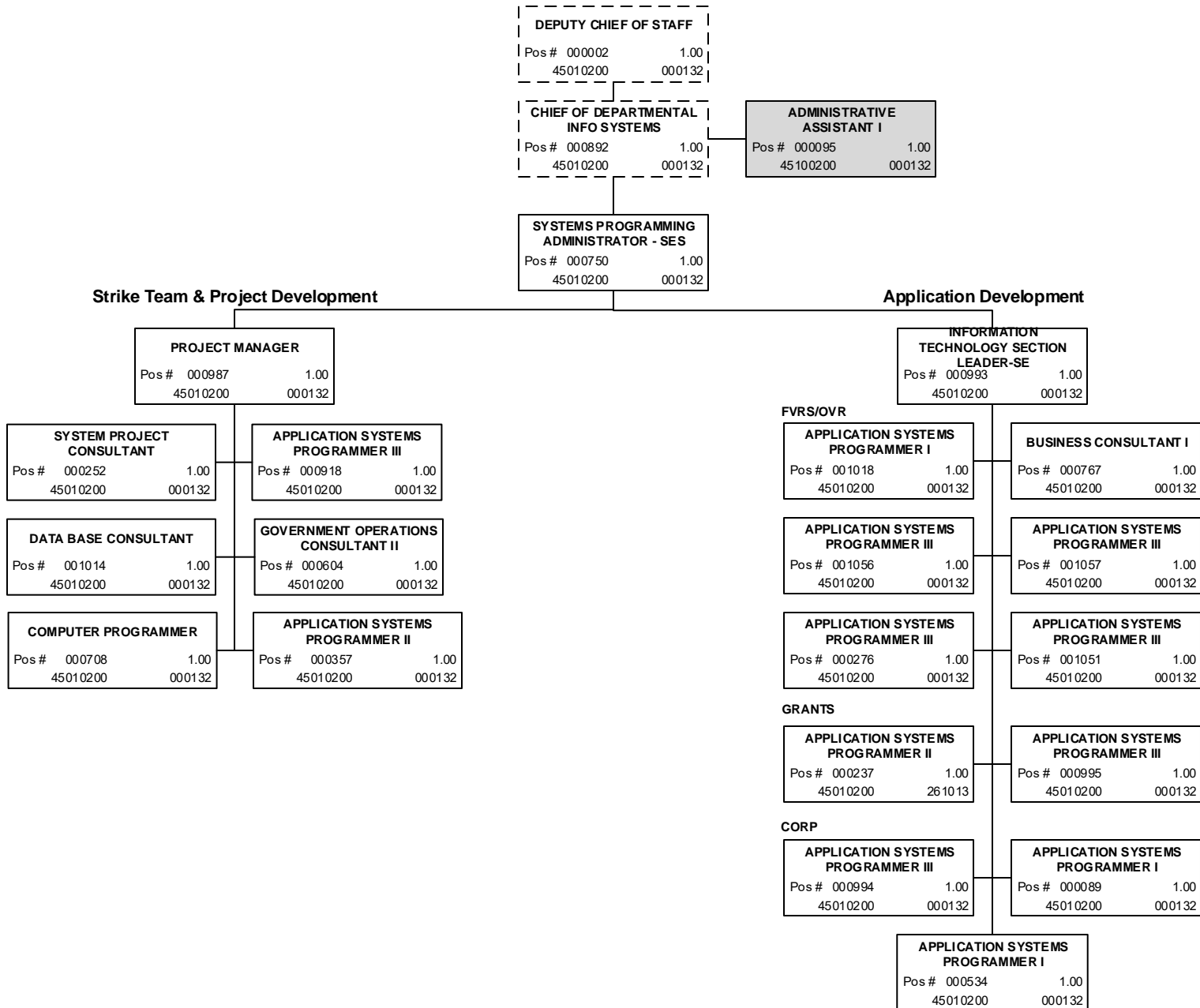
OFFICE OF THE SECRETARY
(Page 1 of 2)



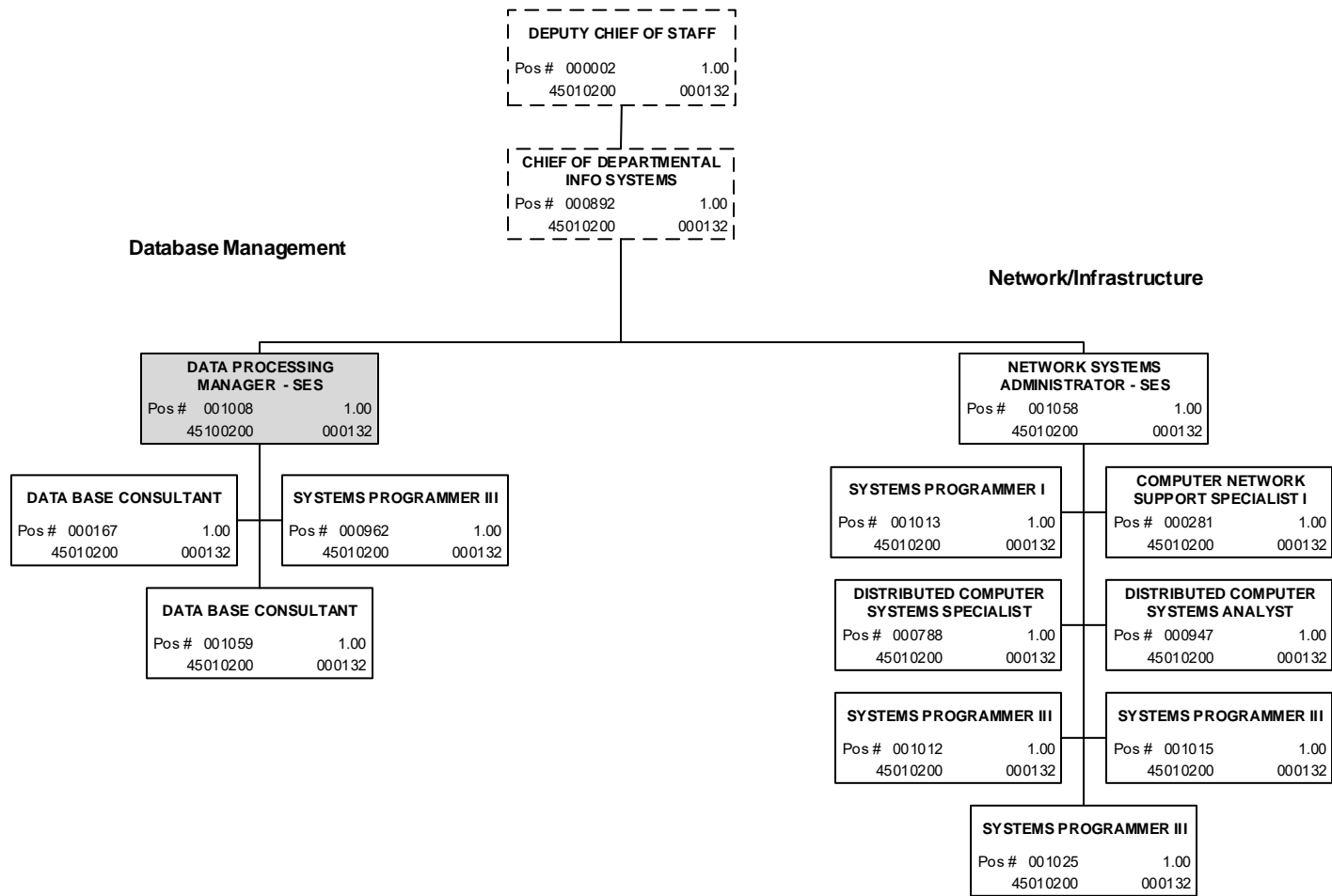
FAR, Laws & Code



OFFICE OF THE SECRETARY
Bureau of Departmental Information Systems
 (Page 3 of 3)



OFFICE OF THE SECRETARY
Bureau of Departmental Information Systems
 (Page 4 of 4)



**DIVISION OF ADMINISTRATIVE SERVICES
Office of Division Director**

DIRECTOR OF ADMINISTRATIVE SERVICES	
Pos # 000027	1.00
45010200	000132

General Services

Desktop Support

Planning & Budget

Purchasing

OPERATIONS & MGMT CONSULTANT MGR - SES	
Pos # 000058	1.00
45010200	000132

GOVERNMENT OPERATIONS CONSULTANT I	
Pos # 000228	1.00
45010200	261013

ADMINISTRATIVE ASSISTANT II	
Pos # 000974	1.00
45010200	000132

DISTRIBUTED COMPUTER SYSTEMS ANALYST II	
Pos # 000675	1.00
45010200	000132

GOVERNMENT OPERATIONS CONSULTANT I	
Pos # 000586	1.00
45010200	000132

SYSTEMS PROGRAMMING ADMINISTRATOR - SES	
Pos # 001060	1.00
45010200	000132

DISTRIBUTED COMPUTER SYSTEMS SPECIALIST	
Pos # 000322	1.00
45010200	000132

DISTRIBUTED COMPUTER SYSTEMS ANALYST II	
Pos # 000430	1.00
45010200	000132

DISTRIBUTED COMPUTER SYSTEMS SPECIALIST	
Pos # 000444	1.00
45010200	000132

BUDGET DIRECTOR - SES	
Pos # 000854	1.00
45010200	000132

BUSINESS MANAGER III - SES	
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OPERATIONS & MGMT CONSULTANT MGR - SES	
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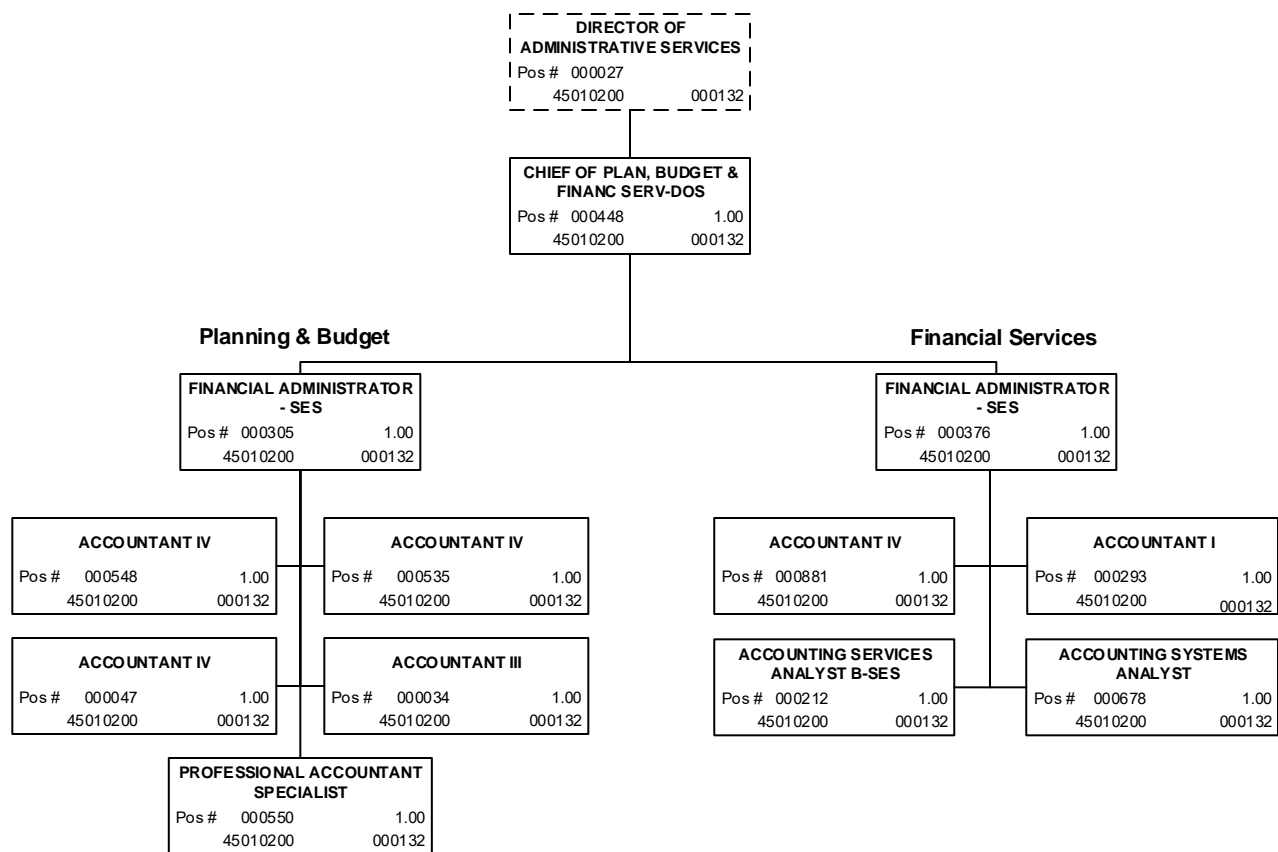
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PURCHASING AGENT II	
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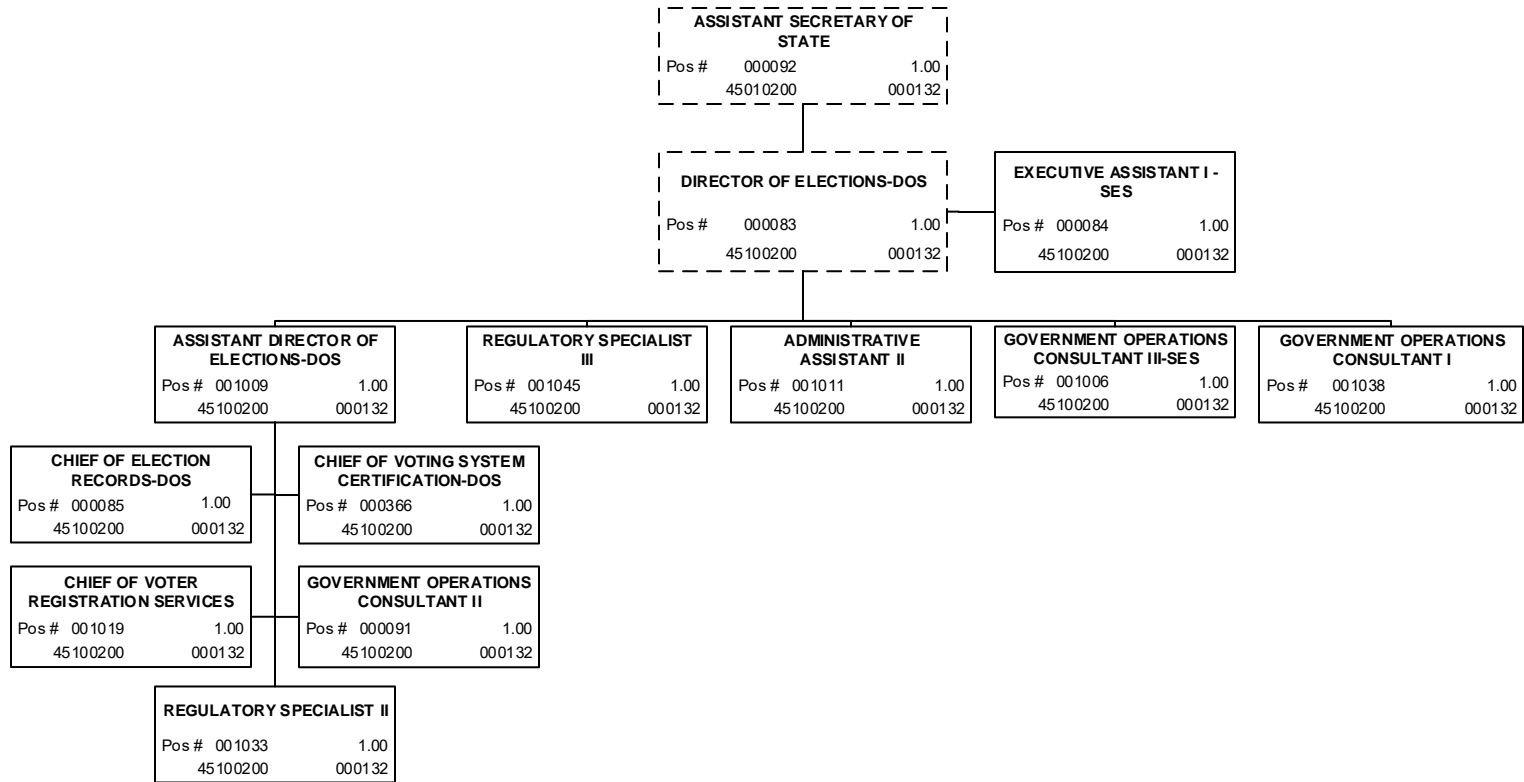
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GOVERNMENT OPERATIONS CONSULTANT III	
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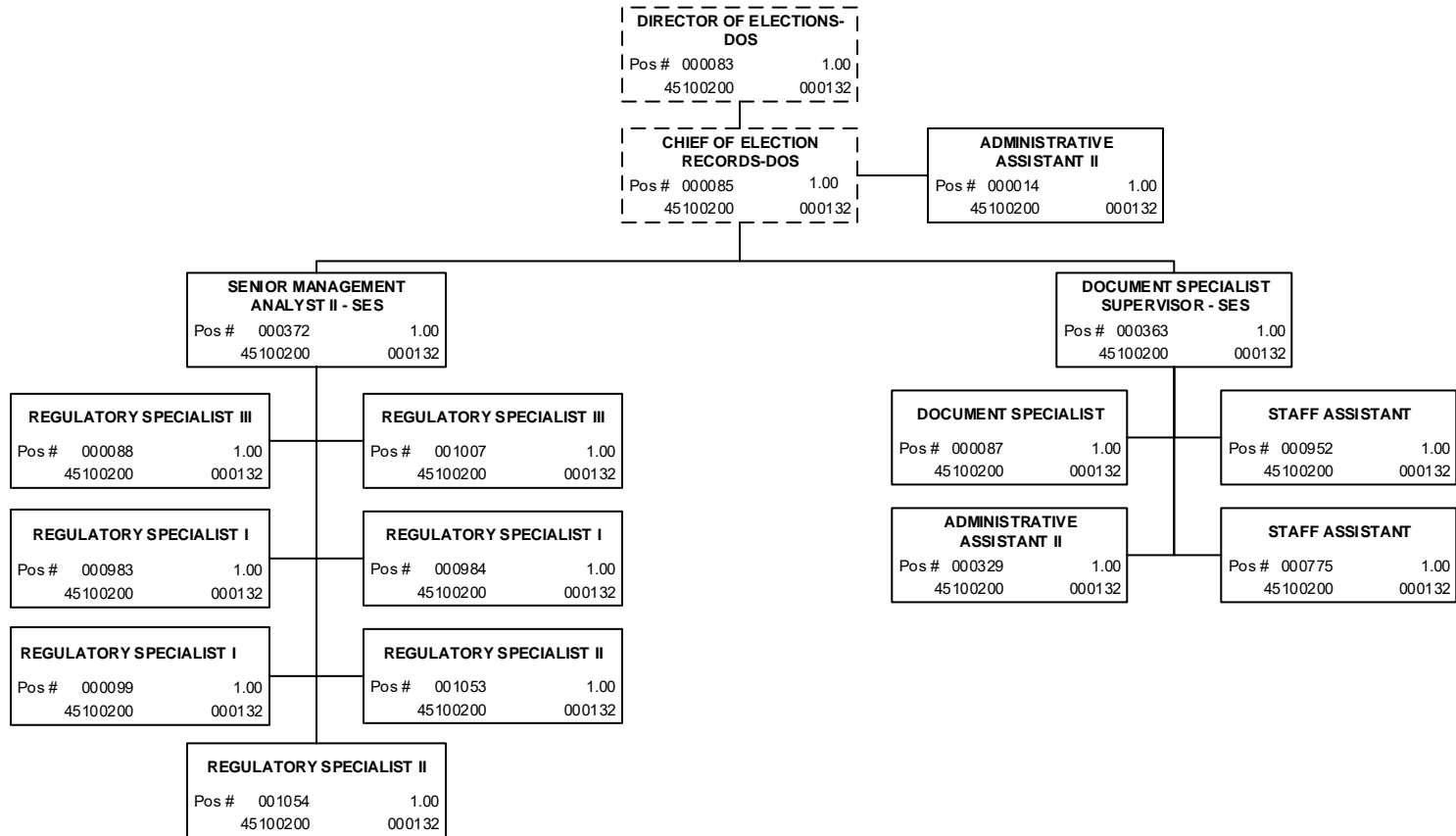
DIVISION OF ADMINISTRATIVE SERVICES
Bureau of Planning, Budget & Financial Services



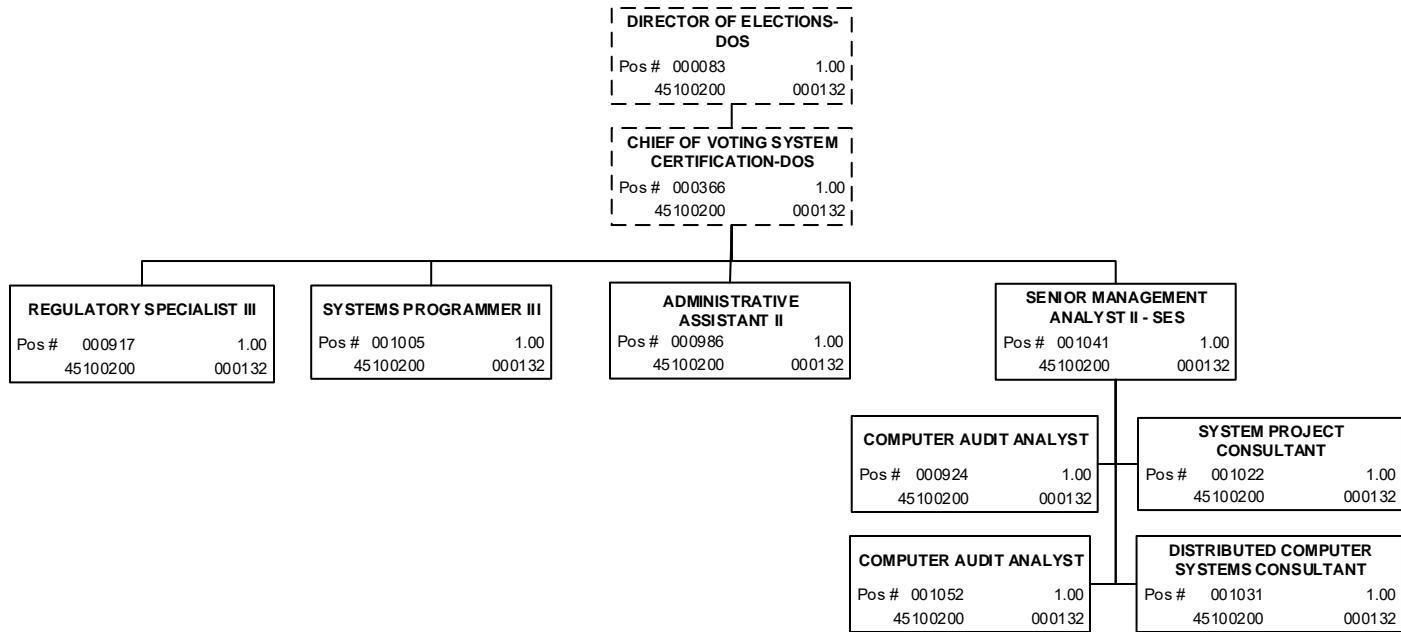
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Office of Division Director**



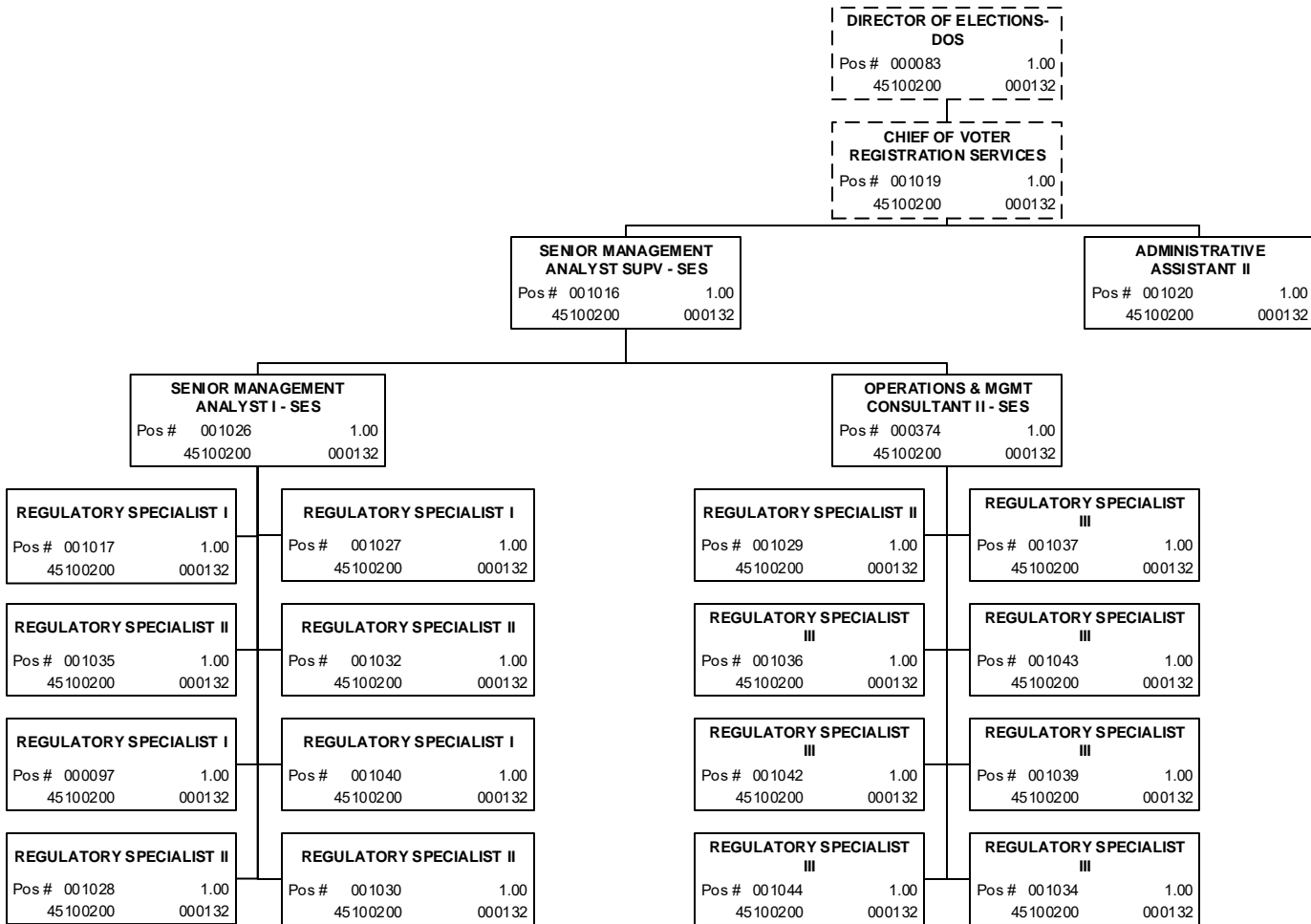
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Bureau of Election Records



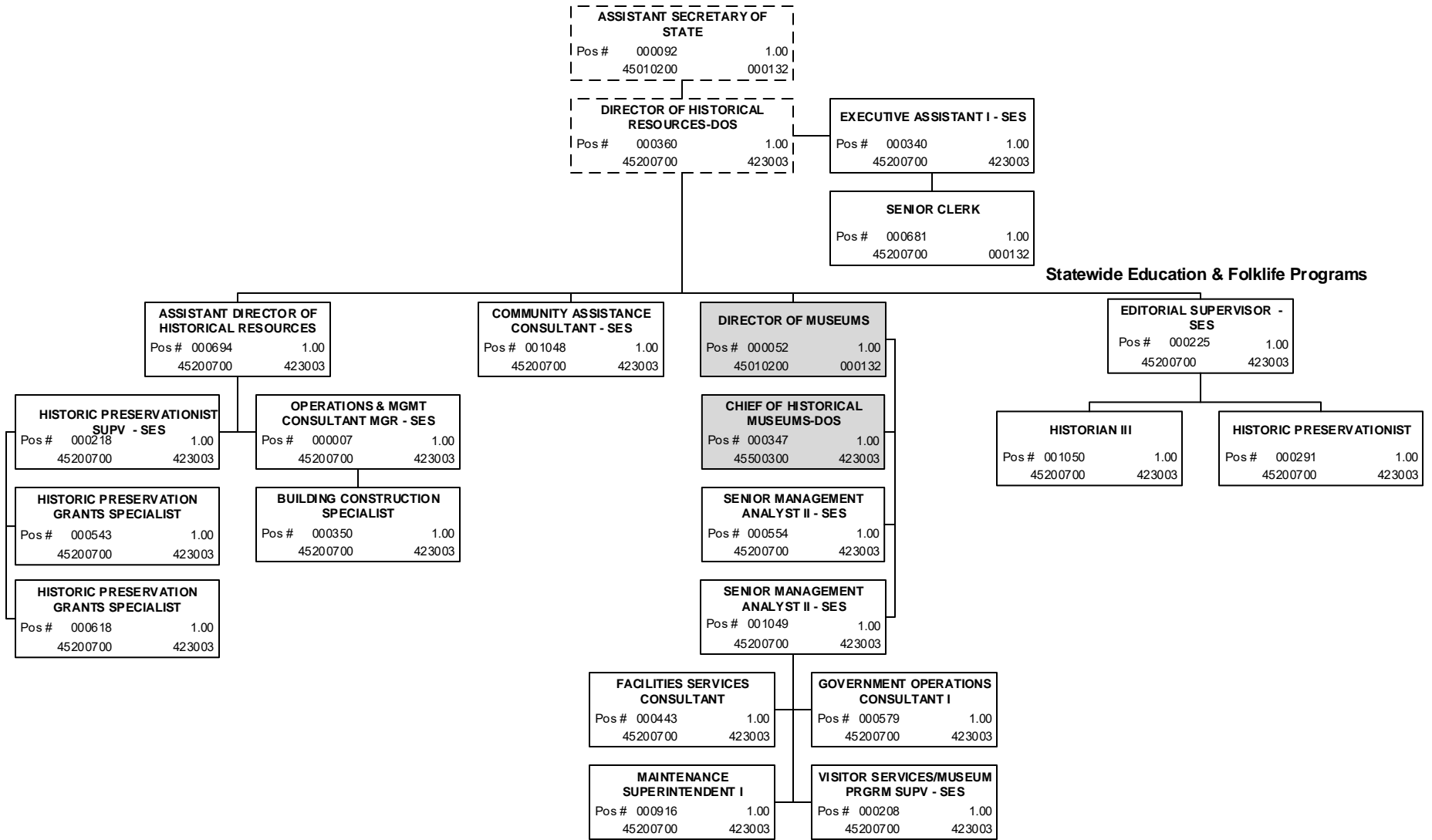
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BUREAU OF VOTING SYSTEMS CERTIFICATION**



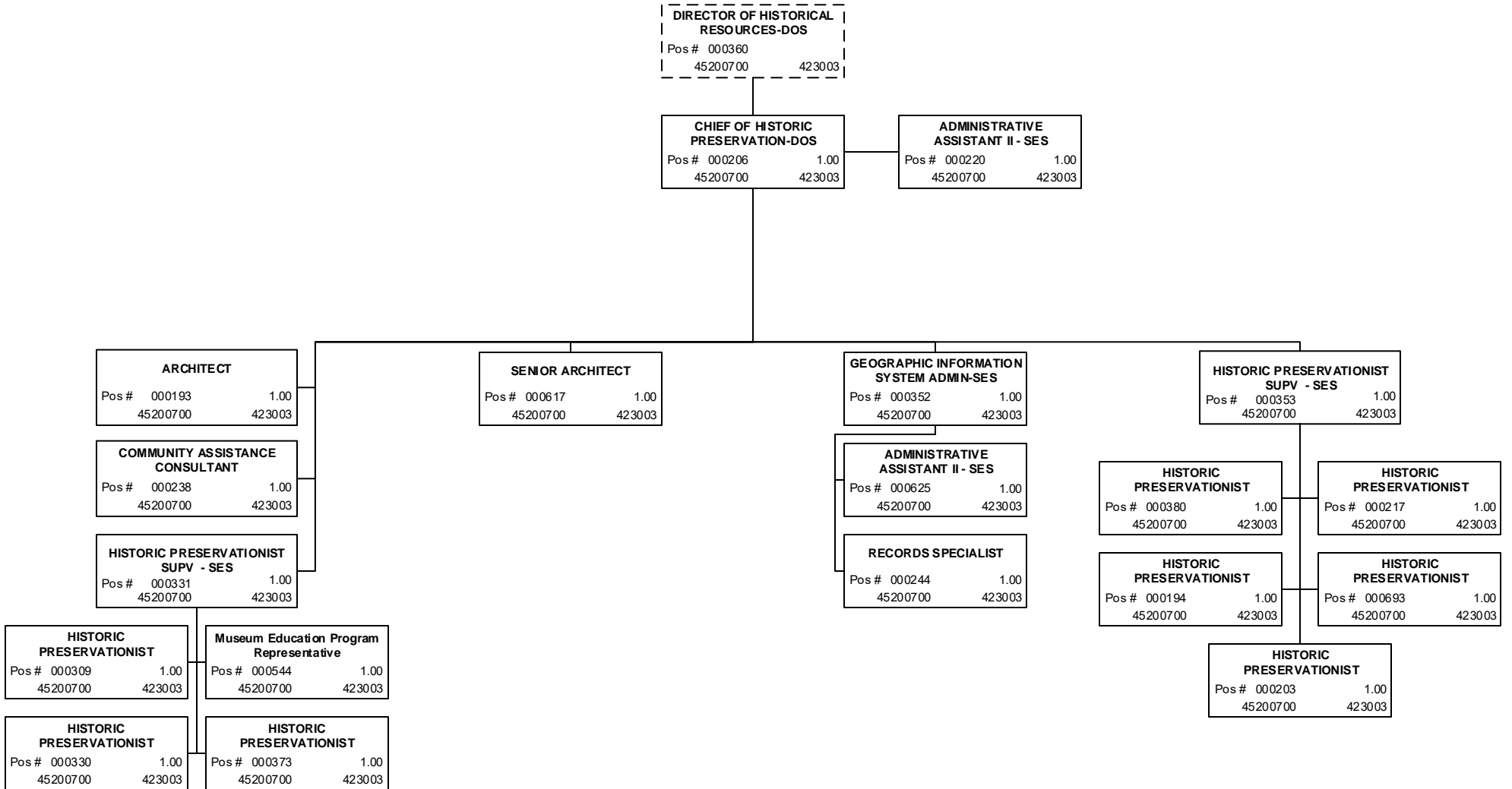
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Bureau of Voter Registration Services



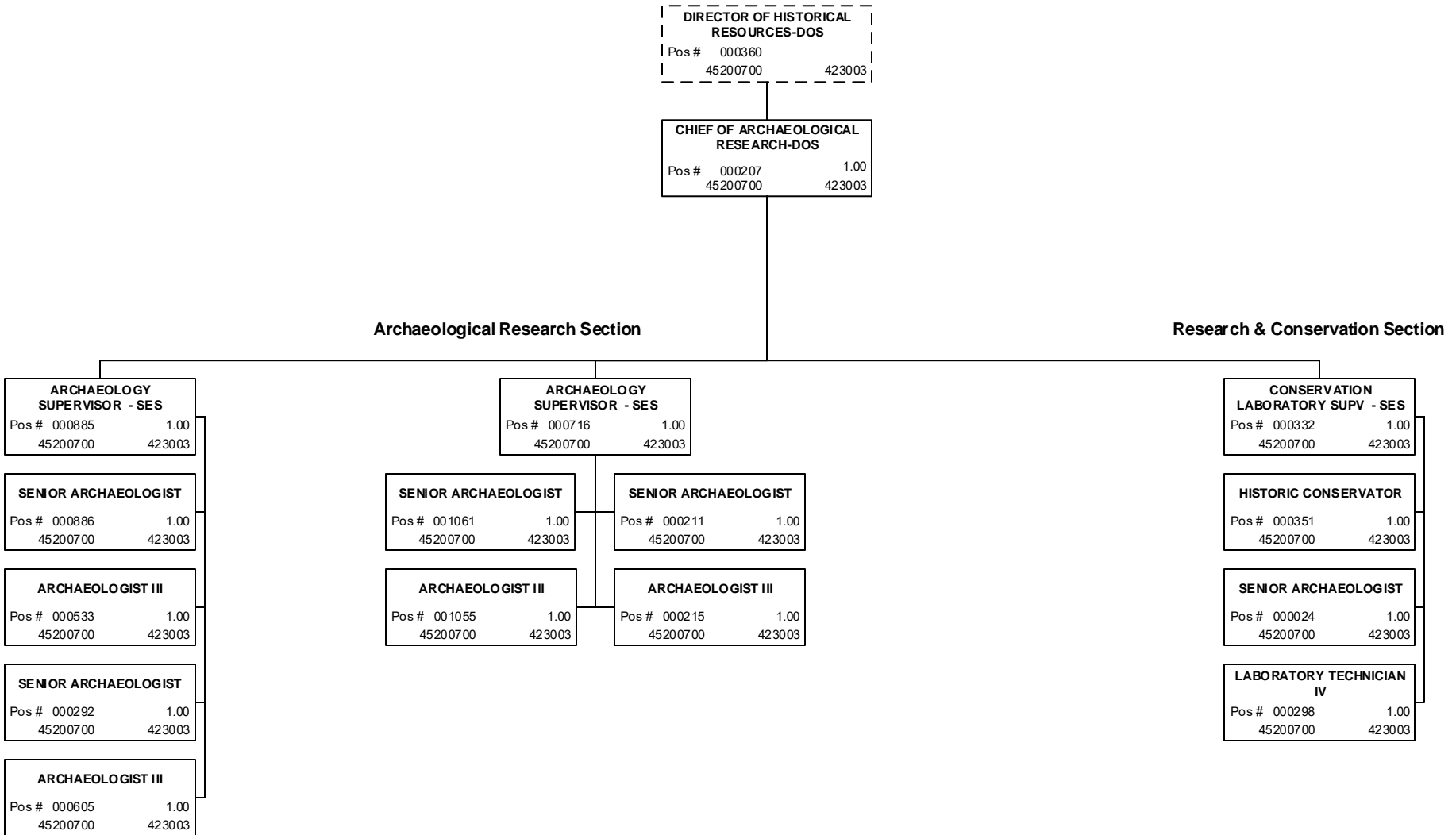
**DIVISION OF HISTORICAL RESOURCES
Office of Division Director**



**DIVISION OF HISTORICAL RESOURCES
Bureau of Historic Preservation**



**DIVISION OF HISTORICAL RESOURCES
Bureau of Archaeological Research**



**DIVISION OF HISTORICAL
RESOURCES
Bureau of Historical Museums**

DIRECTOR OF HISTORICAL RESOURCES-DOS			
Pos #	000360		
	45200700		423003

DIRECTOR OF MUSEUMS			
Pos #	000052	1.00	
	45010200		000132

CHIEF OF HISTORICAL MUSEUMS-DOS			
Pos #	000347	1.00	
	45500300		423003

MUSEUM EDUCATION PROGRAM SUPV-SES			
Pos #	000589	1.00	
	45500300		000132

MUSEUM EDUCATION PROGRAM REPRESENTATIVE			
Pos #	000016	1.00	
	45500300		423003

VISITOR SERVICES/MUSEUM PRGRM SUPV - SES			
Pos #	000304	1.00	
	45500300		000132

VISITOR SERVICES/MUSEUM PRGRM SUPV - SES			
Pos #	000219	1.00	
	45500300		423003

OPERATIONS & MGMT CONSULTANT II - SES			
Pos #	000202	1.00	
	45500300		423003

ADMINISTRATIVE ASSISTANT I			
Pos #	000915	1.00	
	45500300		000132

COMMUNITY ASSISTANCE SPECIALIST II - SES			
Pos #	000197	1.00	
	45500300		423003

MUSEUM PROGRAM MANAGER-SES			
Pos #	000348	1.00	
	45500300		423003

MUSEUM ARTISAN			
Pos #	000209	1.00	
	45500300		000132

MUSEUM EXHIBIT DESIGNER			
Pos #	000699	1.00	
	45500300		423003

MUSEUM EXHIBIT DESIGNER			
Pos #	000756	1.00	
	45500300		423003

MUSEUM ARTISAN			
Pos #	000259	1.00	
	45500300		000132

MUSEUM ARTISAN			
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	45500300		423003

MUSEUM PROGRAM MANAGER-SES			
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SENIOR MUSEUM CURATOR			
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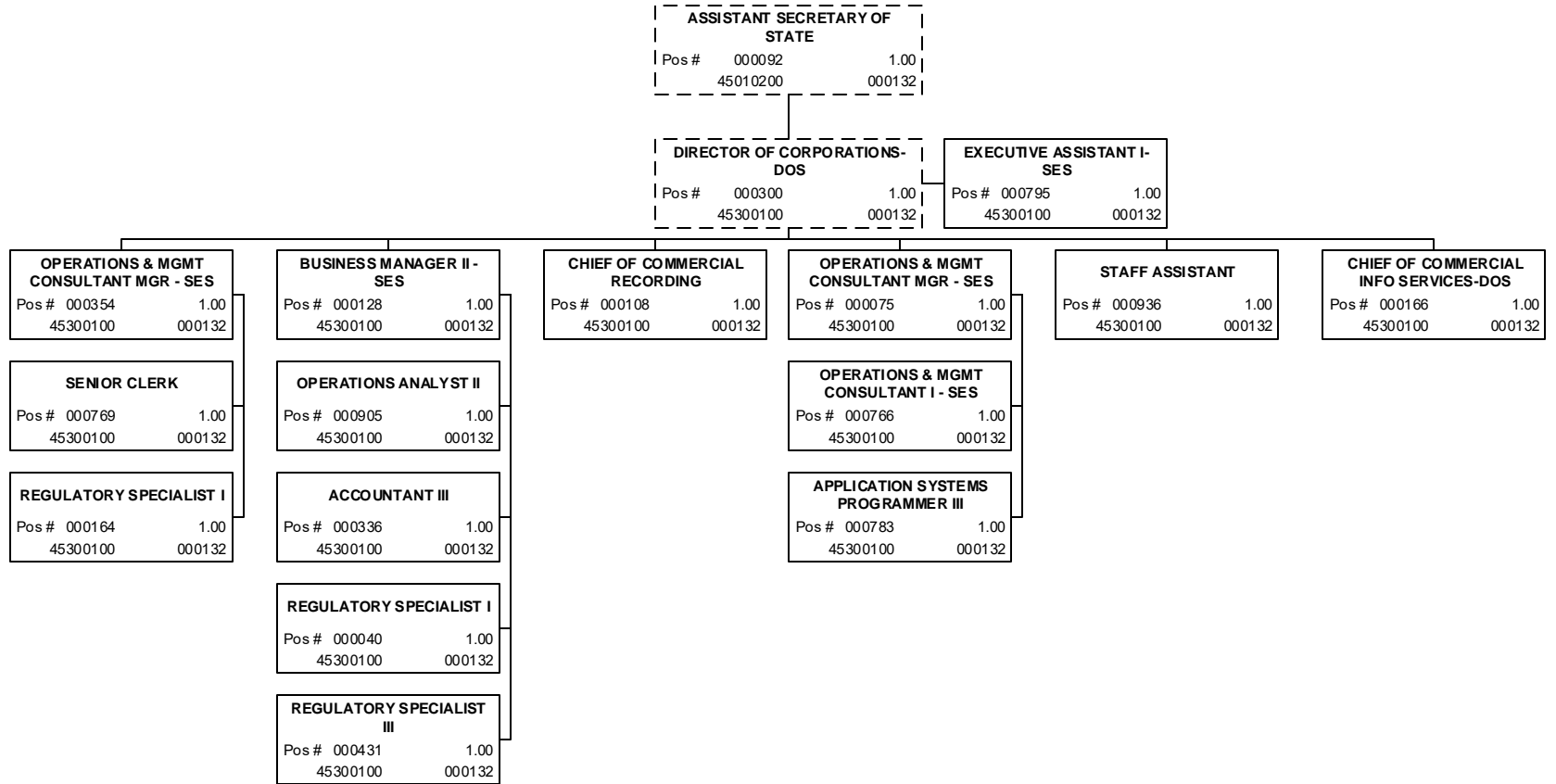
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SENIOR MUSEUM CURATOR			
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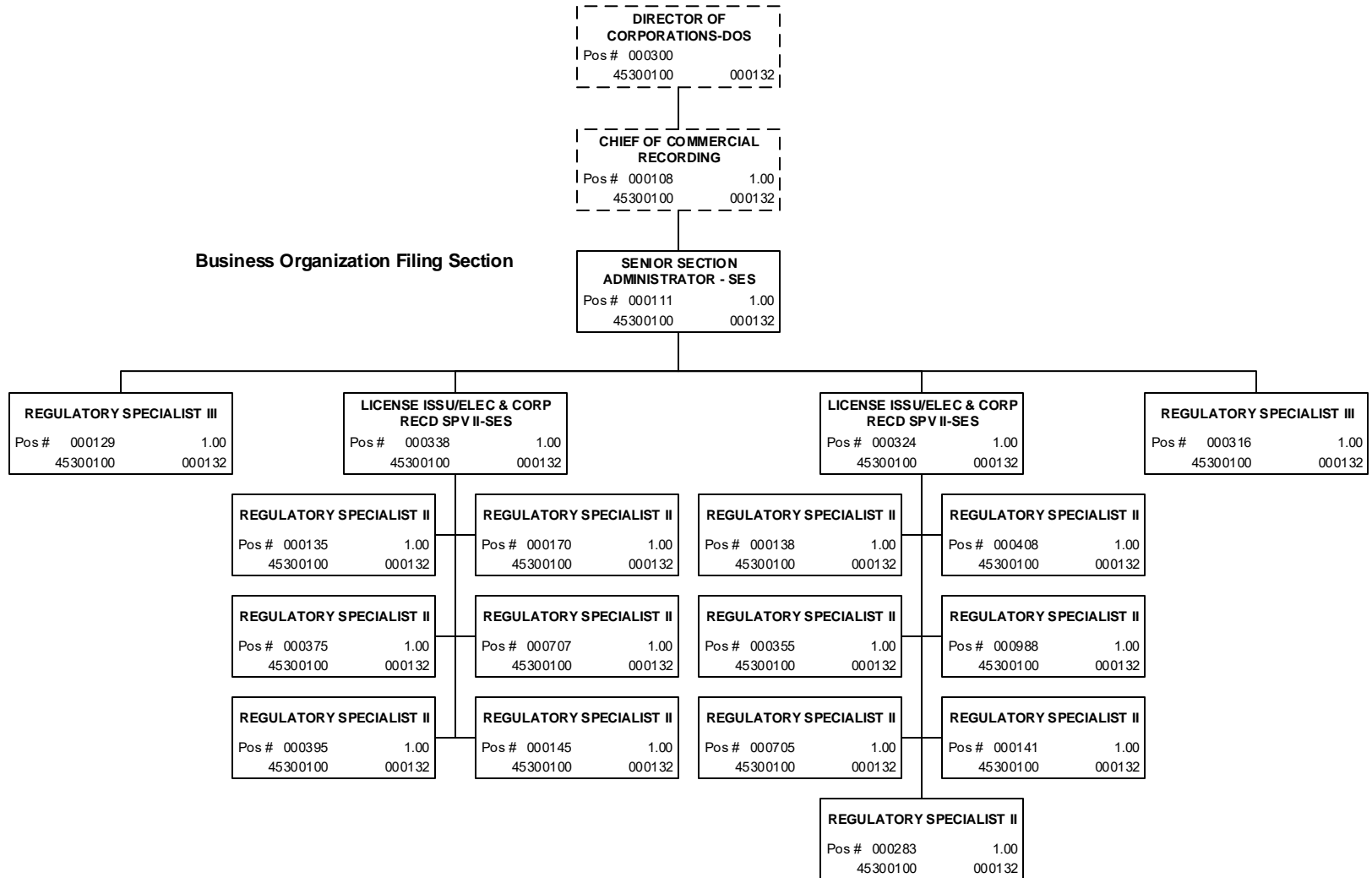
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SENIOR MUSEUM REGISTRAR			
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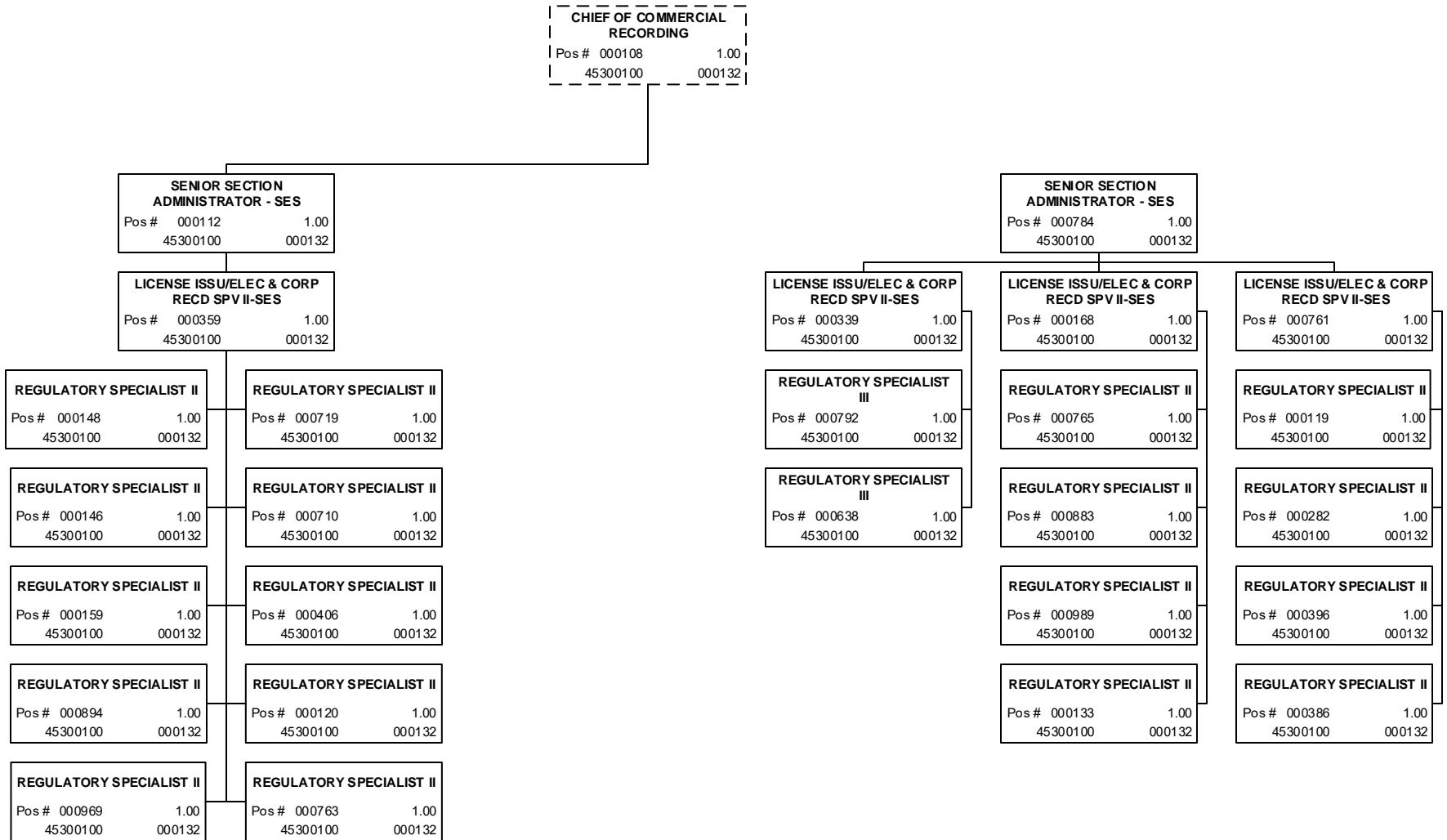
**DIVISION OF CORPORATIONS
Office of Division Director**



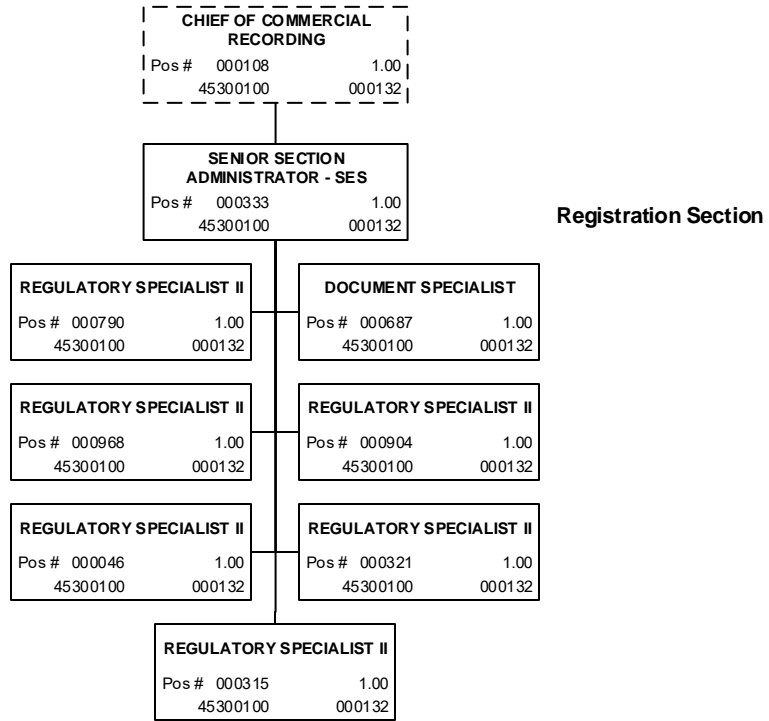
DIVISION OF CORPORATIONS
Bureau of Commercial Recording
 (Page 1 of 3)



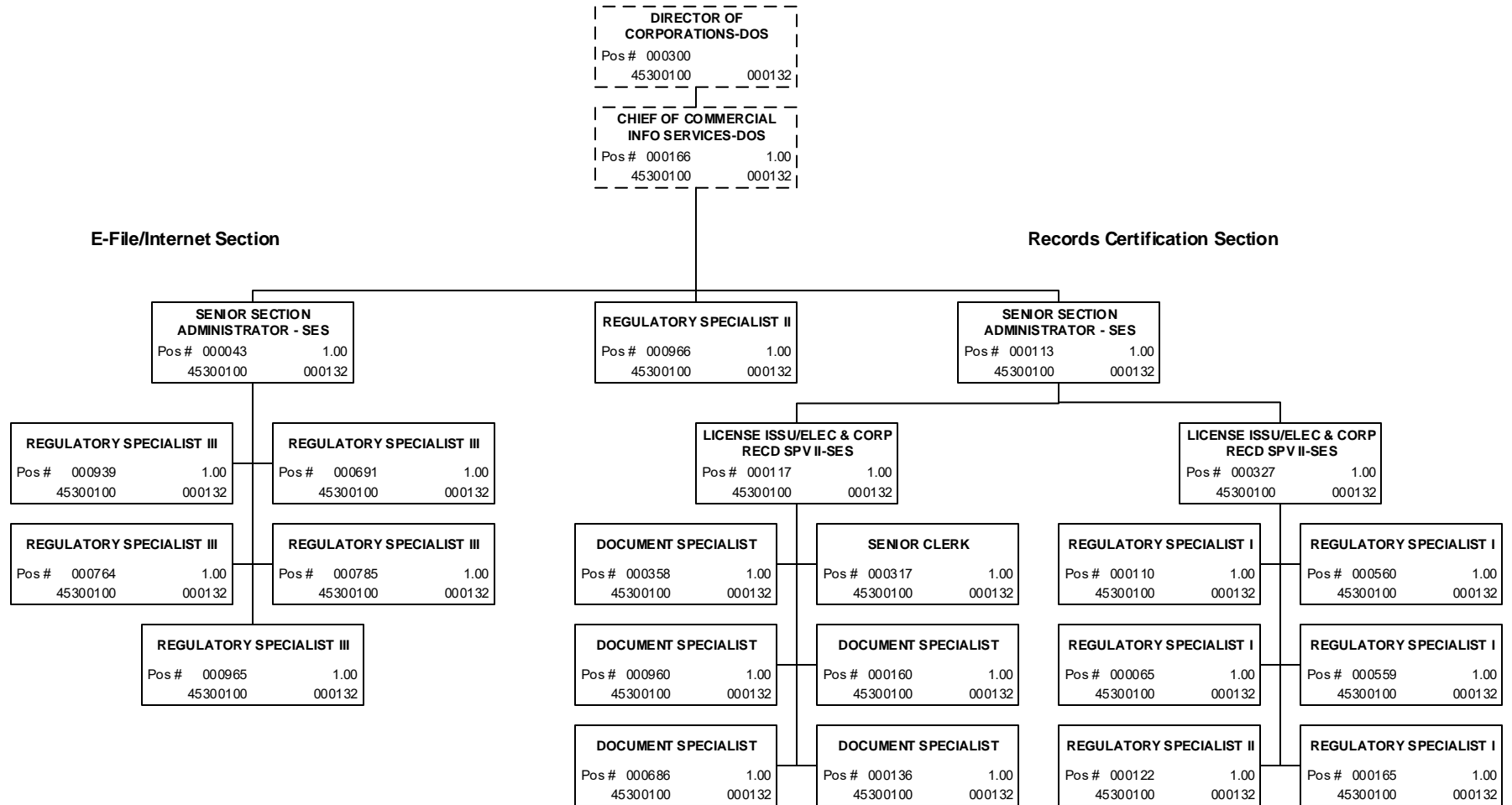
DIVISION OF CORPORATIONS
Bureau of Commercial Recording
 (Page 2 of 3)



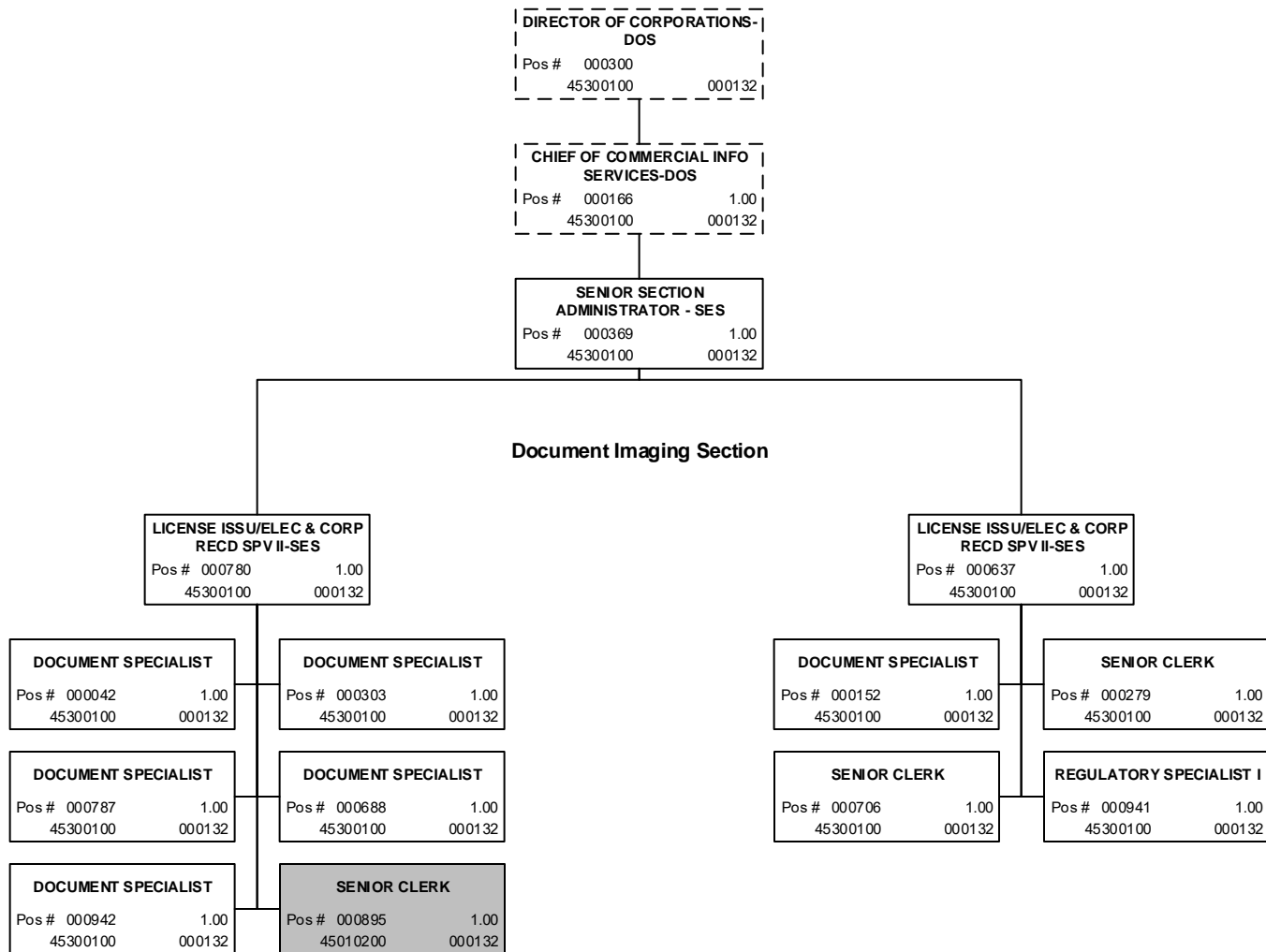
**DIVISION OF CORPORATIONS
Bureau of Commercial Recording
(Page 3 of 3)**



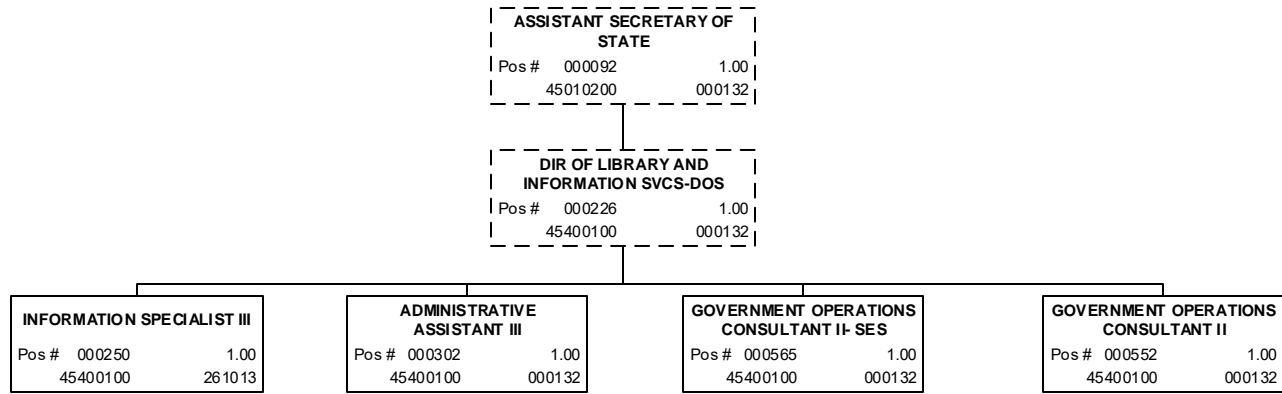
DIVISION OF CORPORATIONS
Bureau of Commercial Information Services
 (Page 1 of 2)



DIVISION OF CORPORATIONS
Bureau of Commercial Information Services
 (Page 2 of 2)



DIVISION OF LIBRARY AND INFORMATION SERVICES
Office of Division Director



DIVISION OF LIBRARY AND INFORMATION SERVICES
Bureau of Archives & Records Management
 (Page 1 of 2)

DIR OF LIBRARY AND INFORMATION SVCS-DOS	
Pos # 000226	
45400100	000132

CHIEF OF ARCHIVES & RECORDS MGMT - DOS	
Pos # 000341	1.00
45400100	000132

ADMINISTRATIVE ASSISTANT II	
Pos # 000269	1.00
45400100	261013

Records Storage

Archives Services

Records Training

SUPPORT SERVICES ADMINISTRATOR - SES	
Pos # 000285	1.00
45400100	572001

ARCHIVIST SUPERVISOR II - SES	
Pos # 000696	1.00
45400100	000132

ARCHIVIST SUPERVISOR II - SES	
Pos # 000229	1.00
45400100	000132

OPERATIONS ANALYST II	
Pos # 000614	1.00
45400100	572001

GOVERNMENT OPERATIONS CONSULTANT I	
Pos # 000301	1.00
45400100	000132

GOVERNMENT OPERATIONS CONSULTANT II	
Pos # 000307	1.00
45400100	000132

RECORDS TECHNICIAN	
Pos # 000306	1.00
45400100	572001

RECORDS ANALYST	
Pos # 000071	1.00
45400100	572001

ARCHIVIST III	
Pos # 000343	1.00
45400100	000132

ARCHIVIST II	
Pos # 000975	1.00
45400100	000132

RECORDS TECHNICIAN	
Pos # 000700	1.00
45400100	572001

RECORDS SPECIALIST	
Pos # 000553	1.00
45400100	572001

ARCHIVIST I	
Pos # 000268	1.00
45400100	000132

ARCHIVIST I	
Pos # 000204	1.00
45400100	000132

RECORDS TECHNICIAN	
Pos # 000757	1.00
45400100	572001

RECORDS SPECIALIST	
Pos # 000955	1.00
45400100	572001

ARCHIVIST II	
Pos # 000590	1.00
45400100	000132

ARCHIVIST III	
Pos # 000344	1.00
45400100	000132

RECORDS SPECIALIST	
Pos # 000954	1.00
45400100	572001

RECORDS SPECIALIST	
Pos # 000310	1.00
45400100	572001

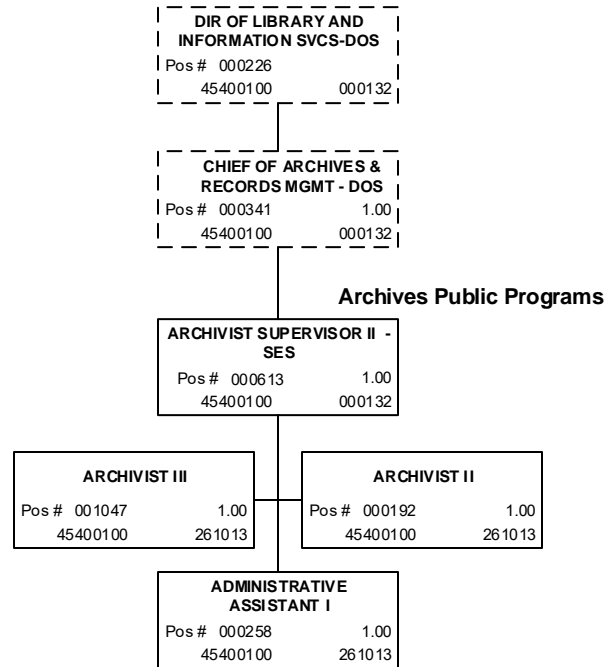
ARCHIVIST II	
Pos # 001046	1.00
45400100	572001

ADMINISTRATIVE ASSISTANT I	
Pos # 000736	1.00
45400100	261013

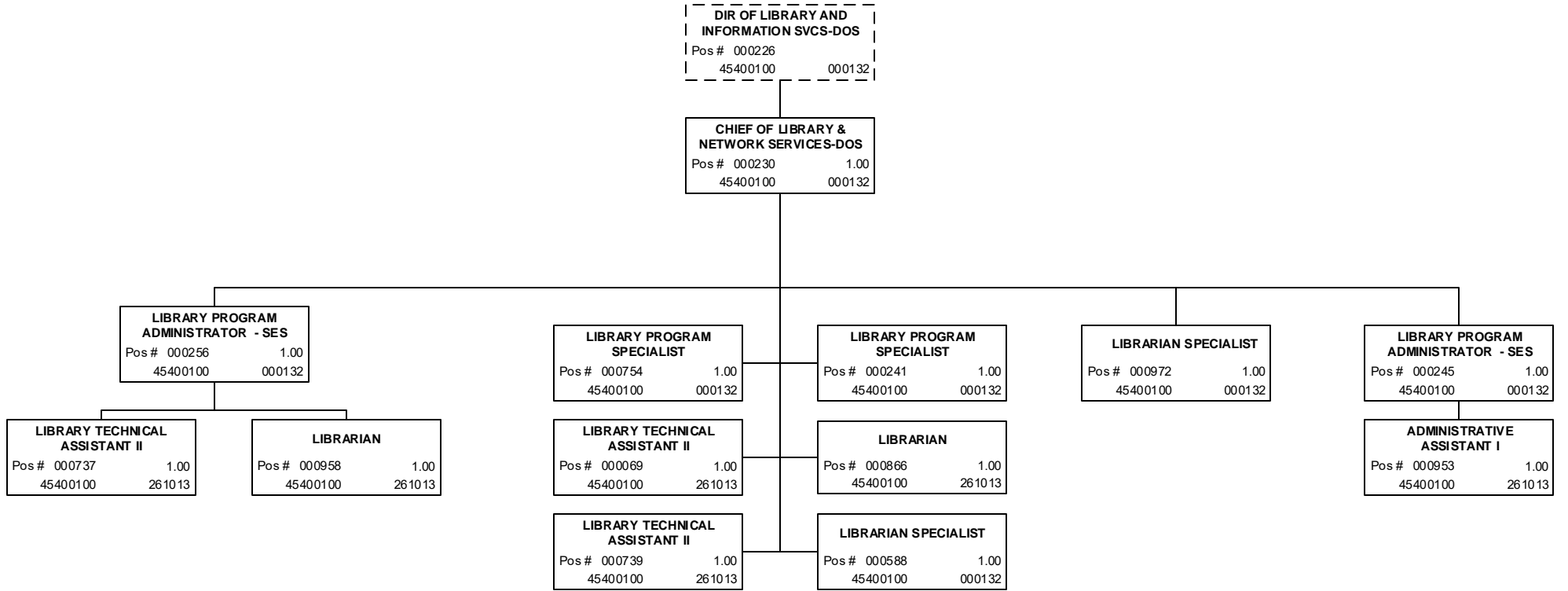
RECORDS ANALYST	
Pos # 000243	1.00
45400100	572001

ARCHIVIST I	
Pos # 000205	1.00
45400100	000132

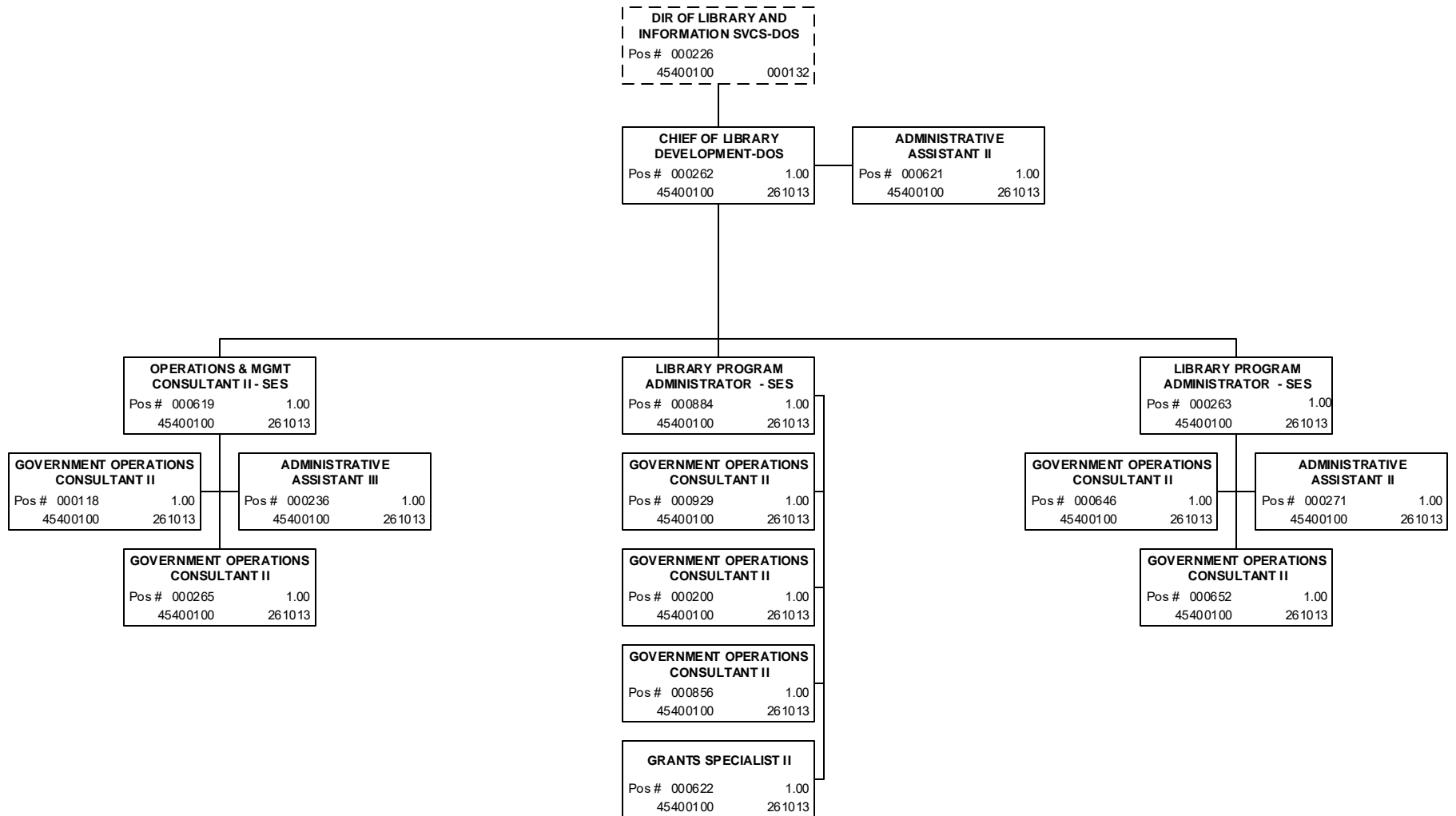
**DIVISION OF LIBRARY AND INFORMATION SERVICES
Bureau of Archives & Records Management
(Page 2 of 2)**



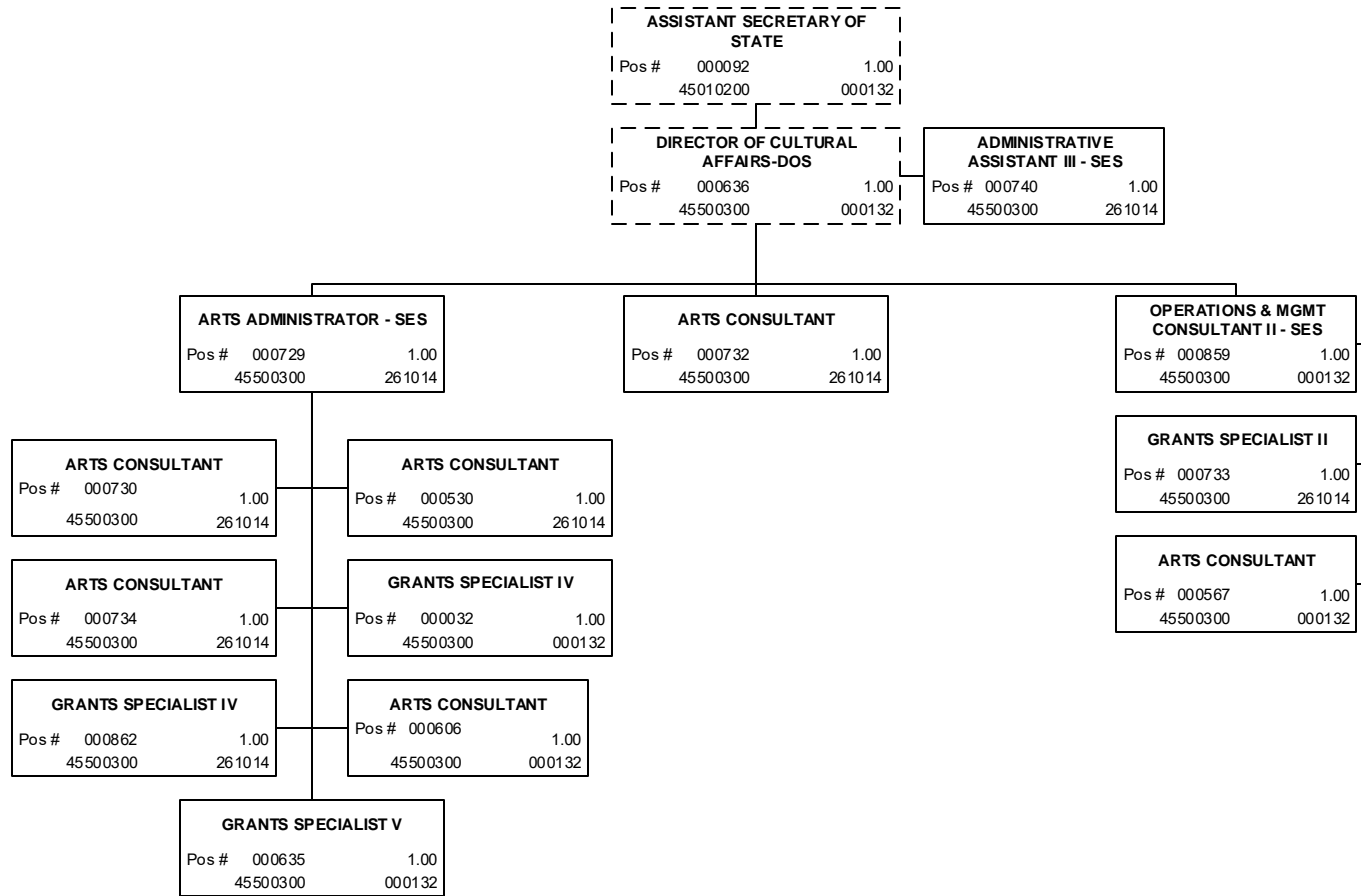
DIVISION OF LIBRARY AND INFORMATION SERVICES
Bureau of Library & Network Services



**DIVISION OF LIBRARY AND INFORMATION SERVICES
Bureau of Library Development**



DIVISION OF CULTURAL AFFAIRS
Office of Division Director



Schedule XIV
Variance from Long Range Financial Outlook

Agency: Department of State **Contact:** Richard Perritti, 850 245-6588

Article III, Section 19(a)3, Florida Constitution, requires each agency Legislative Budget Request to be based upon and reflect the long range financial outlook adopted by the Joint Legislative Budget Commission or to explain any variance from the outlook.

- 1) Does the long range financial outlook adopted by the Joint Legislative Budget Commission in September 2020 contain revenue or expenditure estimates related to your agency?

Yes No

- 2) If yes, please list the estimates for revenues and budget drivers that reflect an estimate for your agency for Fiscal Year 2021-2022 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget request.

	Issue (Revenue or Budget Driver)	R/B*	FY 2021-2022 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	Division of Cultural Affairs Grants	B	20,500,000	5,000,000
b	Division of Historical Resources Grants	B	7,600,000	0
c	Division of Library and Information Services Grants	B	24,500,000	2,000,000
d	Elections	B	5,100,000	0
e				
f				

- 3) If your agency's Legislative Budget Request does not conform to the long range financial outlook with respect to the revenue estimates (from your Schedule I) or budget drivers, please explain the variance(s) below.

* R/B = Revenue or Budget Driver

**SCHEDULE XV:
CONTRACT INFORMATION FOR EACH CONTRACT IN WHICH THE
CONSIDERATION TO BE PAID TO THE AGENCY IS A PERCENTAGE OF
THE VENDOR REVENUE AND IN EXCESS OF \$10 MILLION**

Contact Information
Agency: FLORIDA DEPARTMENT OF STATE
Name: BRENDA L. VORISEK, DIRECTOR OF CORPORATIONS
Phone: (850) 245-6911
E-mail address: Brenda.Vorisek@dos.myflorida.com

1. Vendor Name		
Image API, Inc.		
2. Brief description of services provided by the vendor.		
Serves as the Filing Office/Officer for the Florida Secured Transaction Registry. Responsible for all Uniform Commercial Code filing activities. Duties include developing programs, maintaining databases and website, processing filings, depositing fees, and interacting with the public in person and via telephone.		
3. Contract terms and years remaining.		
January 1, 2017 – December 31, 2021		
4. Amount of revenue generated		
Prior Fiscal Year \$9,838,838 19/20	Current Fiscal Year \$9,838,838 20/21	Next Fiscal Year (Request Year) \$9,838,838 21/22
5. Amount of revenue remitted		
Prior Fiscal Year \$7,421,776 19/20	Current Fiscal Year \$7,423,900 20/21	Next Fiscal Year (Request Year) \$7,423,900 21/22
6. Value of capital improvement		
N/A		
7. Remaining amount of capital improvement		
N/A		
8. Amount of state appropriations		
Prior Fiscal Year N/A	Current Fiscal Year N/A	Next Fiscal Year (Request Year) N/A



FLORIDA DEPARTMENT *of* STATE

Budget Entity Level Exhibits and Schedules

Legislative Budget Request

FY 2021-2022



FLORIDA DEPARTMENT *of* STATE

Office of the Secretary & Administrative Services

Schedule I Series

	COL A01	COL A02	COL A03	COL A04
	ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
	EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22

STATE, DEPT OF 45000000
 PGM: SECRETARY/ADMIN SVCS 45010000
 EXECUTIVE DIR/SUPPORT SVCS 45010200

FUND: FEDERAL GRANTS TRUST FUND 2261

SECTION I: DETAIL OF REVENUES

REVENUE CAP SVC AUTH	MATCHING %	CFDA
CODE CHG%	ST I/C LOC I/C	NO.

TOTAL TO LINE B IN SECTION IV

SECTION II: DETAIL OF NONOPERATING EXPENDITURES

OBJECT TRANSFER CFDA
CODE TO BE NO.

04 BUDGET ENTITY TRANSFER IN 45100200/2261 810000 45010200 2,799,628-
 05 BUDGET ENTITY TRANSFER IN 45400100/2261 810000 45010200 119,285- 192,858- 194,990-

TOTAL TO LINE E IN SECTION IV

SECTION III: ADJUSTMENTS

OBJECT CODE

TOTAL TO LINE H IN SECTION IV

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1 (A)
 ADD: REVENUES (FROM SECTION I) (B)
 TOTAL FUNDS AVAILABLE (LINE A + LINE B) (C)
 LESS: OPERATING EXPENDITURES (D) 2,918,913 192,858 194,990
 LESS: NONOPERATING EXPENDITURES (SECTION II) (E) 2,918,913- 192,858- 194,990-
 LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY) (F)
 UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ (G)
 NET ADJUSTMENTS (FROM SECTION III) (H)
 ADJUSTED UNRESERVED FUND BALANCE - JUNE 30 (I)

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Combined (45XXXXXX)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	458,328.60	(A)		458,329
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments	44,055,920.42	(C)		44,055,920
ADD: Outstanding Accounts Receivable	92,147.76	(D)		92,148
ADD: <u>Unreleased Cash</u>		(E)	(297.78)	(298)
ADD: <u>Committed Fund Balance</u>		(E)	13,300.43	13,300
Total Cash plus Accounts Receivable	44,606,396.78	(F)	13,002.65	44,619,399
LESS: Allowances for Uncollectibles	20.00	(G)	56,465.78	56,486
LESS: Approved "A" Certified Forwards	133,920.01	(H)		133,920
Approved "B" Certified Forwards	537,508.18	(H)	(35,417.00)	502,091
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	3,263,188.31	(I)	(503,224.92)	2,759,963
LESS: <u>Due To Other Departments</u>		(J)	(1,520.48)	(1,520)
Unreserved Fund Balance, 07/01/20	40,671,760	(K)	496,699	41,168,460 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022
Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds;	42,919,304.34 (A)
GLC 539XX for proprietary and fiduciary funds	

Subtract Nonspendable Fund Balance (GLC 56XXX)	(B)
---	-----

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # TR 10 Adjustments	55,398.67 (C)
SWFS Adjustment #B4500022 - Due to Other Departments	56,465.78 (C)
SWFS Adjustment #B4500006 - Committed Fund Balance	47,068.20 (C)
SWFS Adjustment #B4500026 - Due To Other Departments	1,493.00 (C)
SWFS Adjustment #B4500007 - Committed Fund Balance	(54,891.21) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	359,671.97 (D)
Approved FCO Certified Forward per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
	(2,216,050.87) (D)
	(D)
	(D)

ADJUSTED BEGINNING TRIAL BALANCE:	41,168,460 (E)
--	----------------

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	41,168,460 (F)
--	----------------

DIFFERENCE:	(0) (G)*
--------------------	----------

*SHOULD EQUAL ZERO.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Executive Direction and Support Services (45010200)
	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0	(A)		0
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable		(D)		0
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	0	(F)	0	0
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards		(H)		0
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	0	(K)	0	0

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Executive Direction & Support Services (45010200)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) (F)

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: SECRETARY/ADMIN SVCS	45010000				
EXECUTIVE DIR/SUPPORT SVCS	45010200				
FUND: GRANTS AND DONATIONS TF	2339				
SECTION I: DETAIL OF REVENUES					
	REVENUE CAP SVC AUTH		MATCHING %		CFDA
	CODE CHG%	ST	I/C LOC I/C		NO.

TOTAL TO LINE B IN SECTION IV					
=====					
SECTION II: DETAIL OF NONOPERATING EXPENDITURES					
		OBJECT	TRANSFER		CFDA
		CODE	TO BE		NO.
01 TRANSFER FROM 45200700/2339		810000		169,000-	

TOTAL TO LINE E IN SECTION IV					
=====					
SECTION III: ADJUSTMENTS					
		OBJECT			
		CODE			

TOTAL TO LINE H IN SECTION IV					
=====					
SECTION IV: SUMMARY					
UNRESERVED FUND BALANCE - JULY 1	(A)				
ADD: REVENUES (FROM SECTION I)	(B)				
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)				
LESS: OPERATING EXPENDITURES	(D)			169,000	
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)			169,000-	
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)				
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)				
NET ADJUSTMENTS (FROM SECTION III)	(H)				
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)				

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Combined 45XXXXXXX
	2339

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	272,099.86	(A)		272,099.86
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2,850.00	(D)		2,850.00
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	274,949.86	(F)	0	274,949.86
LESS Allowances for Uncollectibles		(G)	2,056.00	2,056.00
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards	79,750.00	(H)		79,750.00
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/20	195,199.86	(K)	(2056)	193,143.86 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Grants and Donations Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2339

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 272,893.86 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS 79,750.00 (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 193,143.86 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) (F)

DIFFERENCE: 193,143.86 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Executive Direction and Support Servies (45010200)
	2339

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0	(A)		0
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable		(D)		0
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	0	(F)	0	0
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards		(H)		0
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	0	(K)	0	0 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Grants and Donations Trust Fund - Executive Direction & Support Services (45010200)
LAS/PBS Fund Number: 2339

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) (F)

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

	COL A01	COL A02	COL A03	COL A04
	ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
	EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22

STATE, DEPT OF 45000000
 PGM: SECRETARY/ADMIN SVCS 45010000
 EXECUTIVE DIR/SUPPORT SVCS 45010200

FUND: LAND ACQUISITION TF 2423

SECTION I: DETAIL OF REVENUES

REVENUE	CAP	SVC	AUTH	MATCHING %	CFDA
CODE	CHG%		ST	I/C LOC I/C	NO.

TOTAL TO LINE B IN SECTION IV

SECTION II: DETAIL OF NONOPERATING EXPENDITURES

OBJECT	TRANSFER	CFDA
CODE	TO BE	NO.

01 TRANSFER IN FROM 45200700/2423

810000	45010200	67,732-	69,211-	70,267-
--------	----------	---------	---------	---------

TOTAL TO LINE E IN SECTION IV

67,732-	69,211-	70,267-
---------	---------	---------

SECTION III: ADJUSTMENTS

OBJECT
CODE

TOTAL TO LINE H IN SECTION IV

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1	(A)
ADD: REVENUES (FROM SECTION I)	(B)
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)
LESS: OPERATING EXPENDITURES	(D)
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)
NET ADJUSTMENTS (FROM SECTION III)	(H)
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)

67,732	69,211	70,267
67,732-	69,211-	70,267-

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Land Acquisition Trust Fund
LAS/PBS Fund Number:	Combineded (45XXXXXXX)
	2423

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,059,190	(A)		2,059,190
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2,006	(D)		2,006
ADD: Accounts Due From Other Departments		(E)	251,980	251,980
Total Cash plus Accounts Receivable	2,061,196	(F)	251,980	2,313,176
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards	196,981	(H)	(31,408)	165,573
Approved "B" Certified Forwards	517,427	(H)		517,427
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	5734	(I)		5734
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	1,341,054	(K)	283,388	1,624,441 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Land Acquisition Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2423

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 1,925,615.13 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description 252,387.07 (C)

SWFS Adjustment # and Description (31,408.00) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (517,426.85) (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (4,726.35) (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,624,441.00 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,624,441.00 (F)

DIFFERENCE: 0 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Land Acquisition Trust Fund
LAS/PBS Fund Number:	Executive Direction and Support Services (45010200)
	2423

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0	(A)		0
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable		(D)		0
ADD: Accounts Due From Other Departments		(E)		0
Total Cash plus Accounts Receivable	0	(F)	0	0
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards		(H)	-	0
Approved "B" Certified Forwards		(H)		0
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)	0	(I)		0
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	0	(K)	0	0**

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Land Acquisition Trust Fund - Executive Direction & Support Services (45010200)
LAS/PBS Fund Number: 2423

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) (F)

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: SECRETARY/ADMIN SVCS	45010000				
EXECUTIVE DIR/SUPPORT SVCS	45010200				
FUND: RECORDS MANAGEMENT TF	2572				
SECTION I: DETAIL OF REVENUES					
	REVENUE CAP SVC AUTH		MATCHING %		CFDA
	CODE CHG% ST I/C LOC I/C NO.				
TOTAL TO LINE B IN SECTION IV					
SECTION II: DETAIL OF NONOPERATING EXPENDITURES					
	OBJECT TRANSFER CFDA				
	CODE TO BE NO.				
TOTAL TO LINE E IN SECTION IV					
SECTION III: ADJUSTMENTS					
	OBJECT				
	CODE				
04 OPERATING EXPENDITURE ADJUSTMENT	991000		239	239	
TOTAL TO LINE H IN SECTION IV					
SECTION IV: SUMMARY					
UNRESERVED FUND BALANCE - JULY 1	(A)				
ADD: REVENUES (FROM SECTION I)	(B)				
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)				
LESS: OPERATING EXPENDITURES	(D)		239	239	
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)				
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)				
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)		239-	239-	
NET ADJUSTMENTS (FROM SECTION III)	(H)		239	239	
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)				

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Records Management Trust Fund
LAS/PBS Fund Number:	Combined (45XXXXXXX)
	2572

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	850398	(A)		850,398.46
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	292,876.82	(D)	7,296.75	300,173.57
ADD: Net Assets Unrestricted		(E)	(124,827.99)	(124,827.99)
ADD: Net Investments In Capital Assets		(F)	44.00	44.00
Total Cash plus Accounts Receivable	1,143,275.28	(G)	(117,487.24)	1,025,788.04
LESS Allowances for Uncollectibles	(2,550.57)	(H)		(2,550.57)
LESS Approved "A" Certified Forwards	13,002.94	(I)		13,002.94
Approved "B" Certified Forwards	9,070.02		25,055.13	34,125.15
Approved "FCO" Certified Forwards		(K)		0
LESS: Other Accounts Payable (Nonoperating)	9,340.63	(L)	(5,082.88)	4,257.75
LESS: _____		(M)		0
Unreserved Fund Balance, 07/01/20	1,114,412.26	(K)	(137,459.49)	976,952.77 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Records Management Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2572

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,032,965.38 (A)
Subtract Nonspendable Fund Balance (GLC 56XXX)	
Add/Subtract Statewide Financial Statement (SWFS) Adjustments :	
TR 10 Adjustment - Net Assets Unrestricted	(122,277.42) (C)
SWFS Adjustment #B4500017 Due from Other Departments	1,492.00 (C)
SWFS Adjustment #B4500017 Net Investment In Capital Assets	43.54 (C)
SWFS Adjustment #B4500017 Due to General Revenue	(5,685.75) (C)
SWFS Adjustment #B4500017 Due to General Revenue	5,685.75 (C)
TR 10 Adjustment - Allowance for Uncollectibles	2,550.57 (C)
TR 10 Adjustment - Due From Other Departments	35,846.97 (C)
Add/Subtract Other Adjustment(s):	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	9,070.02 (D)
Approved FCO Certified Forward per LAS/PBS	13,002.94 (D)
A/P not C/F-Operating Categories	4,258.00 (D)
ADJUSTED BEGINNING TRIAL BALANCE:	976,952.00 (E)
UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	976,952.00 (F)
DIFFERENCE:	0.00 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Records Management Trust Fund
LAS/PBS Fund Number:	Executive Direction and Support Services (45010200)
	2572

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0	(A)		0
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable		(D)		0
ADD: Net Assets Unrestricted		(E)		0
ADD: Net Investments In Capital Assets		(F)		0
Total Cash plus Accounts Receivable	0	(G)	0	0
LESS Allowances for Uncollectibles		(H)		0
LESS Approved "A" Certified Forwards		(I)		0
Approved "B" Certified Forwards				0
Approved "FCO" Certified Forwards		(K)		0
LESS: Other Accounts Payable (Nonoperating)		(L)		0
LESS: _____		(M)		0
Unreserved Fund Balance, 07/01/20	0	(K)	0	0

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Records Management Trust Fund - Executive Direction/Support Services (45010200)
LAS/PBS Fund Number: 2572

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; (A)
 GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

TR 10 Adjustment - Net Assets Unrestricted (C)

SWFS Adjustment #B4500017 Due from Other Departments (C)

SWFS Adjustment #B4500017 Net Investment In Capital Assets (C)

SWFS Adjustment #B4500017 Due to General Revenue (C)

SWFS Adjustment #B4500017 Due to General Revenue (C)

TR 10 Adjustment - Allowance for Uncollectibles (C)

TR 10 Adjustment - Due From Other Departments (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

ADJUSTED BEGINNING TRIAL BALANCE: **0.00** (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) **0.00** (F)

DIFFERENCE: **0.00** (G)*

***SHOULD EQUAL ZERO.**



FLORIDA DEPARTMENT *of* STATE

Elections

Schedule I Series

										COL A01	COL A02	COL A03	COL A04
										ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
										EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000												
PGM: ELECTIONS	45100000												
ELECTIONS	45100200												
FUND: FEDERAL GRANTS TRUST FUND										2261			
SECTION I: DETAIL OF REVENUES													
	REVENUE	CAP	SVC	AUTH	MATCHING %		CFDA						
	CODE		CHG%	ST	I/C	LOC	I/C	NO.					
02 INTEREST-STATE TREASURY	000504	NO	0.0	17.61	0.00	0.00			97,066	687,000	430,000		
04 GRANTS-HAVA	000700	NO	0.0	97.012	5.00	C	0.00	90.401	21,506,406				
21 PRIOR YEAR REFUNDS	001800	NO	0.0	216.177	0.00	0.00			40,223				
31 GRANTS-HAVA CARES	001904	NO	0.0	97.012	20.00	C	0.00	90.401	20,152,160				
32 12 MONTH OLD WARRANT CANCELLATION	003800	NO	0.0	17.61	0.00	0.00			32,706				
33 WARRANT CANCELLATION	003700	NO	0.0	17.61	0.00	0.00			24				
TOTAL TO LINE B IN SECTION IV										41,828,585	687,000	430,000	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES													
					OBJECT	TRANSFER	CFDA						
					CODE	TO BE	NO.						
01 BUDGET ENTITTY TRANSFER OUT TO 45010200					810000	45500200			2,799,628				
03 TRANSFER TO FDLE, 2261, HAVA					811000	71700100			77,580	95,000	95,000		
TOTAL TO LINE E IN SECTION IV										2,877,208	95,000	95,000	
SECTION III: ADJUSTMENTS													
					OBJECT								
					CODE								
07 SWFS #B4500022 - DUE TO OTHER DEP					991000					56,466			
15 TR10 ADJUSTING ENTRIES					991000					13,657			
TOTAL TO LINE H IN SECTION IV										70,123			

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: ELECTIONS	45100000				
<u>ELECTIONS</u>	<u>45100200</u>				

FUND: FEDERAL GRANTS TRUST FUND 2261

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1	(A)	6,268,044	40,792,332	37,909,010	
ADD: REVENUES (FROM SECTION I)	(B)	41,828,585	687,000	430,000	
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)	48,096,629	41,479,332	38,339,010	
LESS: OPERATING EXPENDITURES	(D)	4,497,212	3,475,322	7,600,324	7,600,000
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)	2,877,208	95,000	95,000	
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)				
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)	40,722,209	37,909,010	30,643,686	
NET ADJUSTMENTS (FROM SECTION III)	(H)	70,123			
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)	40,792,332	37,909,010	30,643,686	

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE				
	STATE(S)	RESTRICTED(R)			
	NONSTATE(N)	UNRESTRICTED(U)			
01 FEDERAL HELP AMERICA VOTE ACT	N	R	40,792,332	37,909,010	30,643,686
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			40,792,332	37,909,010	30,643,686

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Combined (45XXXXXX)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	458,328.60	(A)		458,329
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments	44,055,920.42	(C)		44,055,920
ADD: Outstanding Accounts Receivable	92,147.76	(D)		92,148
ADD: <u>Unreleased Cash</u>		(E)	(297.78)	(298)
ADD: <u>Committed Fund Balance</u>		(E)	13,300.43	13,300
Total Cash plus Accounts Receivable	44,606,396.78	(F)	13,002.65	44,619,399
LESS: Allowances for Uncollectibles	20.00	(G)	56,465.78	56,486
LESS: Approved "A" Certified Forwards	133,920.01	(H)		133,920
Approved "B" Certified Forwards	537,508.18	(H)	(35,417.00)	502,091
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	3,263,188.31	(I)	(503,224.92)	2,759,963
LESS: <u>Due To Other Departments</u>		(J)	(1,520.48)	(1,520)
Unreserved Fund Balance, 07/01/20	40,671,760	(K)	496,699	41,168,460 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022
Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds;	42,919,304.34 (A)
GLC 539XX for proprietary and fiduciary funds	
Subtract Nonspendable Fund Balance (GLC 56XXX)	(B)
Add/Subtract Statewide Financial Statement (SWFS) Adjustments :	
SWFS Adjustment # TR 10 Adjustments	55,398.67 (C)
SWFS Adjustment #B4500022 - Due to Other Departments	56,465.78 (C)
SWFS Adjustment #B4500006 - Committed Fund Balance	47,068.20 (C)
SWFS Adjustment #B4500026 - Due To Other Departments	1,493.00 (C)
SWFS Adjustment #B4500007 - Committed Fund Balance	(54,891.21) (C)
Add/Subtract Other Adjustment(s):	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	359,671.97 (D)
Approved FCO Certified Forward per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
	(2,216,050.87) (D)
	(D)
	(D)
ADJUSTED BEGINNING TRIAL BALANCE:	41,168,460 (E)
UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	41,168,460 (F)
DIFFERENCE:	(0) (G)*

*SHOULD EQUAL ZERO.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Elections (45100200)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	89,352.22	(A)			\$ 89,352
ADD: Other Cash (See Instructions)		(B)			\$ -
ADD: Investments	44,055,920.42	(C)			\$ 44,055,920
ADD: Outstanding Accounts Receivable	30,588.11	(D)			\$ 30,588
ADD: <u>Unreleased Cash In State Treasury</u>		(E)	(12,661.00)		\$ (12,661)
Total Cash plus Accounts Receivable	44,175,860.75	(F)	(12,661.00)		\$ 44,163,200
LESS: Allowances for Uncollectibles	20.00	(G)	56,465.78		\$ 56,486
LESS: Approved "A" Certified Forwards	126,189.78	(H)			\$ 126,190
Approved "B" Certified Forwards	412,052.89	(H)			\$ 412,053
Approved "FCO" Certified Forwards		(H)			\$ -
LESS: Other Accounts Payable (Nonoperating)	2,777,659.76	(I)			\$ 2,777,660
LESS: <u>Due To Other Departments</u>		(J)	(1,520.48)		\$ (1,520)
Unreserved Fund Balance, 07/01/20	40,859,938	(K)	(67,606)		\$ 40,792,332 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Elections (45100200)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 42,944,176.72 (A)
 GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and TR10 Entries 12,661.00 (C)

SWFS Adjustment #B4500022 - Due to Other Departments 56,465.78 (C)

SWFS Adjustment # and TR10 Entries 1,520.48 (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS 412,052.89 (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

Other Payables (2,634,544.87) (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 40,792,332 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 40,792,332 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: ELECTIONS	45100000				
<u>ELECTIONS</u>	<u>45100200</u>				
FUND: GRANTS AND DONATIONS TF	2339				
SECTION I: DETAIL OF REVENUES					
	REVENUE CAP SVC AUTH		MATCHING %		CFDA
	CODE CHG%	ST	I/C LOC I/C		NO.
03 CENTER FOR ELECTION GRANT	001111 NO 0.0	265	0.00 0.00	553,000	
TOTAL TO LINE B IN SECTION IV				553,000	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES					
		OBJECT	TRANSFER		CFDA
		CODE	TO BE		NO.
TOTAL TO LINE E IN SECTION IV					
SECTION III: ADJUSTMENTS					
		OBJECT			
		CODE			
04 OPERATING EXPENDITURE ADJUSTMENT		991000		553,000-	
TOTAL TO LINE H IN SECTION IV				553,000-	
SECTION IV: SUMMARY					
UNRESERVED FUND BALANCE - JULY 1	(A)				
ADD: REVENUES (FROM SECTION I)	(B)			553,000	
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)			553,000	
LESS: OPERATING EXPENDITURES	(D)				
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)				
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)				
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)			553,000	
NET ADJUSTMENTS (FROM SECTION III)	(H)			553,000-	
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)				

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Combined 45XXXXXXX
	2339

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	272,099.86	(A)		272,099.86
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2,850.00	(D)		2,850.00
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	274,949.86	(F)	0	274,949.86
LESS Allowances for Uncollectibles		(G)	2,056.00	2,056.00
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards	79,750.00	(H)		79,750.00
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/20	195,199.86	(K)	(2056)	193,143.86 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Grants and Donations Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2339

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 272,893.86 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS 79,750.00 (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 193,143.86 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) (F)

DIFFERENCE: 193,143.86 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Elections (45100200)
	2339

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0	(A)		0
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable		(D)		0
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	0	(F)	0	0
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards		(H)		0
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	0	(K)	0	0 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Grants and Donations Trust Fund - Elections (45100200)
LAS/PBS Fund Number: 2339

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) (F)

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**



FLORIDA DEPARTMENT *of* STATE

Historical Resources Schedule I Series

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: HISTORICAL RESOURCES	45200000				
<u>HISTORICAL RESOURCES</u>	45200700				

FUND: FEDERAL GRANTS TRUST FUND 2261

SECTION I: DETAIL OF REVENUES

REVENUE CODE	CAP	SVC	AUTH	MATCHING %	CFDA				
	CHG%		ST	I/C LOC I/C	NO.				
05 DOT TRANSFER IN FROM 2540									
001510 NO	0.0		267.031	0.00 0.00	20.205	180,712			
07 NAT'L PARK SERVICE									
000700 NO	0.0		267.031	60.00 C 40.00 C	15.904	1,130,178	1,078,015	1,078,015	
10 NAT'L ENDOWMENT F/ARTS									
000700 NO	0.0		267.031	0.00 0.00	45.025	46,411	62,746		
12 TRANSFER IN DOT,2540									
001510 NO	0.0		267.031	0.00 0.00	20.205	60,238			
30 NATIONAL MARITIME HERITAGE GRANT									
000700 NO	0.0		267.031	0.00 100.00 C	15.925	34,856	13,884		
32 NATIONAL PARK SERVICE EMERGENCY GRANT									
000700 NO	0.0		267.031	0.00 0.00	15.957	150,000	5,728,724	10,200,000	
TOTAL TO LINE B IN SECTION IV						1,602,395	6,883,369	11,278,015	

SECTION II: DETAIL OF NONOPERATING EXPENDITURES

OBJECT CODE	TRANSFER TO BE	CFDA NO.		
11 BUDGET ENTITY TRANSFER OUT	810000	45200700	44,089-	
TOTAL TO LINE E IN SECTION IV			44,089-	

SECTION III: ADJUSTMENTS

OBJECT CODE			
06 SWFS ADJUSTMENT #B4500026-DUE FROM OTH DE	991000	1,493	
07 SWFS ADJUSTMENT #B4500006 - COMMITED FUND	991000	47,987	
08 SWFS ADJUSTMENT #B4500026 - ADV AGENCIES	991000	146,473-	
09 ADJ TO LINE A - TR10 ADJUSTING ENTRIES	991000	733-	
38 OPERATING EXPENDITURE ADJUSTMENT	991000	4,959,699	8,054,000
TOTAL TO LINE H IN SECTION IV		4,861,973	8,054,000

	COL A01	COL A02	COL A03	COL A04
	ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
	EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000			
PGM: HISTORICAL RESOURCES	45200000			
<u>HISTORICAL RESOURCES</u>	45200700			
FUND: FEDERAL GRANTS TRUST FUND	2261			

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1	(A)	376,128	3,913,867	
ADD: REVENUES (FROM SECTION I)	(B)	1,602,395	6,883,369	11,278,015
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)	1,602,395	7,259,497	15,191,882
LESS: OPERATING EXPENDITURES	(D)	1,172,630	3,345,630	1,205,352
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)	44,089-		
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)	4,959,699	8,054,000	
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)	4,485,845-	4,140,133-	13,986,530
NET ADJUSTMENTS (FROM SECTION III)	(H)	4,861,973	8,054,000	
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)	376,128	3,913,867	13,986,530

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE				
	STATE(S)	RESTRICTED(R)			
	NONSTATE(N)	UNRESTRICTED(U)			
02 NATIONAL PARK SERVICE	N	R	376,128	3,913,867	13,986,530
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			376,128	3,913,867	13,986,530

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Combined (45XXXXXX)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	458,328.60	(A)		458,329
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments	44,055,920.42	(C)		44,055,920
ADD: Outstanding Accounts Receivable	92,147.76	(D)		92,148
ADD: <u>Unreleased Cash</u>		(E)	(297.78)	(298)
ADD: <u>Committed Fund Balance</u>		(E)	13,300.43	13,300
Total Cash plus Accounts Receivable	44,606,396.78	(F)	13,002.65	44,619,399
LESS: Allowances for Uncollectibles	20.00	(G)	56,465.78	56,486
LESS: Approved "A" Certified Forwards	133,920.01	(H)		133,920
Approved "B" Certified Forwards	537,508.18	(H)	(35,417.00)	502,091
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	3,263,188.31	(I)	(503,224.92)	2,759,963
LESS: <u>Due To Other Departments</u>		(J)	(1,520.48)	(1,520)
Unreserved Fund Balance, 07/01/20	40,671,760	(K)	496,699	41,168,460 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022
Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds;	42,919,304.34 (A)
GLC 539XX for proprietary and fiduciary funds	

Subtract Nonspendable Fund Balance (GLC 56XXX)	(B)
---	-----

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # TR 10 Adjustments	55,398.67 (C)
SWFS Adjustment #B4500022 - Due to Other Departments	56,465.78 (C)
SWFS Adjustment #B4500006 - Committed Fund Balance	47,068.20 (C)
SWFS Adjustment #B4500026 - Due To Other Departments	1,493.00 (C)
SWFS Adjustment #B4500007 - Committed Fund Balance	(54,891.21) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	359,671.97 (D)
Approved FCO Certified Forward per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
	(2,216,050.87) (D)
	(D)
	(D)

ADJUSTED BEGINNING TRIAL BALANCE:	41,168,460 (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	41,168,460 (F)
--	----------------

DIFFERENCE:	(0) (G)*
--------------------	----------

*SHOULD EQUAL ZERO.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Historical Resources (45200700)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	258,334.45	(A)		\$ 258,334
ADD: Other Cash (See Instructions)		(B)		\$ -
ADD: Investments		(C)		\$ -
ADD: Outstanding Accounts Receivable	61,559.65	(D)		\$ 61,560
ADD: <u>Committed Fund Balance</u>		(E)	47,068.23	\$ 47,068
Total Cash plus Accounts Receivable	319,894.10	(F)	47,068.23	\$ 366,962
LESS: Allowances for Uncollectibles		(G)		\$ -
LESS: Approved "A" Certified Forwards	34.95	(H)		\$ 35
Approved "B" Certified Forwards	800.37	(H)		\$ 800
Approved "FCO" Certified Forwards		(H)		\$ -
LESS: Other Accounts Payable (Nonoperating)	74,729.92	(I)	(84,730.92)	\$ (10,001)
LESS: _____		(J)		\$ -
Unreserved Fund Balance, 07/01/20	244,329	(K)	131,799	\$ 376,128 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Historical Resources (45200700)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 327,566.80 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment #B4500006 - Committed Fund Balance 47,068.20 (C)

SWFS Adjustment #B4500026 - Due To Other Departments 1,493.00 (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

Due to Other Departments (D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 376,128 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 376,128 (F)

DIFFERENCE: 0 (G)*

***SHOULD EQUAL ZERO.**

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: HISTORICAL RESOURCES	45200000				
<u>HISTORICAL RESOURCES</u>	45200700				
FUND: GRANTS AND DONATIONS TF	2339				
SECTION I: DETAIL OF REVENUES					
	REVENUE CAP SVC AUTH		MATCHING %		CFDA
	CODE CHG%	ST	I/C LOC I/C		NO.

TOTAL TO LINE B IN SECTION IV					
=====					
SECTION II: DETAIL OF NONOPERATING EXPENDITURES					
		OBJECT	TRANSFER		CFDA
		CODE	TO BE		NO.
09 BUDGET ENTITY TRANSFER OUT	45010200/2339	810000	45010200	169,000	

TOTAL TO LINE E IN SECTION IV					
=====					
SECTION III: ADJUSTMENTS					
		OBJECT			
		CODE			
28 SEPTEMBER 2020 CF REVERSIONS		991000		79,750	

TOTAL TO LINE H IN SECTION IV					
=====					
SECTION IV: SUMMARY					
UNRESERVED FUND BALANCE - JULY 1	(A)	272,894	193,144	103,894	
ADD: REVENUES (FROM SECTION I)	(B)				
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)	272,894	193,144	103,894	
LESS: OPERATING EXPENDITURES	(D)	79,750			
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)		169,000		
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)				
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)	193,144	24,144	103,894	
NET ADJUSTMENTS (FROM SECTION III)	(H)		79,750		
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)	193,144	103,894	103,894	

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: HISTORICAL RESOURCES	45200000				
<u>HISTORICAL RESOURCES</u>	45200700				
FUND: GRANTS AND DONATIONS TF	2339				

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE				
	STATE(S)	RESTRICTED(R)			
	NONSTATE(N)	UNRESTRICTED(U)			
01 GRANT FUNDS	S	U	193,144	103,894	103,894
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			193,144	103,894	103,894

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Combined 45XXXXXXX
	2339

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	272,099.86	(A)		272,099.86
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2,850.00	(D)		2,850.00
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	274,949.86	(F)	0	274,949.86
LESS Allowances for Uncollectibles		(G)	2,056.00	2,056.00
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards	79,750.00	(H)		79,750.00
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/20	195,199.86	(K)	(2056)	193,143.86 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Grants and Donations Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2339

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 272,893.86 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS 79,750.00 (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 193,143.86 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 193,144.00 (F)

DIFFERENCE: (0.00) (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Historical Resources (45200700)
	2339

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	272,099.86	(A)		272,099.86
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2850.00	(D)		2850.00
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	274,949.86	(F)	0	274,949.86
LESS Allowances for Uncollectibles		(G)	2,056.00	2,056.00
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards	79750	(H)		79750
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	195,199.86	(K)	(2056)	193,143.86 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Grants and Donations Trust Fund - Historical Resources (45200700)
LAS/PBS Fund Number: 2339

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 272,893.86 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS 79,750.00 (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 193,143.86 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 193,144.00 (F)

DIFFERENCE: (0.00) (G)*

***SHOULD EQUAL ZERO.**

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: HISTORICAL RESOURCES	45200000				
HISTORICAL RESOURCES	45200700				
FUND: LAND ACQUISITION TF	2423				
SECTION I: DETAIL OF REVENUES					
	REVENUE CAP SVC AUTH		MATCHING %		CFDA
	CODE CHG% ST I/C LOC I/C NO.				
02 ROYALTIES					
	000115 NO 8.0 267.031 0.00 0.00	293	400	400	
07 LAND ACQUISITION TRUST FUND/2423/DEP					
	001500 NO 0.0 20.106 0.00 0.00	9,588,425	9,500,000	9,500,000	
TOTAL TO LINE B IN SECTION IV		9,588,718	9,500,400	9,500,400	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES					
	OBJECT TRANSFER CFDA				
	CODE TO BE NO.				
08 TRANSFER TO GENERAL REVENUE-SERV CHRG	880800	6			
09 BUDGET ENTITY TRANSFER OUT 45500300/2423	810000 45500300	1,428,150	1,579,969	104,862	
10 BUDGET ENTITY TRANSFER OUT 45010200/2423	810000 45010200	67,732	69,211	70,267	
11 5% TRUST FUND RESERVE	999000			475,000	
14 TRANSFER TO DEP FOR TAXES TRAN IN ERROR	810000	339,914			
TOTAL TO LINE E IN SECTION IV		1,835,802	1,649,180	650,129	
SECTION III: ADJUSTMENTS					
	OBJECT				
	CODE				
03 SWFS ADJ B45000016 TO RECORD SVC CHG GR	991000	23			
05 SWFS ADJ B4500012 TO RECORD DUE OTH DEP	991000	358,383			
10 ADJ TO LINE A PY ACCTS PAYABLE	991000	31,408-			
11 TR 10 - ADJUSTING ENTRIES	991000	106,427-			
12 SEPTEMBER 2020 CF REVERSIONS	991000		343,561		
TOTAL TO LINE H IN SECTION IV		220,571	343,561		

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: HISTORICAL RESOURCES	45200000				
<u>HISTORICAL RESOURCES</u>	45200700				
FUND: LAND ACQUISITION TF	2423				

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1	(A)	948,540	1,624,441	1,820,973	
ADD: REVENUES (FROM SECTION I)	(B)	9,588,718	9,500,400	9,500,400	
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)	10,537,258	11,124,841	11,321,373	
LESS: OPERATING EXPENDITURES	(D)	7,297,586	7,998,249	9,630,422	
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)	1,835,802	1,649,180	650,129	
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)				
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)	1,403,870	1,477,412	1,040,822	
NET ADJUSTMENTS (FROM SECTION III)	(H)	220,571	343,561		
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)	1,624,441	1,820,973	1,040,822	

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE				
	STATE(S)	RESTRICTED(R)			
	NONSTATE(N)	UNRESTRICTED(U)			
01 TRANSFER IN DEP LAND MANAGEMENT	S	U	1,624,441	1,820,973	1,040,822
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			1,624,441	1,820,973	1,040,822

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Land Acquisition Trust Fund
LAS/PBS Fund Number:	Historical Resources (45200700)
	2423

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,059,190	(A)		2,059,190
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2,006	(D)		2,006
ADD: Accounts Due From Other Departments		(E)	251,980	251,980
Total Cash plus Accounts Receivable	2,061,196	(F)	251,980	2,313,176
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards	196,981	(H)	(31,408)	165,573
Approved "B" Certified Forwards	517,427	(H)		517,427
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	5734	(I)		5734
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	1,341,054	(K)	283,388	1,624,441 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Land Acquisition Trust Fund - Historical Resources (45200700)
LAS/PBS Fund Number: 2423

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 1,925,615.13 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description 252,387.07 (C)

SWFS Adjustment # and Description (31,408.00) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (517,426.85) (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (4,726.35) (D)

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,624,441.00 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,624,441.00 (F)

DIFFERENCE: 0 (G)*

***SHOULD EQUAL ZERO.**

							COL A01	COL A02	COL A03	COL A04
							ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
							EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000									
PGM: HISTORICAL RESOURCES	45200000									
<u>HISTORICAL RESOURCES</u>	45200700									
FUND: OPERATING TRUST FUND	2510									
SECTION I: DETAIL OF REVENUES										
	REVENUE	CAP	SVC	AUTH	MATCHING %	CFDA				
	CODE		CHG%	ST	I/C LOC I/C	NO.				
05 TRANSFERS IN FROM DOT	001510	NO	0.0	267.061	0.00 0.00	20.205	180,802	243,865	261,471	
TOTAL TO LINE B IN SECTION IV							180,802	243,865	261,471	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES										
					OBJECT	TRANSFER	CFDA			
					CODE	TO BE	NO.			
03 5% TRUST FUND RESERVE					999000			12,193		
05 TRANSFER OUT TO FEDERAL TF, 2261					810000	45200700	44,090-			
TOTAL TO LINE E IN SECTION IV							44,090-		12,193	
SECTION III: ADJUSTMENTS										
					OBJECT					
					CODE					
TOTAL TO LINE H IN SECTION IV										
SECTION IV: SUMMARY										
UNRESERVED FUND BALANCE - JULY 1	(A)							4,047		
ADD: REVENUES (FROM SECTION I)	(B)						180,802	243,865	261,471	
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)						180,802	247,912	261,471	
LESS: OPERATING EXPENDITURES	(D)						220,845	247,912	249,278	
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)						44,090-		12,193	
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)									
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)							4,047		
NET ADJUSTMENTS (FROM SECTION III)	(H)									
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)							4,047		

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: HISTORICAL RESOURCES	45200000				
<u>HISTORICAL RESOURCES</u>	45200700				
FUND: OPERATING TRUST FUND	2510				

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE		
	STATE(S)	RESTRICTED(R)	
	NONSTATE(N)	UNRESTRICTED(U)	
05 TRANSFERS IN FROM DOT	N	R	4,047
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			4,047

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Operating Trust Fund
LAS/PBS Fund Number:	Historical Resources (45200700)
	2510

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	4,047.00	(A)		4,047.00
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable		(D)		0
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	4,047.00	(F)	0	4,047.00
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards		(H)		0
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	4,047.00	(K)	0	4,047.00 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Operating Trust Fund - Historical Resources (45200700)
LAS/PBS Fund Number: 2510

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 4,047.00 (A)
 GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 4,047.00 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 4,047.00 (F)

DIFFERENCE: 0.00 (G)*

***SHOULD EQUAL ZERO.**



FLORIDA DEPARTMENT *of* STATE

Library & Information Services Schedule I Series

										COL A01	COL A02	COL A03	COL A04
										ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
										EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000												
PGM: LIBRARY/INFO SVCS	45400000												
LIBRARY/ARCHIVES/INFO SVCS	45400100												
FUND: FEDERAL GRANTS TRUST FUND										2261			
SECTION I: DETAIL OF REVENUES													
	REVENUE	CAP	SVC	AUTH	MATCHING %		CFDA						
	CODE		CHG%	ST	I/C	LOC	I/C	NO.					
20 PRIOR YEAR REFUNDS	001800	NO	0.0	216.177	0.00	0.00			6,476				
22 INSTITUTE OF MUSEUM/LIBRARY SERVICES	000700	NO	0.0	257.12	34.00	C	0.00	45.310	7,812,944	8,971,751	8,971,751		
23 INTERST-GRANTS REVENUE-(FEDERAL)	000504	NO	0.0	257.12	0.00	0.00			11	12	12		
TOTAL TO LINE B IN SECTION IV										7,819,431	8,971,763	8,971,763	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES													
				OBJECT	TRANSFER	CFDA							
				CODE	TO BE	NO.							
27 BUDGET ENTITY TRANSFER OUT	45010200/2261			810000	45010200				119,285	192,858	194,900		
TOTAL TO LINE E IN SECTION IV										119,285	192,858	194,900	
SECTION III: ADJUSTMENTS													
				OBJECT									
				CODE									
36 ADJ TO LINE A - TR10 ADJUSTING ENTRIES				991000				181,880	580,768				
37 SWFS ADJUSTMENT #B4500007 - DUE OTHE DEP				991000				54,891					
38 ADJUSTMENT TO LINE A - PAYABLE NOT CER				991000				418,494					
TOTAL TO LINE H IN SECTION IV										655,265	580,768		

	COL A01 ACT PR YR EXP 2019-20	COL A02 CURR YR EST EXP 2020-21	COL A03 AGY REQUEST FY 2021-22	COL A04 AGY REQ N/R FY 2021-22
STATE, DEPT OF	45000000			
PGM: LIBRARY/INFO SVCS	45400000			
LIBRARY/ARCHIVES/INFO SVCS	45400100			
FUND: FEDERAL GRANTS TRUST FUND	2261			

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1	(A)	11,241		
ADD: REVENUES (FROM SECTION I)	(B)	7,819,431	8,971,763	8,971,763
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)	7,830,672	8,971,763	8,971,763
LESS: OPERATING EXPENDITURES	(D)	8,366,652	9,359,673	8,325,654
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)	119,285	192,858	194,900
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)			
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)	655,265-	580,768-	451,209
NET ADJUSTMENTS (FROM SECTION III)	(H)	655,265	580,768	
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)			451,209

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE		
	STATE(S)	RESTRICTED(R)	
	NONSTATE(N)	UNRESTRICTED(U)	
02 LIBRARY SERVICES AND TECHNOLOGY ACT	N	R	451,209
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			451,209

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Combined (45XXXXXX)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	458,328.60	(A)		458,329
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments	44,055,920.42	(C)		44,055,920
ADD: Outstanding Accounts Receivable	92,147.76	(D)		92,148
ADD: <u>Unreleased Cash</u>		(E)	(297.78)	(298)
ADD: <u>Committed Fund Balance</u>		(E)	13,300.43	13,300
Total Cash plus Accounts Receivable	44,606,396.78	(F)	13,002.65	44,619,399
LESS: Allowances for Uncollectibles	20.00	(G)	56,465.78	56,486
LESS: Approved "A" Certified Forwards	133,920.01	(H)		133,920
Approved "B" Certified Forwards	537,508.18	(H)	(35,417.00)	502,091
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	3,263,188.31	(I)	(503,224.92)	2,759,963
LESS: <u>Due To Other Departments</u>		(J)	(1,520.48)	(1,520)
Unreserved Fund Balance, 07/01/20	40,671,760	(K)	496,699	41,168,460 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022
Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds;	42,919,304.34 (A)
GLC 539XX for proprietary and fiduciary funds	

Subtract Nonspendable Fund Balance (GLC 56XXX)	(B)
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Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # TR 10 Adjustments	55,398.67 (C)
SWFS Adjustment #B4500022 - Due to Other Departments	56,465.78 (C)
SWFS Adjustment #B4500006 - Committed Fund Balance	47,068.20 (C)
SWFS Adjustment #B4500026 - Due To Other Departments	1,493.00 (C)
SWFS Adjustment #B4500007 - Committed Fund Balance	(54,891.21) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	359,671.97 (D)
Approved FCO Certified Forward per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
	(2,216,050.87) (D)
	(D)
	(D)

ADJUSTED BEGINNING TRIAL BALANCE:	41,168,460 (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	41,168,460 (F)
--	----------------

DIFFERENCE:	(0) (G)*
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*SHOULD EQUAL ZERO.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Library and Information Services (45400100)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	106,670.66	(A)		\$ 106,671
ADD: Other Cash (See Instructions)		(B)		\$ -
ADD: Investments		(C)		\$ -
ADD: Outstanding Accounts Receivable		(D)		\$ -
ADD: <u>Committed Fund Balance</u>		(E)	(33,767.80)	\$ (33,768)
ADD: <u>Unreleased Cash</u>		(E)	16,334.51	\$ 16,335
Total Cash plus Accounts Receivable	106,670.66	(F)	(17,433.29)	\$ 89,237
LESS: Allowances for Uncollectibles		(G)		\$ -
LESS: Approved "A" Certified Forwards	7,695.28	(H)		\$ 7,695
Approved "B" Certified Forwards	89,237.92	(H)		\$ 89,238
Approved "FCO" Certified Forwards		(H)		\$ -
LESS: Other Accounts Payable (Nonoperating)	410,798.63	(I)	(418,494.00)	\$ (7,695)
LESS: _____		(J)		\$ -
Unreserved Fund Balance, 07/01/20	(401,061)	(K)	401,061	\$ (0)**

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund -Library and Information Services (45400100)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; [(311,823.25)] (A)
 GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) [] (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # - TR10 Adjustment [(33,767.80)] (C)

SWFS Adjustment #B4500007 - Committed Fund Balance [(54,891.21)] (C)

SWFS Adjustment # - TR10 Adjustments [71,225.72] (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS [(89,237.92)] (D)

Approved FCO Certified Forward per LAS/PBS [] (D)

A/P not C/F-Operating Categories [] (D)

Other Accounts Payable [418,494.00] (D)

[] (D)

[] (D)

ADJUSTED BEGINNING TRIAL BALANCE: [(0)] (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) [0] (F)

DIFFERENCE: [(0)] (G)*

***SHOULD EQUAL ZERO.**

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: LIBRARY/INFO SVCS	45400000				
LIBRARY/ARCHIVES/INFO SVCS	45400100				
FUND: RECORDS MANAGEMENT TF	2572				
SECTION I: DETAIL OF REVENUES					
	REVENUE CAP SVC AUTH		MATCHING %		CFDA
	CODE CHG% ST I/C LOC I/C NO.				
41 ADV FL ADM REGISTER-STA	001903 NO 0.0	120.55	0.00 0.00	388,324	390,000 390,000
42 ADV FL ADM REGISTER-NS	001905 YES 8.0	120.55	0.00 0.00	76,466	77,000 77,000
43 MICRO/ARCHIVAL STOR-STA	001905 YES 0.0	257.375	0.00 0.00	573,558	677,172 677,172
44 MICRO/ARCHIVAL STOR-NS	001905 YES 8.0	257.375	0.00 0.00	133,589	135,000 135,000
45 CERT/COPIES/ADM REG-STA	001903 NO 0.0	120.55	0.00 0.00	36	
46 CERT/COPIES/AD REG-NS	001904 NO 8.0	257.375	0.00 0.00	82,346	83,000 83,000
49 PRIOR YEAR ADJUSTING ENTRY-ROYALTIES	000115 NO 0.0	257.375	0.00 0.00	25,612	26,000 26,000
TOTAL TO LINE B IN SECTION IV				1,279,931	1,388,172 1,388,172
SECTION II: DETAIL OF NONOPERATING EXPENDITURES					
	OBJECT TRANSFER CFDA				
	CODE TO BE NO.				
18 SERVICE CHARGE TO GENERAL REVENUE	880800			28,371	28,400 28,400
19 REFUND OF STATE REVENUES	860000			5,074	
22 REFUND OF NONSTATE REVENUES	860000			1,333	
TOTAL TO LINE E IN SECTION IV				34,778	28,400 28,400
SECTION III: ADJUSTMENTS					
	OBJECT				
	CODE				
02 SEPTEMBER 2020 CF REVERSIONS	991000				9,070
14 SWFS ADJ TO ADJUST FOR SVC CHG TO GR	991000			5,686-	
60 SWFS ADJ-B4500017 - DUE FROM OTH DEP	991000			5,686	
66 SWFS ADJ-B4500017 - NET INV CAP ASSETS	991000			44	

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: LIBRARY/INFO SVCS	45400000				
LIBRARY/ARCHIVES/INFO SVCS	45400100				
FUND: RECORDS MANAGEMENT TF	2572				

SECTION III: ADJUSTMENTS

OBJECT
 CODE

TOTAL TO LINE H IN SECTION IV

44	9,070		
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SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1	(A)	901,882	976,952	619,455
ADD: REVENUES (FROM SECTION I)	(B)	1,279,931	1,388,172	1,388,172
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)	2,181,813	2,365,124	2,007,627
LESS: OPERATING EXPENDITURES	(D)	1,170,127	1,726,339	1,741,064
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)	34,778	28,400	28,400
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)			
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)	976,908	610,385	238,163
NET ADJUSTMENTS (FROM SECTION III)	(H)	44	9,070	
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)	976,952	619,455	238,163

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

FUNDING SOURCE
 STATE(S) RESTRICTED(R)
 NONSTATE(N) UNRESTRICTED(U)

58 ADMINISTRATIVE REGISTER/ARCHIVES	S	R	976,952	619,455	238,163
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			976,952	619,455	238,163

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 45 State **Budget Period: 2021-22**
Program: 0309.00.00.00 Educational Support
Fund: 2572 Records Management Trust Fund

Specific Authority: Chapters 120.55 and 257.375, F.S.
Purpose of Fees Collected: Funds deposited in the Records Management Trust Fund shall be used to support programs of State Archives, Records and Info Management and Administrative Code Register/Laws

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach Examination of Regulatory Fees Form - Part I and II.)
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2019 -20	FY 2020 - 21	FY 2021- 22

Receipts:

Records /Microfilm/Media Storage	707,147	812,172	812,172
Advertising/Fla Administrative Register	464,790	467,000	467,000
Cert Copies/Royalties/Recycling/Misc	107,994	109,000	109,000
Unencumbered Cash			
Total Fee Collection to Line (A) - Section III	1,279,931	1,388,172	1,388,172

SECTION II - FULL COSTS

Direct Costs:

Salaries and Benefits	681,669	1,085,584	1,099,554
Other Personal Services	83,799	73,999	74,993
Expenses	226,121	350,213	358,658
Operating Capital Outlay	9,740	9,740	9,740
Lease/Purchase/Equipment	3,692	3,099	3,724
TR/DMS/HR SVCS/STW CONTRACT	7,637	7,575	7,575
Contracted Services	157,469	187,059	187,059
Total Full Costs to Line (B) - Section III	1,170,127	1,717,269	1,741,303

Basis Used:

- I. Estimated based on FY 2019-20 activity and collections.
- II. Estimated is FY 2020-21 Appropriations amounts less FY 19-20 reversio

SECTION III - SUMMARY

TOTAL SECTION I	(A)	1,279,931	1,388,172	1,388,172
TOTAL SECTION II	(B)	1,170,127	1,717,269	1,741,303
TOTAL - Surplus/Deficit	(C)	109,804	(329,097)	(353,131)

EXPLANATION of LINE C:

III. Deficit is representative of lag time between collections of billed amounts.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Records Management Trust Fund
LAS/PBS Fund Number:	Library, Archives and Information Services (45400100)
	2572

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	850,398.46	(A)		850,398.46
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	292,876.82	(D)	7,296.75	300,173.57
ADD: Net Assets Unrestricted		(E)	(124,827.99)	(124,827.99)
ADD: Net Investments In Capital Assets		(F)	44.54	44.54
Total Cash plus Accounts Receivable	1,143,275.28	(G)	(117,486.70)	1,025,788.58
LESS Allowances for Uncollectibles	(2,550.57)	(H)		(2,550.57)
LESS Approved "A" Certified Forwards	13,002.94	(I)		13,002.94
Approved "B" Certified Forwards	9,070.02		25,055.13	34,125.15
Approved "FCO" Certified Forwards		(K)		0
LESS: Other Accounts Payable (Nonoperating)	9,340.63	(L)	(5,082.88)	4,257.75
LESS: _____		(M)		0
Unreserved Fund Balance, 07/01/20	1,114,412.26	(K)	(137,458.95)	976,953.31 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Records Management Trust Fund - Library, Archives & Information Services (45400100)
LAS/PBS Fund Number: 2572

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,032,965.38 (A)
Subtract Nonspendable Fund Balance (GLC 56XXX)	
Add/Subtract Statewide Financial Statement (SWFS) Adjustments :	
TR 10 Adjustment - Net Assets Unrestricted	(122,277.42) (C)
SWFS Adjustment #B4500017 Due from Other Departments	1,492.00 (C)
SWFS Adjustment #B4500017 Net Investment In Capital Assets	43.54 (C)
SWFS Adjustment #B4500017 Due to General Revenue	(5,685.75) (C)
SWFS Adjustment #B4500017 Due to General Revenue	5,685.75 (C)
TR 10 Adjustment - Allowance for Uncollectibles	2,550.57 (C)
TR 10 Adjustment - Due From Other Departments	35,846.97 (C)
Add/Subtract Other Adjustment(s):	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	9,070.02 (D)
Approved FCO Certified Forward per LAS/PBS	13,002.94 (D)
A/P not C/F-Operating Categories	4,258.00 (D)
ADJUSTED BEGINNING TRIAL BALANCE:	976,952.00 (E)
UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	976,952.00 (F)
DIFFERENCE:	0.00 (G)*

***SHOULD EQUAL ZERO.**



FLORIDA DEPARTMENT *of* STATE

Cultural Affairs Schedule I Series

										COL A01	COL A02	COL A03	COL A04
										ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
										EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000												
PGM: CULTURAL AFFAIRS	45500000												
CULTURAL AFFAIRS	45500300												
FUND: FEDERAL GRANTS TRUST FUND										2261			
SECTION I: DETAIL OF REVENUES													
	REVENUE	CAP	SVC	AUTH	MATCHING %			CFDA					
	CODE		CHG%	ST	I/C	LOC	I/C	NO.					
11 NAT'L ENDOWMENT FOR THE ARTS	000700	NO	0.0	265.606	25.00	C	25.00	C	45.025	579,044	871,430	871,430	
12 PRIOR YR REFUND	001800	NO	0.0	216.177	0.00		0.00			1,267			
13 NAT'L ENDOWMENT FOR THE ARTS CARES	000700	NO	0.0	265.606	0.00		0.00	45.025			602,800		
TOTAL TO LINE B IN SECTION IV										580,311	1,474,230	871,430	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES													
				OBJECT	TRANSFER	CFDA							
				CODE	TO BE	NO.							
TOTAL TO LINE E IN SECTION IV													
SECTION III: ADJUSTMENTS													
				OBJECT									
				CODE									
04 ADJUST TO LINE A - PAYABLE NOT CERT FWD				991000						35,417			
13 TR10 ADJUSTING ENTRIES				991000						6,225			
TOTAL TO LINE H IN SECTION IV										41,642			
SECTION IV: SUMMARY													
UNRESERVED FUND BALANCE - JULY 1	(A)									106,096		697,025	
ADD: REVENUES (FROM SECTION I)	(B)									580,311	1,474,230	871,430	
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)									686,407	1,474,230	1,568,455	
LESS: OPERATING EXPENDITURES	(D)									728,049	777,205	783,683	
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)												
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)												
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)									41,642-	697,025	784,772	
NET ADJUSTMENTS (FROM SECTION III)	(H)									41,642			

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: CULTURAL AFFAIRS	45500000				
<u>CULTURAL AFFAIRS</u>	45500300				

FUND: FEDERAL GRANTS TRUST FUND 2261

SECTION IV: SUMMARY

ADJUSTED UNRESERVED FUND BALANCE - JUNE 30 (I) 697,025 784,772

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE			
	STATE(S)	RESTRICTED(R)		
	NONSTATE(N)	UNRESTRICTED(U)		
01 NATIONAL ENDOWMENT FOR THE ARTS	N	R	697,025	784,772
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			697,025	784,772

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Combined (45XXXXXX)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	458,328.60	(A)		458,329
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments	44,055,920.42	(C)		44,055,920
ADD: Outstanding Accounts Receivable	92,147.76	(D)		92,148
ADD: <u>Unreleased Cash</u>		(E)	(297.78)	(298)
ADD: <u>Committed Fund Balance</u>		(E)	13,300.43	13,300
Total Cash plus Accounts Receivable	44,606,396.78	(F)	13,002.65	44,619,399
LESS: Allowances for Uncollectibles	20.00	(G)	56,465.78	56,486
LESS: Approved "A" Certified Forwards	133,920.01	(H)		133,920
Approved "B" Certified Forwards	537,508.18	(H)	(35,417.00)	502,091
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	3,263,188.31	(I)	(503,224.92)	2,759,963
LESS: <u>Due To Other Departments</u>		(J)	(1,520.48)	(1,520)
Unreserved Fund Balance, 07/01/20	40,671,760	(K)	496,699	41,168,460 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022
Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds;	42,919,304.34 (A)
GLC 539XX for proprietary and fiduciary funds	

Subtract Nonspendable Fund Balance (GLC 56XXX)	(B)
---	-----

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # TR 10 Adjustments	55,398.67 (C)
SWFS Adjustment #B4500022 - Due to Other Departments	56,465.78 (C)
SWFS Adjustment #B4500006 - Committed Fund Balance	47,068.20 (C)
SWFS Adjustment #B4500026 - Due To Other Departments	1,493.00 (C)
SWFS Adjustment #B4500007 - Committed Fund Balance	(54,891.21) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	359,671.97 (D)
Approved FCO Certified Forward per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
	(2,216,050.87) (D)
	(D)
	(D)

ADJUSTED BEGINNING TRIAL BALANCE:	41,168,460 (E)
--	----------------

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	41,168,460 (F)
--	----------------

DIFFERENCE:	(0) (G)*
--------------------	----------

*SHOULD EQUAL ZERO.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Cultural Affairs (45500300)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments		Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	3,971.27	(A)			\$ 3,971
ADD: Other Cash (See Instructions)		(B)			\$ -
ADD: Investments		(C)			\$ -
ADD: Outstanding Accounts Receivable		(D)			\$ -
ADD: <u>Unreleased Cash</u>		(E)	(3,971.70)		\$ (3,972)
Total Cash plus Accounts Receivable	3,971.27	(F)	(3,971.70)		\$ (0)
LESS: Allowances for Uncollectibles		(G)			\$ -
LESS: Approved "A" Certified Forwards		(H)			\$ -
Approved "B" Certified Forwards	35,417.00	(H)	(35,417.00)		\$ -
Approved "FCO" Certified Forwards		(H)			\$ -
LESS: Other Accounts Payable (Nonoperating)		(I)			\$ -
LESS: _____		(J)			\$ -
Unreserved Fund Balance, 07/01/20	(31,446)	(K)	31,445		\$ (0)**

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Cultural Affairs (45500300)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; [(40,615.93)] (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) [] (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # TR10 Adjustments [3,759.27] (C)

SWFS Adjustment # - Certified Forward Payable Adjustment [] (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS [36,857.00] (D)

Approved FCO Certified Forward per LAS/PBS [] (D)

A/P not C/F-Operating Categories [] (D)

[] (D)

[] (D)

[] (D)

ADJUSTED BEGINNING TRIAL BALANCE: [0] (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) [0] (F)

DIFFERENCE: [0] (G)*

***SHOULD EQUAL ZERO.**

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: CULTURAL AFFAIRS	45500000				
<u>CULTURAL AFFAIRS</u>	<u>45500300</u>				

FUND: LAND ACQUISITION TF 2423

SECTION I: DETAIL OF REVENUES

REVENUE	CAP	SVC	AUTH	MATCHING %	CFDA
CODE		CHG%	ST	I/C LOC I/C	NO.

TOTAL TO LINE B IN SECTION IV

SECTION II: DETAIL OF NONOPERATING EXPENDITURES

OBJECT	TRANSFER	CFDA
CODE	TO BE	NO.

05 BUDGET ENTITY TRANSFER IN 45200700/2423

810000	45500300	1,428,150-	1,579,969-	104,862-
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TOTAL TO LINE E IN SECTION IV

1,428,150-	1,579,969-	104,862-
------------	------------	----------

SECTION III: ADJUSTMENTS

OBJECT
CODE

TOTAL TO LINE H IN SECTION IV

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1	(A)			
ADD: REVENUES (FROM SECTION I)	(B)			
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)			
LESS: OPERATING EXPENDITURES	(D)	1,428,150	1,579,969	
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)	1,428,150-	1,579,969-	104,862-
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)			
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)			104,862
NET ADJUSTMENTS (FROM SECTION III)	(H)			
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)			104,862

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF	45000000				
PGM: CULTURAL AFFAIRS	45500000				
<u>CULTURAL AFFAIRS</u>	45500300				
FUND: LAND ACQUISITION TF	2423				

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE		
	STATE(S)	RESTRICTED(R)	
	NONSTATE(N)	UNRESTRICTED(U)	
01 LAND ACQUISITION TRUST FUND-DEP	S	U	104,862
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			104,862

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Land Acquisition Trust Fund
LAS/PBS Fund Number:	Combineded (45XXXXXXX)
	2423

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,059,190	(A)		2,059,190
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2,006	(D)		2,006
ADD: Accounts Due From Other Departments		(E)	251,980	251,980
Total Cash plus Accounts Receivable	2,061,196	(F)	251,980	2,313,176
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards	196,981	(H)	(31,408)	165,573
Approved "B" Certified Forwards	517,427	(H)		517,427
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	5734	(I)		5734
LESS: _____		(J)		0
Unreserved Fund Balance, 07/01/20	1,341,054	(K)	283,388	1,624,441 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Land Acquisition Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2423

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 1,925,615.13 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description 252,387.07 (C)

SWFS Adjustment # and Description (31,408.00) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (517,426.85) (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (4,726.35) (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,624,441.00 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,624,441.00 (F)

DIFFERENCE: 0 (G)*

***SHOULD EQUAL ZERO.**

SCHEDULE IV-B FOR ELECTIONS LEGACY HARDWARE REPLACEMENT

For Fiscal Year 2021-22



October 15, 2020




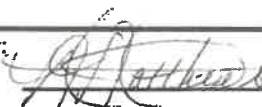
FLORIDA DEPARTMENT OF STATE

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SCHEDULE IV-B FOR ELECTIONS LEGACY HARDWARE REPLACEMENT

I. Schedule IV-B Cover Sheet

Schedule IV-B Cover Sheet and Agency Project Approval	
Agency: Florida Department of State	Schedule IV-B Submission Date: October 15, 2020
Project Name: Elections Legacy Hardware Replacement	Is this project included in the Agency's LRPP? ____ Yes ___X___ No
FY 2021-22 LBR Issue Code: 24017C0	FY 2021-22 LBR Issue Title: Elections Legacy Hardware Replacement
Agency Contact for Schedule IV-B (Name, Phone #, and E-mail address): Scott Maynor, Deputy Chief Information Officer, 850.245.6135, scott.maynor@dos.myflorida.com	
AGENCY APPROVAL SIGNATURES	
I am submitting the attached Schedule IV-B in support of our legislative budget request. I have reviewed the estimated costs and benefits documented in the Schedule IV-B and believe the proposed solution can be delivered within the estimated time for the estimated costs to achieve the described benefits. I agree with the information in the attached Schedule IV-B.	
Agency Head: 	Date: 10/15/2020
Printed Name: Laurel M. Lee	
Agency Chief Information Officer (or equivalent): 	Date: 10/14/2020
Printed Name: George Brown	
Budget Officer: 	Date: 10-14-2020
Printed Name: Richard Perritti	
Planning Officer: _____	Date: _____
Printed Name:	
Project Sponsor: 	Date: 10-14-2020
Printed Name: Maria Matthews	
Schedule IV-B Preparers (Name, Phone #, and E-mail address):	
Business Need:	Scott Maynor, Deputy Chief Information Officer, 850.245.6135, scott.maynor@dos.myflorida.com
Cost Benefit Analysis:	Same as above
Risk Analysis:	Same as above
Technology Planning:	Same as above
Project Planning:	Same as above

General Guidelines

The Schedule IV-B contains more detailed information on information technology (IT) projects than is included in the D-3A issue narrative submitted with an agency's Legislative Budget Request (LBR). The Schedule IV-B compiles the analyses and data developed by the agency during the initiation and planning phases of the proposed IT project. A Schedule IV-B must be completed for all IT projects when the total cost (all years) of the project is \$1 million or more.

Schedule IV-B is not required for requests to:

- Continue existing hardware and software maintenance agreements,
- Renew existing software licensing agreements that are similar to the service level agreements currently in use, or
- Replace desktop units ("refresh") with new technology that is similar to the technology currently in use.
- Contract only for the completion of a business case or feasibility study for the replacement or remediation of an existing IT system or the development of a new IT system.

Documentation Requirements

The type and complexity of an IT project determines the level of detail an agency should submit for the following documentation requirements:

- Background and Strategic Needs Assessment
- Baseline Analysis
- Proposed Business Process Requirements
- Functional and Technical Requirements
- Success Criteria
- Benefits Realization
- Cost Benefit Analysis
- Major Project Risk Assessment
- Risk Assessment Summary
- Current Information Technology Environment
- Current Hardware/Software Inventory
- Proposed Technical Solution
- Proposed Solution Description
- Project Management Planning

Compliance with s. 216.023(4)(a)10, F.S. is also required if the total cost for all years of the project is \$10 million or more.

A description of each IV-B component is provided within this general template for the benefit of the Schedule IV-B authors. These descriptions and this guidelines section should be removed prior to the submission of the document.

Sections of the Schedule IV-B may be authored in software applications other than MS Word, such as MS Project and Visio. Submission of these documents in their native file formats is encouraged for proper analysis.

The Schedule IV-B includes two required templates, the Cost Benefit Analysis and Major Project Risk Assessment workbooks. For all other components of the Schedule IV-B, agencies should submit their own planning documents and tools to demonstrate their level of readiness to implement the proposed IT project. It is also necessary to assemble all Schedule IV-B components into one PDF file for submission to the Florida Fiscal Portal and to ensure that all personnel can open component files and that no component of the Schedule has been omitted.

Submit all component files of the agency's Schedule IV-B in their native file formats to the Office of Policy and Budget and the Legislature at IT@LASPBS.STATE.FL.US. Reference the D-3A issue code and title in the subject line.

II. Schedule IV-B Business Case – Strategic Needs Assessment

A. Background and Strategic Needs Assessment

1. Business Need

The Florida Department of State is seeking funds to replace election legacy hardware. The Department has numerous applications that are running on legacy platforms that are no longer supported and have security concerns. Upgrading the application and hardware will address security concerns and replace the unsupported hardware. These application’s range in age from 3 to 10 years old. The Department’s desired solution is to convert the hardware to a private cloud. Converting to current technology will enable the Department to use advances in hyper-convergence. Hyperconverged infrastructure (HCI) is a software-defined, unified system that combines all the elements of a traditional data center: storage, compute, networking, and management. This approach uses software and x86 servers to replace expensive, purpose-built hardware. With hyperconverged infrastructure, the Department will decrease data center complexity and increase scalability.

This request forms the foundation of the Department’s plan to address issues discovered while partnering with the Department of Homeland Security. This equipment will help harden legacy applications in the following ways:

1. Ensure public facing systems are behind a service that provides protection against threats such as Distributed Denial of Service (DDOS) and automated bot attacks,
2. Build net new servers with updated operating systems,
3. Enable the migration of legacy code to current generation servers, which will extend the life of applications,
4. Implement hardening for new servers such as modern Anti-virus and CIS benchmarks,
5. Modern hardware will allow for security enhancements and the removal of some legacy protocols such as SMB1 while minimizing the chances of breaking the legacy production services. This grants the Department time to create action plans until replacement funding is available,
6. Finally, this shift to modern hardware will increase the cyber-security posture of Elections applications by allowing the Department to use network wide blocks of legacy protocols to be put in place after the migration of legacy apps has occurred.

2. Business Objectives

Objectives and requirements of these systems include:

- Multiple public facing election applications that are in need of replacement end of life hardware to continue functioning at high performance levels into the future.

B. Baseline Analysis

1. Current Business Process(es)

Targets of this request will not undergo software modernization at this time.

2. Assumptions and Constraints

Assumption		
A1	Cloud First Initiative	The Department interprets section 98.035 (3), Florida Statutes, as the governing authority to operate FVRS on Department owned hardware. However, this proposal seeks to create a private cloud using the same practices as current cloud service providers.
A2	Election Cycles	At the state level the election cycle is a two-year period, except for special elections which are defined separately. County and municipal elections dates are staggered throughout the year. Implementation of the proposed system must be transparent to county Supervisors of

		Elections.
Constraints		
C1	Communication Protocols	Any hardware procured as part of the technology refresh will have to be compatible with the current software implementation.

C. Proposed Business Process Requirements

1. Proposed Business Process Requirements

No changes to current business processes will be required.

2. Business Solution Alternatives

Replacement of current solution infrastructure is critical to the continued success of FVRS administration, as several key components of the system are nearing end of life and are requiring additional staff effort to secure and maintain.

3. Rationale for Selection

With the highly scrutinized and targeted 2020 Florida elections completed, more easily maintained ancillary systems would reduce the Department’s attack surface for future elections as well as reduce the risk of loss of public confidence.

4. Recommended Business Solution

A private cloud-based solution is sought due to the Department’s interpretation of Florida Statute.

D. Functional and Technical Requirements

2	Hyper Converged Cluster
4	Load Balancer
2	Core switch
2	Protective Cage
2	Tower of Cool
-	Miscellaneous cables and connection modules

III. Success Criteria

SUCCESS CRITERIA TABLE				
#	Description of Criteria	How will the Criteria be measured/assessed?	Who benefits?	Realization Date (MM/YY)

SUCCESS CRITERIA TABLE				
1	Ensure that county and partner agencies are able to communicate to the migrated system.	This criterion will be clearly assessed prior to system launch during testing phases of development.	County SOEs, Department Staff	Prior to system launch
2	Increased system redundancy.	Assessment of this criterion will be accomplished through conducting fail over testing.	County SOEs, Department Staff	During beta testing (prior to system launch) as well as following system launch
3	Increased recoverability	Assessment of this criterion will be accomplished through conducting fail over testing.	County SOEs, Department Staff	During beta testing (prior to system launch) as well as following system launch

IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis

A. Benefits Realization Table

Purpose: To calculate and declare the tangible benefits compared to the total investment of resources needed to support the proposed IT project.

For each tangible benefit, identify the recipient of the benefit, how and when it is realized, how the realization will be measured, and how the benefit will be measured to include estimates of tangible benefit amounts.

BENEFITS REALIZATION TABLE					
#	Description of Benefit	Who receives the benefit?	How is benefit realized?	How is the realization of the benefit measured?	Realization Date (MM/YY)
1	Updating the system underlying hardware	Florida Department of State	Improved processing, less costly future upgrades, decreased cost of ownership	Staff efficiency and direct cost reduction	On system launch
2	Increased recoverability and redundancy	The public, county SOE offices, Department staff	Greater efficiencies in COOP activity	Fewer impacts to the county SOE offices during maintenance windows and network events	On system launch

B. Cost Benefit Analysis (CBA)

Purpose: To provide a comprehensive financial prospectus specifying the project’s tangible benefits, funding requirements, and proposed source(s) of funding.

The chart below summarizes the required CBA Forms which are included as Appendix A on the Florida Fiscal Portal and must be completed and submitted with the Schedule IV-B.

Cost Benefit Analysis	
Form	Description of Data Captured
CBA Form 1 - Net Tangible Benefits	<p>Agency Program Cost Elements: Existing program operational costs versus the expected program operational costs resulting from this project. The agency needs to identify the expected changes in operational costs for the program(s) that will be impacted by the proposed project.</p> <p>Tangible Benefits: Estimates for tangible benefits resulting from implementation of the proposed IT project, which correspond to the benefits identified in the Benefits Realization Table. These estimates appear in the year the benefits will be realized.</p>
CBA Form 2 - Project Cost Analysis	<p>Baseline Project Budget: Estimated project costs.</p> <p>Project Funding Sources: Identifies the planned sources of project funds, e.g., General Revenue, Trust Fund, Grants.</p> <p>Characterization of Project Cost Estimate.</p>
CBA Form 3 - Project Investment Summary	<p>Investment Summary Calculations: Summarizes total project costs and net tangible benefits and automatically calculates:</p> <ul style="list-style-type: none"> • Return on Investment • Payback Period • Breakeven Fiscal Year • Net Present Value • Internal Rate of Return

V. Schedule IV-B Major Project Risk Assessment

Purpose: To provide an initial high-level assessment of overall risk incurred by the project to enable appropriate risk mitigation and oversight and to improve the likelihood of project success. The risk assessment summary identifies the overall level of risk associated with the project and provides an assessment of the project’s alignment with business objectives.

NOTE: All multi-year projects must update the Risk Assessment Component of the Schedule IV-B along with any other components that have been changed from the original Feasibility Study.

The Risk Assessment Tool and Risk Assessment Summary are included in Appendix B on the Florida Fiscal Portal and must be completed and submitted with the agency’s Schedule IV-B. After answering the questions on the Risk Assessment Tool, the Risk Assessment Summary is automatically populated.

VI. Schedule IV-B Technology Planning

Purpose: To ensure there is close alignment with the business and functional requirements and the selected technology.

A. Current Information Technology Environment

1. Current System

a. Description of Current System

Elections applications and databases currently reside on end of life hardware.

b. Current System Resource Requirements

Housed at the state data center, application and database resources run on virtualized components. The solution stack includes database, file, and SFTP servers which use a mix of standard Microsoft operating systems.

c. Current System Performance

The current system is performing adequately at the current time; however, the hardware is reaching end of life.

2. Information Technology Standards

B. Current Hardware and/or Software Inventory

NOTE: Current customers of the state data center would obtain this information from the data center.

Currently the solution is housed in a virtual environment at the state data center. The solution stack includes database, file, and SFTP servers which use a mix of standard Microsoft operating systems. All components of the suite have been virtualized and have been sized for optimum performance.

C. Proposed Technical Solution

1. Technical Solution Alternatives

Replacement of the current solution is critical, as several key components of the system are reaching end of life and are requiring additional effort to secure and maintain. Replacement of the current system have three paths available.

- a. Build the solution using traditional server architecture to mimic the current architecture,
- b. Build the solution using a mix of traditional server architecture and Hyper Converged Infrastructure, and
- c. Build the solution using exclusively Hyper Converged Infrastructure.

2. Rationale for Selection

With the highly scrutinized and targeted 2020 Florida elections completed, a more easily maintained system would reduce the Department's attack surface for future elections as well as reduce the risk of loss of public confidence.

3. Recommended Technical Solution

Department technical staff recommend an exclusively Hyper Converged Infrastructure approach for this

technology upgrade.

D. Proposed Solution Description

1. Summary Description of Proposed System

Four tightly integrated software components make up a hyperconverged platform:

- Storage virtualization
- Compute virtualization
- Networking virtualization
- Advanced management capabilities including automation

The virtualization software abstracts and pools underlying resources, then dynamically allocates them to applications running in VMs or containers. Configuration is based on policies aligned with the applications, eliminating the need for complicated constructs like LUNs and volumes.

2. Resource and Summary Level Funding Requirements for Proposed Solution (if known)

E. Capacity Planning

(historical and current trends versus projected requirements)

Capacity planning will be solutioned with the selected hardware.

VII. Schedule IV-B Project Management Planning

Purpose: To require the agency to provide evidence of its thorough project planning and provide the tools the agency will use to carry out and manage the proposed project. The level of detail must be appropriate for the project's scope and complexity.

The project management plan will be developed as the initial phase of the project should the Department be awarded funding. Planning activities will subscribe to the methodologies detailed by the Project Management Institute (PMI) guidelines.

VIII. Appendices

Number and include all required spreadsheets along with any other tools, diagrams, charts, etc. chosen to accompany and support the narrative data provided by the agency within the Schedule IV-B.

Agency	<u>Florida Department of State</u>	Project	<u>Elections Legacy Hardware</u>
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COST BENEFIT ANALYSIS -- CBAForm 3A						
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL FOR ALL YEARS
Project Cost	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
Net Tangible Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Return on Investment	(\$2,000,000)	\$0	\$0	\$0	\$0	(\$2,000,000)
Year to Year Change in Program Staffing	0	0	0	0	0	

RETURN ON INVESTMENT ANALYSIS -- CBAForm 3B		
Payback Period (years)	NO PAYBACK	Payback Period is the time required to recover the investment costs of the project.
Breakeven Fiscal Year	NO PAYBACK	Fiscal Year during which the project's investment costs are recovered.
Net Present Value (NPV)	(\$1,936,108)	NPV is the present-day value of the project's benefits less costs over the project's lifecycle.
Internal Rate of Return (IRR)	NO IRR	IRR is the project's rate of return.

Investment Interest Earning Yield -- CBAForm 3C					
Fiscal Year	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Cost of Capital	3.30%	3.42%	3.51%	3.63%	3.80%

CBAForm 1 - Net Tangible Benefits

Agency Florida Department of State Project Elections Legacy Hardware Re

Net Tangible Benefits - Operational Cost Changes (Costs of Current Operations versus Proposed Operations as a Result of the Project) and Additional Tangible Benefits -- CBAForm 1A															
Agency <i>(Recurring Costs Only -- No Project Costs)</i>	FY 2021-22			FY 2022-23			FY 2023-24			FY 2024-25			FY 2025-26		
	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a)+(b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Cost Change Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project
A. Personnel Costs -- Agency-Managed Staff	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A.b Total Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A-1.a. State FTEs (Salaries & Benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A-1.b. State FTEs (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A-2.a. OPS Staff (Salaries)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A-2.b. OPS (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A-3.a. Staff Augmentation (Contract Cost)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A-3.b. Staff Augmentation (# of Contractors)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
B. Application Maintenance Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B-1. Managed Services (Staffing)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B-2. Hardware	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B-3. Software	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B-4. Other <i>Specify</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C. Data Center Provider Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C-1. Managed Services (Staffing)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C-2. Infrastructure	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C-3. Network / Hosting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C-4. Disaster Recovery	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C-5. Other <i>Specify</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
D. Plant & Facility Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E. Other Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E-1. Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E-2. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E-3. Other <i>Specify</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total of Recurring Operational Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Additional Tangible Benefits:		\$0			\$0			\$0			\$0			\$0	
F-1. <i>Specify</i>		\$0			\$0			\$0			\$0			\$0	
F-2. <i>Specify</i>		\$0			\$0			\$0			\$0			\$0	
F-3. <i>Specify</i>		\$0			\$0			\$0			\$0			\$0	
Total Net Tangible Benefits:		\$0			\$0			\$0			\$0			\$0	

CHARACTERIZATION OF PROJECT BENEFIT ESTIMATE -- CBAForm 1B		
Choose Type	Estimate Confidence	Enter % (+/-)
Detailed/Rigorous <input type="checkbox"/>	Confidence Level	
Order of Magnitude <input checked="" type="checkbox"/>	Confidence Level	90%
Placeholder <input type="checkbox"/>	Confidence Level	

A		B		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	
1 Florida Department of State		Elections Legacy Hardware Replacement		CBA Form 2A Baseline Project Budget																		
2 Costs entered into each row are mutually exclusive. Insert rows for detail and modify appropriation categories as necessary, but do not remove any of the provided project cost elements. Reference vendor quotes in the Item Description where applicable. Include only one-time project costs in this table. Include any recurring costs in CBA Form 1A.						FY2021-22			FY2022-23			FY2023-24			FY2024-25			FY2025-26			TOTAL	
3						\$ 2,000,000			\$ -			\$ -			\$ -			\$ -			\$ 2,000,000	
4	Item Description (remove guidelines and annotate entries here)	Project Cost Element	Appropriation Category	Current & Previous Years Project-Related Cost	YR 1		YR 2		YR 3		YR 4		YR 5		TOTAL							
					#	LBR	#	LBR	#	LBR	#	LBR	#	LBR	#	LBR						
5	Costs for all state employees working on the project.	FTE	S&B	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -					
6	Costs for all OPS employees working on the project.	OPS	OPS	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -					
7	Staffing costs for personnel using Time & Expense.	Staff Augmentation	Contracted Services	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -					
8	Project management personnel and related deliverables.	Project Management	Contracted Services	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -					
9	Project oversight to include Independent Verification & Validation (IV&V) personnel and related deliverables.	Project Oversight	Contracted Services	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -					
10	Staffing costs for all professional services not included in other categories.	Consultants/Contractors	Contracted Services	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -					
11	Separate requirements analysis and feasibility study procurements.	Project Planning/Analysis	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
12	Hardware purchases not included in data center services.	Hardware	OCO	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000					
13	Commercial software purchases and licensing costs.	Commercial Software	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
14	Professional services with fixed-price costs (i.e. software development, installation, project documentation)	Project Deliverables	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
15	All first-time training costs associated with the project.	Training	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
16	Include the quote received from the data center provider for project equipment and services. Only include one-time project costs in this row. Recurring, project-related data center costs are included in CBA Form 1A.	Data Center Services - One Time Costs	Data Center Category	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
17	Other contracted services not included in other categories.	Other Services	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
18	Include costs for non-state data center equipment required by the project and the proposed solution (insert additional rows as needed for detail)	Equipment	Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
19	Include costs associated with leasing space for project personnel.	Leased Space	Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
20	Other project expenses not included in other categories.	Other Expenses	Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
21	Total			\$ -	0.00	\$ 2,000,000	\$ -	0.00	\$ -	\$ -	0.00	\$ -	\$ -	0.00	\$ -	\$ -	0.00	\$ -	\$ -	\$ 2,000,000		

CBAForm 2 - Project Cost Analysis

Agency	Florida Department of State	Project	Elections Legacy Hardware Replaceme
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PROJECT COST SUMMARY	PROJECT COST SUMMARY (from CBAForm 2A)					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
TOTAL PROJECT COSTS (*)	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
CUMULATIVE PROJECT COSTS <small>(includes Current & Previous Years' Project-Related Costs)</small>	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	
Total Costs are carried forward to CBAForm3 Project Investment Summary worksheet.						

PROJECT FUNDING SOURCES	PROJECT FUNDING SOURCES - CBAForm 2B					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
General Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Trust Fund	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
Federal Match <input type="checkbox"/>	\$0	\$0	\$0	\$0	\$0	\$0
Grants <input type="checkbox"/>	\$0	\$0	\$0	\$0	\$0	\$0
Other <input type="checkbox"/> Specify	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL INVESTMENT	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
CUMULATIVE INVESTMENT	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	

Characterization of Project Cost Estimate - CBAForm 2C			
Choose Type	Estimate Confidence	Enter % (+/-)	
Detailed/Rigorous	Confidence Level		
Order of Magnitude	Confidence Level	10-100%	90%
Placeholder	Confidence Level		

	B	C	D	E	F	G	H					
3	Project		<i>Elections Legacy Hardware Replacement</i>									
4												
5	Agency		<i>Florida Department of State</i>									
6	FY 2021-22 LBR Issue Code:			FY 2021-22 LBR Issue Title:								
7	<i>24017C0</i>			<i>Elections Legacy Hardware Replacement</i>								
8	Risk Assessment Contact Info (Name, Phone #, and E-mail Address):											
9	<i>Nicholas Carroll----- 850.245.6659 ----- Nicholas.Carroll@dos.myflorida.com</i>											
10	Executive Sponsor		<i>Maria Matthews</i>									
11	Project Manager		<i>Janet Modrow</i>									
12	Prepared By		<i>Nicholas Carroll</i>			<i>10/12/2020</i>						
14	Risk Assessment Summary											
15												
16	Business Strategy	Level of Project Risk										
17												
18												
19												
20												
21												
22												
23												
24												
25												
26												
27												
28												
29												
30												
31												
32												
34	Project Risk Area Breakdown											
35	Risk Assessment Areas						<i>Risk Exposure</i>					
36	Strategic Assessment						HIGH					
37												
38	Technology Exposure Assessment						MEDIUM					
39												
40	Organizational Change Management Assessment						MEDIUM					
41												
42	Communication Assessment						HIGH					
43												
44	Fiscal Assessment						HIGH					
45												
46	Project Organization Assessment						HIGH					
47												
48	Project Management Assessment						HIGH					
49												
50	Project Complexity Assessment						MEDIUM					
51												
52												
53	Overall Project Risk						HIGH					

	B	C	D	E
1	Agency: Florida Department of State		Project: Elections Legacy Hardware Replacement	
3	Section 1 -- Strategic Area			
4	#	Criteria	Values	Answer
5	1.01	Are project objectives clearly aligned with the agency's legal mission?	0% to 40% -- Few or no objectives aligned	81% to 100% -- All or nearly all objectives aligned
6			41% to 80% -- Some objectives aligned	
7			81% to 100% -- All or nearly all objectives aligned	
8	1.02	Are project objectives clearly documented and understood by all stakeholder groups?	Not documented or agreed to by stakeholders	Informal agreement by stakeholders
9			Informal agreement by stakeholders	
10			Documented with sign-off by stakeholders	
11	1.03	Are the project sponsor, senior management, and other executive stakeholders actively involved in meetings for the review and success of the project?	Not or rarely involved	Most regularly attend executive steering committee meetings
12			Most regularly attend executive steering committee meetings	
13			Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings	
14	1.04	Has the agency documented its vision for how changes to the proposed technology will improve its business processes?	Vision is not documented	Vision is partially documented
15			Vision is partially documented	
16			Vision is completely documented	
17	1.05	Have all project business/program area requirements, assumptions, constraints, and priorities been defined and documented?	0% to 40% -- Few or none defined and documented	41% to 80% -- Some defined and documented
18			41% to 80% -- Some defined and documented	
19			81% to 100% -- All or nearly all defined and documented	
20	1.06	Are all needed changes in law, rule, or policy identified and documented?	No changes needed	Changes are identified in concept only
21			Changes unknown	
22			Changes are identified in concept only	
23			Changes are identified and documented	
24			Legislation or proposed rule change is drafted	
25	1.07	Are any project phase or milestone completion dates fixed by outside factors, e.g., state or federal law or funding restrictions?	Few or none	Few or none
26			Some	
27			All or nearly all	
28	1.08	What is the external (e.g. public) visibility of the proposed system or project?	Minimal or no external use or visibility	Moderate external use or visibility
29			Moderate external use or visibility	
30			Extensive external use or visibility	
31	1.09	What is the internal (e.g. state agency) visibility of the proposed system or project?	Multiple agency or state enterprise visibility	Single agency-wide use or visibility
32			Single agency-wide use or visibility	
33			Use or visibility at division and/or bureau level only	
34	1.10	Is this a multi-year project?	Greater than 5 years	Between 1 and 3 years
35			Between 3 and 5 years	
36			Between 1 and 3 years	
37			1 year or less	

	B	C	D	E
1	Agency: Florida Department of State		Project: Elections Legacy Hardware Replacement	
3	Section 2 -- Technology Area			
4	#	Criteria	Values	Answer
5	2.01	Does the agency have experience working with, operating, and supporting the proposed technical solution in a production environment?	Read about only or attended conference and/or vendor presentation	Supported production system 1 year to 3 years
6			Supported prototype or production system less than 6 months	
7			Supported production system 6 months to 12 months	
8			Supported production system 1 year to 3 years	
9			Installed and supported production system more than 3 years	
10	2.02	Does the agency's internal staff have sufficient knowledge of the proposed technical solution to implement and operate the new system?	External technical resources will be needed for implementation and operations	External technical resources will be needed through implementation only
11			External technical resources will be needed through implementation only	
12			Internal resources have sufficient knowledge for implementation and operations	
13	2.03	Have all relevant technical alternatives/ solution options been researched, documented and considered?	No technology alternatives researched	All or nearly all alternatives documented and considered
14			Some alternatives documented and considered	
15			All or nearly all alternatives documented and considered	
16	2.04	Does the proposed technical solution comply with all relevant agency, statewide, or industry technology standards?	No relevant standards have been identified or incorporated into proposed technology	Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards
17			Some relevant standards have been incorporated into the proposed technology	
18			Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards	
19	2.05	Does the proposed technical solution require significant change to the agency's existing technology infrastructure?	Minor or no infrastructure change required	Moderate infrastructure change required
20			Moderate infrastructure change required	
21			Extensive infrastructure change required	
22			Complete infrastructure replacement	
23	2.06	Are detailed hardware and software capacity requirements defined and documented?	Capacity requirements are not understood or defined	Capacity requirements are defined only at a conceptual level
24			Capacity requirements are defined only at a conceptual level	
25			Capacity requirements are based on historical data and new system design specifications and performance requirements	

	B	C	D	E
1	Agency: Florida Department of State		Project: Elections Legacy Hardware Replacement	
3	Section 3 -- Organizational Change Management Area			
4	#	Criteria	Values	Answer
5	3.01	What is the expected level of organizational change that will be imposed within the agency if the project is successfully implemented?	Extensive changes to organization structure, staff or business processes	Minimal changes to organization structure, staff or business processes structure
6			Moderate changes to organization structure, staff or business processes	
7			Minimal changes to organization structure, staff or business processes structure	
8	3.02	Will this project impact essential business processes?	Yes	Yes
9			No	
10	3.03	Have all business process changes and process interactions been defined and documented?	0% to 40% -- Few or no process changes defined and documented	41% to 80% -- Some process changes defined and documented
11			41% to 80% -- Some process changes defined and documented	
12			81% to 100% -- All or nearly all processes defined and documented	
13	3.04	Has an Organizational Change Management Plan been approved for this project?	Yes	No
14			No	
15	3.05	Will the agency's anticipated FTE count change as a result of implementing the project?	Over 10% FTE count change	Less than 1% FTE count change
16			1% to 10% FTE count change	
17			Less than 1% FTE count change	
18	3.06	Will the number of contractors change as a result of implementing the project?	Over 10% contractor count change	1 to 10% contractor count change
19			1 to 10% contractor count change	
20			Less than 1% contractor count change	
21	3.07	What is the expected level of change impact on the citizens of the State of Florida if the project is successfully implemented?	Extensive change or new way of providing/receiving services or information)	Minor or no changes
22			Moderate changes	
23			Minor or no changes	
24	3.08	What is the expected change impact on other state or local government agencies as a result of implementing the project?	Extensive change or new way of providing/receiving services or information	Minor or no changes
25			Moderate changes	
26			Minor or no changes	
27	3.09	Has the agency successfully completed a project with similar organizational change requirements?	No experience/Not recently (>5 Years)	Recently completed project with similar change requirements
28			Recently completed project with fewer change requirements	
29			Recently completed project with similar change requirements	
30			Recently completed project with greater change requirements	

	B	C	D	E
1	Agency: Agency Name		Project: Project Name	
3	Section 4 -- Communication Area			
4	#	Criteria	Value Options	Answer
5	4.01	Has a documented Communication Plan been approved for this project?	Yes	No
6			No	
7	4.02	Does the project Communication Plan promote the collection and use of feedback from management, project team, and business stakeholders (including end users)?	Negligible or no feedback in Plan	Routine feedback in Plan
8			Routine feedback in Plan	
9			Proactive use of feedback in Plan	
10	4.03	Have all required communication channels been identified and documented in the Communication Plan?	Yes	No
11			No	
12	4.04	Are all affected stakeholders included in the Communication Plan?	Yes	No
13			No	
14	4.05	Have all key messages been developed and documented in the Communication Plan?	Plan does not include key messages	Plan does not include key messages
15			Some key messages have been developed	
16			All or nearly all messages are documented	
17	4.06	Have desired message outcomes and success measures been identified in the Communication Plan?	Plan does not include desired messages outcomes and success measures	Plan does not include desired messages outcomes and success measures
18			Success measures have been developed for some messages	
19			All or nearly all messages have success measures	
20	4.07	Does the project Communication Plan identify and assign needed staff and resources?	Yes	No
21			No	

	B	C	D	E
1	Agency: Florida Department of State		Project: Elections Legacy Hardware Replacement	
3	Section 5 -- Fiscal Area			
4	#	Criteria	Values	Answer
5	5.01	Has a documented Spending Plan been approved for the entire project lifecycle?	Yes	No
6			No	
7	5.02	Have all project expenditures been identified in the Spending Plan?	0% to 40% -- None or few defined and documented	41% to 80% -- Some defined and documented
8			41% to 80% -- Some defined and documented	
9			81% to 100% -- All or nearly all defined and documented	
10	5.03	What is the estimated total cost of this project over its entire lifecycle?	Unknown	Between \$2 M and \$10 M
11			Greater than \$10 M	
12			Between \$2 M and \$10 M	
13			Between \$500K and \$1,999,999	
14			Less than \$500 K	
15	5.04	Is the cost estimate for this project based on quantitative analysis using a standards-based estimation model?	Yes	No
16			No	
17	5.05	What is the character of the cost estimates for this project?	Detailed and rigorous (accurate within ± 10%)	Placeholder -- actual cost may exceed estimate by more than 100%
18			Order of magnitude -- estimate could vary between 10-100%	
19			Placeholder -- actual cost may exceed estimate by more than 100%	
20			100%	
21	5.06	Are funds available within existing agency resources to complete this project?	Yes	No
22			No	
23	5.07	Will/should multiple state or local agencies help fund this project or system?	Funding from single agency	Funding from single agency
24			Funding from local government agencies	
25			Funding from other state agencies	
26	5.08	If federal financial participation is anticipated as a source of funding, has federal approval been requested and received?	Neither requested nor received	Neither requested nor received
27			Requested but not received	
28			Requested and received	
29			Not applicable	
30	5.09	Have all tangible and intangible benefits been identified and validated as reliable and achievable?	Project benefits have not been identified or validated	Some project benefits have been identified but not validated
31			Some project benefits have been identified but not validated	
32			Most project benefits have been identified but not validated	
33			All or nearly all project benefits have been identified and validated	
34	5.10	What is the benefit payback period that is defined and documented?	Within 1 year	Within 3 years
35			Within 3 years	
36			Within 5 years	
37			More than 5 years	
38			No payback	
39	5.11	Has the project procurement strategy been clearly determined and agreed to by affected stakeholders?	Procurement strategy has not been identified and documented	Stakeholders have not been consulted re: procurement strategy
40			Stakeholders have not been consulted re: procurement strategy	
41			Stakeholders have reviewed and approved the proposed procurement strategy	
42	5.12	What is the planned approach for acquiring necessary products and solution services to successfully complete the project?	Time and Expense (T&E)	Combination FFP and T&E
43			Firm Fixed Price (FFP)	
44			Combination FFP and T&E	
45	5.13	What is the planned approach for procuring hardware and software for the project?	Timing of major hardware and software purchases has not yet been determined	Purchase all hardware and software at start of project to take advantage of one-time discounts
46			Purchase all hardware and software at start of project to take advantage of one-time discounts	
47			Just-in-time purchasing of hardware and software is documented in the project schedule	
48	5.14	Has a contract manager been assigned to this project?	No contract manager assigned	Contract manager is the project manager
49			Contract manager is the procurement manager	
50			Contract manager is the project manager	
51			Contract manager assigned is not the procurement manager or the project manager	
52	5.15	Has equipment leasing been considered for the project's large-scale computing purchases?	Yes	Yes
53	5.16	Have all procurement selection criteria and outcomes been clearly identified?	No selection criteria or outcomes have been identified	Some selection criteria and outcomes have been defined and documented
54			Some selection criteria and outcomes have been defined and documented	
55			All or nearly all selection criteria and expected outcomes have been defined and documented	
56	5.17	Does the procurement strategy use a multi-stage evaluation process to progressively narrow the field of prospective vendors to the single, best qualified candidate?	Procurement strategy has not been developed	Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor
57			Multi-stage evaluation not planned/used for procurement	
58			Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor	
59	5.18	For projects with total cost exceeding \$10 million, did/will the procurement strategy require a proof of concept or prototype as part of the bid response?	Procurement strategy has not been developed	Not applicable
60			No, bid response did/will not require proof of concept or prototype	
61			Yes, bid response did/will include proof of concept or prototype	
62		Not applicable		

	B	C	D	E
1	Agency: Florida Department of State		Project: Elections Legacy Hardware Replacement	
3	Section 6 -- Project Organization Area			
4	#	Criteria	Values	Answer
5	6.01	Is the project organization and governance structure clearly defined and documented within an approved project plan?	Yes	No
6			No	
7	6.02	Have all roles and responsibilities for the executive steering committee been clearly identified?	None or few have been defined and documented	Some have been defined and documented
8			Some have been defined and documented	
9			All or nearly all have been defined and documented	
10	6.03	Who is responsible for integrating project deliverables into the final solution?	Not yet determined	Agency
11			Agency	
12			System Integrator (contractor)	
13	6.04	How many project managers and project directors will be responsible for managing the project?	3 or more	3 or more
14			2	
15			1	
16	6.05	Has a project staffing plan specifying the number of required resources (including project team, program staff, and contractors) and their corresponding roles, responsibilities and needed skill levels been developed?	Needed staff and skills have not been identified	Some or most staff roles and responsibilities and needed skills have been identified
17			Some or most staff roles and responsibilities and needed skills have been identified	
18			Staffing plan identifying all staff roles, responsibilities, and skill levels have been documented	
19	6.06	Is an experienced project manager dedicated fulltime to the project?	No experienced project manager assigned	No, project manager assigned more than half-time, but less than full-time to project
20			No, project manager is assigned 50% or less to project	
21			No, project manager assigned more than half-time, but less than full-time to project	
22			Yes, experienced project manager dedicated full-time, 100% to project	
23	6.07	Are qualified project management team members dedicated full-time to the project	None	Yes, business, functional or technical experts dedicated full-time, 100% to project
24			No, business, functional or technical experts dedicated 50% or less to project	
25			No, business, functional or technical experts dedicated more than half-time but less than full-time to project	
26			Yes, business, functional or technical experts dedicated full-time, 100% to project	
27	6.08	Does the agency have the necessary knowledge, skills, and abilities to staff the project team with in-house resources?	Few or no staff from in-house resources	Mostly staffed from in-house resources
28			Half of staff from in-house resources	
29			Mostly staffed from in-house resources	
30			Completely staffed from in-house resources	
31	6.09	Is agency IT personnel turnover expected to significantly impact this project?	Minimal or no impact	Minimal or no impact
32			Moderate impact	
33			Extensive impact	
34	6.10	Does the project governance structure establish a formal change review and control board to address proposed changes in project scope, schedule, or cost?	Yes	No
35			No	
36	6.11	Are all affected stakeholders represented by functional manager on the change review and control board?	No board has been established	Yes, all stakeholders are represented by functional manager
37			No, only IT staff are on change review and control board	
38			No, all stakeholders are not represented on the board	
39			Yes, all stakeholders are represented by functional manager	

	B	C	D	E
1	Agency: Florida Department of State		Project: Elections Legacy Hardware Replacement	
3	Section 7 -- Project Management Area			
4	#	Criteria	Values	Answer
5	7.01	Does the project management team use a standard commercially available project management methodology to plan, implement, and control the project?	No	Yes
6			Project Management team will use the methodology selected by the systems integrator	
7			Yes	
8	7.02	For how many projects has the agency successfully used the selected project management methodology?	None	1-3
9			1-3	
10			More than 3	
11	7.03	How many members of the project team are proficient in the use of the selected project management methodology?	None	Some
12			Some	
13			All or nearly all	
14	7.04	Have all requirements specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	41 to 80% -- Some have been defined and documented
15			41 to 80% -- Some have been defined and documented	
16			81% to 100% -- All or nearly all have been defined and documented	
17	7.05	Have all design specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	41 to 80% -- Some have been defined and documented
18			41 to 80% -- Some have been defined and documented	
19			81% to 100% -- All or nearly all have been defined and documented	
20	7.06	Are all requirements and design specifications traceable to specific business rules?	0% to 40% -- None or few are traceable	41 to 80% -- Some are traceable
21			41 to 80% -- Some are traceable	
22			81% to 100% -- All or nearly all requirements and specifications are traceable	
23	7.07	Have all project deliverables/services and acceptance criteria been clearly defined and documented?	None or few have been defined and documented	Some deliverables and acceptance criteria have been defined and documented
24			Some deliverables and acceptance criteria have been defined and documented	
25			All or nearly all deliverables and acceptance criteria have been defined and documented	
26	7.08	Is written approval required from executive sponsor, business stakeholders, and project manager for review and sign-off of major project deliverables?	No sign-off required	Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables
27			Only project manager signs-off	
28			Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables	
29	7.09	Has the Work Breakdown Structure (WBS) been defined to the work package level for all project activities?	0% to 40% -- None or few have been defined to the work package level	0% to 40% -- None or few have been defined to the work package level
30			41 to 80% -- Some have been defined to the work package level	
31			81% to 100% -- All or nearly all have been defined to the work package level	
32	7.10	Has a documented project schedule been approved for the entire project lifecycle?	Yes	No
33			No	
34	7.11	Does the project schedule specify all project tasks, go/no-go decision points (checkpoints), critical milestones, and resources?	Yes	No
35			No	
36	7.12	Are formal project status reporting processes documented and in place to manage and control this project?	No or informal processes are used for status reporting	Project team uses formal processes
37			Project team uses formal processes	
38			Project team and executive steering committee use formal status reporting processes	
39	7.13	Are all necessary planning and reporting templates, e.g., work plans, status reports, issues and risk management, available?	No templates are available	Some templates are available
40			Some templates are available	
41			All planning and reporting templates are available	
42	7.14	Has a documented Risk Management Plan been approved for this project?	Yes	No
43			No	
44	7.15	Have all known project risks and corresponding mitigation strategies been identified?	None or few have been defined and documented	Some have been defined and documented
45			Some have been defined and documented	
46			All known risks and mitigation strategies have been defined	
47	7.16	Are standard change request, review and approval processes documented and in place for this project?	Yes	Yes
48			No	
49	7.17	Are issue reporting and management processes documented and in place for this project?	Yes	Yes
50			No	

	B	C	D	E
1	Agency: Florida Department of State		Project: Elections Legacy Hardware Replacement	
2				
3	Section 8 -- Project Complexity Area			
4	#	Criteria	Values	Answer
5	8.01	How complex is the proposed solution compared to the current agency systems?	Unknown at this time	More complex
6			More complex	
7			Similar complexity	
8			Less complex	
9	8.02	Are the business users or end users dispersed across multiple cities, counties, districts, or regions?	Single location	3 sites or fewer
10			3 sites or fewer	
11			More than 3 sites	
12	8.03	Are the project team members dispersed across multiple cities, counties, districts, or regions?	Single location	3 sites or fewer
13			3 sites or fewer	
14			More than 3 sites	
15	8.04	How many external contracting or consulting organizations will this project require?	No external organizations	1 to 3 external organizations
16			1 to 3 external organizations	
17			More than 3 external organizations	
18	8.05	What is the expected project team size?	Greater than 15	9 to 15
19			9 to 15	
20			5 to 8	
21			Less than 5	
22	8.06	How many external entities (e.g., other agencies, community service providers, or local government entities) will be impacted by this project or system?	More than 4	1
23			2 to 4	
24			1	
25			None	
26	8.07	What is the impact of the project on state operations?	Business process change in single division or bureau	Agency-wide business process change
27			Agency-wide business process change	
28			Statewide or multiple agency business process change	
29	8.08	Has the agency successfully completed a similarly-sized project when acting as Systems Integrator?	Yes	Yes
30			No	
31	8.09	What type of project is this?	Infrastructure upgrade	Combination of the above
32			Implementation requiring software development or purchasing commercial off the shelf (COTS) software	
33			Business Process Reengineering	
34			Combination of the above	
35	8.10	Has the project manager successfully managed similar projects to completion?	No recent experience	Similar size and complexity
36			Lesser size and complexity	
37			Similar size and complexity	
38			Greater size and complexity	
39	8.11	Does the agency management have experience governing projects of equal or similar size and complexity to successful completion?	No recent experience	Similar size and complexity
40			Lesser size and complexity	
41			Similar size and complexity	
42			Greater size and complexity	

SCHEDULE IV-B FLORIDA VOTER REGISTRATION SYSTEM HARDWARE REFRESH

For Fiscal Year 2021-22



October 15, 2020


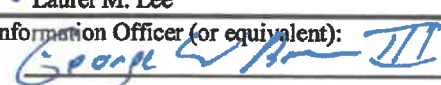

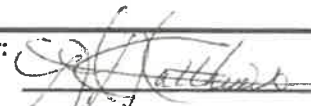
FLORIDA DEPARTMENT OF STATE

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SCHEDULE IV-B FLORIDA VOTER REGISTRATION SYSTEM HARDWARE REFRESH

I. Schedule IV-B Cover Sheet

Schedule IV-B Cover Sheet and Agency Project Approval	
Agency: Florida Department of State	Schedule IV-B Submission Date: October 15, 2020
Project Name: Florida Voter Registration System Hardware Refresh	Is this project included in the Agency's LRPP? ____ Yes ___X___ No
FY 2021-22 LBR Issue Code: 24018C0	FY 2021-22 LBR Issue Title: Florida Voter Registration System Hardware Refresh
Agency Contact for Schedule IV-B (Name, Phone #, and E-mail address): Scott Maynor, Deputy Chief Information Officer, 850.245.6135, scott.maynor@dos.myflorida.com	
AGENCY APPROVAL SIGNATURES	
I am submitting the attached Schedule IV-B in support of our legislative budget request. I have reviewed the estimated costs and benefits documented in the Schedule IV-B and believe the proposed solution can be delivered within the estimated time for the estimated costs to achieve the described benefits. I agree with the information in the attached Schedule IV-B.	
Agency Head:  Printed Name: Laurel M. Lee	Date: 10/15/2020
Agency Chief Information Officer (or equivalent):  Printed Name: George Brown	Date: 10/14/2020
Budget Officer:  Printed Name: Richard Perritti	Date: 10-14-2020
Planning Officer: _____ Printed Name:	Date:
Project Sponsor:  Printed Name: Maria Matthews	Date: 10-14-20
Schedule IV-B Preparers (Name, Phone #, and E-mail address):	
Business Need:	Scott Maynor, Deputy Chief Information Officer, 850.245.6135, scott.maynor@dos.myflorida.com
Cost Benefit Analysis:	Same as above
Risk Analysis:	Same as above
Technology Planning:	Same as above
Project Planning:	Same as above

General Guidelines

The Schedule IV-B contains more detailed information on information technology (IT) projects than is included in the D-3A issue narrative submitted with an agency's Legislative Budget Request (LBR). The Schedule IV-B compiles the analyses and data developed by the agency during the initiation and planning phases of the proposed IT project. A Schedule IV-B must be completed for all IT projects when the total cost (all years) of the project is \$1 million or more.

Schedule IV-B is not required for requests to:

- Continue existing hardware and software maintenance agreements,
- Renew existing software licensing agreements that are similar to the service level agreements currently in use, or
- Replace desktop units ("refresh") with new technology that is similar to the technology currently in use.
- Contract only for the completion of a business case or feasibility study for the replacement or remediation of an existing IT system or the development of a new IT system.

Documentation Requirements

The type and complexity of an IT project determines the level of detail an agency should submit for the following documentation requirements:

- Background and Strategic Needs Assessment
- Baseline Analysis
- Proposed Business Process Requirements
- Functional and Technical Requirements
- Success Criteria
- Benefits Realization
- Cost Benefit Analysis
- Major Project Risk Assessment
- Risk Assessment Summary
- Current Information Technology Environment
- Current Hardware/Software Inventory
- Proposed Technical Solution
- Proposed Solution Description
- Project Management Planning

Compliance with s. 216.023(4)(a)10, F.S. is also required if the total cost for all years of the project is \$10 million or more.

A description of each IV-B component is provided within this general template for the benefit of the Schedule IV-B authors. These descriptions and this guidelines section should be removed prior to the submission of the document.

Sections of the Schedule IV-B may be authored in software applications other than MS Word, such as MS Project and Visio. Submission of these documents in their native file formats is encouraged for proper analysis.

The Schedule IV-B includes two required templates, the Cost Benefit Analysis and Major Project Risk Assessment workbooks. For all other components of the Schedule IV-B, agencies should submit their own planning documents and tools to demonstrate their level of readiness to implement the proposed IT project. It is also necessary to assemble all Schedule IV-B components into one PDF file for submission to the Florida Fiscal Portal and to ensure that all personnel can open component files and that no component of the Schedule has been omitted.

Submit all component files of the agency's Schedule IV-B in their native file formats to the Office of Policy and Budget and the Legislature at IT@LASPBS.STATE.FL.US. Reference the D-3A issue code and title in the subject line.

II. Schedule IV-B Business Case – Strategic Needs Assessment

A. Background and Strategic Needs Assessment

1. Business Need

The Florida Department of State is seeking funds to refresh the Florida Voter Registration System's (FVRS) underlying hardware. Last refreshed in 2015, FVRS uses technology that will soon be over 7 years old. Converting FVRS to current technology will enable the Department to use advances in hyper-convergence. Hyperconverged infrastructure (HCI) is a software-defined, unified system that combines all the elements of a traditional data center: storage, compute, networking, and management. This approach uses software and x86 servers to replace expensive, purpose-built hardware. With hyperconverged infrastructure, the Department will decrease data center complexity and increase scalability.

2. Business Objectives

The Department of State's voter registration system architecture has remained largely unchanged since coming online in 2006; it is designed to interface and operate with the 67 county voter registration systems to maintain a single, uniform, official, centralized, interactive computerized voter registration system. Local Supervisors of Elections are responsible for updating voter registration information, entering new voter registrations, and acting as the official custodian of voter registration documents at the county level. In addition, each local Supervisor of Elections ensures that list maintenance duties are conducted in accordance with Section 98.015, 98.065, and 98.075, Florida Statutes. However, the Secretary of State, as the Chief Election Officer, is responsible for implementing, operating, and maintaining the statewide voter registration system as required by Help America Vote Act (HAVA) (Section 98.035, Florida Statutes).

Objectives and requirements of the system include:

- i. FVRS is the single uniform, official, centralized, interactive statewide voter registration system for storing and managing the official list of registered voters throughout the State (Section 98.035, Florida Statutes).
- ii. FVRS contains the name and registration information of every legally registered voter in the state (Section 98.035, Florida Statutes).
- iii. FVRS provides each legally registered voter in Florida with a unique identifier (Section 98.035, Florida Statutes).
- iv. FVRS is coordinated with other agency databases including the Department of Health, the clerk of the circuit court, the United States Attorney's office, the Department of Law Enforcement, the Board of Executive Clemency, the Department of Corrections, and the Department of Highway Safety and Motor Vehicles (Section 98.093, Florida Statutes).
- v. Any authorized election official in Florida, including any authorized local election official, may obtain immediate electronic access to the voter registration information in the FVRS (Sections 97.012 and 98.015, Florida Statutes).
- vi. All voter registration information obtained by authorized local election officials in Florida is electronically entered into FVRS on an expedited basis at the time the information is provided to the local official (Section 97.053 and 98.015, Florida Statutes).
- vii. The Secretary of State as the Chief Election Officer provides support as may be required so that local election officials are able to enter information (Section 97.012, Florida Statutes).
- viii. FVRS serves as the "official" voter registration list for the conduct of all elections for Federal office in the Florida (Section 98.035, Florida Statutes).

B. Baseline Analysis

1. Current Business Process(es)

FVRS is maintained according to the HAVA requirements to ensure that the names and registration information of every legally registered voter in the State are on the computerized list. Only supervisors of elections are authorized to remove voters who are not eligible. Two primary maintenance processes occur to ensure that the voter registration records are accurate and current. Each of the Supervisor of Elections are required to conduct a biennial general list maintenance program in a nondiscriminatory manner and in compliance with the Voting Rights Act of 1965, the National Voter Registration Act of 1993, and the Help America Vote act of 2002 (Section 98.065, Florida Statutes). This list maintenance process includes actions such as incorporating changes of address notices and requests, designating inactive voters, and removing voters from the list. At the state level, the Bureau of Voter Registration Services also conducts daily list maintenance activities pursuant to section 98.075, Florida Statutes, in a uniform, nondiscriminatory manner and in compliance with the Voting Rights Act of 1965, the National Voter Registration Act of 1993, and the Help America Vote Act of 2002. This process culminates with activities by the local supervisors of elections who make the final determination of whether to remove an ineligible registrant from the computerized list. The Department initially identifies duplication registrations for subsequent resolution and removal by the local supervisors of elections. The Department also identifies through credible and reliable checks of comparative data obtained from various state agencies those registrants who have been adjudicated mentally incapacitated and their right to vote have not been restored, and who have been convicted of a felony and whose rights have not been restored before forwarding the information to the supervisors of elections for removal of those voters in accordance with section 98.075, Florida Statutes. All other registrants who may be ineligible based on other criteria such as age, lack of U.S. citizenship, fictitious name, or non-legal residence) are similarly subject to the notice and removal process in section 98.075, Florida Statutes, regardless of the source of the information in accordance with the HAVA requirement to ensure against removing eligible voters in error.

2. Assumptions and Constraints

Assumption		
A1	Election Cycles	At the state level the election cycle is a two-year period, except for special elections which are defined separately. County and municipal elections dates are staggered throughout the year. Implementation of the proposed system must be transparent to county Supervisors of Elections.
Constraints		
C1	Communication Protocols	Any hardware procured as part of the technology refresh will have to be compatible with the current software implementation.

C. Proposed Business Process Requirements

1. Proposed Business Process Requirements

No changes to current business processes will be required.

2. Business Solution Alternatives

Replacement of the current solution is critical to the continued success of administering the FVRS, as several key components of the system are nearing end of life and are requiring additional staff effort to secure and maintain.

3. Rationale for Selection

With the highly scrutinized and targeted 2020 Florida elections completed, a more easily maintained system would reduce the Department’s attack surface for future elections as well as reduce the risk of loss of public confidence.

4. Recommended Business Solution

A more technologically advanced system.

D. Functional and Technical Requirements

4	Next generation firewall, large
2	Hyper Converged Cluster
4	Load Balancer
134	Next generation firewall, small
69	Circuit, communication
2	Core switch
2	Protective Cage
2	Tower of Cool
-	Miscellaneous cables and connection modules

III. Success Criteria

SUCCESS CRITERIA TABLE				
#	Description of Criteria	How will the Criteria be measured/assessed?	Who benefits?	Realization Date (MM/YY)
1	Ensure that county and partner agencies are able to communicate to the migrated system.	This criterion will be clearly assessed prior to system launch during testing phases of development.	County SOEs, Department Staff	Prior to system launch
2	Increased system redundancy.	Assessment of this criterion will be accomplished through conducting fail over testing.	County SOEs, Department Staff	During beta testing (prior to system launch) as well as following system launch
3	Increased recoverability	Assessment of this criterion will be	County SOEs, Department Staff	During beta testing (prior to system

SUCCESS CRITERIA TABLE				
		accomplished through conducting fail over testing.		launch) as well as following system launch

IV. Schedule IV-B Benefits Realization and Cost Benefit Analysis

A. Benefits Realization Table

Purpose: To calculate and declare the tangible benefits compared to the total investment of resources needed to support the proposed IT project.

For each tangible benefit, identify the recipient of the benefit, how and when it is realized, how the realization will be measured, and how the benefit will be measured to include estimates of tangible benefit amounts.

BENEFITS REALIZATION TABLE					
#	Description of Benefit	Who receives the benefit?	How is benefit realized?	How is the realization of the benefit measured?	Realization Date (MM/YY)
1	Updating the system underlying hardware	Florida Department of State	Improved processing, less costly future upgrades, decreased cost of ownership	Staff efficiency and direct cost reduction	On system launch
2	Increased recoverability and redundancy	The public, county SOE offices, Department staff	Greater efficiencies in COOP activity	Fewer impacts to the county SOE offices during maintenance windows and network events	On system launch

B. Cost Benefit Analysis (CBA)

Purpose: To provide a comprehensive financial prospectus specifying the project’s tangible benefits, funding requirements, and proposed source(s) of funding.

The chart below summarizes the required CBA Forms which are included as Appendix A on the Florida Fiscal Portal and must be completed and submitted with the Schedule IV-B.

Cost Benefit Analysis	
Form	Description of Data Captured
CBA Form 1 - Net Tangible Benefits	Agency Program Cost Elements: Existing program operational costs versus the expected program operational costs resulting from this project. The agency needs to identify the expected changes in operational costs for the program(s) that will be impacted by the proposed project.

Cost Benefit Analysis	
Form	Description of Data Captured
	Tangible Benefits: Estimates for tangible benefits resulting from implementation of the proposed IT project, which correspond to the benefits identified in the Benefits Realization Table. These estimates appear in the year the benefits will be realized.
CBA Form 2 - Project Cost Analysis	Baseline Project Budget: Estimated project costs. Project Funding Sources: Identifies the planned sources of project funds, e.g., General Revenue, Trust Fund, Grants. Characterization of Project Cost Estimate.
CBA Form 3 - Project Investment Summary	Investment Summary Calculations: Summarizes total project costs and net tangible benefits and automatically calculates: <ul style="list-style-type: none"> • Return on Investment • Payback Period • Breakeven Fiscal Year • Net Present Value • Internal Rate of Return

V. Schedule IV-B Major Project Risk Assessment

Purpose: To provide an initial high-level assessment of overall risk incurred by the project to enable appropriate risk mitigation and oversight and to improve the likelihood of project success. The risk assessment summary identifies the overall level of risk associated with the project and provides an assessment of the project’s alignment with business objectives.

NOTE: All multi-year projects must update the Risk Assessment Component of the Schedule IV-B along with any other components that have been changed from the original Feasibility Study.

The Risk Assessment Tool and Risk Assessment Summary are included in Appendix B on the Florida Fiscal Portal and must be completed and submitted with the agency’s Schedule IV-B. After answering the questions on the Risk Assessment Tool, the Risk Assessment Summary is automatically populated.

VI. Schedule IV-B Technology Planning

Purpose: To ensure there is close alignment with the business and functional requirements and the selected technology.

A. Current Information Technology Environment

1. Current System

a. Description of Current System

FVRS is designed to interface and operate with the 67 county voter registration systems to maintain a single, uniform, official, centralized, interactive computerized voter registration system.

b. Current System Resource Requirements

Housed at the state data center, application and database resources run on virtualized components. The solution stack includes database, file, and SFTP servers which use a mix of standard Microsoft and proprietary HP operating systems.

c. Current System Performance

The current system is performing adequately at the current time; however, the hardware is reaching end of life.

2. Information Technology Standards

B. Current Hardware and/or Software Inventory

NOTE: Current customers of the state data center would obtain this information from the data center.

Currently the solution is housed in a virtual environment at the state data center. The solution stack includes database, file, and SFTP servers which use a mix of standard Microsoft and proprietary HP operating systems. All components of the suite have been virtualized and have been sized for optimum performance.

C. Proposed Technical Solution

1. Technical Solution Alternatives

Replacement of the current solution is critical, as several key components of the system are reaching end of life and are requiring additional effort to secure and maintain. Replacement of the current system have three paths available.

- a. Build the solution using traditional server architecture to mimic the current architecture,
- b. Build the solution using a mix of traditional server architecture and Hyper Converged Infrastructure, and
- c. Build the solution using exclusively Hyper Converged Infrastructure.

2. Rationale for Selection

With the highly scrutinized and targeted 2020 Florida elections completed, a more easily maintained system would reduce the Department's attack surface for future elections as well as reduce the risk of loss of public confidence.

3. Recommended Technical Solution

Department technical staff recommend an exclusively Hyper Converged Infrastructure approach for this technology upgrade.

D. Proposed Solution Description

1. Summary Description of Proposed System

Four tightly integrated software components make up a hyperconverged platform:

- Storage virtualization
- Compute virtualization
- Networking virtualization
- Advanced management capabilities including automation

The virtualization software abstracts and pools underlying resources, then dynamically allocates them to applications running in VMs or containers. Configuration is based on policies aligned with the applications, eliminating the need for complicated constructs like LUNs and volumes.

2. Resource and Summary Level Funding Requirements for Proposed Solution (if known)

E. Capacity Planning

(historical and current trends versus projected requirements)

Capacity planning will be solutioned with the selected hardware.

VII. Schedule IV-B Project Management Planning

Purpose: To require the agency to provide evidence of its thorough project planning and provide the tools the agency will use to carry out and manage the proposed project. The level of detail must be appropriate for the project's scope and complexity.

The project management plan will be developed as the initial phase of the project should the Department be awarded funding. Planning activities will subscribe to the methodologies detailed by the Project Management Institute (PMI) guidelines.

VIII. Appendices

Number and include all required spreadsheets along with any other tools, diagrams, charts, etc. chosen to accompany and support the narrative data provided by the agency within the Schedule IV-B.

CBAForm 1 - Net Tangible Benefits

Agency <u>Florida Department of State</u>	Project <u>Voter Registration System Hardw</u>
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Net Tangible Benefits - Operational Cost Changes (Costs of Current Operations versus Proposed Operations as a Result of the Project) and Additional Tangible Benefits -- CBAForm 1A																
Agency <i>(Recurring Costs Only -- No Project Costs)</i>	FY 2021-22			FY 2022-23			FY 2023-24			FY 2024-25			FY 2025-26			
	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a)+(b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Cost Change Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	(a) Existing Program Costs	(b) Operational Cost Change	(c) = (a) + (b) New Program Costs resulting from Proposed Project	
A. Personnel Costs -- Agency-Managed Staff	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
A.b Total Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
A-1.a. State FTEs (Salaries & Benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
A-1.b. State FTEs (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
A-2.a. OPS Staff (Salaries)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
A-2.b. OPS (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
A-3.a. Staff Augmentation (Contract Cost)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
A-3.b. Staff Augmentation (# of Contractors)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
B. Application Maintenance Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
B-1. Managed Services (Staffing)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
B-2. Hardware	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
B-3. Software	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
B-4. Other <i>Specify</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
C. Data Center Provider Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
C-1. Managed Services (Staffing)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
C-2. Infrastructure	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
C-3. Network / Hosting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
C-4. Disaster Recovery	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
C-5. Other <i>Specify</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
D. Plant & Facility Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
E. Other Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
E-1. Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
E-2. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
E-3. Other <i>Specify</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total of Recurring Operational Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
F. Additional Tangible Benefits:		\$0			\$0			\$0			\$0			\$0		
F-1. <i>Specify</i>		\$0			\$0			\$0			\$0			\$0		
F-2. <i>Specify</i>		\$0			\$0			\$0			\$0			\$0		
F-3. <i>Specify</i>		\$0			\$0			\$0			\$0			\$0		
Total Net Tangible Benefits:		\$0			\$0			\$0			\$0			\$0		

CHARACTERIZATION OF PROJECT BENEFIT ESTIMATE -- CBAForm 1B		
Choose Type	Estimate Confidence	Enter % (+/-)
Detailed/Rigorous <input type="checkbox"/>	Confidence Level	
Order of Magnitude <input checked="" type="checkbox"/>	Confidence Level	90%
Placeholder <input type="checkbox"/>	Confidence Level	

A		B		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1 Florida Department of State		Voter Registration System Hardware Refresh				CBA Form 2A Baseline Project Budget															
2 Costs entered into each row are mutually exclusive. Insert rows for detail and modify appropriation categories as necessary, but do not remove any of the provided project cost elements. Reference vendor quotes in the Item Description where applicable. Include only one-time project costs in this table. Include any recurring costs in CBA Form 1A.						FY2021-22			FY2022-23			FY2023-24			FY2024-25			FY2025-26			TOTAL
3						\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
4	Item Description (remove guidelines and annotate entries here)	Project Cost Element	Appropriation Category	Current & Previous Years Project-Related Cost	YR 1		YR 2		YR 3		YR 4		YR 5		TOTAL						
					#	LBR	#	LBR	#	LBR	#	LBR	#	LBR	#	LBR					
5	Costs for all state employees working on the project.	FTE	S&B	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Costs for all OPS employees working on the project.	OPS	OPS	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Staffing costs for personnel using Time & Expense.	Staff Augmentation	Contracted Services	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Project management personnel and related deliverables.	Project Management	Contracted Services	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Project oversight to include Independent Verification & Validation (IV&V) personnel and related deliverables.	Project Oversight	Contracted Services	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10	Staffing costs for all professional services not included in other categories.	Consultants/Contractors	Contracted Services	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Separate requirements analysis and feasibility study procurements.	Project Planning/Analysis	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Hardware purchases not included in data center services.	Hardware	OCO	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
13	Commercial software purchases and licensing costs.	Commercial Software	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Professional services with fixed-price costs (i.e. software development, installation, project documentation)	Project Deliverables	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	All first-time training costs associated with the project.	Training	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Include the quote received from the data center provider for project equipment and services. Only include one-time project costs in this row. Recurring, project-related data center costs are included in CBA Form 1A.	Data Center Services - One Time Costs	Data Center Category	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	Other contracted services not included in other categories.	Other Services	Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	Include costs for non-state data center equipment required by the project and the proposed solution (insert additional rows as needed for detail)	Equipment	Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	Include costs associated with leasing space for project personnel.	Leased Space	Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Other project expenses not included in other categories.	Other Expenses	Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Total			\$ -	0.00	\$ 1,500,000	\$ -	0.00	\$ -	\$ -	0.00	\$ -	\$ -	0.00	\$ -	\$ -	0.00	\$ -	\$ -	\$ -	\$ 1,500,000

CBAForm 2 - Project Cost Analysis

Agency	Florida Department of State	Project	Voter Registration System Hardware Re
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PROJECT COST SUMMARY	PROJECT COST SUMMARY (from CBAForm 2A)					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
TOTAL PROJECT COSTS (*)	\$1,500,000	\$0	\$0	\$0	\$0	\$1,500,000
CUMULATIVE PROJECT COSTS <small>(includes Current & Previous Years' Project-Related Costs)</small>	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	
Total Costs are carried forward to CBAForm3 Project Investment Summary worksheet.						

PROJECT FUNDING SOURCES	PROJECT FUNDING SOURCES - CBAForm 2B					TOTAL
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	
General Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Trust Fund	\$1,500,000	\$0	\$0	\$0	\$0	\$1,500,000
Federal Match <input type="checkbox"/>	\$0	\$0	\$0	\$0	\$0	\$0
Grants <input type="checkbox"/>	\$0	\$0	\$0	\$0	\$0	\$0
Other <input type="checkbox"/> Specify	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL INVESTMENT	\$1,500,000	\$0	\$0	\$0	\$0	\$1,500,000
CUMULATIVE INVESTMENT	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	

Characterization of Project Cost Estimate - CBAForm 2C			
Choose Type	Estimate Confidence	Enter % (+/-)	
Detailed/Rigorous	Confidence Level		
Order of Magnitude	Confidence Level	10-100%	90%
Placeholder	Confidence Level		

Agency	<u>Florida Department of State</u>	Project	<u>Voter Registration System</u>
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COST BENEFIT ANALYSIS -- CBAForm 3A						
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	TOTAL FOR ALL YEARS
Project Cost	\$1,500,000	\$0	\$0	\$0	\$0	\$1,500,000
Net Tangible Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Return on Investment	(\$1,500,000)	\$0	\$0	\$0	\$0	(\$1,500,000)
Year to Year Change in Program Staffing	0	0	0	0	0	

RETURN ON INVESTMENT ANALYSIS -- CBAForm 3B		
Payback Period (years)	NO PAYBACK	Payback Period is the time required to recover the investment costs of the project.
Breakeven Fiscal Year	NO PAYBACK	Fiscal Year during which the project's investment costs are recovered.
Net Present Value (NPV)	(\$1,452,081)	NPV is the present-day value of the project's benefits less costs over the project's lifecycle.
Internal Rate of Return (IRR)	NO IRR	IRR is the project's rate of return.

Investment Interest Earning Yield -- CBAForm 3C					
Fiscal Year	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Cost of Capital	3.30%	3.42%	3.51%	3.63%	3.80%

	B	C	D	E	F	G	H
3	Project		<i>Florida Voter Registration System Hardware Refresh</i>				
4							
5	Agency		<i>Florida Department of State</i>				
6	FY 2021-22 LBR Issue Code:			FY 2021-22 LBR Issue Title:			
7	<i>24018C0</i>			<i>Florida Voter Registration System</i>			
8	Risk Assessment Contact Info (Name, Phone #, and E-mail Address):						
9	<i>Nicholas Carroll ----- 850.245.6659----- nicholas.carroll@dos.myflorida.com</i>						
10	Executive Sponsor		<i>Maria Matthews</i>				
11	Project Manager		<i>Janet Modrow</i>				
12	Prepared By		<i>Nicholas Carroll</i>			<i>10/12/2020</i>	
14	Risk Assessment Summary						
15							
16	Business Strategy	Level of Project Risk					
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
32							
34	Project Risk Area Breakdown						
35	Risk Assessment Areas						<i>Risk Exposure</i>
36	Strategic Assessment						HIGH
37							
38	Technology Exposure Assessment						MEDIUM
39							
40	Organizational Change Management Assessment						MEDIUM
41							
42	Communication Assessment						HIGH
43							
44	Fiscal Assessment						HIGH
45							
46	Project Organization Assessment						HIGH
47							
48	Project Management Assessment						HIGH
49							
50	Project Complexity Assessment						HIGH
51							
52							
53	Overall Project Risk						HIGH

	B	C	D	E
1	Agency: Florida Department of State		Project: Florida Voter Registration System Hardware Refresh	
3	Section 1 -- Strategic Area			
4	#	Criteria	Values	Answer
5	1.01	Are project objectives clearly aligned with the agency's legal mission?	0% to 40% -- Few or no objectives aligned	81% to 100% -- All or nearly all objectives aligned
6			41% to 80% -- Some objectives aligned	
7			81% to 100% -- All or nearly all objectives aligned	
8	1.02	Are project objectives clearly documented and understood by all stakeholder groups?	Not documented or agreed to by stakeholders	Informal agreement by stakeholders
9			Informal agreement by stakeholders	
10			Documented with sign-off by stakeholders	
11	1.03	Are the project sponsor, senior management, and other executive stakeholders actively involved in meetings for the review and success of the project?	Not or rarely involved	Most regularly attend executive steering committee meetings
12			Most regularly attend executive steering committee meetings	
13			Project charter signed by executive sponsor and executive team actively engaged in steering committee meetings	
14	1.04	Has the agency documented its vision for how changes to the proposed technology will improve its business processes?	Vision is not documented	Vision is partially documented
15			Vision is partially documented	
16			Vision is completely documented	
17	1.05	Have all project business/program area requirements, assumptions, constraints, and priorities been defined and documented?	0% to 40% -- Few or none defined and documented	41% to 80% -- Some defined and documented
18			41% to 80% -- Some defined and documented	
19			81% to 100% -- All or nearly all defined and documented	
20	1.06	Are all needed changes in law, rule, or policy identified and documented?	No changes needed	Changes are identified in concept only
21			Changes unknown	
22			Changes are identified in concept only	
23			Changes are identified and documented	
24			Legislation or proposed rule change is drafted	
25	1.07	Are any project phase or milestone completion dates fixed by outside factors, e.g., state or federal law or funding restrictions?	Few or none	Some
26			Some	
27			All or nearly all	
28	1.08	What is the external (e.g. public) visibility of the proposed system or project?	Minimal or no external use or visibility	Extensive external use or visibility
29			Moderate external use or visibility	
30			Extensive external use or visibility	
31	1.09	What is the internal (e.g. state agency) visibility of the proposed system or project?	Multiple agency or state enterprise visibility	Multiple agency or state enterprise visibility
32			Single agency-wide use or visibility	
33			Use or visibility at division and/or bureau level only	
34	1.10	Is this a multi-year project?	Greater than 5 years	Between 1 and 3 years
35			Between 3 and 5 years	
36			Between 1 and 3 years	
37			1 year or less	

	B	C	D	E
1	Agency: Florida Department of State		Project: Florida Voter Registration System Hardware Refresh	
3	Section 2 -- Technology Area			
4	#	Criteria	Values	Answer
5	2.01	Does the agency have experience working with, operating, and supporting the proposed technical solution in a production environment?	Read about only or attended conference and/or vendor presentation	Supported production system 1 year to 3 years
6			Supported prototype or production system less than 6 months	
7			Supported production system 6 months to 12 months	
8			Supported production system 1 year to 3 years	
9			Installed and supported production system more than 3 years	
10	2.02	Does the agency's internal staff have sufficient knowledge of the proposed technical solution to implement and operate the new system?	External technical resources will be needed for implementation and operations	External technical resources will be needed through implementation only
11			External technical resources will be needed through implementation only	
12			Internal resources have sufficient knowledge for implementation and operations	
13	2.03	Have all relevant technical alternatives/ solution options been researched, documented and considered?	No technology alternatives researched	All or nearly all alternatives documented and considered
14			Some alternatives documented and considered	
15			All or nearly all alternatives documented and considered	
16	2.04	Does the proposed technical solution comply with all relevant agency, statewide, or industry technology standards?	No relevant standards have been identified or incorporated into proposed technology	Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards
17			Some relevant standards have been incorporated into the proposed technology	
18			Proposed technology solution is fully compliant with all relevant agency, statewide, or industry standards	
19	2.05	Does the proposed technical solution require significant change to the agency's existing technology infrastructure?	Minor or no infrastructure change required	Moderate infrastructure change required
20			Moderate infrastructure change required	
21			Extensive infrastructure change required	
22			Complete infrastructure replacement	
23	2.06	Are detailed hardware and software capacity requirements defined and documented?	Capacity requirements are not understood or defined	Capacity requirements are defined only at a conceptual level
24			Capacity requirements are defined only at a conceptual level	
25			Capacity requirements are based on historical data and new system design specifications and performance requirements	

	B	C	D	E
1	Agency: Florida Department of State		Project: Florida Voter Registration System Hardware Refresh	
3	Section 3 -- Organizational Change Management Area			
4	#	Criteria	Values	Answer
5	3.01	What is the expected level of organizational change that will be imposed within the agency if the project is successfully implemented?	Extensive changes to organization structure, staff or business processes	Minimal changes to organization structure, staff or business processes structure
6			Moderate changes to organization structure, staff or business processes	
7			Minimal changes to organization structure, staff or business processes structure	
8	3.02	Will this project impact essential business processes?	Yes	Yes
9			No	
10	3.03	Have all business process changes and process interactions been defined and documented?	0% to 40% -- Few or no process changes defined and documented	41% to 80% -- Some process changes defined and documented
11			41% to 80% -- Some process changes defined and documented	
12			81% to 100% -- All or nearly all processes defined and documented	
13	3.04	Has an Organizational Change Management Plan been approved for this project?	Yes	No
14			No	
15	3.05	Will the agency's anticipated FTE count change as a result of implementing the project?	Over 10% FTE count change	Less than 1% FTE count change
16			1% to 10% FTE count change	
17			Less than 1% FTE count change	
18	3.06	Will the number of contractors change as a result of implementing the project?	Over 10% contractor count change	1 to 10% contractor count change
19			1 to 10% contractor count change	
20			Less than 1% contractor count change	
21	3.07	What is the expected level of change impact on the citizens of the State of Florida if the project is successfully implemented?	Extensive change or new way of providing/receiving services or information)	Minor or no changes
22			Moderate changes	
23			Minor or no changes	
24	3.08	What is the expected change impact on other state or local government agencies as a result of implementing the project?	Extensive change or new way of providing/receiving services or information	Minor or no changes
25			Moderate changes	
26			Minor or no changes	
27	3.09	Has the agency successfully completed a project with similar organizational change requirements?	No experience/Not recently (>5 Years)	Recently completed project with similar change requirements
28			Recently completed project with fewer change requirements	
29			Recently completed project with similar change requirements	
30			Recently completed project with greater change requirements	

	B	C	D	E
1	Agency: Agency Name		Project: Project Name	
3	Section 4 -- Communication Area			
4	#	Criteria	Value Options	Answer
5	4.01	Has a documented Communication Plan been approved for this project?	Yes	No
6			No	
7	4.02	Does the project Communication Plan promote the collection and use of feedback from management, project team, and business stakeholders (including end users)?	Negligible or no feedback in Plan	Routine feedback in Plan
8			Routine feedback in Plan	
9			Proactive use of feedback in Plan	
10	4.03	Have all required communication channels been identified and documented in the Communication Plan?	Yes	No
11			No	
12	4.04	Are all affected stakeholders included in the Communication Plan?	Yes	No
13			No	
14	4.05	Have all key messages been developed and documented in the Communication Plan?	Plan does not include key messages	Plan does not include key messages
15			Some key messages have been developed	
16			All or nearly all messages are documented	
17	4.06	Have desired message outcomes and success measures been identified in the Communication Plan?	Plan does not include desired messages outcomes and success measures	Plan does not include desired messages outcomes and success measures
18			Success measures have been developed for some messages	
19			All or nearly all messages have success measures	
20	4.07	Does the project Communication Plan identify and assign needed staff and resources?	Yes	No
21			No	

	B	C	D	E
1	Agency: Florida Department of State		Project: Florida Voter Registration System Hardware Refresh	
3	Section 5 -- Fiscal Area			
4	#	Criteria	Values	Answer
5	5.01	Has a documented Spending Plan been approved for the entire project lifecycle?	Yes	No
6			No	
7	5.02	Have all project expenditures been identified in the Spending Plan?	0% to 40% -- None or few defined and documented	41% to 80% -- Some defined and documented
8			41% to 80% -- Some defined and documented	
9			81% to 100% -- All or nearly all defined and documented	
10	5.03	What is the estimated total cost of this project over its entire lifecycle?	Unknown	Between \$2 M and \$10 M
11			Greater than \$10 M	
12			Between \$2 M and \$10 M	
13			Between \$500K and \$1,999,999	
14			Less than \$500 K	
15	5.04	Is the cost estimate for this project based on quantitative analysis using a standards-based estimation model?	Yes	No
16			No	
17	5.05	What is the character of the cost estimates for this project?	Detailed and rigorous (accurate within ± 10%)	Placeholder -- actual cost may exceed estimate by more than 100%
18			Order of magnitude -- estimate could vary between 10-100%	
19			Placeholder -- actual cost may exceed estimate by more than 100%	
20	5.06	Are funds available within existing agency resources to complete this project?	Yes	No
21			No	
22	5.07	Will/should multiple state or local agencies help fund this project or system?	Funding from single agency	Funding from single agency
23			Funding from local government agencies	
24			Funding from other state agencies	
25	5.08	If federal financial participation is anticipated as a source of funding, has federal approval been requested and received?	Neither requested nor received	Neither requested nor received
26			Requested but not received	
27			Requested and received	
28			Not applicable	
29	5.09	Have all tangible and intangible benefits been identified and validated as reliable and achievable?	Project benefits have not been identified or validated	Some project benefits have been identified but not validated
30			Some project benefits have been identified but not validated	
31			Most project benefits have been identified but not validated	
32			All or nearly all project benefits have been identified and validated	
33	5.10	What is the benefit payback period that is defined and documented?	Within 1 year	Within 3 years
34			Within 3 years	
35			Within 5 years	
36			More than 5 years	
37			No payback	
38	5.11	Has the project procurement strategy been clearly determined and agreed to by affected stakeholders?	Procurement strategy has not been identified and documented	Stakeholders have not been consulted re: procurement strategy
39			Stakeholders have not been consulted re: procurement strategy	
40			Stakeholders have reviewed and approved the proposed procurement strategy	
41	5.12	What is the planned approach for acquiring necessary products and solution services to successfully complete the project?	Time and Expense (T&E)	Combination FFP and T&E
42			Firm Fixed Price (FFP)	
43			Combination FFP and T&E	
44	5.13	What is the planned approach for procuring hardware and software for the project?	Timing of major hardware and software purchases has not yet been determined	Purchase all hardware and software at start of project to take advantage of one-time discounts
45			Purchase all hardware and software at start of project to take advantage of one-time discounts	
46			Just-in-time purchasing of hardware and software is documented in the project schedule	
47	5.14	Has a contract manager been assigned to this project?	No contract manager assigned	Contract manager is the project manager
48			Contract manager is the procurement manager	
49			Contract manager is the project manager	
50			Contract manager assigned is not the procurement manager or the project manager	
51	5.15	Has equipment leasing been considered for the project's large-scale computing purchases?	Yes	Yes
52			No	
53	5.16	Have all procurement selection criteria and outcomes been clearly identified?	No selection criteria or outcomes have been identified	Some selection criteria and outcomes have been defined and documented
54			Some selection criteria and outcomes have been defined and documented	
55			All or nearly all selection criteria and expected outcomes have been defined and documented	
56	5.17	Does the procurement strategy use a multi-stage evaluation process to progressively narrow the field of prospective vendors to the single, best qualified candidate?	Procurement strategy has not been developed	Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor
57			Multi-stage evaluation not planned/used for procurement	
58			Multi-stage evaluation and proof of concept or prototype planned/used to select best qualified vendor	
59	5.18	For projects with total cost exceeding \$10 million, did/will the procurement strategy require a proof of concept or prototype as part of the bid response?	Procurement strategy has not been developed	Not applicable
60			No, bid response did/will not require proof of concept or prototype	
61			Yes, bid response did/will include proof of concept or prototype	
62		Not applicable		

	B	C	D	E
1	Agency: Florida Department of State		Project: Florida Voter Registration System Hardware Refresh	
3	Section 6 -- Project Organization Area			
4	#	Criteria	Values	Answer
5	6.01	Is the project organization and governance structure clearly defined and documented within an approved project plan?	Yes	No
6			No	
7	6.02	Have all roles and responsibilities for the executive steering committee been clearly identified?	None or few have been defined and documented	Some have been defined and documented
8			Some have been defined and documented	
9			All or nearly all have been defined and documented	
10	6.03	Who is responsible for integrating project deliverables into the final solution?	Not yet determined	Agency
11			Agency	
12			System Integrator (contractor)	
13	6.04	How many project managers and project directors will be responsible for managing the project?	3 or more	3 or more
14			2	
15			1	
16	6.05	Has a project staffing plan specifying the number of required resources (including project team, program staff, and contractors) and their corresponding roles, responsibilities and needed skill levels been developed?	Needed staff and skills have not been identified	Some or most staff roles and responsibilities and needed skills have been identified
17			Some or most staff roles and responsibilities and needed skills have been identified	
18			Staffing plan identifying all staff roles, responsibilities, and skill levels have been documented	
19	6.06	Is an experienced project manager dedicated fulltime to the project?	No experienced project manager assigned	No, project manager assigned more than half-time, but less than full-time to project
20			No, project manager is assigned 50% or less to project	
21			No, project manager assigned more than half-time, but less than full-time to project	
22			Yes, experienced project manager dedicated full-time, 100% to project	
23	6.07	Are qualified project management team members dedicated full-time to the project	None	Yes, business, functional or technical experts dedicated full-time, 100% to project
24			No, business, functional or technical experts dedicated 50% or less to project	
25			No, business, functional or technical experts dedicated more than half-time but less than full-time to project	
26			Yes, business, functional or technical experts dedicated full-time, 100% to project	
27	6.08	Does the agency have the necessary knowledge, skills, and abilities to staff the project team with in-house resources?	Few or no staff from in-house resources	Mostly staffed from in-house resources
28			Half of staff from in-house resources	
29			Mostly staffed from in-house resources	
30			Completely staffed from in-house resources	
31	6.09	Is agency IT personnel turnover expected to significantly impact this project?	Minimal or no impact	Minimal or no impact
32			Moderate impact	
33			Extensive impact	
34	6.10	Does the project governance structure establish a formal change review and control board to address proposed changes in project scope, schedule, or cost?	Yes	No
35			No	
36	6.11	Are all affected stakeholders represented by functional manager on the change review and control board?	No board has been established	Yes, all stakeholders are represented by functional manager
37			No, only IT staff are on change review and control board	
38			No, all stakeholders are not represented on the board	
39			Yes, all stakeholders are represented by functional manager	

	B	C	D	E
1	Agency: Florida Department of State		Project: Florida Voter Registration System Hardware Refresh	
3	Section 7 -- Project Management Area			
4	#	Criteria	Values	Answer
5	7.01	Does the project management team use a standard commercially available project management methodology to plan, implement, and control the project?	No	Yes
6			Project Management team will use the methodology selected by the systems integrator	
7			Yes	
8	7.02	For how many projects has the agency successfully used the selected project management methodology?	None	1-3
9			1-3	
10			More than 3	
11	7.03	How many members of the project team are proficient in the use of the selected project management methodology?	None	Some
12			Some	
13			All or nearly all	
14	7.04	Have all requirements specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	41 to 80% -- Some have been defined and documented
15			41 to 80% -- Some have been defined and documented	
16			81% to 100% -- All or nearly all have been defined and documented	
17	7.05	Have all design specifications been unambiguously defined and documented?	0% to 40% -- None or few have been defined and documented	41 to 80% -- Some have been defined and documented
18			41 to 80% -- Some have been defined and documented	
19			81% to 100% -- All or nearly all have been defined and documented	
20	7.06	Are all requirements and design specifications traceable to specific business rules?	0% to 40% -- None or few are traceable	41 to 80% -- Some are traceable
21			41 to 80% -- Some are traceable	
22			81% to 100% -- All or nearly all requirements and specifications are traceable	
23	7.07	Have all project deliverables/services and acceptance criteria been clearly defined and documented?	None or few have been defined and documented	Some deliverables and acceptance criteria have been defined and documented
24			Some deliverables and acceptance criteria have been defined and documented	
25			All or nearly all deliverables and acceptance criteria have been defined and documented	
26	7.08	Is written approval required from executive sponsor, business stakeholders, and project manager for review and sign-off of major project deliverables?	No sign-off required	Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables
27			Only project manager signs-off	
28			Review and sign-off from the executive sponsor, business stakeholder, and project manager are required on all major project deliverables	
29	7.09	Has the Work Breakdown Structure (WBS) been defined to the work package level for all project activities?	0% to 40% -- None or few have been defined to the work package level	0% to 40% -- None or few have been defined to the work package level
30			41 to 80% -- Some have been defined to the work package level	
31			81% to 100% -- All or nearly all have been defined to the work package level	
32	7.10	Has a documented project schedule been approved for the entire project lifecycle?	Yes	No
33			No	
34	7.11	Does the project schedule specify all project tasks, go/no-go decision points (checkpoints), critical milestones, and resources?	Yes	No
35			No	
36	7.12	Are formal project status reporting processes documented and in place to manage and control this project?	No or informal processes are used for status reporting	Project team uses formal processes
37			Project team uses formal processes	
38			Project team and executive steering committee use formal status reporting processes	
39	7.13	Are all necessary planning and reporting templates, e.g., work plans, status reports, issues and risk management, available?	No templates are available	Some templates are available
40			Some templates are available	
41			All planning and reporting templates are available	
42	7.14	Has a documented Risk Management Plan been approved for this project?	Yes	No
43			No	
44	7.15	Have all known project risks and corresponding mitigation strategies been identified?	None or few have been defined and documented	Some have been defined and documented
45			Some have been defined and documented	
46			All known risks and mitigation strategies have been defined	
47	7.16	Are standard change request, review and approval processes documented and in place for this project?	Yes	Yes
48			No	
49	7.17	Are issue reporting and management processes documented and in place for this project?	Yes	Yes
50			No	

	B	C	D	E
1	Agency: Florida Department of State		Project: Florida Voter Registration System Hardware Refresh	
2				
3	Section 8 -- Project Complexity Area			
4	#	Criteria	Values	Answer
5	8.01	How complex is the proposed solution compared to the current agency systems?	Unknown at this time	More complex
6			More complex	
7			Similar complexity	
8			Less complex	
9	8.02	Are the business users or end users dispersed across multiple cities, counties, districts, or regions?	Single location	More than 3 sites
10			3 sites or fewer	
11			More than 3 sites	
12	8.03	Are the project team members dispersed across multiple cities, counties, districts, or regions?	Single location	3 sites or fewer
13			3 sites or fewer	
14			More than 3 sites	
15	8.04	How many external contracting or consulting organizations will this project require?	No external organizations	1 to 3 external organizations
16			1 to 3 external organizations	
17			More than 3 external organizations	
18	8.05	What is the expected project team size?	Greater than 15	9 to 15
19			9 to 15	
20			5 to 8	
21			Less than 5	
22	8.06	How many external entities (e.g., other agencies, community service providers, or local government entities) will be impacted by this project or system?	More than 4	More than 4
23			2 to 4	
24			1	
25			None	
26	8.07	What is the impact of the project on state operations?	Business process change in single division or bureau	Statewide or multiple agency business process change
27			Agency-wide business process change	
28			Statewide or multiple agency business process change	
29	8.08	Has the agency successfully completed a similarly-sized project when acting as Systems Integrator?	Yes	Yes
30			No	
31	8.09	What type of project is this?	Infrastructure upgrade	Combination of the above
32			Implementation requiring software development or purchasing commercial off the shelf (COTS) software	
33			Business Process Reengineering	
34			Combination of the above	
35	8.10	Has the project manager successfully managed similar projects to completion?	No recent experience	Similar size and complexity
36			Lesser size and complexity	
37			Similar size and complexity	
38			Greater size and complexity	
39	8.11	Does the agency management have experience governing projects of equal or similar size and complexity to successful completion?	No recent experience	Similar size and complexity
40			Lesser size and complexity	
41			Similar size and complexity	
42			Greater size and complexity	

Fiscal Year 2021-22 LBR Technical Review Checklist

Department/Budget Entity (Service): Department of State/45000000

Agency Budget Officer/OPB Analyst Name: Richard Perritti/Sherie Carrington

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)					
	4501	4510	4520	4530	4540	4550

1. GENERAL

1.1 Are Columns A01, A04, A05, A91, A92, A93, A94, A95, A96, A36, A10, IA1, IA4, IA5, IA6, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns (no trust fund files for narrative columns)? Is Column A02 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for the Trust Fund Files (the Budget Files should already be on TRANSFER CONTROL for DISPLAY and MANAGEMENT CONTROL for UPDATE)? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only (UPDATE status remains on OWNER)? (CSDI or Web LBR Column Security)	Y	Y	Y	Y	Y	Y
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? (CSDI)	Y	Y	Y	Y	Y	Y

AUDITS:

1.3 Have Column A03 budget files been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y	Y	Y	Y
1.4 Have Column A03 trust fund files been copied to Column A12? Run Schedule I (SC1R, SC1 or SC1R, SC1D adding column A12) to verify.	Y	Y	Y	Y	Y	Y
1.5 Has Column A12 security been set correctly to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for Budget and Trust Fund files? (CSDR, CSA)	Y	Y	Y	Y	Y	Y

TIP The agency should prepare the budget request for submission in this order: 1) Copy Column A03 to Column A12, and 2) Lock columns as described above. A security control feature included in the LAS/PBS Web upload process requires columns to be in the proper status before uploading to the portal.

2. EXHIBIT A (EADR, EXA)

2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 58 of the LBR Instructions?	Y	Y	Y	Y	Y	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y	Y	Y	Y
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 28)? Do they clearly describe the issue?	Y	Y	Y	Y	Y	Y

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift where an appropriation category's funding source is different between A02 and A03? Were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	Y	Y	Y	Y	Y	Y
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AUDITS:

Action		Program or Service (Budget Entity Codes)					
		4501	4510	4520	4530	4540	4550
3.2	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity and program component at the FSI level? Are all nonrecurring amounts less than requested amounts? (NACR, NAC - Report should print "No Negative Appropriation Categories Found")	Y	Y	Y	Y	Y	Y
3.3	Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? (EXBR, EXBC - Report should print "Records Selected Net To Zero")	Y	Y	Y	Y	Y	Y
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.						
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.						
TIP	Requests for appropriations which require advance payment authority must use the subtitle "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, a Special Categories appropriation category (10XXXX) should be used.						
4. EXHIBIT D (EADR, EXD)							
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 61 of the LBR Instructions?	Y	Y	Y	Y	Y	Y
4.2	Is the program component code and title used correct?	Y	Y	Y	Y	Y	Y
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.						
5. EXHIBIT D-1 (ED1R, EXD1)							
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y	Y	Y	Y
AUDITS:							
5.2	Do the fund totals agree with the object category totals within each appropriation category? (ED1R, XD1A - Report should print "No Differences Found For This Report")	Y	Y	Y	Y	Y	Y
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences [with a \$5,000 allowance] need to be corrected in Column A01.)	Y	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences [with a \$5,000 allowance at the department level] need to be corrected in Column A01.)	Y	Y	Y	Y	Y	Y
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.						
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.						
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2019-20 approved budget. Amounts should be positive. The \$5,000 allowance is necessary for rounding.						

Action		Program or Service (Budget Entity Codes)					
		4501	4510	4520	4530	4540	4550
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created. Note that there is a \$5,000 allowance at the department level.						
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)							
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	Y	Y
TIP	Exhibit D-3 is not required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.						
7. EXHIBIT D-3A (EADR, ED3A) (Required to be posted to the Florida Fiscal Portal)							
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 28 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See pages 66 through 68 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 68 through 70 of the LBR Instructions?	Y	Y	Y	Y	Y	Y
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	Y	Y	Y	Y	Y	Y
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E.4 through E.6 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	Y	Y	Y	Y	Y	Y
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A. (See page 95 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y	Y	Y	Y	Y	Y
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y	Y	Y	Y	Y	Y
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #21-001?	Y	Y	Y	Y	Y	Y
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the LAS/PBS Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	Y	Y	Y	Y	Y	Y
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	Y	Y	Y	Y	Y	Y
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	Y	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)					
		4501	4510	4520	4530	4540	4550
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	Y	Y	Y	Y
7.15	Are the 33XXXXX0 issues negative amounts only and do not restore nonrecurring cuts from a prior year or fund any issues that net to a positive or zero amount? Check D-3A issues 33XXXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	Y	Y	Y	Y	Y	Y
7.16	Do the issue codes relating to special <i>salary and benefits</i> issues (e.g., position reclassification, pay grade adjustment, overtime/on-call pay, etc.) have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See pages 27 and 90 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y
7.17	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 24010C0, 30010C0, 33011C0, 160E470, or 160E480)?	Y	Y	Y	Y	Y	Y
7.18	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	Y	Y	Y	Y	Y	Y
7.19	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development?	Y	Y	Y	Y	Y	Y
AUDIT:							
7.20	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? (GENR, LBR1)	Y	Y	Y	Y	Y	Y
7.21	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? (GENR, LBR2)	Y	Y	Y	Y	Y	Y
7.22	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? (GENR, LBR3)	Y	Y	Y	Y	Y	Y
7.23	Have FCO appropriations been entered into the nonrecurring column (A04)? (GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))	Y	Y	Y	Y	Y	Y
7.24	Has narrative been entered for all issues requested by the agency? Agencies do not need to include narrative for startup issues (1001000, 2103XXX, etc.) that were not input by the agency. (NAAR, BSNR)	Y	Y	Y	Y	Y	Y
7.25	Has the agency entered annualization issues (260XXX0) for any issue that was partially funded in Fiscal Year 2020-21? Review Column G66 to determine whether any incremental amounts are needed to fully fund an issue that was initially appropriated in Fiscal Year 2020-21. Do not add annualization issues for pay and benefit distribution issues, as those annualization issues (26AXXXX) have already been added to A03.	Y	Y	Y	Y	Y	Y
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run OADA/OADR from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.						
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 66 through 70 of the LBR Instructions.						

Action	Program or Service (Budget Entity Codes)					
	4501	4510	4520	4530	4540	4550

TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2020-21 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					

**8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)
(Required to be posted to the Florida Fiscal Portal)**

8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y	Y	Y	Y
8.2	Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	Y	Y	Y	Y	Y	Y
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y	Y	Y	Y	Y
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	Y	Y	Y	Y	Y	Y
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative; fixed capital outlay adjustment narrative)?	Y	Y	Y	Y	Y	Y
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	Y	Y	Y	Y	Y	Y
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	Y	Y	Y	Y	Y	Y
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to section 215.32(2)(b), Florida Statutes - including the Schedule ID and applicable legislation?	Y	Y	Y	Y	Y	Y
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)?	Y	Y	Y	Y	Y	Y
8.10	Are the statutory authority references correct?	Y	Y	Y	Y	Y	Y
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to section 215.20, Florida Statutes, for appropriate General Revenue Service Charge percentage rates.)	Y	Y	Y	Y	Y	Y
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	Y	Y	Y	Y	Y	Y
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)					
		4501	4510	4520	4530	4540	4550
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	Y	Y	Y	Y	Y	Y
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y	Y	Y	Y	Y
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y	Y	Y	Y
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available? Does the certification include a statement that the agency will notify OPB of any significant changes in revenue estimates that occur prior to the Governor's Budget Recommendations being issued?	Y	Y	Y	Y	Y	Y
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?	Y	Y	Y	Y	Y	Y
8.20	Are appropriate General Revenue Service Charge nonoperating amounts included in Section II?	Y	Y	Y	Y	Y	Y
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y	Y	Y	Y	Y	Y
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	Y	Y	Y	Y	Y	Y
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01, Section III?	Y	Y	Y	Y	Y	Y
8.25	Are current year September operating reversions (if available) appropriately shown in column A02, Section III?	Y	Y	Y	Y	Y	Y
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y	Y	Y	Y	Y	Y
8.27	Has the agency properly accounted for continuing appropriations (category 13XXXX) in column A01, Section III?	Y	Y	Y	Y	Y	Y
8.28	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?	Y	Y	Y	Y	Y	Y
8.29	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y	Y	Y
AUDITS:							
8.30	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y	Y	Y	Y
8.31	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y	Y	Y	Y	Y
8.32	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. (SC1R, DEPT)	Y	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)					
		4501	4510	4520	4530	4540	4550
8.33	Has a Schedule IB been provided for ALL trust funds having an unreserved fund balance in columns A01, A02 and/or A03, and if so, does each column's total agree with line I of the Schedule I?	Y	Y	Y	Y	Y	Y
8.34	Have A/R been properly analyzed and any allowances for doubtful accounts been properly recorded on the Schedule IC?	Y	Y	Y	Y	Y	Y
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!						
TIP	Determine if the agency is scheduled for trust fund review. (See page 132 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.						
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.						
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.						
9. SCHEDULE II (PSCR, SC2)							
AUDIT:							
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? (BRAR, BRAA - Report should print "No Records Selected For This Request") Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See <i>Base Rate Audit</i> on page 163 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y
10. SCHEDULE III (PSCR, SC3)							
10.1	Is the appropriate lapse amount applied? (See page 92 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	Y	Y	Y	Y	Y	Y
11. SCHEDULE IV (EADR, SC4)							
11.1	Are the correct Information Technology (IT) issue codes used?	Y	Y	Y	Y	Y	Y
TIP	If IT issues are not coded (with "C" in 6th position or within a program component of 1603000000), they will not appear in the Schedule IV.						
12. SCHEDULE VIIIA (EADR, SC8A)							
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIIIA-A? Are the priority narrative explanations adequate? Note: FCO issues can be included in the priority listing.	Y	Y	Y	Y	Y	Y
13. SCHEDULE VIIIB-1 (EADR, S8B1)							
13.1	Do the reductions comply with the instructions provided on pages 100 through 103 of the LBR Instructions regarding an 8.5% reduction in General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used? Verify that excluded appropriation categories and funds were not used (e.g. funds with FSI 3 and 9, etc.)	Y	Y	Y	Y	Y	Y
TIP	If all or a portion of an issue is intended to be reduced on a nonrecurring basis, include the total reduction amount in Column A91 and the nonrecurring portion in Column A92.						
14. SCHEDULE VIIIB-2 (EADR, S8B2) (Required to be posted to the Florida Fiscal Portal)							

Action		Program or Service (Budget Entity Codes)					
		4501	4510	4520	4530	4540	4550
14.1	Do the reductions comply with the instructions provided on pages 104 through 107 of the LBR Instructions regarding a 10% reduction in General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used? Verify that excluded appropriation categories and funds were not used (e.g. funds with FSI 3 and 9, etc.)	Y	Y	Y	Y	Y	Y
TIP	Compare the debt service amount requested (IOE N or other IOE used for debt service) with the debt service need included in the Schedule VI: Detail of Debt Service, to determine whether any debt has been retired and may be reduced.						
TIP	If all or a portion of an issue is intended to be reduced on a nonrecurring basis, in the absence of a nonrecurring column, include that intent in narrative.						
15. SCHEDULE VIIIIC (EADR, S8C) (This Schedule is optional, but if included it is required to be posted to the Florida Fiscal Portal)							
15.1	Does the schedule display reprioritization issues that are each comprised of two unique issues - a deduct component and an add-back component which net to zero at the department level?	N/A	N/A	N/A	N/A	N/A	N/A
15.2	Are the priority narrative explanations adequate and do they follow the guidelines on pages 108 through 110 of the LBR instructions?	N/A	N/A	N/A	N/A	N/A	N/A
15.3	Does the issue narrative in A6 address the following: Does the state have the authority to implement the reprioritization issues independent of other entities (federal and local governments, private donors, etc.)? Are the reprioritization issues an allowable use of the recommended funding source?	N/A	N/A	N/A	N/A	N/A	N/A
AUDIT:							
15.4	Do the issues net to zero at the department level? (GENR, LBR5)	Y	Y	Y	Y	Y	Y
16. SCHEDULE XI (UCSR,SCXI) (LAS/PBS Web - see pages 111-115 of the LBR Instructions for detailed instructions) (Required to be posted to the Florida Fiscal Portal in Manual Documents)							
16.1	Agencies are required to generate this spreadsheet via the LAS/PBS Web. The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website. (Note: Pursuant to section 216.023(4) (b), Florida Statutes, the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y	Y	Y	Y
16.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y	Y	Y	Y	Y
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:							
16.3	Does the FY 2019-20 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y	Y	Y	Y
16.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (Audit #1 should print "No Activities Found")	Y	Y	Y	Y	Y	Y
16.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXXX or 14XXXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)					
		4501	4510	4520	4530	4540	4550
16.6	Has the agency provided the necessary standard (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: The activities listed in Audit #3 do not have an associated output standard. In addition, the activities were not identified as a Transfer to a State Agency, as Aid to Local Government, or a Payment of Pensions, Benefits and Claims. Activities listed here should represent transfers/pass-throughs that are not represented by those above or administrative costs that are unique to the agency and are not appropriate to be allocated to all other activities.)	Y	Y	Y	Y	Y	Y
16.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found")	Y	Y	Y	Y	Y	Y
TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.							
17. MANUALLY PREPARED EXHIBITS & SCHEDULES (Required to be posted to the Florida Fiscal Portal)							
17.1	Do exhibits and schedules comply with LBR Instructions (pages 116 through 160 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y	Y	Y	Y
17.2	Does manual exhibits tie to LAS/PBS where applicable?	Y	Y	Y	Y	Y	Y
17.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y	Y	Y	Y
17.4	Does the LBR include a separate Schedule IV-B for each IT project over \$1 million (see page 136 of the LBR instructions for exceptions to this rule)? Have all IV-Bs been emailed to: IT@LASPBS.STATE.FL.US ?	Y	Y	Y	Y	Y	Y
17.5	Are all forms relating to Fixed Capital Outlay (FCO) funding requests submitted in the proper form, including a Truth in Bonding statement (if applicable) ?	Y	Y	Y	Y	Y	Y
AUDITS - GENERAL INFORMATION							
TIP Review <i>Section 6: Audits</i> of the LBR Instructions (pages 162-164) for a list of audits and their descriptions.							
TIP Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.							
18. CAPITAL IMPROVEMENTS PROGRAM (CIP) (Required to be posted to the Florida Fiscal Portal)							
18.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	Y	Y	Y
18.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y	Y	Y	Y	Y
18.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	Y	Y	Y	Y
18.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	Y	Y	Y	Y
18.5	Are the appropriate counties identified in the narrative?	Y	Y	Y	Y	Y	Y
18.6	Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	Y	Y	Y	Y	Y	Y
TIP Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.							
19. FLORIDA FISCAL PORTAL							
19.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	Y	Y

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>							45010200
GOV OPERATIONS/SUPPORT							16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>							<u>1602.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	3,026,944						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE	4,018,591						1000 1
RECORDS MANAGEMENT TF -STATE	239						2572 1
TOTAL POSITIONS.....	49.00						
TOTAL APPRO.....	4,018,830						
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE	12,661						1000 1
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE	368,201						1000 1
=====							
OPERATING CAPITAL OUTLAY							060000
GENERAL REVENUE FUND -STATE	1,250						1000 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE	269,339						1000 1
GRANTS AND DONATIONS TF -STATE	169,000						2339 1
TOTAL APPRO.....	438,339						
=====							
LITIGATION EXPENSES							101981
GENERAL REVENUE FUND -STATE	1,000,000						1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
EXECUTIVE DIR/SUPPORT SVCS							45010200
GOV OPERATIONS/SUPPORT							16
EXEC LEADERSHIP/SUPPRT SVC							1602.00.00.00
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		37,149					1000 1
LEASE/PURCHASE/EQUIPMENT							105281
GENERAL REVENUE FUND -STATE		28,529					1000 1
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		21,427					1000 1
DATA PROCESSING SERVICES							210000
OTHER DATA PROCESSING SVCS							210014
GENERAL REVENUE FUND -STATE		15,000					1000 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....		49.00					
TOTAL ISSUE.....		5,941,386					
TOTAL SALARY RATE.....		3,026,944					
CASUALTY INSURANCE PREMIUM ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		50,282					1000 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>							45010200
GOV OPERATIONS/SUPPORT							16
<u>EXEC LEADERSHIP/SUPPRT SVC</u>							<u>1602.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2020-21 - NORMAL							
COST AND UNFUNDED ACTUARIAL							
LIABILITY							1001250
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		48,819					1000 1
=====							
ADJUSTMENT TO STATE HEALTH							
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							1001850
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		24,324					1000 1
=====							
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
SALARY RATE							000000
SALARY RATE.....		94,951					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		86,401					1000 1
=====							
TOTAL: SALARY INCREASES FOR FY 2020-21 -							1001950
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							
TOTAL ISSUE.....		86,401					
TOTAL SALARY RATE.....		94,951					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
EXECUTIVE DIR/SUPPORT SVCS							45010200
GOV OPERATIONS/SUPPORT							16
EXEC LEADERSHIP/SUPPRT SVC							1602.00.00.00
ESTIMATED EXPENDITURES							1000000
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		174-					1000 1
=====							
NONRECURRING EXPENDITURES							2100000
SECURITY FOR DEPARTMENT OF STATE							2103021
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GRANTS AND DONATIONS TF -STATE		169,000-					2339 1
=====							
DEPARTMENT WIDE LITIGATION							
EXPENSES							2103137
SPECIAL CATEGORIES							100000
LITIGATION EXPENSES							101981
GENERAL REVENUE FUND -STATE		1,000,000-					1000 1
=====							
ANNUALIZATION OF ADMINISTERED							
FUNDS APPROPRIATIONS							26A0000
STATEWIDE PAY INCREASE FOR FY							
2020-21 - THREE MONTHS							
ANNUALIZATION							26A3100
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		28,800					1000 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2021-22	FY 2021-22	FY 2021-22	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
STATE, DEPT OF				45000000
PGM: SECRETARY/ADMIN SVCS				45010000
EXECUTIVE DIR/SUPPORT SVCS				45010200
GOV OPERATIONS/SUPPORT				16
EXEC LEADERSHIP/SUPPRT SVC				1602.00.00.00
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS				26A0000
STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION				26A3400
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE	17,374			1000 1
=====				
DEPARTMENTAL ISSUES				4800000
DEPARTMENT WIDE LITIGATION EXPENSES				4800100
SPECIAL CATEGORIES				100000
LITIGATION EXPENSES				101981
GENERAL REVENUE FUND -STATE	1,000,000	1,000,000		1000 1
=====				

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

The Department of State, Office of the Secretary and the Division of Administrative Services, requests \$1,000,000 in nonrecurring budget authority in the General Revenue Fund for litigation expenses in order to acquire legal representation for lawsuits related to elections and other Departmental litigation. The amount requested is based on the Department's year-to-date spending on the defense of litigation.

The Department has limited legal staff and resources, which makes it difficult for the Office of the General Counsel internally to handle protracted litigation or litigation pending in venues outside Leon County without the aid of outside counsel. The Florida Department of Legal Affairs represents the Department in many of these situations unless its workload precludes taking additional cases or unless there is a conflict. In turn, in some cases it is necessary to obtain outside counsel and subject matter specialists to assist elections litigation and other Departmental issues. At times, multiple outside lawyers are needed simultaneously when there is a significant number of cases in which the Department is involved and when there is an urgency to prepare cases for almost immediate hearings and appeals. In recent years, especially in presidential election years, the Department has been involved in a large number of time-intensive, short-deadline cases, and the resources required to effectively handle the litigation duties have necessitated hiring outside counsel.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

5.2 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history,

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>							45010200
GOV OPERATIONS/SUPPORT							16
<u>INFORMATION TECHNOLOGY</u>							<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	3,235,781						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE	4,327,599						1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	186,147						2261 3
TOTAL POSITIONS.....	54.00						
TOTAL APPRO.....	4,513,746						
=====							
OTHER PERSONAL SERVICES							030000
LAND ACQUISITION TF -STATE	67,733						2423 1
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE	284,112						1000 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE	1,005,750						1000 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE	11,332						1000 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE	835,400						1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>							45010200
GOV OPERATIONS/SUPPORT							16
<u>INFORMATION TECHNOLOGY</u>							<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
DATA PROCESSING SERVICES							210000
NORTHWEST REGIONAL DC							210023
GENERAL REVENUE FUND -STATE		61,891					1000 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	54.00						
TOTAL ISSUE.....		6,779,964					
TOTAL SALARY RATE.....	3,235,781						
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2020-21 - NORMAL							
COST AND UNFUNDED ACTUARIAL							
LIABILITY							1001250
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		44,335					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		1,905					2261 3
TOTAL APPRO.....		46,240					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		2,997					1000 1
TOTAL: FLORIDA RETIREMENT SYSTEM							1001250
ADJUSTMENT FOR FY 2020-21 - NORMAL							
COST AND UNFUNDED ACTUARIAL							
LIABILITY							
TOTAL ISSUE.....		49,237					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>							45010200
GOV OPERATIONS/SUPPORT							16
<u>INFORMATION TECHNOLOGY</u>							<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ADJUSTMENT TO STATE HEALTH							
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							1001850
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		32,369					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		1,391					2261 3
TOTAL APPRO.....		33,760					
OTHER PERSONAL SERVICES							030000
LAND ACQUISITION TF -STATE		1,478					2423 1
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		1,805					1000 1
TOTAL: ADJUSTMENT TO STATE HEALTH							1001850
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							
TOTAL ISSUE.....		37,043					
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
SALARY RATE							000000
SALARY RATE.....		94,472					
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		79,476					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		3,415					2261 3
TOTAL APPRO.....		82,891					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>							45010200
GOV OPERATIONS/SUPPORT							16
<u>INFORMATION TECHNOLOGY</u>							<u>1603.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		5,410					1000 1
=====							
TOTAL: SALARY INCREASES FOR FY 2020-21 -							1001950
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							
TOTAL ISSUE.....		88,301					
TOTAL SALARY RATE.....		94,472					
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		92-					1000 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		7,141					1000 1
=====							
DATA PROCESSING ASSESSMENT BASE							
BUDGET ADJUSTMENT							1006800
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		145,836					1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
EXECUTIVE DIR/SUPPORT SVCS							45010200
GOV OPERATIONS/SUPPORT							16
INFORMATION TECHNOLOGY							1603.00.00.00
NONRECURRING EXPENDITURES							2100000
CYBER SECURITY FOR COUNTIES							2103011
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		1,000,000-					1000 1
ADD STAFF SUPPORT FOR CYBER SECURITY SECTION EXPENSES							2103020 040000
GENERAL REVENUE FUND -STATE		41,260-					1000 1
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS STATEWIDE PAY INCREASE FOR FY 2020-21 - THREE MONTHS ANNUALIZATION SALARIES AND BENEFITS							26A0000 26A3100 010000
GENERAL REVENUE FUND -STATE		26,492					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		1,138					2261 3
TOTAL APPRO.....		27,630					
DATA PROCESSING SERVICES DP ASSESSMENT (DMS)							210000 210004
GENERAL REVENUE FUND -STATE		1,803					1000 1
TOTAL: STATEWIDE PAY INCREASE FOR FY 2020-21 - THREE MONTHS ANNUALIZATION TOTAL ISSUE.....		29,433					26A3100

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2021-22	FY 2021-22	FY 2021-22	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
STATE, DEPT OF				45000000
PGM: SECRETARY/ADMIN SVCS				45010000
EXECUTIVE DIR/SUPPORT SVCS				45010200
GOV OPERATIONS/SUPPORT				16
INFORMATION TECHNOLOGY				1603.00.00.00
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS				26A0000
STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION				26A3400
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE	23,121			1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	994			2261 3
TOTAL APPRO.....	24,115			
OTHER PERSONAL SERVICES				030000
LAND ACQUISITION TF -STATE	1,056			2423 1
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (DMS)				210004
GENERAL REVENUE FUND -STATE	1,289			1000 1
TOTAL: STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION				26A3400
TOTAL ISSUE.....	26,460			
DEPARTMENTAL ISSUES				4800000
REALIGN BUDGET AUTHORITY FOR CLOUD SERVICES - DEDUCT				48024C0
DATA PROCESSING SERVICES				210000
DP ASSESSMENT (DMS)				210004
GENERAL REVENUE FUND -STATE	641,719-			1000 1

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

The Department of State, Office of the Secretary and the Division of Administrative Services, requests to transfer \$641,719 in recurring budget authority in the General Revenue Fund from the DP Assessment (DMS) category to the

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2021-22		FY 2021-22		FY 2021-22		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
STATE, DEPT OF						45000000
PGM: SECRETARY/ADMIN SVCS						45010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>						45010200
GOV OPERATIONS/SUPPORT						16
<u>INFORMATION TECHNOLOGY</u>						<u>1603.00.00.00</u>
DEPARTMENTAL ISSUES						4800000
REALIGN BUDGET AUTHORITY FOR CLOUD						
SERVICES - DEDUCT						48024C0

Contracted Services category. This transfer of budget authority will allow the Department to pay cloud service providers directly. The add budget issue code is 48025C0 and the deduct issue code is 48024C0.

The Florida Digital Service currently pays the Microsoft Azure costs for the Department of State. This request would transfer the budget authority to assume this activity within the Department. The Azure contract was originally setup under the Northwood Shared Resource Center a number of years ago and has been transferred to the Florida Digital Service. As the Department engages in utilizing cloud services through Information Technology operations, the transfer of the Azure contract and payment is best served through the Department.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:
 5.2 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:
 To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

REALIGN BUDGET AUTHORITY FOR CLOUD						
SERVICES - ADD						48025C0
SPECIAL CATEGORIES						100000
CONTRACTED SERVICES						100777
GENERAL REVENUE FUND	-STATE	641,719				1000 1

=====

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

The Department of State, Office of the Secretary and the Division of Administrative Services, requests to transfer \$641,719 in recurring budget authority in the General Revenue Fund from the DP Assessment (DMS) category to the Contracted Services category. This transfer of budget authority will allow the Department to pay cloud service providers directly. The add budget issue code is 48025C0 and the deduct issue code is 48024C0.

The Florida Digital Service currently pays the Microsoft Azure costs for the Department of State. This request would transfer the budget authority to assume this activity within the Department. The Azure contract was originally setup under the Northwood Shared Resource Center a number of years ago and has been transferred to the Florida Digital Service. As the Department engages in utilizing cloud services through Information Technology operations, the transfer of the

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: SECRETARY/ADMIN SVCS							45010000
<u>EXECUTIVE DIR/SUPPORT SVCS</u>							45010200
GOV OPERATIONS/SUPPORT							16
<u>INFORMATION TECHNOLOGY</u>							<u>1603.00.00.00</u>
DEPARTMENTAL ISSUES							4800000
REALIGN BUDGET AUTHORITY FOR CLOUD							
SERVICES - ADD							48025C0

Azure contract and payment is best served through the Department.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

5.2 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

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TOTAL: INFORMATION TECHNOLOGY							<u>1603.00.00.00</u>
BY FUND TYPE							
GENERAL REVENUE FUND		5,856,806					1000
TRUST FUNDS		265,257					2000
TOTAL POSITIONS.....	54.00						
TOTAL PROG COMP.....		6,122,063					
TOTAL SALARY RATE.....		3,330,253					
=====							
TOTAL: EXECUTIVE DIR/SUPPORT SVCS							45010200
BY FUND TYPE							
GENERAL REVENUE FUND		11,884,779	1,000,000				1000
TRUST FUNDS		265,496					2000
TOTAL POSITIONS.....	103.00						
TOTAL BUREAU.....		12,150,275	1,000,000				
TOTAL SALARY RATE.....		6,452,148					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
ELECTIONS							45100200
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	2,113,006						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE	52.00						
	3,139,715						1000 1
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE	407,798						1000 1
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE	1,321,505						1000 1
=====							
AID TO LOCAL GOVERNMENTS							050000
SPECIAL ELECTIONS							051162
GENERAL REVENUE FUND -STATE	1,500,000						1000 1
=====							
OPERATING CAPITAL OUTLAY							060000
GENERAL REVENUE FUND -STATE	13,211						1000 1
=====							
LUMP SUM							090000
HAVA 2020 ELECT SECURITY							090023
FEDERAL GRANTS TRUST FUND -FEDERL	3,475,000						2261 3
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
<u>ELECTIONS</u>							45100200
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
ADVERTISE/PROP AM/CONSTITU							100077
GENERAL REVENUE FUND -STATE		1,280,000					1000 1
		=====					
VOTING SYSTEMS ASSISTANCE							100155
GENERAL REVENUE FUND -STATE		525,000					1000 1
		=====					
SW VOTER REGISTR SYST/HAVA							100495
GENERAL REVENUE FUND -STATE		2,169,285					1000 1
		=====					
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		1,948,560					1000 1
		=====					
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		70,509					1000 1
		=====					
ELECTION FRAUD PREVENTION							104510
GENERAL REVENUE FUND -STATE		446,526					1000 1
		=====					
LEASE/PURCHASE/EQUIPMENT							105281
GENERAL REVENUE FUND -STATE		29,669					1000 1
		=====					
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		13,358					1000 1
		=====					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
ELECTIONS							45100200
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							1601.00.00.00
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		136,862					1000 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	52.00						
TOTAL ISSUE.....	16,476,998						
TOTAL SALARY RATE.....	2,113,006						
CASUALTY INSURANCE PREMIUM ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		21,459-					1000 1
FLORIDA RETIREMENT SYSTEM ADJUSTMENT FOR FY 2020-21 - NORMAL COST AND UNFUNDED ACTUARIAL LIABILITY							1001250
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		31,004					1000 1
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		445					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		1					2261 3
TOTAL APPRO.....		446					
TOTAL: FLORIDA RETIREMENT SYSTEM ADJUSTMENT FOR FY 2020-21 - NORMAL COST AND UNFUNDED ACTUARIAL LIABILITY							1001250
TOTAL ISSUE.....		31,450					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
ELECTIONS							45100200
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ADJUSTMENT TO STATE HEALTH							
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							1001850
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		23,810					1000 1
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE		1,564					1000 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		268					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		1					2261 3

TOTAL APPRO.....		269					
=====							
TOTAL: ADJUSTMENT TO STATE HEALTH							1001850
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							
TOTAL ISSUE.....		25,643					
=====							
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
SALARY RATE							000000
SALARY RATE.....		67,402					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		59,656					1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
ELECTIONS							45100200
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							1601.00.00.00
ESTIMATED EXPENDITURES							1000000
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		803					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		2					2261 3
TOTAL APPRO.....		805					
TOTAL: SALARY INCREASES FOR FY 2020-21 -							1001950
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							
TOTAL ISSUE.....		60,461					
TOTAL SALARY RATE.....		67,402					
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		109-					1000 1
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		455					1000 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
<u>ELECTIONS</u>							45100200
<u>GOV OPERATIONS/SUPPORT</u>							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
DATA PROCESSING ASSESSMENT BASE							
BUDGET ADJUSTMENT							1006800
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		9,325					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		318					2261 3
TOTAL APPRO.....		9,643					
=====							
NONRECURRING EXPENDITURES							2100000
HELP AMERICA VOTE ACT (HAVA) - 2020							
ELECTION SECURITY GRANT FUNDING							2103022
LUMP SUM							090000
HAVA 2020 ELECT SECURITY							090023
FEDERAL GRANTS TRUST FUND -FEDERL		3,475,000-					2261 3
=====							
ELECTRONIC REGISTRATION INFORMATION							
SYSTEM CENTER (ERIC)							2103033
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		1,300,000-					1000 1
=====							
ADVERTISING PROPOSED CONSTITUTIONAL							
AMENDMENTS							2103100
SPECIAL CATEGORIES							100000
ADVERTISE/PROP AM/CONSTITU							100077
GENERAL REVENUE FUND -STATE		1,280,000-					1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
<u>ELECTIONS</u>							45100200
<u>GOV OPERATIONS/SUPPORT</u>							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
NONRECURRING EXPENDITURES							2100000
REIMBURSEMENTS TO COUNTIES							
FOR SPECIAL ELECTIONS							2103131
AID TO LOCAL GOVERNMENTS							050000
SPECIAL ELECTIONS							051162
GENERAL REVENUE FUND	-STATE	1,500,000-					1000 1
		=====					
EQUIPMENT NEEDS							2400000
ELECTION LEGACY HARDWARE							
REPLACEMENT							24017C0
OPERATING CAPITAL OUTLAY							060000
FEDERAL GRANTS TRUST FUND	-FEDERL	2,000,000	2,000,000				2261 3
		=====	=====				

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

The Department of State, Division of Elections, requests \$2,000,000 in nonrecurring budget authority in the Federal Grants Trust Fund to replace election legacy hardware.

The Department has numerous applications that are running on legacy platforms that are no longer supported and have security concerns. Upgrading the applications and hardware will address security concerns and replace the unsupported hardware. The Department is seeking funds to refresh the legacy election application's underlying hardware. These application's range in age from 3 to 10 years old. The Department's desired solution is to convert the hardware to a private cloud. Converting to current technology will enable the Department to use advances in advanced technology.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

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To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
<u>ELECTIONS</u>							45100200
<u>GOV OPERATIONS/SUPPORT</u>							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
EQUIPMENT NEEDS							2400000
FLORIDA VOTER REGISTRATION SYSTEM							
HARDWARE REFRESH							24018C0
OPERATING CAPITAL OUTLAY							060000
FEDERAL GRANTS TRUST FUND -FEDERL	1,500,000		1,500,000				2261 3

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

The Department of State, Division of Elections, requests \$1,500,000 in nonrecurring budget authority in the Federal Grants Trust Fund to refresh the Florida Voter Registration System (FVRS) hardware refresh.

Last refreshed in 2015, FVRS uses technology that will be over 7 years old in FY 21-22. Converting FVRS to current technology will enable the Department to use advanced technology. The current hardware is reaching end of life and needs to be replaced. The new hardware will provide for additional functionality, bandwidth, and growth.

The Department of State's voter registration system architecture has remained largely unchanged since coming online in 2006; it is designed to interface and operate with the 67 county voter registration systems to maintain a single, uniform, official, centralized, interactive computerized voter registration system. Local Supervisors of Elections are responsible for updating voter registration information, entering new voter registrations, and acting as the official custodian of voter registration documents at the county level. In addition, each local Supervisor of Elections ensures that list maintenance duties are conducted in accordance with Section 98.015, 98.065, and 98.075, Florida Statutes. However, the Secretary of State, as chief election officer, is responsible for implementing, operating, and maintaining the statewide voter registration system as required by HAVA (Section 98.035, Florida Statutes).

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

5.2 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
<u>ELECTIONS</u>							45100200
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE PAY INCREASE FOR FY 2020-21 - THREE MONTHS ANNUALIZATION							26A3100
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		19,885					1000 1
=====		=====					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		268					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		1					2261 3
-----		-----					
TOTAL APPRO.....		269					
=====		=====					
TOTAL: STATEWIDE PAY INCREASE FOR FY 2020-21 - THREE MONTHS ANNUALIZATION							26A3100
TOTAL ISSUE.....		20,154					
=====		=====					
STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION							26A3400
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		17,007					1000 1
=====		=====					
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE		1,117					1000 1
=====		=====					
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		191					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		1					2261 3
-----		-----					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
ELECTIONS							45100200
GOV OPERATIONS/SUPPORT							16
GOVERNMENTAL OPERATIONS							1601.00.00.00
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION							26A3400
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
TOTAL APPRO.....		192					
TOTAL: STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION							26A3400
TOTAL ISSUE.....		18,316					
WORKLOAD							3000000
VOTER REGISTRATION ACTIVITIES							3003180
OTHER PERSONAL SERVICES							030000
FEDERAL GRANTS TRUST FUND -FEDERL		903,650		903,650			2261 3
EXPENSES							040000
FEDERAL GRANTS TRUST FUND -FEDERL		196,350		196,350			2261 3
TOTAL: VOTER REGISTRATION ACTIVITIES							3003180
TOTAL ISSUE.....		1,100,000		1,100,000			

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

The Department of State, Division of Elections, requests \$1,100,000 in nonrecurring budget authority from previously awarded Help America Vote Act (HAVA) funds in the Federal Grants Trust Fund for Other Personal Services (OPS) staff and expenses needed to meet the workload demands related to statewide voter registration activities.

Using the standard expense package for support staff, building rental at \$3,007 annually and a computer at \$920 are considered necessary expenses to accommodate the requested OPS staff. The two items combined total \$3,927 times 50 staff equals a total Expenses need of \$196,350. The remaining budget authority of \$903,650 was placed in the Other Personal Services category to compensate the staff.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
<u>ELECTIONS</u>							45100200
<u>GOV OPERATIONS/SUPPORT</u>							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
WORKLOAD							3000000
VOTER REGISTRATION ACTIVITIES							3003180

5.2 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

STATE MATCH FOR HELP AMERICA VOTE							
ACT (HAVA)							4600000
HELP AMERICA VOTE ACT (HAVA) - 2020							
ELECTION SECURITY GRANT FUNDING							4605020
LUMP SUM							090000
HAVA 2020 ELECT SECURITY							090023
FEDERAL GRANTS TRUST FUND -FEDERL	3,000,000		3,000,000				2261 3
	=====		=====				

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

The Department of State, Division of Elections, requests \$3,000,000 in nonrecurring budget authority in the Federal Grants Trust Fund to utilize 2020 Help America Vote Act (HAVA) Election Security Grants funds. The Division of Elections plans to use the HAVA funding for continuing cybersecurity initiatives and improvements by providing grant funds to all 67 Supervisor of Elections (SOE) These activities will help secure the primary and general elections in Florida.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

5.2 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: ELECTIONS							45100000
<u>ELECTIONS</u>							45100200
GOV OPERATIONS/SUPPORT							16
<u>GOVERNMENTAL OPERATIONS</u>							<u>1601.00.00.00</u>
TOTAL: GOVERNMENTAL OPERATIONS							<u>1601.00.00.00</u>
BY FUND TYPE							
GENERAL REVENUE FUND		9,066,228					1000
TRUST FUNDS		7,600,324		7,600,000			2000
TOTAL POSITIONS.....	52.00						
TOTAL PROG COMP.....		16,666,552		7,600,000			
TOTAL SALARY RATE.....		2,180,408					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: HISTORICAL RESOURCES							45200000
<u>HISTORICAL RESOURCES</u>							45200700
<u>ECONOMIC OPPORTUNITIES</u>							11
<u>CULTURAL OPPORTUNITIES</u>							<u>1103.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	2,075,407						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE	54,620						1000 1
=====							
FEDERAL GRANTS TRUST FUND -FEDERL	369,190						2261 3
=====							
LAND ACQUISITION TF -STATE	2,092,344						2423 1
-MATCH	638,100						2423 2

TOTAL LAND ACQUISITION TF	2,730,444						2423
=====							
TOTAL POSITIONS.....	53.00						
TOTAL APPRO.....	3,154,254						
=====							
OTHER PERSONAL SERVICES							030000
FEDERAL GRANTS TRUST FUND -FEDERL	307,572						2261 3
=====							
LAND ACQUISITION TF -STATE	1,398,085						2423 1
-MATCH	27,864						2423 2

TOTAL LAND ACQUISITION TF	1,425,949						2423
=====							
OPERATING TRUST FUND -STATE	240,000						2510 1
=====							
TOTAL APPRO.....	1,973,521						
=====							
EXPENSES							040000
FEDERAL GRANTS TRUST FUND -FEDERL	473,690						2261 3
=====							
LAND ACQUISITION TF -STATE	1,040,531						2423 1
-MATCH	72,018						2423 2

TOTAL LAND ACQUISITION TF	1,112,549						2423
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: HISTORICAL RESOURCES							45200000
<u>HISTORICAL RESOURCES</u>							45200700
<u>ECONOMIC OPPORTUNITIES</u>							11
<u>CULTURAL OPPORTUNITIES</u>							<u>1103.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
EXPENSES							040000
OPERATING TRUST FUND -STATE		6,000					2510 1
	=====		=====		=====		
TOTAL APPRO.....		1,592,239					
	=====		=====		=====		
OPERATING CAPITAL OUTLAY							060000
FEDERAL GRANTS TRUST FUND -FEDERL		15,625					2261 3
LAND ACQUISITION TF -STATE		25,000					2423 1
	-----		-----		-----		
TOTAL APPRO.....		40,625					
	=====		=====		=====		
LUMP SUM							090000
HISTORIC PROPERTIES MAINT							090019
LAND ACQUISITION TF -STATE		500,000					2423 1
	=====		=====		=====		
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
FEDERAL GRANTS TRUST FUND -FEDERL		2,039,245					2261 3
LAND ACQUISITION TF -STATE		461,561					2423 1
	-----		-----		-----		
TOTAL APPRO.....		2,500,806					
	=====		=====		=====		
G/A-HISTORIC PRESERV GRTS							101548
FEDERAL GRANTS TRUST FUND -FEDERL		118,250					2261 3
LAND ACQUISITION TF -STATE		1,500,000					2423 1
	-----		-----		-----		
TOTAL APPRO.....		1,618,250					
	=====		=====		=====		
RISK MANAGEMENT INSURANCE							103241
LAND ACQUISITION TF -STATE		72,427					2423 1
	=====		=====		=====		

	COL A03	COL A04	COL A05		
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ		
	FY 2021-22	FY 2021-22	FY 2021-22		
POS	AMOUNT	POS	AMOUNT	POS	
				AMOUNT	
				CODES	
STATE, DEPT OF					45000000
PGM: HISTORICAL RESOURCES					45200000
<u>HISTORICAL RESOURCES</u>					45200700
<u>ECONOMIC OPPORTUNITIES</u>					11
<u>CULTURAL OPPORTUNITIES</u>					1103.00.00.00
ESTIMATED EXPENDITURES					1000000
ESTIMATED EXPENDITURES - OPERATIONS					1001000
SPECIAL CATEGORIES					100000
LEASE/PURCHASE/EQUIPMENT					105281
FEDERAL GRANTS TRUST FUND -FEDERL	3,931				2261 3
LAND ACQUISITION TF -STATE	20,641				2423 1
TOTAL APPRO.....	24,572				
TR/DMS/HR SVCS/STW CONTRCT					107040
FEDERAL GRANTS TRUST FUND -FEDERL	1,903				2261 3
LAND ACQUISITION TF -STATE	18,675				2423 1
TOTAL APPRO.....	20,578				
DATA PROCESSING SERVICES					210000
OTHER DATA PROCESSING SVCS					210014
LAND ACQUISITION TF -STATE	34,746				2423 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS					1001000
TOTAL POSITIONS.....	53.00				
TOTAL ISSUE.....	11,532,018				
TOTAL SALARY RATE.....	2,075,407				
CASUALTY INSURANCE PREMIUM					1001090
ADJUSTMENT					100000
SPECIAL CATEGORIES					103241
RISK MANAGEMENT INSURANCE					
LAND ACQUISITION TF -STATE	22,923-				2423 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: HISTORICAL RESOURCES							45200000
<u>HISTORICAL RESOURCES</u>							45200700
ECONOMIC OPPORTUNITIES							11
<u>CULTURAL OPPORTUNITIES</u>							<u>1103.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2020-21 - NORMAL							
COST AND UNFUNDED ACTUARIAL							
LIABILITY							1001250
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		623					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		4,192					2261 3
LAND ACQUISITION TF -STATE		23,766					2423 1
-MATCH		7,248					2423 2
TOTAL LAND ACQUISITION TF		31,014					2423
TOTAL APPRO.....		35,829					
ADJUSTMENT TO STATE HEALTH							
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							1001850
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		511					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		3,436					2261 3
LAND ACQUISITION TF -STATE		19,482					2423 1
-MATCH		5,941					2423 2
TOTAL LAND ACQUISITION TF		25,423					2423
TOTAL APPRO.....		29,370					
OTHER PERSONAL SERVICES							030000
FEDERAL GRANTS TRUST FUND -FEDERL		1,044					2261 3
LAND ACQUISITION TF -STATE		6,913					2423 1
OPERATING TRUST FUND -STATE		1,912					2510 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: HISTORICAL RESOURCES							45200000
<u>HISTORICAL RESOURCES</u>							45200700
<u>ECONOMIC OPPORTUNITIES</u>							11
<u>CULTURAL OPPORTUNITIES</u>							<u>1103.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ADJUSTMENT TO STATE HEALTH							
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							1001850
OTHER PERSONAL SERVICES							030000
TOTAL APPRO.....		9,869					
TOTAL: ADJUSTMENT TO STATE HEALTH							1001850
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							
TOTAL ISSUE.....		39,239					
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
SALARY RATE							000000
SALARY RATE.....		73,483					
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		1,125					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		7,567					2261 3
LAND ACQUISITION TF -STATE		42,899					2423 1
-MATCH		13,083					2423 2
TOTAL LAND ACQUISITION TF		55,982					2423
TOTAL APPRO.....		64,674					
TOTAL: SALARY INCREASES FOR FY 2020-21 -							1001950
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							
TOTAL ISSUE.....		64,674					
TOTAL SALARY RATE.....		73,483					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: HISTORICAL RESOURCES							45200000
<u>HISTORICAL RESOURCES</u>							45200700
<u>ECONOMIC OPPORTUNITIES</u>							11
<u>CULTURAL OPPORTUNITIES</u>							<u>1103.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
FEDERAL GRANTS TRUST FUND -FEDERL		15-					2261 3
LAND ACQUISITION TF -STATE		152-					2423 1
TOTAL APPRO.....		167-					
=====							
INTRA-AGENCY REORGANIZATIONS							1800000
MUSEUM PROGRAMS - ADD							1800870
SALARY RATE							000000
SALARY RATE.....	759,026						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		279,972					1000 1
-MATCH		109,557					1000 2
TOTAL GENERAL REVENUE FUND		389,529					1000
=====							
LAND ACQUISITION TF -STATE		817,928					2423 1
=====							
TOTAL POSITIONS.....	21.00						
TOTAL APPRO.....		1,207,457					
=====							
OTHER PERSONAL SERVICES							030000
LAND ACQUISITION TF -STATE		90,272					2423 1
=====							
EXPENSES							040000
LAND ACQUISITION TF -STATE		651,418					2423 1
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2021-22	FY 2021-22	FY 2021-22	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
STATE, DEPT OF				45000000
PGM: HISTORICAL RESOURCES				45200000
<u>HISTORICAL RESOURCES</u>				45200700
<u>ECONOMIC OPPORTUNITIES</u>				11
<u>CULTURAL OPPORTUNITIES</u>				<u>1103.00.00.00</u>
INTRA-AGENCY REORGANIZATIONS				1800000
MUSEUM PROGRAMS - ADD				1800870
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
LAND ACQUISITION TF -STATE	25,000			2423 1
LEASE/PURCHASE/EQUIPMENT				105281
LAND ACQUISITION TF -STATE	5,796			2423 1
TR/DMS/HR SVCS/STW CONTRCT				107040
GENERAL REVENUE FUND -STATE	6,935			1000 1
TOTAL: MUSEUM PROGRAMS - ADD				1800870
TOTAL POSITIONS.....	21.00			
TOTAL ISSUE.....	1,986,878			
TOTAL SALARY RATE.....	759,026			

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

The Department of State, Division of Historical Resources, is requests to transfer \$1,590,414 in recurring Land Acquisition Trust Fund (LATF) and \$396,464 in General Revenue funds from Division of Cultural Affairs to the Division of Historical Resources. This is to align the Museum of Florida History and the Knott House Museum to reside under the Division of Historical Resources where the Grove Museum and Mission San Luis currently operate under. A total of 7.00 FTE in General Revenue (\$389,529 in Salaries & Benefits), 14.00 FTE in LATF (\$817,928) and along with supporting expenses would transfer. The add budget issue code to the Division of Historical Resources is 1800870 and the deduct issue code from the Division of Cultural Affairs is 1800860.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

6.4 Promote, protect and preserve Florida's rich historical and cultural heritage.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2021-22		FY 2021-22		FY 2021-22		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
STATE, DEPT OF						45000000
PGM: HISTORICAL RESOURCES						45200000
<u>HISTORICAL RESOURCES</u>						45200700
ECONOMIC OPPORTUNITIES						11
<u>CULTURAL OPPORTUNITIES</u>						<u>1103.00.00.00</u>
INTRA-AGENCY REORGANIZATIONS						1800000
MUSEUM PROGRAMS - ADD						1800870

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A03 - AGY REQUEST FY 2021-22							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
0709 ADMINISTRATIVE ASSISTANT I							
N0022 001	1.00	25,479		19,027	44,506	0.00	44,506
2757 MUSEUM ARTISAN							
N0012 001	1.00	35,459		20,789	56,248	0.00	56,248
N0017 001	1.00	29,427		19,724	49,151	0.00	49,151
N0018 001	1.00	26,879		19,274	46,153	0.00	46,153
2761 SENIOR MUSEUM REGISTRAR							
N0010 001	1.00	43,277		22,169	65,446	0.00	65,446
2763 MUSEUM EXHIBIT DESIGNER							
N0014 001	1.00	34,000		20,531	54,531	0.00	54,531
N0015 001	1.00	36,951		21,052	58,003	0.00	58,003
2764 MUSEUM EDUCATION PROGRAM REPRESENTATIVE							
N0002 001	1.00	30,744		19,956	50,700	0.00	50,700
2775 SENIOR MUSEUM CURATOR							
N0007 001	1.00	25,527		19,036	44,563	0.00	44,563
N0011 001	1.00	43,305		22,174	65,479	0.00	65,479
N0013 001	1.00	41,264		21,813	63,077	0.00	63,077
N0016 001	1.00	40,551		21,687	62,238	0.00	62,238
3738 PUBLIC INFORMATION SPECIALIST							
N0005 001	1.00	33,500		20,443	53,943	0.00	53,943
1973 CHIEF OF HISTORICAL MUSEUMS-DOS							
N0008 001	1.00	39,084		22,594	61,678	0.00	61,678
2236 OPERATIONS & MGMT CONSULTANT II - SES							
N0004 001	1.00	41,000		22,934	63,934	0.00	63,934
2506 COMMUNITY ASSISTANCE SPECIALIST II - SES							
N0003 001	1.00	34,097		21,712	55,809	0.00	55,809
2766 VISITOR SERVICES/MUSEUM PRGRM SUPV - SES							
N0006 001	1.00	35,168		21,902	57,070	0.00	57,070
N0021 001	1.00	29,344		20,871	50,215	0.00	50,215
2777 MUSEUM EDUCATION PROGRAM SUPV-SES							
N0020 001	1.00	46,000		23,818	69,818	0.00	69,818
2778 MUSEUM PROGRAM MANAGER-SES							

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2021-22		FY 2021-22		FY 2021-22		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

STATE, DEPT OF						45000000
PGM: HISTORICAL RESOURCES						45200000
<u>HISTORICAL RESOURCES</u>						45200700
ECONOMIC OPPORTUNITIES						11
<u>CULTURAL OPPORTUNITIES</u>						<u>1103.00.00.00</u>
INTRA-AGENCY REORGANIZATIONS						1800000
MUSEUM PROGRAMS - ADD						1800870

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A03 - AGY REQUEST FY 2021-22							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
N0009 001	1.00	43,985		23,462	67,447	0.00	67,447
N0019 001	1.00	43,985		23,462	67,447	0.00	67,447
TOTALS FOR ISSUE BY FUND							
1000 GENERAL REVENUE FUND							389,528
2423 LAND ACQUISITION TF							817,928
	21.00	759,026		448,430	1,207,456		1,207,456
OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							1
							1,207,457

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: HISTORICAL RESOURCES							45200000
<u>HISTORICAL RESOURCES</u>							45200700
<u>ECONOMIC OPPORTUNITIES</u>							11
<u>CULTURAL OPPORTUNITIES</u>							<u>1103.00.00.00</u>
NONRECURRING EXPENDITURES							2100000
FEDERAL HURRICANE RELIEF FUNDING							
FOR HISTORIC PRESERVATION -							
HURRICANE MICHAEL							2103034
OTHER PERSONAL SERVICES							030000
FEDERAL GRANTS TRUST FUND -FEDERL		138,000-					2261 3
EXPENSES							040000
FEDERAL GRANTS TRUST FUND -FEDERL		8,000-					2261 3
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
FEDERAL GRANTS TRUST FUND -FEDERL		2,000,000-					2261 3
TOTAL: FEDERAL HURRICANE RELIEF FUNDING							2103034
FOR HISTORIC PRESERVATION -							
HURRICANE MICHAEL							
TOTAL ISSUE.....		2,146,000-					
ANNUALIZATION OF ADMINISTERED							
FUNDS APPROPRIATIONS							26A0000
STATEWIDE PAY INCREASE FOR FY							
2020-21 - THREE MONTHS							
ANNUALIZATION							26A3100
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		375					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		2,522					2261 3
LAND ACQUISITION TF -STATE		14,300					2423 1
-MATCH		4,361					2423 2
TOTAL LAND ACQUISITION TF		18,661					2423
TOTAL APPRO.....		21,558					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: HISTORICAL RESOURCES							45200000
<u>HISTORICAL RESOURCES</u>							45200700
<u>ECONOMIC OPPORTUNITIES</u>							11
<u>CULTURAL OPPORTUNITIES</u>							<u>1103.00.00.00</u>
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION							26A3400
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		365					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		2,454					2261 3
LAND ACQUISITION TF -STATE		13,916					2423 1
- -MATCH		4,244					2423 2
TOTAL LAND ACQUISITION TF		18,160					2423
TOTAL APPRO.....		20,979					
OTHER PERSONAL SERVICES							030000
FEDERAL GRANTS TRUST FUND -FEDERL		746					2261 3
LAND ACQUISITION TF -STATE		4,938					2423 1
OPERATING TRUST FUND -STATE		1,366					2510 1
TOTAL APPRO.....		7,050					
TOTAL: STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION							26A3400
TOTAL ISSUE.....		28,029					
TOTAL: CULTURAL OPPORTUNITIES							<u>1103.00.00.00</u>
BY FUND TYPE							
GENERAL REVENUE FUND		454,083					1000
TRUST FUNDS		11,085,052					2000
TOTAL POSITIONS.....	74.00						
TOTAL PROG COMP.....		11,539,135					
TOTAL SALARY RATE.....		2,907,916					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CORPORATIONS							45300000
<u>COMMERCIAL RECORD/REGIST</u>							45300100
PUBLIC PROTECTION							12
<u>CONSUMER SAFETY/PROTECTION</u>							<u>1205.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....		3,794,946					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND	-STATE	102.00					
GENERAL REVENUE FUND	-STATE	5,516,918					1000 1
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND	-STATE	615					1000 1
=====							
EXPENSES							040000
GENERAL REVENUE FUND	-STATE	1,700,229					1000 1
=====							
OPERATING CAPITAL OUTLAY							060000
GENERAL REVENUE FUND	-STATE	6,715					1000 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND	-STATE	637,069					1000 1
=====							
RICO ACT-ALIEN CORPORATION							103206
GENERAL REVENUE FUND	-STATE	262,197					1000 1
=====							
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND	-STATE	20,762					1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CORPORATIONS							45300000
COMMERCIAL RECORD/REGIST							45300100
PUBLIC PROTECTION							12
CONSUMER SAFETY/PROTECTION							1205.00.00.00
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
LEASE/PURCHASE/EQUIPMENT							105281
GENERAL REVENUE FUND -STATE		5,880					1000 1
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		37,111					1000 1
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		540,132					1000 1
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	102.00						
TOTAL ISSUE.....		8,727,628					
TOTAL SALARY RATE.....		3,794,946					
CASUALTY INSURANCE PREMIUM							1001090
ADJUSTMENT							100000
SPECIAL CATEGORIES							103241
RISK MANAGEMENT INSURANCE							
GENERAL REVENUE FUND -STATE		26,942					1000 1
FLORIDA RETIREMENT SYSTEM							1001250
ADJUSTMENT FOR FY 2020-21 - NORMAL							010000
COST AND UNFUNDED ACTUARIAL							
LIABILITY							
SALARIES AND BENEFITS							
GENERAL REVENUE FUND -STATE		59,065					1000 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CORPORATIONS							45300000
COMMERCIAL RECORD/REGIST							45300100
PUBLIC PROTECTION							12
CONSUMER SAFETY/PROTECTION							1205.00.00.00
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2020-21 - NORMAL							
COST AND UNFUNDED ACTUARIAL							
LIABILITY							1001250
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		1,652					1000 1
TOTAL: FLORIDA RETIREMENT SYSTEM							1001250
ADJUSTMENT FOR FY 2020-21 - NORMAL							
COST AND UNFUNDED ACTUARIAL							
LIABILITY							
TOTAL ISSUE.....		60,717					
ADJUSTMENT TO STATE HEALTH							
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							1001850
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		52,877					1000 1
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE		782					1000 1
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		995					1000 1
TOTAL: ADJUSTMENT TO STATE HEALTH							1001850
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							
TOTAL ISSUE.....		54,654					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CORPORATIONS							45300000
COMMERCIAL RECORD/REGIST							45300100
PUBLIC PROTECTION							12
CONSUMER SAFETY/PROTECTION							<u>1205.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
SALARY INCREASES FOR FY 2020-21 - STATEWIDE PAY INCREASE - EFFECTIVE 10/1/2020							1001950
SALARY RATE							000000
SALARY RATE.....	122,350						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE	107,896						1000 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE	2,982						1000 1
=====							
TOTAL: SALARY INCREASES FOR FY 2020-21 - STATEWIDE PAY INCREASE - EFFECTIVE 10/1/2020							1001950
TOTAL ISSUE.....	110,878						
TOTAL SALARY RATE.....	122,350						
=====							
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE	303-						1000 1
=====							
STATE ENTERPRISE INFORMATION							
TECHNOLOGY DISTRIBUTION							1006600
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE	214						1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CORPORATIONS							45300000
COMMERCIAL RECORD/REGIST							45300100
PUBLIC PROTECTION							12
CONSUMER SAFETY/PROTECTION							1205.00.00.00
ESTIMATED EXPENDITURES							1000000
DATA PROCESSING ASSESSMENT BASE							
BUDGET ADJUSTMENT							1006800
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		4,383					1000 1
=====							
NONRECURRING EXPENDITURES							2100000
COMMERCIAL REGISTRY SOLUTION							2103019
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		493,115-					1000 1
=====							
REALIGNMENT OF AGENCY SPENDING							
AUTHORITY FOR DATA CENTER BILLING -							
ADD							2103035
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		500,000-					1000 1
=====							
ANNUALIZATION OF ADMINISTERED							
FUNDS APPROPRIATIONS							26A0000
STATEWIDE PAY INCREASE FOR FY							
2020-21 - THREE MONTHS							
ANNUALIZATION							26A3100
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		35,965					1000 1
=====							
DATA PROCESSING SERVICES							210000
DP ASSESSMENT (DMS)							210004
GENERAL REVENUE FUND -STATE		994					1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CORPORATIONS							45300000
<u>COMMERCIAL RECORD/REGIST</u>							45300100
PUBLIC PROTECTION							12
<u>CONSUMER SAFETY/PROTECTION</u>							<u>1205.00.00.00</u>
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE PAY INCREASE FOR FY 2020-21 - THREE MONTHS ANNUALIZATION							26A3100
TOTAL: STATEWIDE PAY INCREASE FOR FY 2020-21 - THREE MONTHS ANNUALIZATION							26A3100
TOTAL ISSUE.....		36,959					
=====							
STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION							26A3400
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		37,769					1000 1
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE		559					1000 1
=====							
DATA PROCESSING SERVICES DP ASSESSMENT (DMS)							210000 210004
GENERAL REVENUE FUND -STATE		711					1000 1
=====							
TOTAL: STATE HEALTH INSURANCE ADJUSTMENTS FOR FY 2020-21 - FIVE MONTHS ANNUALIZATION							26A3400
TOTAL ISSUE.....		39,039					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CORPORATIONS							45300000
<u>COMMERCIAL RECORD/REGIST</u>							45300100
PUBLIC PROTECTION							12
<u>CONSUMER SAFETY/PROTECTION</u>							<u>1205.00.00.00</u>
PROGRAM OR SERVICE-LEVEL							
INFORMATION TECHNOLOGY							3630000
COMMERCIAL REGISTRY SOLUTION							36316C0
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		520,922		520,922			1000 1

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? YES

The Department of State, Division of Corporations, requests \$520,922 in nonrecurring budget authority in the General Revenue Fund to cover the first partial year after go live costs associated with the continued use of the division's new Commercial Business Registry solution. The annual maintenance costs in subsequent years associated with the solution will be \$844,070.

The 2019 Florida Legislature appropriated \$6,000,000 in nonrecurring budget authority within the General Revenue to replace the Commercial Business Registry system. The yearly maintenance costs include all required licensing, hosting, escrow and service fees and post-implementation support costs associated with the solution.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

4.2 Ensure state, regional and local agencies provide collaborative and timely customer service to businesses and workers.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

TOTAL: CONSUMER SAFETY/PROTECTION							<u>1205.00.00.00</u>
BY FUND TYPE							
	102.00						
GENERAL REVENUE FUND.....	8,588,918		520,922				1000
SALARY RATE.....	3,917,296						

=====

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: LIBRARY/INFO SVCS							45400000
<u>LIBRARY/ARCHIVES/INFO SVCS</u>							45400100
EDUCATION							03
<u>EDUCATIONAL SUPPORT</u>							<u>0309.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....	2,930,695						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE	1,427,145						1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	1,564,891						2261 3
RECORDS MANAGEMENT TF -STATE	1,044,047						2572 1
TOTAL POSITIONS.....	69.00						
TOTAL APPRO.....	4,036,083						
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND -STATE	76,128						1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	238,072						2261 3
RECORDS MANAGEMENT TF -STATE	72,607						2572 1
TOTAL APPRO.....	386,807						
=====							
EXPENSES							040000
GENERAL REVENUE FUND -STATE	1,601,831						1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	426,392						2261 3
RECORDS MANAGEMENT TF -STATE	358,658						2572 1
TOTAL APPRO.....	2,386,881						
=====							
AID TO LOCAL GOVERNMENTS							050000
G/A-LIBRARY GRANTS							050792
GENERAL REVENUE FUND -STATE	17,304,072						1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	3,205,204						2261 3
TOTAL APPRO.....	20,509,276						
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2021-22	FY 2021-22	FY 2021-22	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
STATE, DEPT OF				45000000
PGM: LIBRARY/INFO SVCS				45400000
<u>LIBRARY/ARCHIVES/INFO SVCS</u>				45400100
EDUCATION				03
<u>EDUCATIONAL SUPPORT</u>				<u>0309.00.00.00</u>
ESTIMATED EXPENDITURES				1000000
ESTIMATED EXPENDITURES - OPERATIONS				1001000
OPERATING CAPITAL OUTLAY				060000
GENERAL REVENUE FUND -STATE	24,960			1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	40,498			2261 3
RECORDS MANAGEMENT TF -STATE	9,740			2572 1
TOTAL APPRO.....	75,198			
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
GENERAL REVENUE FUND -STATE	226,633			1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	501,966			2261 3
RECORDS MANAGEMENT TF -STATE	187,059			2572 1
TOTAL APPRO.....	915,658			
LIBRARY RESOURCES				101977
GENERAL REVENUE FUND -STATE	484,388			1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	3,304,848			2261 3
TOTAL APPRO.....	3,789,236			
RISK MANAGEMENT INSURANCE				103241
GENERAL REVENUE FUND -STATE	17,571			1000 1
LEASE/PURCHASE/EQUIPMENT				105281
GENERAL REVENUE FUND -STATE	18,101			1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	7,308			2261 3
RECORDS MANAGEMENT TF -STATE	3,724			2572 1
TOTAL APPRO.....	29,133			

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: LIBRARY/INFO SVCS							45400000
<u>LIBRARY/ARCHIVES/INFO SVCS</u>							45400100
EDUCATION							03
<u>EDUCATIONAL SUPPORT</u>							<u>0309.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		15,994					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		8,313					2261 3
RECORDS MANAGEMENT TF -STATE		7,637					2572 1
TOTAL APPRO.....		31,944					
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	69.00						
TOTAL ISSUE.....	32,177,787						
TOTAL SALARY RATE.....	2,930,695						
CASUALTY INSURANCE PREMIUM ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		4,064					1000 1
FLORIDA RETIREMENT SYSTEM ADJUSTMENT FOR FY 2020-21 - NORMAL COST AND UNFUNDED ACTUARIAL LIABILITY							1001250
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		15,251					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		16,723					2261 3
RECORDS MANAGEMENT TF -STATE		11,159					2572 1
TOTAL APPRO.....		43,133					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: LIBRARY/INFO SVCS							45400000
<u>LIBRARY/ARCHIVES/INFO SVCS</u>							45400100
EDUCATION							03
<u>EDUCATIONAL SUPPORT</u>							<u>0309.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ADJUSTMENT TO STATE HEALTH							
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							1001850
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		12,936					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		14,183					2261 3
RECORDS MANAGEMENT TF -STATE		9,464					2572 1
TOTAL APPRO.....		36,583					
OTHER PERSONAL SERVICES							030000
RECORDS MANAGEMENT TF -STATE		1,392					2572 1
TOTAL: ADJUSTMENT TO STATE HEALTH							1001850
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							
TOTAL ISSUE.....		37,975					
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
SALARY RATE							000000
SALARY RATE.....		91,938					
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		28,586					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		31,343					2261 3
RECORDS MANAGEMENT TF -STATE		20,914					2572 1
TOTAL APPRO.....		80,843					
TOTAL: SALARY INCREASES FOR FY 2020-21 -							1001950
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							
TOTAL ISSUE.....		80,843					
TOTAL SALARY RATE.....		91,938					

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: LIBRARY/INFO SVCS							45400000
<u>LIBRARY/ARCHIVES/INFO SVCS</u>							45400100
EDUCATION							03
<u>EDUCATIONAL SUPPORT</u>							<u>0309.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		130-					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		68-					2261 3
RECORDS MANAGEMENT TF -STATE		62-					2572 1
TOTAL APPRO.....		260-					
=====							
NONRECURRING EXPENDITURES							2100000
INCREASED BUDGET AUTHORITY FOR LSTA							
LIBRARY GRANTS							2103036
AID TO LOCAL GOVERNMENTS							050000
G/A-LIBRARY GRANTS							050792
FEDERAL GRANTS TRUST FUND -FEDERL		960,000-					2261 3
=====							
ADJUSTMENT FOR LIBRARY GRANTS							2103037
AID TO LOCAL GOVERNMENTS							050000
G/A-LIBRARY GRANTS							050792
FEDERAL GRANTS TRUST FUND -FEDERL		94,598-					2261 3
=====							
ANNUALIZATION OF ADMINISTERED FUNDS APPROPRIATIONS							26A0000
STATEWIDE PAY INCREASE FOR FY 2020-21 - THREE MONTHS							
ANNUALIZATION							26A3100
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		9,529					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		10,448					2261 3
RECORDS MANAGEMENT TF -STATE		6,971					2572 1
TOTAL APPRO.....		26,948					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2021-22	FY 2021-22	FY 2021-22	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
STATE, DEPT OF				45000000
PGM: LIBRARY/INFO SVCS				45400000
<u>LIBRARY/ARCHIVES/INFO SVCS</u>				45400100
EDUCATION				03
<u>EDUCATIONAL SUPPORT</u>				<u>0309.00.00.00</u>
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATE HEALTH INSURANCE ADJUSTMENTS				
FOR FY 2020-21 - FIVE MONTHS				
ANNUALIZATION				26A3400
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND -STATE	9,240			1000 1
FEDERAL GRANTS TRUST FUND -FEDERL	10,131			2261 3
RECORDS MANAGEMENT TF -STATE	6,760			2572 1
TOTAL APPRO.....	26,131			
OTHER PERSONAL SERVICES				030000
RECORDS MANAGEMENT TF -STATE	994			2572 1
TOTAL: STATE HEALTH INSURANCE ADJUSTMENTS				26A3400
FOR FY 2020-21 - FIVE MONTHS				
ANNUALIZATION				
TOTAL ISSUE.....	27,125			
LIBRARY COOPERATIVE GRANT PROGRAM				5600000
AID TO LOCAL GOVERNMENTS				050000
G/A-LIBRARY COOPERATIVES				050780
GENERAL REVENUE FUND -STATE	2,000,000	2,000,000		1000 1

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

The Department of State, Division of Library and Information Services, requests \$2,000,000 in nonrecurring General Revenue for the Library Cooperative Grant Program. This amount is used to meet the annual Maintenance of Effort (MOE) in order to receive federal funding.

The Library Cooperative grant program provides funding to five multi-type library cooperatives to assist them in meeting the educational and informational needs of Florida residents through the sharing of materials among libraries for the development of library service. To cost effectively meet the needs of their clientele, Florida libraries share material and information. This is done using a statewide catalog of Florida library materials that currently includes holdings records for over 25 million items. Library materials included in the statewide catalog are findable by the public and are

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							<u>1103.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SALARY RATE							000000
SALARY RATE.....		1,296,693					
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND							
-STATE		161,614					1000 1
-MATCH		594,862					1000 2
TOTAL GENERAL REVENUE FUND		756,476					1000
=====							
FEDERAL GRANTS TRUST FUND -FEDERL		481,723					2261 3
=====							
LAND ACQUISITION TF		776,933					2423 1
=====							
TOTAL POSITIONS.....		35.00					
TOTAL APPRO.....		2,015,132					
=====							
OTHER PERSONAL SERVICES							030000
GENERAL REVENUE FUND							
-MATCH		14,163					1000 2
LAND ACQUISITION TF		90,272					2423 1
=====							
TOTAL APPRO.....		104,435					
=====							
EXPENSES							040000
GENERAL REVENUE FUND							
-STATE		89,014					1000 1
-MATCH		64,356					1000 2
TOTAL GENERAL REVENUE FUND		153,370					1000
=====							
FEDERAL GRANTS TRUST FUND -FEDERL		24,568					2261 3
=====							
LAND ACQUISITION TF		651,418					2423 1
=====							
TOTAL APPRO.....		829,356					
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							<u>1103.00.00.00</u>
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
AID TO LOCAL GOVERNMENTS							050000
G/A-ARTS GRANTS							050087
FEDERAL GRANTS TRUST FUND -FEDERL		232,231					2261 3
OPERATING CAPITAL OUTLAY							060000
GENERAL REVENUE FUND -STATE		1,100					1000 1
SPECIAL CATEGORIES							100000
G/A-CULTURAL/MUSEUM GRANTS							100123
GENERAL REVENUE FUND -STATE		14,950,000					1000 1
G/A-FL AFR-AM HERITAGE/NET							100573
GENERAL REVENUE FUND -STATE		325,000					1000 1
CONTRACTED SERVICES							100777
GENERAL REVENUE FUND -STATE		90,709					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		18,000					2261 3
LAND ACQUISITION TF -STATE		25,000					2423 1
TOTAL APPRO.....		133,709					
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		20,814					1000 1
HOLOCAUST DOC/EDU CENTER							104561
GENERAL REVENUE FUND -STATE		357,000					1000 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							1103.00.00.00
ESTIMATED EXPENDITURES							1000000
ESTIMATED EXPENDITURES - OPERATIONS							1001000
SPECIAL CATEGORIES							100000
LEASE/PURCHASE/EQUIPMENT							105281
GENERAL REVENUE FUND -STATE		2,094					1000 1
LAND ACQUISITION TF -STATE		5,796					2423 1
TOTAL APPRO.....		7,890					
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND -STATE		10,700					1000 1
FEDERAL GRANTS TRUST FUND -FEDERL		1,749					2261 3
TOTAL APPRO.....		12,449					
TOTAL: ESTIMATED EXPENDITURES - OPERATIONS							1001000
TOTAL POSITIONS.....	35.00						
TOTAL ISSUE.....		18,989,116					
TOTAL SALARY RATE.....		1,296,693					
CASUALTY INSURANCE PREMIUM ADJUSTMENT							1001090
SPECIAL CATEGORIES							100000
RISK MANAGEMENT INSURANCE							103241
GENERAL REVENUE FUND -STATE		11,107-					1000 1
FLORIDA RETIREMENT SYSTEM ADJUSTMENT FOR FY 2020-21 - NORMAL COST AND UNFUNDED ACTUARIAL LIABILITY							1001250
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		1,712					1000 1
GENERAL REVENUE FUND -MATCH		6,304					1000 2
TOTAL GENERAL REVENUE FUND		8,016					1000
FEDERAL GRANTS TRUST FUND -FEDERL		5,106					2261 3

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							1103.00.00.00
ESTIMATED EXPENDITURES							1000000
FLORIDA RETIREMENT SYSTEM							
ADJUSTMENT FOR FY 2020-21 - NORMAL							
COST AND UNFUNDED ACTUARIAL							
LIABILITY							1001250
SALARIES AND BENEFITS							010000
LAND ACQUISITION TF -STATE		8,232					2423 1
TOTAL APPRO.....		21,354					
ADJUSTMENT TO STATE HEALTH							
INSURANCE PREMIUM CONTRIBUTION -							
FY 2020-21 - EFFECTIVE 12/1/2020							1001850
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		1,641					1000 1
-MATCH		6,042					1000 2
TOTAL GENERAL REVENUE FUND		7,683					1000
FEDERAL GRANTS TRUST FUND -FEDERL		4,893					2261 3
LAND ACQUISITION TF -STATE		7,889					2423 1
TOTAL APPRO.....		20,465					
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
SALARY RATE							000000
SALARY RATE.....		42,017					
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND -STATE		3,001					1000 1
-MATCH		11,050					1000 2
TOTAL GENERAL REVENUE FUND		14,051					1000
FEDERAL GRANTS TRUST FUND -FEDERL		8,949					2261 3

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							1103.00.00.00
ESTIMATED EXPENDITURES							1000000
SALARY INCREASES FOR FY 2020-21 -							
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							1001950
SALARIES AND BENEFITS							010000
LAND ACQUISITION TF	-STATE	14,429					2423 1
TOTAL APPRO.....		37,429					
TOTAL: SALARY INCREASES FOR FY 2020-21 -							1001950
STATEWIDE PAY INCREASE - EFFECTIVE							
10/1/2020							
TOTAL ISSUE.....		37,429					
TOTAL SALARY RATE.....		42,017					
REALLOCATION OF HUMAN RESOURCES							
OUTSOURCING							1005900
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND	-STATE	87-					1000 1
FEDERAL GRANTS TRUST FUND	-FEDERL	14-					2261 3
TOTAL APPRO.....		101-					
INTRA-AGENCY REORGANIZATIONS							1800000
MUSEUM PROGRAMS - DEDUCT							1800860
SALARY RATE							000000
SALARY RATE.....		759,026-					
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND	-STATE	279,972-					1000 1
	-MATCH	109,557-					1000 2
TOTAL GENERAL REVENUE FUND		389,529-					1000
LAND ACQUISITION TF	-STATE	817,928-					2423 1

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							1103.00.00.00
INTRA-AGENCY REORGANIZATIONS							1800000
MUSEUM PROGRAMS - DEDUCT							1800860
SALARIES AND BENEFITS							010000
TOTAL POSITIONS.....	21.00-						
TOTAL APPRO.....		1,207,457-					
=====							
OTHER PERSONAL SERVICES							030000
LAND ACQUISITION TF	-STATE	90,272-					2423 1
=====							
EXPENSES							040000
LAND ACQUISITION TF	-STATE	651,418-					2423 1
=====							
SPECIAL CATEGORIES							100000
CONTRACTED SERVICES							100777
LAND ACQUISITION TF	-STATE	25,000-					2423 1
=====							
LEASE/PURCHASE/EQUIPMENT							105281
LAND ACQUISITION TF	-STATE	5,796-					2423 1
=====							
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND	-STATE	6,935-					1000 1
=====							
TOTAL: MUSEUM PROGRAMS - DEDUCT							1800860
TOTAL POSITIONS.....	21.00-						
TOTAL ISSUE.....		1,986,878-					
TOTAL SALARY RATE.....	759,026-						
=====							

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

The Department of State, Division of Cultural Affairs, requests to transfer \$1,590,414 in recurring Land Acquisition Trust Fund (LATF) and \$396,464 in General Revenue funds from Division of Cultural Affairs to the Division of Historical

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2021-22		FY 2021-22		FY 2021-22		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
STATE, DEPT OF						45000000
PGM: CULTURAL AFFAIRS						45500000
CULTURAL AFFAIRS						45500300
ECONOMIC OPPORTUNITIES						11
CULTURAL OPPORTUNITIES						1103.00.00.00
INTRA-AGENCY REORGANIZATIONS						1800000
MUSEUM PROGRAMS - DEDUCT						1800860

Resources. This is to align the Museum of Florida History and the Knott House Museum to reside under the Division of Historical Resources where the Grove Museum and Mission San Luis currently operate under. A total of 7.00 FTE in General Revenue (\$389,529 in Salaries & Benefits), 14.00 FTE in LATF (\$817,928) and along with supporting expenses would transfer. The add budget issue code to the Division of Historical Resources is 1800870 and the deduct issue code from the Division of Cultural Affairs is 1800860.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

6.4 Promote, protect and preserve Florida's rich historical and cultural heritage.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
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A03 - AGY REQUEST FY 2021-22

CHANGES TO CURRENTLY AUTHORIZED POSITIONS

0709 ADMINISTRATIVE ASSISTANT I						
N0022 001	1.00-	25,479-	19,027-	44,506-	0.00	44,506-
2757 MUSEUM ARTISAN						
N0012 001	1.00-	35,459-	20,789-	56,248-	0.00	56,248-
N0017 001	1.00-	29,427-	19,724-	49,151-	0.00	49,151-
N0018 001	1.00-	26,879-	19,274-	46,153-	0.00	46,153-
2761 SENIOR MUSEUM REGISTRAR						
N0010 001	1.00-	43,277-	22,169-	65,446-	0.00	65,446-
2763 MUSEUM EXHIBIT DESIGNER						
N0014 001	1.00-	34,000-	20,531-	54,531-	0.00	54,531-
N0015 001	1.00-	36,951-	21,052-	58,003-	0.00	58,003-
2764 MUSEUM EDUCATION PROGRAM REPRESENTATIVE						
N0002 001	1.00-	30,744-	19,956-	50,700-	0.00	50,700-
2775 SENIOR MUSEUM CURATOR						
N0007 001	1.00-	25,527-	19,036-	44,563-	0.00	44,563-
N0011 001	1.00-	43,305-	22,174-	65,479-	0.00	65,479-

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2021-22		FY 2021-22		FY 2021-22		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

STATE, DEPT OF						45000000
PGM: CULTURAL AFFAIRS						45500000
CULTURAL AFFAIRS						45500300
ECONOMIC OPPORTUNITIES						11
CULTURAL OPPORTUNITIES						1103.00.00.00
INTRA-AGENCY REORGANIZATIONS						1800000
MUSEUM PROGRAMS - DEDUCT						1800860

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A03 - AGY REQUEST FY 2021-22							
CHANGES TO CURRENTLY AUTHORIZED POSITIONS							
N0013 001	1.00-	41,264-		21,813-	63,077-	0.00	63,077-
N0016 001	1.00-	40,551-		21,687-	62,238-	0.00	62,238-
3738 PUBLIC INFORMATION SPECIALIST							
N0005 001	1.00-	33,500-		20,443-	53,943-	0.00	53,943-
1973 CHIEF OF HISTORICAL MUSEUMS-DOS							
N0008 001	1.00-	39,084-		22,594-	61,678-	0.00	61,678-
2236 OPERATIONS & MGMT CONSULTANT II - SES							
N0004 001	1.00-	41,000-		22,934-	63,934-	0.00	63,934-
2506 COMMUNITY ASSISTANCE SPECIALIST II - SES							
N0003 001	1.00-	34,097-		21,712-	55,809-	0.00	55,809-
2766 VISITOR SERVICES/MUSEUM PRGRM SUPV - SES							
N0006 001	1.00-	35,168-		21,902-	57,070-	0.00	57,070-
N0021 001	1.00-	29,344-		20,871-	50,215-	0.00	50,215-
2777 MUSEUM EDUCATION PROGRAM SUPV-SES							
N0020 001	1.00-	46,000-		23,818-	69,818-	0.00	69,818-
2778 MUSEUM PROGRAM MANAGER-SES							
N0009 001	1.00-	43,985-		23,462-	67,447-	0.00	67,447-
N0019 001	1.00-	43,985-		23,462-	67,447-	0.00	67,447-

TOTALS FOR ISSUE BY FUND							
1000 GENERAL REVENUE FUND							389,528-
2423 LAND ACQUISITION TF							817,928-

	21.00-	759,026-		448,430-	1,207,456-		1,207,456-
							=====

OTHER SALARY AMOUNT							
1000 GENERAL REVENUE FUND							1-

							1,207,457-
							=====

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							1103.00.00.00
NONRECURRING EXPENDITURES							2100000
CULTURE BUILDS FLORIDA							2103027
SPECIAL CATEGORIES							100000
G/A-CULTURE BUILDS FLORIDA							100122
GENERAL REVENUE FUND	-STATE	2,881,168-					1000 1
=====							
HOLOCAUST DOCUMENTATION AND EDUCATION CENTER							2103032
SPECIAL CATEGORIES							100000
HOLOCAUST DOC/EDU CENTER							104561
GENERAL REVENUE FUND	-STATE	257,000-					1000 1
=====							
VETO CULTURE BUILDS FLORIDA							2103038
SPECIAL CATEGORIES							100000
G/A-CULTURE BUILDS FLORIDA							100122
GENERAL REVENUE FUND	-STATE	2,881,168					1000 1
=====							
VETO CULTURAL AND MUSEUM GRANTS							2103039
SPECIAL CATEGORIES							100000
G/A-CULTURAL/MUSEUM GRANTS							100123
GENERAL REVENUE FUND	-STATE	1,610,870					1000 1
=====							
VETO FLORIDA HUMANITIES COUNCIL							2103040
SPECIAL CATEGORIES							100000
G/A-FL ENDOWMENT/HUMANITIE							101291
GENERAL REVENUE FUND	-STATE	750,000					1000 1
=====							

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							1103.00.00.00
NONRECURRING EXPENDITURES							2100000
CULTURAL AND MUSEUM GRANTS							2103136
SPECIAL CATEGORIES							100000
G/A-CULTURAL/MUSEUM GRANTS							100123
GENERAL REVENUE FUND -STATE		16,560,870-					1000 1
=====							
FLORIDA HUMANITIES COUNCIL							2103142
SPECIAL CATEGORIES							100000
G/A-FL ENDOWMENT/HUMANITIE							101291
GENERAL REVENUE FUND -STATE		750,000-					1000 1
=====							
FLORIDA AFRICAN-AMERICAN HERITAGE							2103144
PRESERVATION NETWORK							100000
SPECIAL CATEGORIES							100573
G/A-FL AFR-AM HERITAGE/NET							
GENERAL REVENUE FUND -STATE		325,000-					1000 1
=====							
ANNUALIZATION OF ADMINISTERED							26A0000
FUNDS APPROPRIATIONS							
STATEWIDE PAY INCREASE FOR FY							26A3100
2020-21 - THREE MONTHS							010000
ANNUALIZATION							
SALARIES AND BENEFITS							
GENERAL REVENUE FUND -STATE		1,000					1000 1
-MATCH		3,683					1000 2
TOTAL GENERAL REVENUE FUND		4,683					1000
=====							
FEDERAL GRANTS TRUST FUND -FEDERL		2,983					2261 3
=====							
LAND ACQUISITION TF -STATE		4,810					2423 1
=====							
TOTAL APPRO.....		12,476					
=====							

	COL A03	COL A04	COL A05	
	AGY REQUEST	AGY REQ N/R	AG REQ ANZ	
	FY 2021-22	FY 2021-22	FY 2021-22	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
STATE, DEPT OF				45000000
PGM: CULTURAL AFFAIRS				45500000
CULTURAL AFFAIRS				45500300
ECONOMIC OPPORTUNITIES				11
CULTURAL OPPORTUNITIES				<u>1103.00.00.00</u>
ANNUALIZATION OF ADMINISTERED				
FUNDS APPROPRIATIONS				26A0000
STATE HEALTH INSURANCE ADJUSTMENTS				
FOR FY 2020-21 - FIVE MONTHS				
ANNUALIZATION				26A3400
SALARIES AND BENEFITS				010000
GENERAL REVENUE FUND				
-STATE	1,172			1000 1
-MATCH	4,316			1000 2
TOTAL GENERAL REVENUE FUND	5,488			1000
FEDERAL GRANTS TRUST FUND				
-FEDERL	3,495			2261 3
LAND ACQUISITION TF				
-STATE	5,635			2423 1
TOTAL APPRO.....	14,618			
CULTURAL PROGRAM GRANTS				4900000
CULTURAL AND MUSEUM GRANTS				4900100
SPECIAL CATEGORIES				100000
G/A-CULTURAL/MUSEUM GRANTS				100123
GENERAL REVENUE FUND				
-STATE	5,000,000	5,000,000		1000 1

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE:

IT COMPONENT? NO

The Department of State, Division of Cultural Affairs, requests \$5,000,000 nonrecurring funding in General Revenue for the Cultural and Museum grant program (General Program Support), awarding up to \$150,000 for non-profit, tax-exempt Florida corporations. The final FY 2021-22 Cultural and Museum grant (General Program Support) list was not available at the time of the Department's budget submission. The final approved list and total funding amount will be available on the Division's website
<http://dos.myflorida.com/cultural/grants/grant-resources/grant-awards-recommendations/ranked-application-lists/>.

Funding for the Cultural and Museum grant program (General Program Support) is authorized in s. 265.286, F.S., and administered by 1T-1.036, Florida Administrative Code. This program is designed to support the general program activities of an organization engaged in conducting, creating, producing, presenting, staging, or sponsoring multiple cultural exhibits, performances, events, or providing cultural services during the grant period. Grantees match awards dollar for dollar with cash and in-kind contributions. Applicants may apply for one Cultural and Museum Grant (General Program Support) or one Culture Builds Florida Grant (Specific Cultural Projects), but may not apply for both.

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
CULTURAL AFFAIRS							45500300
ECONOMIC OPPORTUNITIES							11
CULTURAL OPPORTUNITIES							1103.00.00.00
CULTURAL PROGRAM GRANTS							4900000
CULTURAL AND MUSEUM GRANTS							4900100

Eligible applications are reviewed in an open competitive process by peer review panels. Panel recommendations are then reviewed by the Florida Council on Arts and Culture and forwarded to the Secretary of State for approval. Subject to Legislative appropriation, all applications approved by the Secretary of State will be awarded their full requested fund amount or award amounts will be determined by a score-based formula that proportionally distributes the appropriation.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

6.4 Promote, protect and preserve Florida's rich historical and cultural heritage.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

INTERNATIONAL OPERATIONS							7100000
INTERNATIONAL AFFAIRS OFFICE							7100040
SALARY RATE							000000
SALARY RATE.....	80,000						
=====							
SALARIES AND BENEFITS							010000
GENERAL REVENUE FUND	1.00						
-STATE		109,832					1000 1
=====							
EXPENSES							040000
GENERAL REVENUE FUND							
-STATE		9,900	3,895				1000 1
=====							
SPECIAL CATEGORIES							100000
TR/DMS/HR SVCS/STW CONTRCT							107040
GENERAL REVENUE FUND							
-STATE		331					1000 1
=====							
TOTAL: INTERNATIONAL AFFAIRS OFFICE							7100040
TOTAL POSITIONS.....	1.00						
TOTAL ISSUE.....		120,063	3,895				
TOTAL SALARY RATE.....	80,000						
=====							

COL A03		COL A04		COL A05		CODES
AGY REQUEST		AGY REQ N/R		AG REQ ANZ		
FY 2021-22		FY 2021-22		FY 2021-22		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

STATE, DEPT OF						45000000
PGM: CULTURAL AFFAIRS						45500000
CULTURAL AFFAIRS						45500300
ECONOMIC OPPORTUNITIES						11
CULTURAL OPPORTUNITIES						1103.00.00.00
INTERNATIONAL OPERATIONS						7100000
INTERNATIONAL AFFAIRS OFFICE						7100040

AGENCY ISSUE NARRATIVE:

2021-2022 BUDGET YEAR NARRATIVE: IT COMPONENT? NO
 The Department of State, Division of Cultural Affairs, requests \$120,063 (\$116,168 recurring and \$3,895 nonrecurring) in budget authority from the General Revenue Fund for 1.00 Full Time Equivalent (FTE) position to establish the Office of International Affairs. During the 2020 Legislative Session Chapter 2020-93, Laws of Florida was signed into law which established the Office of International Affairs and designated the Secretary of State as the State's Protocol Officer and serve as the global ambassador for the State of Florida in diplomatic, economic, and cultural exchanges with the international community. The requested position will assist and provide needed coordination for the Secretary of State in delivering this critical communication with our international partners.

FLORIDA STRATEGIC PLAN FOR ECONOMIC DEVELOPMENT:

5.2 Improve the efficiency and effectiveness of government agencies at all levels.

DEPARTMENT OF STATE LONG RANGE PROGRAM PLAN:

To create opportunities for every Floridian to participate in what our state offers through culture, history, information, business, and elections, ensuring that all Floridians can appreciate and are educated about the Department's mission through individual relationships and partnerships within Florida's communities.

POSITION DETAIL OF SALARIES AND BENEFITS:

	FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A03 - AGY REQUEST FY 2021-22							
NEW POSITIONS							
2225 SENIOR MANAGEMENT ANALYST II - SES							
N0001 001	1.00	80,000		29,832	109,832	0.00	109,832
TOTALS FOR ISSUE BY FUND							
1000 GENERAL REVENUE FUND							109,832
	1.00	80,000		29,832	109,832		109,832

	COL A03		COL A04		COL A05		CODES
	AGY REQUEST FY 2021-22 POS	AMOUNT	AGY REQ N/R FY 2021-22 POS	AMOUNT	AG REQ ANZ FY 2021-22 POS	AMOUNT	
STATE, DEPT OF							45000000
PGM: CULTURAL AFFAIRS							45500000
<u>CULTURAL AFFAIRS</u>							45500300
ECONOMIC OPPORTUNITIES							11
<u>CULTURAL OPPORTUNITIES</u>							<u>1103.00.00.00</u>
TOTAL: CULTURAL OPPORTUNITIES							<u>1103.00.00.00</u>
BY FUND TYPE							
GENERAL REVENUE FUND		5,901,752		5,003,895			1000
TRUST FUNDS		783,683					2000
TOTAL POSITIONS.....	15.00						
TOTAL PROG COMP.....		6,685,435		5,003,895			
TOTAL SALARY RATE.....		659,684					
		=====		=====			

											COL A01	COL A02	COL A03	COL A04
											ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
											EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF _____ 45000000														
FUND: FEDERAL GRANTS TRUST FUND 2261														
SECTION I: DETAIL OF REVENUES														
REVENUE	CAP	SVC	AUTH	MATCHING %			CFDA							
CODE		CHG%	ST	I/C	LOC	I/C	NO.							
02 INTEREST-STATE TREASURY														
000504	NO	0.0	17.61	0.00	0.00			97,066	687,000	430,000				
04 GRANTS-HAVA														
000700	NO	0.0	97.012	5.00	C	0.00	90.401	21,506,406						
05 DOT TRANSFER IN FROM 2540														
001510	NO	0.0	267.031	0.00	0.00		20.205	180,712						
07 NAT'L PARK SERVICE														
000700	NO	0.0	267.031	60.00	C	40.00	C 15.904	1,130,178	1,078,015	1,078,015				
10 NAT'L ENDOWMENT F/ARTS														
000700	NO	0.0	267.031	0.00	0.00		45.025	46,411	62,746					
11 NAT'L ENDOWMENT FOR THE ARTS														
000700	NO	0.0	265.606	25.00	C	25.00	C 45.025	579,044	871,430	871,430				
12 PRIOR YR REFUND														
001800	NO	0.0	216.177	0.00	0.00			1,267						
12 TRANSFER IN DOT,2540														
001510	NO	0.0	267.031	0.00	0.00		20.205	60,238						
13 NAT'L ENDOWMENT FOR THE ARTS CARES														
000700	NO	0.0	265.606	0.00	0.00		45.025		602,800					
20 PRIOR YEAR REFUNDS														
001800	NO	0.0	216.177	0.00	0.00			6,476						
21 PRIOR YEAR REFUNDS														
001800	NO	0.0	216.177	0.00	0.00			40,223						
22 INSTITUTE OF MUSEUM/LIBRARY SERVICES														
000700	NO	0.0	257.12	34.00	C	0.00	45.310	7,812,944	8,971,751	8,971,751				
23 INTERST-GRANTS REVENUE-(FEDERAL)														
000504	NO	0.0	257.12	0.00	0.00			11	12	12				
30 NATIONAL MARITIME HERITAGE GRANT														
000700	NO	0.0	267.031	0.00	100.00	C	15.925	34,856	13,884					
31 GRANTS-HAVA CARES														
001904	NO	0.0	97.012	20.00	C	0.00	90.401	20,152,160						
32 12 MONTH OLD WARRANT CANCELLATION														
003800	NO	0.0	17.61	0.00	0.00			32,706						
32 NATIONAL PARK SERVICE EMERGENCY GRANT														
000700	NO	0.0	267.031	0.00	0.00		15.957	150,000	5,728,724	10,200,000				
33 WARRANT CANCELLATION														
003700	NO	0.0	17.61	0.00	0.00			24						
TOTAL TO LINE B IN SECTION IV											51,830,722	18,016,362	21,551,208	

	COL A01 ACT PR YR EXP 2019-20	COL A02 CURR YR EST EXP 2020-21	COL A03 AGY REQUEST FY 2021-22	COL A04 AGY REQ N/R FY 2021-22
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STATE, DEPT OF _____ 45000000

FUND: FEDERAL GRANTS TRUST FUND 2261

SECTION II: DETAIL OF NONOPERATING EXPENDITURES

	OBJECT CODE	TRANSFER TO BE	CFDA NO.			
01 BUDGET ENTITIIY TRANSFER OUT TO 45010200	810000	45500200		2,799,628		
03 TRANSFER TO FDLE, 2261, HAVA	811000	71700100		77,580	95,000	95,000
04 BUDGET ENTITY TRANSFER IN 45100200/2261	810000	45010200		2,799,628-		
05 BUDGET ENTITY TRANSFER IN 45400100/2261	810000	45010200		119,285-	192,858-	194,990-
11 BUDGET ENTITY TRANSFER OUT	810000	45200700		44,089-		
27 BUDGET ENTITY TRANSFER OUT 45010200/2261	810000	45010200		119,285	192,858	194,900
TOTAL TO LINE E IN SECTION IV				33,491	95,000	94,910

SECTION III: ADJUSTMENTS

	OBJECT CODE				
04 ADJUST TO LINE A - PAYABLE NOT CERT FWD	991000		35,417		
06 SWFS ADJUSTMENT #B4500026-DUE FROM OTH DE	991000		1,493		
07 SWFS ADJUSTMENT #B4500006 - COMMITED FUND	991000		47,987		
07 SWFS #B4500022 - DUE TO OTHER DEP	991000		56,466		
08 SWFS ADJUSTMENT #B4500026 - ADV AGENCIES	991000		146,473-		
09 ADJ TO LINE A - TR10 ADJUSTING ENTRIES	991000		733-		
13 TR10 ADJUSTING ENTRIES	991000		6,225		
15 TR10 ADJUSTING ENTRIES	991000		13,657		
36 ADJ TO LINE A - TR10 ADJUSTING ENTRIES	991000		181,880	580,768	
37 SWFS ADJUSTMENT #B4500007 - DUE OTHE DEP	991000		54,891		
38 ADJUSTMENT TO LINE A - PAYABLE NOT CER	991000		418,494		
38 OPERATING EXPENDITURE ADJUSTMENT	991000		4,959,699	8,054,000	
TOTAL TO LINE H IN SECTION IV				5,629,003	8,634,768

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1	(A)	6,385,381	41,168,460	42,519,902	
ADD: REVENUES (FROM SECTION I)	(B)	51,830,722	18,016,362	21,551,208	
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)	58,216,103	59,184,822	64,071,110	
LESS: OPERATING EXPENDITURES	(D)	17,683,456	17,150,688	18,110,003	7,600,000
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)	33,491	95,000	94,910	
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)	4,959,699	8,054,000		
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)	35,539,457	33,885,134	45,866,197	
NET ADJUSTMENTS (FROM SECTION III)	(H)	5,629,003	8,634,768		

	COL A01	COL A02	COL A03	COL A04
	ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
	EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF _____ 45000000				
FUND: FEDERAL GRANTS TRUST FUND 2261				
SECTION IV: SUMMARY				
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30 (I)	41,168,460	42,519,902	45,866,197	
TOTAL UNRESERVED FUND BALANCE FROM STATEWIDE CFO FILE:	6,385,381			

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE				
	STATE(S)	RESTRICTED(R)			
	NONSTATE(N)	UNRESTRICTED(U)			
01 NATIONAL ENDOWMENT FOR THE ARTS	N	R		697,025	784,772
01 FEDERAL HELP AMERICA VOTE ACT	N	R	40,792,332	37,909,010	30,643,686
02 NATIONAL PARK SERVICE	N	R	376,128	3,913,867	13,986,530
02 LIBRARY SERVICES AND TECHNOLOGY ACT	N	R			451,209
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			41,168,460	42,519,902	45,866,197

										COL A01	COL A02	COL A03	COL A04
										ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
										EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF _____ 45000000													
FUND: GRANTS AND DONATIONS TF 2339													
SECTION I: DETAIL OF REVENUES													
	REVENUE	CAP	SVC	AUTH		MATCHING %		CFDA					
	CODE		CHG%	ST		I/C LOC I/C		NO.					
03	CENTER FOR ELECTION GRANT												
	001111	NO	0.0	265		0.00 0.00				553,000			
TOTAL TO LINE B IN SECTION IV											553,000		
SECTION II: DETAIL OF NONOPERATING EXPENDITURES													
						OBJECT	TRANSFER	CFDA					
						CODE	TO BE	NO.					
01	TRANSFER FROM 45200700/2339					810000				169,000-			
09	BUDGET ENTITY TRANSFER OUT 45010200/2339					810000	45010200			169,000			
TOTAL TO LINE E IN SECTION IV													
SECTION III: ADJUSTMENTS													
						OBJECT							
						CODE							
04	OPERATING EXPENDITURE ADJUSTMENT					991000				553,000-			
28	SEPTEMBER 2020 CF REVERSIONS					991000				79,750			
TOTAL TO LINE H IN SECTION IV											473,250-		
SECTION IV: SUMMARY													
UNRESERVED FUND BALANCE - JULY 1	(A)									272,894	193,144	103,894	
ADD: REVENUES (FROM SECTION I)	(B)										553,000		
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)									272,894	746,144	103,894	
LESS: OPERATING EXPENDITURES	(D)									79,750	169,000		
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)												
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)												
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)									193,144	577,144	103,894	
NET ADJUSTMENTS (FROM SECTION III)	(H)										473,250-		
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)									193,144	103,894	103,894	
TOTAL UNRESERVED FUND BALANCE FROM STATEWIDE CFO FILE:										272,894			

	COL A01	COL A02	COL A03	COL A04
	ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
	EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF _____ 45000000				
FUND: GRANTS AND DONATIONS TF 2339				

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE				
	STATE(S)	RESTRICTED(R)			
	NONSTATE(N)	UNRESTRICTED(U)			
01 GRANT FUNDS	S	U	193,144	103,894	103,894
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			193,144	103,894	103,894

										COL A01	COL A02	COL A03	COL A04
										ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
										EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF _____ 45000000													
FUND: LAND ACQUISITION TF 2423													
SECTION I: DETAIL OF REVENUES													
	REVENUE	CAP	SVC	AUTH	MATCHING %		CFDA						
	CODE		CHG%	ST	I/C	LOC	I/C	NO.					
02	ROYALTIES												
	000115	NO	8.0	267.031	0.00	0.00		293	400	400			
07	LAND ACQUISITION TRUST FUND/2423/DEP												
	001500	NO	0.0	20.106	0.00	0.00		9,588,425	9,500,000	9,500,000			
TOTAL TO LINE B IN SECTION IV										9,588,718	9,500,400	9,500,400	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES													
	OBJECT	TRANSFER	CFDA										
	CODE	TO BE	NO.										
01	TRANSFER IN FROM 45200700/2423	810000	45010200					67,732-	69,211-	70,267-			
05	BUDGET ENTITY TRANSFER IN 45200700/2423	810000	45500300					1,428,150-	1,579,969-	104,862-			
08	TRANSFER TO GENERAL REVENUE-SERV CHRG	880800						6					
09	BUDGET ENTITY TRANSFER OUT 45500300/2423	810000	45500300					1,428,150	1,579,969	104,862			
10	BUDGET ENTITY TRANSFER OUT 45010200/2423	810000	45010200					67,732	69,211	70,267			
11	5% TRUST FUND RESERVE	999000								475,000			
14	TRANSFER TO DEP FOR TAXES TRAN IN ERROR	810000						339,914					
TOTAL TO LINE E IN SECTION IV										339,920		475,000	
SECTION III: ADJUSTMENTS													
	OBJECT												
	CODE												
03	SWFS ADJ B45000016 TO RECORD SVC CHG GR	991000						23					
05	SWFS ADJ B4500012 TO RECORD DUE OTH DEP	991000						358,383					
10	ADJ TO LINE A PY ACCTS PAYABLE	991000						31,408-					
11	TR 10 - ADJUSTING ENTRIES	991000						106,427-					
12	SEPTEMBER 2020 CF REVERSIONS	991000							343,561				
TOTAL TO LINE H IN SECTION IV										220,571	343,561		

		COL A01 ACT PR YR EXP 2019-20	COL A02 CURR YR EST EXP 2020-21	COL A03 AGY REQUEST FY 2021-22	COL A04 AGY REQ N/R FY 2021-22
STATE, DEPT OF	45000000				
FUND: LAND ACQUISITION TF	2423				
SECTION IV: SUMMARY					
UNRESERVED FUND BALANCE - JULY 1	(A)	948,540	1,624,441	1,820,973	
ADD: REVENUES (FROM SECTION I)	(B)	9,588,718	9,500,400	9,500,400	
TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)	10,537,258	11,124,841	11,321,373	
LESS: OPERATING EXPENDITURES	(D)	8,793,468	9,647,429	9,700,689	
LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)	339,920		475,000	
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)				
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)	1,403,870	1,477,412	1,145,684	
NET ADJUSTMENTS (FROM SECTION III)	(H)	220,571	343,561		
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)	1,624,441	1,820,973	1,145,684	
TOTAL UNRESERVED FUND BALANCE FROM STATEWIDE CFO FILE:		948,540			

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE				
	STATE(S)	RESTRICTED(R)			
	NONSTATE(N)	UNRESTRICTED(U)			
01 TRANSFER IN DEP LAND MANAGEMENT	S	U	1,624,441	1,820,973	1,040,822
01 LAND ACQUISITION TRUST FUND-DEP	S	U			104,862
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			1,624,441	1,820,973	1,145,684

										COL A01	COL A02	COL A03	COL A04
										ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
										EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF _____ 45000000													
FUND: OPERATING TRUST FUND 2510													
SECTION I: DETAIL OF REVENUES													
	REVENUE	CAP	SVC	AUTH	MATCHING %		CFDA						
	CODE		CHG%	ST	I/C	LOC	I/C	NO.					
05	TRANSFERS IN FROM DOT												
	001510	NO	0.0	267.061	0.00	0.00	20.205		180,802	243,865	261,471		
TOTAL TO LINE B IN SECTION IV										180,802	243,865	261,471	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES													
					OBJECT	TRANSFER	CFDA						
					CODE	TO BE	NO.						
03	5% TRUST FUND RESERVE				999000						12,193		
05	TRANSFER OUT TO FEDERAL TF, 2261				810000	45200700			44,090-				
TOTAL TO LINE E IN SECTION IV										44,090-		12,193	
SECTION III: ADJUSTMENTS													
					OBJECT								
					CODE								
TOTAL TO LINE H IN SECTION IV													
SECTION IV: SUMMARY													
	UNRESERVED FUND BALANCE - JULY 1	(A)								4,047			
	ADD: REVENUES (FROM SECTION I)	(B)						180,802	243,865	261,471			
	TOTAL FUNDS AVAILABLE (LINE A + LINE B)	(C)						180,802	247,912	261,471			
	LESS: OPERATING EXPENDITURES	(D)						220,845	247,912	249,278			
	LESS: NONOPERATING EXPENDITURES (SECTION II)	(E)						44,090-		12,193			
	LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY)	(F)											
	UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ	(G)						4,047					
	NET ADJUSTMENTS (FROM SECTION III)	(H)											
	ADJUSTED UNRESERVED FUND BALANCE - JUNE 30	(I)						4,047					

TOTAL UNRESERVED FUND BALANCE FROM STATEWIDE CFO FILE:

		COL A01	COL A02	COL A03	COL A04
		ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
		EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF _____	45000000				
FUND: OPERATING TRUST FUND	2510				

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE		
	STATE(S)	RESTRICTED(R)	
	NONSTATE(N)	UNRESTRICTED(U)	
05 TRANSFERS IN FROM DOT	N	R	4,047
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			4,047

										COL A01	COL A02	COL A03	COL A04
										ACT PR YR	CURR YR EST	AGY REQUEST	AGY REQ N/R
										EXP 2019-20	EXP 2020-21	FY 2021-22	FY 2021-22
STATE, DEPT OF _____ 45000000													
FUND: RECORDS MANAGEMENT TF 2572													
SECTION I: DETAIL OF REVENUES													
	REVENUE	CAP	SVC	AUTH	MATCHING %		CFDA						
	CODE		CHG%	ST	I/C	LOC	I/C	NO.					
41	ADV FL ADM REGISTER-STA	001903	NO	0.0	120.55	0.00	0.00		388,324	390,000	390,000		
42	ADV FL ADM REGISTER-NS	001905	YES	8.0	120.55	0.00	0.00		76,466	77,000	77,000		
43	MICRO/ARCHIVAL STOR-STA	001905	YES	0.0	257.375	0.00	0.00		573,558	677,172	677,172		
44	MICRO/ARCHIVAL STOR-NS	001905	YES	8.0	257.375	0.00	0.00		133,589	135,000	135,000		
45	CERT/COPIES/ADM REG-STA	001903	NO	0.0	120.55	0.00	0.00		36				
46	CERT/COPIES/AD REG-NS	001904	NO	8.0	257.375	0.00	0.00		82,346	83,000	83,000		
49	PRIOR YEAR ADJUSTING ENTRY-ROYALTIES	000115	NO	0.0	257.375	0.00	0.00		25,612	26,000	26,000		
TOTAL TO LINE B IN SECTION IV										1,279,931	1,388,172	1,388,172	
SECTION II: DETAIL OF NONOPERATING EXPENDITURES													
		OBJECT	TRANSFER	CFDA									
		CODE	TO BE	NO.									
18	SERVICE CHARGE TO GENERAL REVENUE	880800							28,371	28,400	28,400		
19	REFUND OF STATE REVENUES	860000							5,074				
22	REFUND OF NONSTATE REVENUES	860000							1,333				
TOTAL TO LINE E IN SECTION IV										34,778	28,400	28,400	
SECTION III: ADJUSTMENTS													
		OBJECT											
		CODE											
02	SEPTEMBER 2020 CF REVERSIONS	991000							9,070				
04	OPERATING EXPENDITURE ADJUSTMENT	991000							239		239		
14	SWFS ADJ TO ADJUST FOR SVC CHG TO GR	991000							5,686-				
60	SWFS ADJ-B4500017 - DUE FROM OTH DEP	991000							5,686				
66	SWFS ADJ-B4500017 - NET INV CAP ASSETS	991000							44				

	COL A01 ACT PR YR EXP 2019-20	COL A02 CURR YR EST EXP 2020-21	COL A03 AGY REQUEST FY 2021-22	COL A04 AGY REQ N/R FY 2021-22
STATE, DEPT OF _____ 45000000				
FUND: RECORDS MANAGEMENT TF 2572				
SECTION III: ADJUSTMENTS				
	OBJECT CODE			
TOTAL TO LINE H IN SECTION IV	44	9,309	239	

SECTION IV: SUMMARY

UNRESERVED FUND BALANCE - JULY 1 (A)	901,882	976,952	619,455	
ADD: REVENUES (FROM SECTION I) (B)	1,279,931	1,388,172	1,388,172	
TOTAL FUNDS AVAILABLE (LINE A + LINE B) (C)	2,181,813	2,365,124	2,007,627	
LESS: OPERATING EXPENDITURES (D)	1,170,127	1,726,578	1,741,303	
LESS: NONOPERATING EXPENDITURES (SECTION II) (E)	34,778	28,400	28,400	
LESS: FIXED CAPITAL OUTLAY (TOTAL ONLY) (F)				
UNRESERVED FUND BALANCE - JUNE 30 - BEFORE ADJ (G)	976,908	610,146	237,924	
NET ADJUSTMENTS (FROM SECTION III) (H)	44	9,309	239	
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30 (I)	976,952	619,455	238,163	
TOTAL UNRESERVED FUND BALANCE FROM STATEWIDE CFO FILE:	901,882			

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCE

	FUNDING SOURCE				
	STATE(S)	RESTRICTED(R)			
	NONSTATE(N)	UNRESTRICTED(U)			
58 ADMINISTRATIVE REGISTER/ARCHIVES	S	R	976,952	619,455	238,163
ADJUSTED UNRESERVED FUND BALANCE - JUNE 30			976,952	619,455	238,163

450000 DEPARTMENT OF STATE

20 2 261011 FEDERAL GRANTS TRUST FUND -HELP AMERICA VOTE ACT

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	89,352.22
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	44,055,920.42
15100	ACCOUNTS RECEIVABLE	
001202	PENALTIES	104.10
001801	REIMBURSEMENTS	1,801.82
001904	SALE OF GOODS OUTSIDE STATE GOVERNMENT	5.00
	** GL 15100 TOTAL	1,910.92
15300	INTEREST AND DIVIDENDS RECEIVABLE	
000000	BALANCE BROUGHT FORWARD	28,677.19
15900	ALLOWANCE FOR UNCOLLECTIBLES	
001202	PENALTIES	15.00-
001904	SALE OF GOODS OUTSIDE STATE GOVERNMENT	5.00-
	** GL 15900 TOTAL	20.00-
31100	ACCOUNTS PAYABLE	
000000	BALANCE BROUGHT FORWARD	60,597.78
030000	OTHER PERSONAL SERVICES	0.00
030000	CF OTHER PERSONAL SERVICES	74,994.67-
040000	EXPENSES	0.00
040000	CF EXPENSES	749.69-
100495	SW VOTER REGISTR SYST/HAVA	10,112.97-
100777	CONTRACTED SERVICES	0.00
100777	CF CONTRACTED SERVICES	578,372.01-
107020	G/A-ELECT SECURITY GRANTS	45,130.75-
107020	CF G/A-ELECT SECURITY GRANTS	521,307.46-
	** GL 31100 TOTAL	1,170,069.77-
32100	ACCRUED SALARIES AND WAGES	
000000	BALANCE BROUGHT FORWARD	2,200.73-
35300	DUE TO OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	59,393.53-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	36,737,536.22-

450000 DEPARTMENT OF STATE

20 2 261011 FEDERAL GRANTS TRUST FUND -HELP AMERICA VOTE ACT

G-L	G-L ACCOUNT NAME		BEGINNING BALANCE
CAT			
57200	RESTRICTED BY FEDERAL GOVERNMENT		
000000	BALANCE BROUGHT FORWARD		6,206,640.50-
94100	ENCUMBRANCES		
030000	CF	OTHER PERSONAL SERVICES	34,105.00
040000	CF	EXPENSES	190,400.26
100777	CF	CONTRACTED SERVICES	2,110,954.70
107020		G/A-ELECT SECURITY GRANTS	15,779.89
107020	CF	G/A-ELECT SECURITY GRANTS	400,388.91
210004	CF	DP ASSESSMENT (DMS)	26,031.00
		** GL 94100 TOTAL	2,777,659.76
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE		
030000	CF	OTHER PERSONAL SERVICES	34,105.00-
040000	CF	EXPENSES	190,400.26-
100777	CF	CONTRACTED SERVICES	2,110,954.70-
107020		G/A-ELECT SECURITY GRANTS	15,779.89-
107020	CF	G/A-ELECT SECURITY GRANTS	400,388.91-
210004	CF	DP ASSESSMENT (DMS)	26,031.00-
		** GL 98100 TOTAL	2,777,659.76-
		*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 261012 FEDERAL GRANTS TRUST FUND - HISTORICAL RESOURCES

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	258,334.45
16400	DUE FROM FEDERAL GOVERNMENT	
000000	BALANCE BROUGHT FORWARD	61,559.65
31100	ACCOUNTS PAYABLE	
030000	OTHER PERSONAL SERVICES	0.00
030000	CF OTHER PERSONAL SERVICES	6,797.00-
040000	EXPENSES	0.00
040000	CF EXPENSES	482.61-
060000	OPERATING CAPITAL OUTLAY	0.00
060000	CF OPERATING CAPITAL OUTLAY	3,884.40-
105281	LEASE/PURCHASE/EQUIPMENT	0.00
105281	CF LEASE/PURCHASE/EQUIPMENT	569.83-
	** GL 31100 TOTAL	11,733.84-
35300	DUE TO OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	1,493.37-
35500	DUE TO OTHER GOVERNMENTAL UNITS	
101548	GRANTS AND AIDS - HISTORIC PRESERVATION GRA	0.00
38900	REVENUES RECEIVED IN ADVANCE - CURRENT	
001510	TRANSFER OF FEDERAL FUNDS	0.00
45100	ADVANCES FROM OTHER FUNDS BETWEEN DEPA	
000000	BALANCE BROUGHT FORWARD	12,998.05-
001510	TRANSFER OF FEDERAL FUNDS	60,238.50-
	** GL 45100 TOTAL	73,236.55-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	280,498.57-
57200	RESTRICTED BY FEDERAL GOVERNMENT	
000000	BALANCE BROUGHT FORWARD	47,068.23
94100	ENCUMBRANCES	
030000	CF OTHER PERSONAL SERVICES	59.00
101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	75,750.00
140020	20 G/A-SPEC CAT-ACQ, REST/HIS	499,999.00
	** GL 94100 TOTAL	575,808.00

450000 DEPARTMENT OF STATE

20 2 261012 FEDERAL GRANTS TRUST FUND - HISTORICAL RESOURCES

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
030000	CF OTHER PERSONAL SERVICES	59.00-
101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	75,750.00-
140020	20 G/A-SPEC CAT-ACQ, REST/HIS	499,999.00-
	** GL 98100 TOTAL	575,808.00-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 261013 FEDERAL GRANTS TRUST FUND - LIBRARY SERVICES

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	106,670.66
31100	ACCOUNTS PAYABLE	
010000	SALARIES AND BENEFITS	0.00
010000 CF	SALARIES AND BENEFITS	7,695.28-
050792	G/A-LIBRARY GRANTS	0.00
050792 CF	G/A-LIBRARY GRANTS	335,629.00-
060000	OPERATING CAPITAL OUTLAY	1,635.43
060000 CF	OPERATING CAPITAL OUTLAY	1,635.43-
100777	CONTRACTED SERVICES	0.00
100777 CF	CONTRACTED SERVICES	32,795.82-
101977	LIBRARY RESOURCES	0.00
101977 CF	LIBRARY RESOURCES	41,600.23-
105281	LEASE/PURCHASE/EQUIPMENT	0.00
105281 CF	LEASE/PURCHASE/EQUIPMENT	773.58-
	** GL 31100 TOTAL	418,493.91-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	587,933.04
57200	RESTRICTED BY FEDERAL GOVERNMENT	
000000	BALANCE BROUGHT FORWARD	276,109.79-
94100	ENCUMBRANCES	
040000 CF	EXPENSES	4,452.82
050792 CF	G/A-LIBRARY GRANTS	165,219.00
100777 CF	CONTRACTED SERVICES	20,482.55
101977 CF	LIBRARY RESOURCES	162,611.04
105281 CF	LEASE/PURCHASE/EQUIPMENT	441.56
	** GL 94100 TOTAL	353,206.97
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
040000 CF	EXPENSES	4,452.82-
050792 CF	G/A-LIBRARY GRANTS	165,219.00-
100777 CF	CONTRACTED SERVICES	20,482.55-
101977 CF	LIBRARY RESOURCES	162,611.04-
105281 CF	LEASE/PURCHASE/EQUIPMENT	441.56-
	** GL 98100 TOTAL	353,206.97-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE		BEGINNING BALANCE
20 2 261014 FEDERAL GRANTS TRUST FUND - CULTURAL AFFAIRS		
G-L	G-L ACCOUNT NAME	
CAT		BEGINNING BALANCE
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	3,971.27
31100	ACCOUNTS PAYABLE	
050087	G/A-ARTS GRANTS	3,750.00
050087	CF G/A-ARTS GRANTS	16,250.00-
	** GL 31100 TOTAL	12,500.00-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	40,615.93
57200	RESTRICTED BY FEDERAL GOVERNMENT	
000000	BALANCE BROUGHT FORWARD	32,087.20-
94100	ENCUMBRANCES	
050087	CF G/A-ARTS GRANTS	35,417.00
100777	CF CONTRACTED SERVICES	1,440.00
	** GL 94100 TOTAL	36,857.00
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
050087	CF G/A-ARTS GRANTS	35,417.00-
100777	CF CONTRACTED SERVICES	1,440.00-
	** GL 98100 TOTAL	36,857.00-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 279001 FLORIDA FINE ARTS TRUST FUND DOS

G-L	G-L ACCOUNT NAME	CAT	BEGINNING BALANCE
12100	UNRELEASED CASH IN STATE TREASURY		
000000	BALANCE BROUGHT FORWARD		0.00
15900	ALLOWANCE FOR UNCOLLECTIBLES		
001800	REFUNDS		0.00
16400	DUE FROM FEDERAL GOVERNMENT		
000700	U S GRANTS		0.00
001500	TRANSFERS		0.00
	** GL 16400 TOTAL		0.00
38800	UNEARNED REVENUE - CURRENT		
000000	BALANCE BROUGHT FORWARD		0.00
000700	U S GRANTS		0.00
	** GL 38800 TOTAL		0.00
54900	COMMITTED FUND BALANCE		
000000	BALANCE BROUGHT FORWARD		0.00
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES		
000000	BALANCE BROUGHT FORWARD		0.00
	*** FUND TOTAL		0.00

450000 DEPARTMENT OF STATE

20 2 339085 GRANTS AND DONATIONS TF DOS-DIV OF ARCHIVES

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	272,099.86
15100	ACCOUNTS RECEIVABLE	
000100	FEEES	1,036.00
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000000	BALANCE BROUGHT FORWARD	2,056.00-
16500	DUE FROM OTHER GOVERNMENTAL UNITS	
000100	FEEES	1,814.00
17400	WORK IN PROCESS	
100777	CF CONTRACTED SERVICES	0.00
31100	ACCOUNTS PAYABLE	
040000	EXPENSES	0.00
040000	CF EXPENSES	0.00
	** GL 31100 TOTAL	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	90,824.04-
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
55600	RESERVED FOR FCO AND GRANTS/AID - FCO	
080901	09 CENTRAL FAC/MAINT & REPAIR	0.00
084603	06 MISSION SAN LUIS FORT CONSTRUCTION	0.00
084603	07 MISSION SAN LUIS FORT CONSTRUCTION	0.00
140222	08 LIGHTHOUSE RESTORATION PRJ	0.00
	** GL 55600 TOTAL	0.00
57300	RESTRICTED BY GRANTORS AND CONTRIBUTOR	
000000	BALANCE BROUGHT FORWARD	182,069.82-
94100	ENCUMBRANCES	
100777	CF CONTRACTED SERVICES	79,750.00
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE	
100777	CF CONTRACTED SERVICES	79,750.00-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 339097 GRANTS & DONATIONS HELP AMERICA VOTE ACT (HAVA)

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
31100	ACCOUNTS PAYABLE	
100495	SW VOTER REGISTR SYST/HAVA	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	0.00
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 423003 LAND ACQUISITION TRUST FUND DOS

G-L	CAT	G-L ACCOUNT NAME	BEGINNING BALANCE
	12100	UNRELEASED CASH IN STATE TREASURY	
	000000	BALANCE BROUGHT FORWARD	2,059,190.15
	16300	DUE FROM OTHER DEPARTMENTS	
	000000	BALANCE BROUGHT FORWARD	2,005.75
	31100	ACCOUNTS PAYABLE	
	000000	BALANCE BROUGHT FORWARD	3,728.29
	010000	SALARIES AND BENEFITS	0.00
	010000	CF SALARIES AND BENEFITS	29,531.75-
	030000	OTHER PERSONAL SERVICES	0.00
	030000	CF OTHER PERSONAL SERVICES	25,787.60-
	040000	EXPENSES	29,924.93
	040000	CF EXPENSES	68,050.98-
	060000	OPERATING CAPITAL OUTLAY	0.00
	060000	CF OPERATING CAPITAL OUTLAY	1,198.00-
	100777	CONTRACTED SERVICES	0.00
	100777	CF CONTRACTED SERVICES	13,379.94-
	101548	GRANTS AND AIDS - HISTORIC PRESERVATION GRA	0.00
	101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	25,000.00-
	105281	LEASE/PURCHASE/EQUIPMENT	0.00
	105281	CF LEASE/PURCHASE/EQUIPMENT	551.68-
		** GL 31100 TOTAL	129,846.73-
	32100	ACCRUED SALARIES AND WAGES	
	000000	BALANCE BROUGHT FORWARD	469.47-
	35200	DUE TO STATE FUNDS, WITHIN DEPARTMENT	
	000000	BALANCE BROUGHT FORWARD	88.75
	35300	DUE TO OTHER DEPARTMENTS	
	000000	BALANCE BROUGHT FORWARD	5,347.57-
	35600	DUE TO GENERAL REVENUE	
	000000	BALANCE BROUGHT FORWARD	5.75-
	54900	COMMITTED FUND BALANCE	
	000000	BALANCE BROUGHT FORWARD	1,925,615.13-
	94100	ENCUMBRANCES	
	030000	CF OTHER PERSONAL SERVICES	6,557.79
	040000	CF EXPENSES	21,765.70
	100777	CONTRACTED SERVICES	66,080.08
	100777	CF CONTRACTED SERVICES	617,221.75
	101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	820,000.00

450000 DEPARTMENT OF STATE

20 2 423003 LAND ACQUISITION TRUST FUND DOS

G-L G-L ACCOUNT NAME

CAT		BEGINNING BALANCE
105281	CF LEASE/PURCHASE/EQUIPMENT	4,434.33
140020	16 G/A-SPEC CAT-ACQ, REST/HIS	30,850.52
** GL 94100 TOTAL		1,566,910.17
98100 BUDGETARY FND BAL RESERVED/ENCUMBRANCE		
030000	CF OTHER PERSONAL SERVICES	6,557.79-
040000	CF EXPENSES	21,765.70-
100777	CONTRACTED SERVICES	66,080.08-
100777	CF CONTRACTED SERVICES	617,221.75-
101548	CF GRANTS AND AIDS - HISTORIC PRESERVATION GRA	820,000.00-
105281	CF LEASE/PURCHASE/EQUIPMENT	4,434.33-
140020	16 G/A-SPEC CAT-ACQ, REST/HIS	30,850.52-
** GL 98100 TOTAL		1,566,910.17-
*** FUND TOTAL		0.00

450000 DEPARTMENT OF STATE		BEGINNING BALANCE
20 2 450001	LIBRARY SERVICES TF DOS	
G-L	G-L ACCOUNT NAME	
CAT		BEGINNING BALANCE
11100	CASH ON HAND	
000000	BALANCE BROUGHT FORWARD	0.00
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000100	FEEES	0.00
31100	ACCOUNTS PAYABLE	
000000	BALANCE BROUGHT FORWARD	23.00-
040000	EXPENSES	23.00
	** GL 31100 TOTAL	0.00
38800	UNEARNED REVENUE - CURRENT	
000000	BALANCE BROUGHT FORWARD	0.00
000700	U S GRANTS	0.00
	** GL 38800 TOTAL	0.00
38900	REVENUES RECEIVED IN ADVANCE - CURRENT	
000000	BALANCE BROUGHT FORWARD	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	0.00
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
55600	RESERVED FOR FCO AND GRANTS/AID - FCO	
081182 05	LIBRARY CONSTRUCTION GRNTS	0.00
	*** FUND TOTAL	0.00

BGTRBAL-10 AS OF 07/01/20

45000000000
BEGINNING TRIAL BALANCE BY FUND
JULY 01, 2020

DATE RUN 08/12/20
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450000 DEPARTMENT OF STATE

20 2 510001 OPERATING TRUST FUND DOS

G-L G-L ACCOUNT NAME

CAT

BEGINNING BALANCE

12100 UNRELEASED CASH IN STATE TREASURY

000000 BALANCE BROUGHT FORWARD 0.00

54900 COMMITTED FUND BALANCE

000000 BALANCE BROUGHT FORWARD 0.00

*** FUND TOTAL 0.00

450000 DEPARTMENT OF STATE

20 2 510002 OPERATING TRUST FUNDDOS SEC. STATE-ARCH. DIV.

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	4,047.42
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000500	INTEREST	0.00
001904	SALE OF GOODS OUTSIDE STATE GOVERNMENT	0.00
	** GL 15900 TOTAL	0.00
38800	UNEARNED REVENUE - CURRENT	
000000	BALANCE BROUGHT FORWARD	0.00
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	4,047.42-
55100	FUND BALANCE RESERVED FOR ENCUMBRANCES	
000000	BALANCE BROUGHT FORWARD	0.00
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

20 2 537001 CLEARING TRUST FUND-DOS

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	4,191,166.13
15100	ACCOUNTS RECEIVABLE	
000100	FEEES	11,983.37
001202	PENALTIES	773.32
	** GL 15100 TOTAL	12,756.69
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000000	BALANCE BROUGHT FORWARD	12,756.69-
35600	DUE TO GENERAL REVENUE	
000000	BALANCE BROUGHT FORWARD	9,465.92-
54900	COMMITTED FUND BALANCE	
000000	BALANCE BROUGHT FORWARD	4,181,700.21-
	*** FUND TOTAL	0.00

450000 DEPARTMENT OF STATE

60 2 572001 RECORDS MANAGEMENT TRUST FUND-DEPT OF STATE

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
11100	CASH ON HAND	
000000	BALANCE BROUGHT FORWARD	0.00
12100	UNRELEASED CASH IN STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	850,398.46
14100	POOLED INVESTMENTS WITH STATE TREASURY	
000000	BALANCE BROUGHT FORWARD	0.00
15100	ACCOUNTS RECEIVABLE	
000000	BALANCE BROUGHT FORWARD	2,167.12-
001202	PENALTIES	75.00
001903	SALES OF GOODS/SERVICES TO STATE AGENCIES	2,296.77-
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	2,896.89
	** GL 15100 TOTAL	1,492.00-
15900	ALLOWANCE FOR UNCOLLECTIBLES	
000000	BALANCE BROUGHT FORWARD	2,550.57-
001800	REFUNDS	0.00
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	0.00
	** GL 15900 TOTAL	2,550.57-
16200	DUE FROM STATE FUNDS, WITHIN DEPART.	
000000	BALANCE BROUGHT FORWARD	10,217.40-
001903	SALES OF GOODS/SERVICES TO STATE AGENCIES	11,426.32
	** GL 16200 TOTAL	1,208.92
16300	DUE FROM OTHER DEPARTMENTS	
000000	BALANCE BROUGHT FORWARD	1,245.17
001903	SALES OF GOODS/SERVICES TO STATE AGENCIES	237,170.01
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	744.50
	** GL 16300 TOTAL	239,159.68
16500	DUE FROM OTHER GOVERNMENTAL UNITS	
001903	SALES OF GOODS/SERVICES TO STATE AGENCIES	12,524.02
001904	SALE OF GOODS OUTSIDE STATE GOVERNMENT	47.80
001905	SALE OF SERVICES OUTSIDE STATE GOVERNMENT	40,340.55
	** GL 16500 TOTAL	52,912.37
17100	SUPPLY INVENTORY	
000000	BALANCE BROUGHT FORWARD	0.00

450000 DEPARTMENT OF STATE

60 2 572001 RECORDS MANAGEMENT TRUST FUND-DEPT OF STATE

G-L	G-L ACCOUNT NAME	BEGINNING BALANCE
CAT		
27600	FURNITURE AND EQUIPMENT	
000000	BALANCE BROUGHT FORWARD	702,061.61
040000	EXPENSES	205,984.17-
060000	OPERATING CAPITAL OUTLAY	376,912.15-
060000	CF OPERATING CAPITAL OUTLAY	6,317.18
100021	ACQUISITION/MOTOR VEHICLES	15,888.00-
	** GL 27600 TOTAL	109,594.47
27700	ACC DEPR - FURNITURE & EQUIPMENT	
000000	BALANCE BROUGHT FORWARD	622,939.83-
040000	EXPENSES	169,101.05
060000	OPERATING CAPITAL OUTLAY	360,864.73
100021	ACQUISITION/MOTOR VEHICLES	4,018.40-
	** GL 27700 TOTAL	96,992.45-
28200	LIBRARY RESOURCES	
040000	EXPENSES	1,856.94
100777	CONTRACTED SERVICES	460.00
	** GL 28200 TOTAL	2,316.94
31100	ACCOUNTS PAYABLE	
040000	EXPENSES	36.99-
100777	CONTRACTED SERVICES	0.00
100777	CF CONTRACTED SERVICES	12,850.00-
105281	LEASE/PURCHASE/EQUIPMENT	0.00
105281	CF LEASE/PURCHASE/EQUIPMENT	115.95-
	** GL 31100 TOTAL	13,002.94-
35600	DUE TO GENERAL REVENUE	
000000	BALANCE BROUGHT FORWARD	9,340.63-
38600	CURRENT COMPENSATED ABSENCES LIABILITY	
000000	BALANCE BROUGHT FORWARD	28,164.28-
48600	COMPENSATED ABSENCES LIABILITY	
000000	BALANCE BROUGHT FORWARD	71,082.59-
53600	INVESTED IN CAPITAL ASSETS NET OF RELA	
000000	BALANCE BROUGHT FORWARD	14,875.42-
53900	NET ASSETS UNRESTRICTED	
000000	BALANCE BROUGHT FORWARD	1,018,089.96-

450000 DEPARTMENT OF STATE

60 2 572001 RECORDS MANAGEMENT TRUST FUND-DEPT OF STATE

G-L G-L ACCOUNT NAME

CAT	ENCUMBRANCES		BEGINNING BALANCE
94100	ENCUMBRANCES		
040000	CF	EXPENSES	8,445.05
105281	CF	LEASE/PURCHASE/EQUIPMENT	624.97
	** GL 94100 TOTAL		9,070.02
98100	BUDGETARY FND BAL RESERVED/ENCUMBRANCE		
040000	CF	EXPENSES	8,445.05-
105281	CF	LEASE/PURCHASE/EQUIPMENT	624.97-
	** GL 98100 TOTAL		9,070.02-
	*** FUND TOTAL		0.00



FLORIDA DEPARTMENT *of* STATE

Schedule I Series Federal Grants Trust Fund (2261)

FY 2021-2022

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45000000 – Department Level

Fund: 2261 – Federal Grants Trust Fund

Adjustments in Section III

Adjustments in Section III were made as follows:

- Statewide Financial Statement #B4500006 – Committed Fund in the amount of \$47,987.
- Adjustment to Line A – Payables not Certified in the amount of \$35,417.
- Statewide Financial Statement #B4500026 – Due to Other Departments in the amount of \$1,493.
- Statewide Financial Statement #B4500026 – Due to Other Departments in the amount of \$56,466.
- TR10 Adjusting Entries in the amount of \$600,374 FY19-20 and estimated adjustments of \$580,768 for FY20-21.
- Statewide Financial Statement #B4500026 – Advances from Other Agencies in the amount of \$-\$146,473.
- TR10 Adjusting Entries in the amount of \$-733.00.
- TR10 Adjusting Entries in the amount of \$6,225.
- TR10 Adjusting Entries in the amount of \$13,657.
- Statewide Financial Statement #B4500026 – Due to Other Departments in the amount of \$54,891.
- Operating Expenditure Adjustments in the amount of \$4,959,699 for FY19-20 and \$8,054,000 for FY20-21.

Revenue Narrative

The projected revenue estimates are based on grant award documents from federal awarding agencies.

- The Division of Historical Resources receives federal dollars from the following agencies:
 - The National Park Service (NPS)
 - The National Endowment for the Arts (NEA)
 - The Federal Highway Administration via the Florida Department of Transportation
 - National Maritime Heritage Grant Program
- The Division of Library and Information Services receives federal dollars from the Institute of Museum and Library Services (IMLS) in order to implement the Library Services and Technology Act (LSTA).
- The Division of Cultural Affairs receives federal dollars from the National Endowment for the Arts (NEA).

Revenues in the trust fund will vary from year to year based on the amount of the federal dollars awarded by each federal agency. Other factors that impact dollars in the Federal Grants Trust Fund include grants that are awarded for a special project/purpose and are received only for a year or two.

5 Percent Trust Fund Reserve

There is no reserve requirement for the Federal Grants Trust Fund.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Federal Grants Trust Fund
Budget Entity:	Combined (45XXXXXX)
LAS/PBS Fund Number:	2261

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	458,328.60	(A)		458,329
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments	44,055,920.42	(C)		44,055,920
ADD: Outstanding Accounts Receivable	92,147.76	(D)		92,148
ADD: <u>Unreleased Cash</u>		(E)	(297.78)	(298)
ADD: <u>Committed Fund Balance</u>		(E)	13,300.43	13,300
Total Cash plus Accounts Receivable	44,606,396.78	(F)	13,002.65	44,619,399
LESS: Allowances for Uncollectibles	20.00	(G)	56,465.78	56,486
LESS: Approved "A" Certified Forwards	133,920.01	(H)		133,920
Approved "B" Certified Forwards	537,508.18	(H)	(35,417.00)	502,091
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	3,263,188.31	(I)	(503,224.92)	2,759,963
LESS: <u>Due To Other Departments</u>		(J)	(1,520.48)	(1,520)
Unreserved Fund Balance, 07/01/20	40,671,760	(K)	496,699	41,168,460 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022
Department Title: Department of State
Trust Fund Title: Federal Grants Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2261

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds;	42,919,304.34 (A)
GLC 539XX for proprietary and fiduciary funds	

Subtract Nonspendable Fund Balance (GLC 56XXX)	(B)
---	-----

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # TR 10 Adjustments	55,398.67 (C)
SWFS Adjustment #B4500022 - Due to Other Departments	56,465.78 (C)
SWFS Adjustment #B4500006 - Committed Fund Balance	47,068.20 (C)
SWFS Adjustment #B4500026 - Due To Other Departments	1,493.00 (C)
SWFS Adjustment #B4500007 - Committed Fund Balance	(54,891.21) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	359,671.97 (D)
Approved FCO Certified Forward per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
	(2,216,050.87) (D)
	(D)
	(D)

ADJUSTED BEGINNING TRIAL BALANCE:	41,168,460 (E)
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UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	41,168,460 (F)
--	----------------

DIFFERENCE:	(0) (G)*
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*SHOULD EQUAL ZERO.



FLORIDA DEPARTMENT *of* STATE

Schedule I Series

Grants and Donations Trust Fund

(2339)

FY 2021-2022

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45000000 – Department Level

Fund: 2339 – Grants and Donations Trust Fund

Adjustments in Section III

Adjustments in Section III were made as follows:

September 2020 Certified Reversions - \$79,750

Revenue Narrative

- Revenue for Center for Elections Grant - \$553,000. The Center for Election Innovation and Research (CEIR) is a nonprofit, nonpartisan organization that provides assistance to state and local election officials to ensure elections are secure and voters have confidence in election outcomes. On September 1, 2020, CEIR announced the receipt of a \$50 Million donation for improving the effectiveness and efficiency of election administration by funding Secretaries of State to educate, inform and communicate with voters. The goal is to ensure a safe, secure, and informed November 2020 election, particularly in the face of the challenges posed by the COVID-19 pandemic. The Department of State (Department) applied for \$553,000 in grant funding for eligible expenditures. Upon receipt, the funds will be deposited into the Grants and Donations Trust Fund. The Department has insufficient budget authority to expend the funds.

5 Percent Trust Fund Reserve

- There is no reserve requirement in the Grants and Donations Trust Fund.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Grants and Donations Trust Fund
LAS/PBS Fund Number:	Combined 45XXXXXXX
	2339

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	272,099.86	(A)		272,099.86
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2,850.00	(D)		2,850.00
ADD: _____		(E)		0
Total Cash plus Accounts Receivable	274,949.86	(F)	0	274,949.86
LESS Allowances for Uncollectibles		(G)	2,056.00	2,056.00
LESS Approved "A" Certified Forwards		(H)		0
Approved "B" Certified Forwards	79,750.00	(H)		79,750.00
Approved "FCO" Certified Forwards		(H)		0
LESS: Other Accounts Payable (Nonoperating)		(I)		0
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/20	195,199.86	(K)	(2056)	193,143.86 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Grants and Donations Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2339

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 272,893.86 (A)
 GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS 79,750.00 (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

 (D)

 (D)

 (D)

ADJUSTED BEGINNING TRIAL BALANCE: 193,143.86 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 193,144.00 (F)

DIFFERENCE: (0.00) (G)*

***SHOULD EQUAL ZERO.**



FLORIDA DEPARTMENT *of* STATE

Schedule I Series

Land Acquisition Trust Fund

(2423)

FY 2021-2022

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45000000 – Department Level

Fund: 2423 – Land Acquisition Trust Fund

Adjustments in Section III

Adjustments in Section III were made as follows:

- September 2020 Certified Forward reversions in the amount of \$343,561.
- Adjustment to Statewide Financial Statements #B45000012 to record service charge to General Revenue in the amount of -\$23.
- Adjustment to Statewide Financial Statements #B45000016 to record amounts due from other departments in the amount of \$358,838.
- Adjustment for prior year accounts payable not certified in the amount of \$31,408.
- Adjustments to expenditures totaling -\$106,427 for TR10 entries to adjust expenditures.

Revenue Narrative

- The projected revenue estimate for the transfer from the Department of Environmental Protection (DEP) is based on information provided by DEP. This is revenue from the Land Management Program. Other revenue is from miscellaneous sources such as underwater salvage fees, copying charges and royalties from publications.
- The primary revenue source in this trust fund is from the Department of Environmental Protection, Land Management Program. These revenues fluctuate depending on the amount of funding provided each year for this program.

5 Percent Trust Fund Reserve

The 5 percent calculation is based on the Division of Historical Resources (45200700) anticipated revenues from the Department of Environmental Protection's Land Management Program for Fiscal Year 2019-20. It does not include anticipated revenue from the non-federal grant, since those funds can only be used to reimburse specific expenditures pursuant to the grant award letter.

FY 2020-21 Revenue	Amount
Total Anticipated Revenues Transferred from DEP-Land Management Funding:	\$ 9,500,00
Total Revenue	\$ 9,500,000
Total Revenue Subject to 5% Reserve Calculation	\$ 9,588,000
Multiplied by 5%	0.05
Total 5% Reserve for Land Acquisition Trust Fund	\$ 475,000

**Executive Office of the Governor
Inter-Agency Transfers Reported on Schedule I**

Agency Name Department of State

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

Fund Name and Number : Historical Resources Land Acquisition Trust Fund - 2423

Transfers In (Provide Agency and Fund Number Received From)	Transfer In Revenue Category	Amount	Amount	Amount	Transfer Out Expenditure Category	Confirmed By/Date
		FY 19-20 (A01)	FY 20-21 (A02)	FY 21-22 (A03)		
DEP - 370000-20-2-423001	001500	9,588,424.18	21,229,562.00	11,459,222.00	105978	Tammy Gerrell

Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)	Transfer Out Expenditure Category				Transfer In Revenue Category	Confirmed By/Date
		Amount	Amount	Amount		
DOS - 450000-20-2-423003	180023	339,913.84			003000	Tammy Gerrell

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Land Acquisition Trust Fund
LAS/PBS Fund Number:	Combineded (45XXXXXX)
	2423

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	2,059,190.15	(A)		2,059,190.15
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	2,005.75	(D)		2,005.75
ADD: Accounts Due From Other Departments		(E)	251,979.81	251,979.81
Total Cash plus Accounts Receivable	2,061,195.90	(F)	251,979.81	2,313,175.71
LESS Allowances for Uncollectibles		(G)		0
LESS Approved "A" Certified Forwards	196,981.33	(H)	(31,408.00)	165,573.33
Approved "B" Certified Forwards	517,426.85	(H)		517,426.85
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)	5,734.04	(I)		5,734.04
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/20	1,341,053.68	(K)	283,387.81	1,624,441.49 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Land Acquisition Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number: 2423

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; 1,925,615.13 (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description 252,387.07 (C)

SWFS Adjustment # and Description (31,408.00) (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (517,426.85) (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (4,726.35) (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: 1,624,441.00 (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) 1,624,441.00 (F)

DIFFERENCE: 0 (G)*

***SHOULD EQUAL ZERO.**



FLORIDA DEPARTMENT *of* STATE

Schedule I Series Operating Trust Fund (2510)

FY 2021-2022

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State
Budget Entity: 45200700 – Historical Resources
Fund: 2510 – Operating Trust Fund

Adjustments in Section III

No adjustments were made in Section III.

Revenue Narrative

- The primary revenue source in this trust fund is from the Florida Department of Transportation (FDOT) for historic preservation compliance and review activities within the Division of Historical Resources.
- Effective July 1, 2019, the Division of Historical Resources began receiving funds from FDOT through an interagency contract agreement. The funds were previously received from FDOT via the Federal Highway Administration in the Division’s Federal Grants Trust Fund (2261). Revenues in the trust fund will vary from year to year based on the estimated amounts provided by FDOT.

5 Percent Trust Fund Reserve

The five percent calculation is based on anticipated revenue received from the Florida Department of Transportation in Fiscal Year 2019-20.

FY 2020-21 Revenue	Amount
Total Anticipated Revenues from FDOT-Compliance and Review Funding:	\$ 243,865
Total Revenue	\$ 243,865
Total Revenue Subject to 5% Reserve Calculation	\$ 243,865
Multiplied by 5%	0.05
Total 5% Reserve for Operating Trust Fund	\$ 12,193

**Executive Office of the Governor
Inter-Agency Transfers Reported on Schedule I**

Agency Name Department of State

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the categories used for both the transfer in and the transfer out, and the amount of the transfer for each of the fiscal years indicated, as well as the name of the person at the other agency who confirmed the amount of the transfer and the date of the confirmation. If transferred in/out to the General Revenue Fund, do not include on this form; however, on Schedule I be sure to include "To GR" or "From GR" in the description field.

Fund Name and Number : Historical Resources Operating Trust Fund 2510

Transfers In <small>(Provide Agency and Fund Number Received From)</small>	Transfer In Revenue Category	Amount			Transfer Out Expenditure Category	Confirmed By/Date
		FY 19-20 (A01)	FY 20-21 (A02)	FY 21-22 (A03)		
DOT - 55000-10-2-540001	1510	180,802.00	243,865.00	261,471.00	88849	Norma Whittingham 09/29/20

Transfers Out (Operating and Non-Operating) <small>(Provide Agency and Fund Number Transferred To)</small>	Transfer Out Expenditure Category				Transfer In Revenue Category	Confirmed By/Date

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Operating Trust Fund
LAS/PBS Fund Number:	Historical Resources (45200700)
	2510

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	4,047.00	(A)		4,047.00
ADD: Other Cash (See Instructions)		(B)		-
ADD: Investments		(C)		-
ADD: Outstanding Accounts Receivable		(D)		-
ADD: _____		(E)		-
Total Cash plus Accounts Receivable	4,047.00	(F)	-	4,047.00
LESS Allowances for Uncollectibles		(G)		-
LESS Approved "A" Certified Forwards		(H)		-
Approved "B" Certified Forwards		(H)		-
Approved "FCO" Certified Forwards		(H)		-
LESS: Other Accounts Payable (Nonoperating)		(I)		-
LESS: _____		(J)		-
Unreserved Fund Balance, 07/01/20	4,047.00	(K)	-	4,047.00 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title: Department of State
Trust Fund Title: Operating Trust Fund - Historical Resources (45200700)
LAS/PBS Fund Number: 2510

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20

Total all GLC's 5XXXX for governmental funds; (A)
GLC 539XX for proprietary and fiduciary funds

Subtract Nonspendable Fund Balance (GLC 56XXX) (B)

Add/Subtract Statewide Financial Statement (SWFS) Adjustments :

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

Add/Subtract Other Adjustment(s):

Approved "B" Carry Forward (Encumbrances) per LAS/PBS (D)

Approved FCO Certified Forward per LAS/PBS (D)

A/P not C/F-Operating Categories (D)

(D)

(D)

(D)

ADJUSTED BEGINNING TRIAL BALANCE: (E)

UNRESERVED FUND BALANCE, SCHEDULE IC (Line K) (F)

DIFFERENCE: (G)*

***SHOULD EQUAL ZERO.**



FLORIDA DEPARTMENT *of* STATE

Schedule I Series

Records Management Trust Fund

(2572)

FY 2021-2022

SCHEDULE I NARRATIVE

Budget Period: 2021-22

Department: Department of State

Budget Entity: 45400100 – Library and Information Services

Fund: 2572 – Records Management Trust Fund

Adjustments in Section III

Adjustments in Section III were made as follows:

- Statewide Financial Statement #B4500017 to Adjust for Amounts Due To Service Charge to General Revenue- (\$5,686)
- Statewide Financial Statement #B4500017 to Adjust for Amounts Due From Other Departments in the amount of -\$5,686.
- Statewide Financial Statement #B4500017 to Adjust for Amounts Due From Other Departments in the amount of \$44.
- Operating Expenditure Adjustment in the amount of \$239 in Fiscal Year 2020-21 and in Fiscal Year 2021-22.

Revenue Estimating Narrative

- The projected revenue estimate listed in Section I is based on actual revenue received during FY 2019-20. Those figures have been projected out for FY 2020-21 and FY 2021-22.
 - Advertising in Administrative Register
 - Records Storage Fees
 - Records Management Training Workshops
 - Copying Charges
 - Royalties

Revenues in the Records Management Trust Fund will fluctuate depending on the number of notices advertised in the Florida Administrative Register; the number of Records Management Training workshops; and the number of agencies that store records in the Florida Records Center.

5 Percent Trust Fund Reserve

The Records Management Trust Fund qualifies for exemption under the following exclusion category listed on page 20 of the FY 2020-21 Schedule I Manual: "Trust funds where the excess balance over operating costs and a statutorily approved reserve go the General Revenue Fund or the Educational Trust Fund, or trust funds that are statutorily required to maintain a minimum balance."

Subsection 120.55(8)(b), Florida Statutes states, "the unencumbered balance in the Records Management Trust Fund for fees collected pursuant to this chapter may not exceed \$300,000 at the beginning of each fiscal year, and any excess shall be transferred to the General Revenue Fund."

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 45 State **Budget Period: 2021-22**
Program: 0309.00.00.00 Educational Support
Fund: 2572 Records Management Trust Fund

Specific Authority: Chapters 120.55 and 257.375, F.S.
Purpose of Fees Collected: Funds deposited in the Records Management Trust Fund shall be used to support programs of State Archives, Records and Info Management and Administrative Code Register/Laws

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach Examination of Regulatory Fees Form - Part I and II.)
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2019 -20	FY 2020 - 21	FY 2021- 22

Receipts:

Records /Microfilm/Media Storage	707,147	812,172	812,172
Advertising/Fla Administrative Register	464,790	467,000	467,000
Cert Copies/Royalties/Recycling/Misc	107,994	109,000	109,000
Unencumbered Cash			
Total Fee Collection to Line (A) - Section III	1,279,931	1,388,172	1,388,172

SECTION II - FULL COSTS

Direct Costs:

Salaries and Benefits	681,669	1,085,584	1,099,554
Other Personal Services	83,799	73,999	74,993
Expenses	226,121	350,213	358,658
Operating Capital Outlay	9,740	9,740	9,740
Lease/Purchase/Equipment	3,692	3,099	3,724
TR/DMS/HR SVCS/STW CONTRACT	7,637	7,575	7,575
Contracted Services	157,469	187,059	187,059
Total Full Costs to Line (B) - Section III	1,170,127	1,717,269	1,741,303

Basis Used: I. Estimated based on FY 2019-20 activity and collections.
II. Estimated is FY 2020-21 Appropriations amounts less FY 19-20 reversio

SECTION III - SUMMARY

TOTAL SECTION I	(A)	1,279,931	1,388,172	1,388,172
TOTAL SECTION II	(B)	1,170,127	1,717,269	1,741,303
TOTAL - Surplus/Deficit	(C)	109,804	(329,097)	(353,131)

EXPLANATION of LINE C:

III. Deficit is representative of lag time between collections of billed amounts.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2021 - 2022
Trust Fund Title:	Department of State
Budget Entity:	Records Management Trust Fund
LAS/PBS Fund Number:	Combined (45XXXXXXX)
	2572

	Balance as of 6/30/2020		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	850398	(A)		850,398.46
ADD: Other Cash (See Instructions)		(B)		0
ADD: Investments		(C)		0
ADD: Outstanding Accounts Receivable	292,876.82	(D)	7,296.75	300,173.57
ADD: Net Assets Unrestricted		(E)	(124,827.99)	(124,827.99)
ADD: Net Investments In Capital Assets		(F)	44.00	44.00
Total Cash plus Accounts Receivable	1,143,275.28	(G)	(117,487.24)	1,025,788.04
LESS Allowances for Uncollectibles	(2,550.57)	(H)		(2,550.57)
LESS Approved "A" Certified Forwards	13,002.94	(I)		13,002.94
Approved "B" Certified Forwards	9,070.02		25,055.13	34,125.15
Approved "FCO" Certified Forwards		(K)		0
LESS: Other Accounts Payable (Nonoperating)	9,340.63	(L)	(5,082.88)	4,257.75
LESS: _____		(M)		0
Unreserved Fund Balance, 07/01/20	1,114,412.26	(K)	(137,459.49)	976,952.77 **

Notes:

*SWFS = Statewide Financial Statement

** This amount should agree with Line I, Section IV of the Schedule I for the most recent completed fiscal year and Line A for the following year.

RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC

Budget Period: 2021 - 2022

Department Title:	Department of State
Trust Fund Title:	Records Management Trust Fund - Combined (45XXXXXX)
LAS/PBS Fund Number:	2572

BEGINNING TRIAL BALANCE:

Total Fund Balance Per FLAIR Trial Balance, 07/01/20	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,032,965.38 (A)
Subtract Nonspendable Fund Balance (GLC 56XXX)	(B)
Add/Subtract Statewide Financial Statement (SWFS) Adjustments :	
TR 10 Adjustment - Net Assets Unrestricted	(122,277.42) (C)
SWFS Adjustment #B4500017 Due from Other Departments	1,492.00 (C)
SWFS Adjustment #B4500017 Net Investment In Capital Assets	43.54 (C)
SWFS Adjustment #B4500017 Due to General Revenue	(5,685.75) (C)
SWFS Adjustment #B4500017 Due to General Revenue	5,685.75 (C)
TR 10 Adjustment - Allowance for Uncollectibles	2,550.57 (C)
TR 10 Adjustment - Due From Other Departments	35,846.97 (C)
Add/Subtract Other Adjustment(s):	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	9,070.02 (D)
Approved FCO Certified Forward per LAS/PBS	13,002.94 (D)
A/P not C/F-Operating Categories	4,258.00 (D)
ADJUSTED BEGINNING TRIAL BALANCE:	976,952.00 (E)
UNRESERVED FUND BALANCE, SCHEDULE IC (Line K)	976,952.00 (F)
DIFFERENCE:	0.00 (G)*

***SHOULD EQUAL ZERO.**

COL A91		COL A92		COL A93		CODES
SCH VIIIIB-1	REDC 20-21	SCH VIIIIB-1	NR FY20-21	SCH VIIIIB-1	ANZ FY20-21	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	
STATE, DEPT OF						45000000
PGM: SECRETARY/ADMIN SVCS						45010000
EXECUTIVE DIR/SUPPORT SVCS						45010200
GOV OPERATIONS/SUPPORT						16
EXEC LEADERSHIP/SUPPRT SVC						1602.00.00.00
PROGRAM REDUCTIONS						33V0000
REDUCTION IN SALARIES AND BENEFITS						
FUNDING						33V3100
SALARIES AND BENEFITS						010000
RECORDS MANAGEMENT TF	-STATE		239-			2572 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE:
 PRIORITY #1

IT COMPONENT? NO

The Department of State, Office of the Secretary and the Division of Administrative Services, is proposing a reduction of \$239 in the Salaries and Benefits category in the Records Management Trust Fund. The proposed reduction of \$239 would eliminate the Records Management Trust Fund as a funding source within the Executive Direction and Support Services budget entity in the Salaries and Benefits category. In Fiscal Year 2020-2021 \$91,591 was reduced as a funding source for this appropriation (Issue Code 33V0300) and this issue will reduce this residual amount.

POSITION DETAIL OF SALARIES AND BENEFITS:

FTE	BASE RATE	ADDITIVES	BENEFITS	SUBTOTAL	LAPSE %	LAPSED SALARIES AND BENEFITS
A91 - SCH VIIIIB-1 REDUC 20-21						
CHANGES TO CURRENTLY AUTHORIZED POSITIONS						
OTHER SALARY AMOUNT						
2572 RECORDS MANAGEMENT TF						239-

						239-
						=====

	COL A91	COL A92	COL A93	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDC 20-21	NR FY20-21	ANZ FY20-21	
	POS AMOUNT	POS AMOUNT	POS AMOUNT	CODES
STATE, DEPT OF				45000000
PGM: ELECTIONS				45100000
<u>ELECTIONS</u>				45100200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
PROGRAM REDUCTIONS				33V0000
REDUCTION IN SPECIAL ELECTIONS				
REIMBURSEMENT FUNDING				33V4100
AID TO LOCAL GOVERNMENTS				050000
SPECIAL ELECTIONS				051162
GENERAL REVENUE FUND	-STATE	1,500,000-	1,500,000-	1000 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE: IT COMPONENT? NO
 PRIORITY #3

The Department of State, Division of Elections, is proposing a nonrecurring reduction of \$1,500,000 in the Special Elections category in the General Revenue Fund. In Fiscal Year 2020-2021 this category was appropriated \$1,500,000 of nonrecurring funding and this reduction would eliminate all the appropriations within this category for Fiscal Year 2020-2021.

At the time of the Department's budget submission there were no current outstanding invoice requests received from county Supervisor of Elections.

REDUCTION IN CONSTITUTIONAL AMENDMENT FUNDING				33V4200
SPECIAL CATEGORIES				100000
ADVERTISE/PROP AM/CONSTITU				100077

GENERAL REVENUE FUND	-STATE	900,000-	900,000-	1000 1
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AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE: IT COMPONENT? NO
 PRIORITY #4

The Department of State, Division of Elections, is proposing a nonrecurring reduction of \$900,000 in the Advertising of Proposed Amendments to The Constitution category in the General Revenue Fund. In Fiscal Year 2020-2021 this category was appropriated \$1,280,000 of nonrecurring funding and this reduction would leave a remaining appropriation of \$380,000 within this category for Fiscal Year 2020-2021. The remaining appropriation is anticipated to be sufficient to cover expenditures within this category for Fiscal Year 2020-2021.

	COL A91	COL A92	COL A93	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUC 20-21	NR FY20-21	ANZ FY20-21	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
STATE, DEPT OF				45000000
PGM: ELECTIONS				45100000
ELECTIONS				45100200
GOV OPERATIONS/SUPPORT				16
GOVERNMENTAL OPERATIONS				1601.00.00.00
PROGRAM REDUCTIONS				33V0000
REDUCTION IN ELECTRONIC				
REGISTRATION INFORMATION CENTER				
(ERIC) FUNDING				33V4300
SPECIAL CATEGORIES				100000
CONTRACTED SERVICES				100777
GENERAL REVENUE FUND	-STATE	700,000-	700,000-	1000 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE:
 PRIORITY #5

IT COMPONENT? NO

The Department of State, Division of Elections, is proposing a nonrecurring reduction of \$700,000 in the Contracted Services category in the General Revenue Fund. In Fiscal Year 2020-2021 this category was appropriated \$1,365,000 (\$65,000 recurring and \$1,300,000 nonrecurring) for the Electronic Registration Information System Center (ERIC). This reduction would leave an appropriation of \$665,000 within this category for Fiscal Year 2020-2021, which is anticipated to be sufficient to cover the mailing costs associated with the implement ERIC.

REDUCTION IN VOTING SYSTEMS				33V4400
ASSISTANCE FUNDING				100000
SPECIAL CATEGORIES				100155
VOTING SYSTEMS ASSISTANCE				
GENERAL REVENUE FUND	-STATE	525,000-	525,000-	1000 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE:
 PRIORITY #6

IT COMPONENT? NO

The Department of State, Division of Elections, is proposing a nonrecurring reduction of \$525,000 in the Voting Systems Assistance category in the General Revenue Fund. The Division does not have any funds allocated from this category at this time.

	COL A91	COL A92	COL A93	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUC 20-21	NR FY20-21	ANZ FY20-21	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
STATE, DEPT OF				45000000
PGM: ELECTIONS				45100000
<u>ELECTIONS</u>				45100200
GOV OPERATIONS/SUPPORT				16
<u>GOVERNMENTAL OPERATIONS</u>				<u>1601.00.00.00</u>
TOTAL: GOVERNMENTAL OPERATIONS				<u>1601.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND.....	3,625,000-	3,625,000-		1000
	=====	=====	=====	

COL A91		COL A92		COL A93		CODES
SCH VIIIIB-1		SCH VIIIIB-1		SCH VIIIIB-1		
REDUC 20-21	NR FY20-21	NR FY20-21	ANZ FY20-21	ANZ FY20-21	ANZ FY20-21	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

STATE, DEPT OF 45000000
 PGM: HISTORICAL RESOURCES 45200000
HISTORICAL RESOURCES 45200700
 ECONOMIC OPPORTUNITIES 11
CULTURAL OPPORTUNITIES 1103.00.00.00
 PROGRAM REDUCTIONS 33V0000
 REDUCTION HISTORIC PRESERVATION
 GRANTS 33V3000
 SPECIAL CATEGORIES 100000
 G/A-HISTORIC PRESERV GRTS 101548

LAND ACQUISITION TF -STATE 47,893- 47,893- 2423 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE: IT COMPONENT? NO
 PRIORITY #2

The Department of State, Division of Historical Resources, is proposing a nonrecurring reduction of \$47,893 in the Grants and Aid Historical Preservations Grants category in the Land Acquisition Trust Fund. This portion of the \$1,500,000 recurring appropriation was not awarded to grantees for the 2020-2021 Fiscal Year. The total amount of funds awarded on the Small Matching Ranked Project list for Fiscal Year 2020-2021 was \$1,452,107.

OPERATIONAL REDUCTION IN THE 33V4600
 DIVISION OF HISTORICAL RESOURCES 040000
 EXPENSES

LAND ACQUISITION TF -STATE 298,981- 298,981- 2423 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE: IT COMPONENT? NO
 PRIORITY #9

The Department of State, Division of Historical Resources, is proposing a nonrecurring reduction of \$298,981 in the Expenses category in the Land Acquisition Trust Fund. In Fiscal Year 2020-2021 this category was appropriated \$1,612,239. The reduction would leave an appropriation of \$1,313,258 within the category for Fiscal Year 2020-2021. The reduction would restrict travel for archaeological projects, reduce or eliminate maintenance for vehicles and equipment, defer replacement of field equipment, restrict travel for the Bureau of Historic Preservation and Historic Preservation Grants programs, reduce maintenance for the Martin House, Mission San Luis and the Grove Museum.

	COL A91	COL A92	COL A93	
	SCH VIII B-1	SCH VIII B-1	SCH VIII B-1	
	REDUC 20-21	NR FY20-21	ANZ FY20-21	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
STATE, DEPT OF				45000000
PGM: HISTORICAL RESOURCES				45200000
<u>HISTORICAL RESOURCES</u>				45200700
ECONOMIC OPPORTUNITIES				11
<u>CULTURAL OPPORTUNITIES</u>				<u>1103.00.00.00</u>
TOTAL: CULTURAL OPPORTUNITIES				<u>1103.00.00.00</u>
BY FUND TYPE				
TRUST FUNDS.....	346,874-	346,874-		2000
	=====	=====	=====	

	COL A91	COL A92	COL A93	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUC 20-21	NR FY20-21	ANZ FY20-21	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
STATE, DEPT OF				45000000
PGM: LIBRARY/INFO SVCS				45400000
<u>LIBRARY/ARCHIVES/INFO SVCS</u>				45400100
EDUCATION				03
<u>EDUCATIONAL SUPPORT</u>				<u>0309.00.00.00</u>
PROGRAM REDUCTIONS				33V0000
REDUCTION STATE AID TO LIBRARIES				33V2800
AID TO LOCAL GOVERNMENTS				050000
G/A-LIBRARY GRANTS				050792
GENERAL REVENUE FUND	-STATE	1,635,042-	1,635,042-	1000 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE:
 PRIORITY #8

IT COMPONENT? NO

The Department of State, Division of Library and Information Services, is proposing a nonrecurring reduction of \$1,635,042 in the Grants and Aids Library Grants category in the General Revenue Fund. In Fiscal Year 2020-2021 this category was appropriated \$17,304,072. The reduction would leave an appropriation of \$15,669,030 within the category for Fiscal Year 2020-2021.

COL A91		COL A92		COL A93		CODES
SCH VIIIIB-1		SCH VIIIIB-1		SCH VIIIIB-1		
REDUC 20-21		NR FY20-21		ANZ FY20-21		
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

STATE, DEPT OF						45000000
PGM: CULTURAL AFFAIRS						45500000
CULTURAL AFFAIRS						45500300
ECONOMIC OPPORTUNITIES						11
CULTURAL OPPORTUNITIES						1103.00.00.00
PROGRAM REDUCTIONS						33V0000
REDUCTION CULTURAL AND MUSEUM GRANT						
PROGRAM						33V2900
SPECIAL CATEGORIES						100000
G/A-CULTURAL/MUSEUM GRANTS						100123

GENERAL REVENUE FUND	-STATE	1,360,273-	1,360,273-			1000 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARRATIVE:
 PRIORITY #7

IT COMPONENT? NO

The Department of State, Division of Cultural Affairs, is proposing a nonrecurring reduction of \$1,360,273 in the Grants and Aids Cultural and Museum Grants category in the General Revenue Fund. In Fiscal Year 2020-2021 this category was appropriated \$14,950,000 in nonrecurring funding. The reduction would leave an appropriation of \$13,589,727 within the category for Fiscal Year 2020-2021.

REDUCTION TO FLORIDA
 AFRICAN-AMERICAN HERITAGE
 PRESERVATION NETWORK
 SPECIAL CATEGORIES
 G/A-FL AFR-AM HERITAGE/NET

33V4800
 100000
 100573

GENERAL REVENUE FUND	-STATE	27,625-	27,625-			1000 1
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AGENCY ISSUE NARRATIVE:

SCH VIIIIB-1 NARRATIVE:
 PRIORITY #7

IT COMPONENT? NO

The Department of State, Division of Cultural Affairs, is proposing a nonrecurring reduction of \$27,625 in the Grants and Aids - Florida African-American Heritage Preservation Network in the General Revenue Fund.

COL A91		COL A92		COL A93		CODES
SCH VIIIIB-1	REDC 20-21	SCH VIIIIB-1	NR FY20-21	SCH VIIIIB-1	ANZ FY20-21	
POS	AMOUNT	POS	AMOUNT	POS	AMOUNT	

STATE, DEPT OF						45000000
PGM: CULTURAL AFFAIRS						45500000
CULTURAL AFFAIRS						45500300
ECONOMIC OPPORTUNITIES						11
CULTURAL OPPORTUNITIES						1103.00.00.00
PROGRAM REDUCTIONS						33V0000
REDUCTION TO HOLOCAUST						
DOCUMENTATION AND EDUCATION CENTER						33V4900
SPECIAL CATEGORIES						100000
HOLOCAUST DOC/EDU CENTER						104561
GENERAL REVENUE FUND	-STATE	30,345-	30,345-			1000 1

AGENCY ISSUE NARRATIVE:
 SCH VIIIIB-1 NARRATIVE: IT COMPONENT? NO
 PRIORITY #7

The Department of State, Division of Cultural Affairs, is proposing a nonrecurring reduction of \$30,345 in the Holocaust Documentation and Education Center category in the General Revenue Fund.

CAPITAL IMPROVEMENT PLAN						9900000
REDUCE CULTURAL FACILITIES PROGRAM						990B100
G/A-LOC GOV/NONST ENT-FCO						140000
G/A-SPEC CAT-CUL FAC PROG						140015
GENERAL REVENUE FUND	-STATE	134,300-	134,300-			1000 1

AGENCY NARRATIVE:
 SCH VIIIIB-1 NARRATIVE: G/A-SPEC CAT-CUL FAC PROG IT COMPONENT? NO
 PRIORITY #7

The Department of State, Division of Cultural Affairs, is proposing a nonrecurring reduction of \$134,300 in the Grants and Aids Cultural Facilities Program category in the General Revenue Fund. In Fiscal Year 2020-2021 this category was appropriated \$1,580,000 in nonrecurring funding. The reduction would leave an appropriation of \$1,445,700 within the category for Fiscal Year 2020-2021.

	COL A91	COL A92	COL A93	
	SCH VIIIIB-1	SCH VIIIIB-1	SCH VIIIIB-1	
	REDUC 20-21	NR FY20-21	ANZ FY20-21	
POS	AMOUNT	POS	AMOUNT	POS
				AMOUNT
				CODES
STATE, DEPT OF				45000000
PGM: CULTURAL AFFAIRS				45500000
<u>CULTURAL AFFAIRS</u>				45500300
ECONOMIC OPPORTUNITIES				11
<u>CULTURAL OPPORTUNITIES</u>				<u>1103.00.00.00</u>
TOTAL: CULTURAL OPPORTUNITIES				<u>1103.00.00.00</u>
BY FUND TYPE				
GENERAL REVENUE FUND.....	1,552,543-	1,552,543-		1000
	=====	=====	=====	

COL A10			
SCH VIII B-2			
RED FY21-22			
POS	AMOUNT		CODES
STATE, DEPT OF			45000000
PGM: LIBRARY/INFO SVCS			45400000
<u>LIBRARY/ARCHIVES/INFO SVCS</u>			45400100
EDUCATION			03
<u>EDUCATIONAL SUPPORT</u>			<u>0309.00.00.00</u>
PROGRAM REDUCTIONS			33V0000
REDUCTION STATE AID TO LIBRARIES			33V2800
AID TO LOCAL GOVERNMENTS			050000
G/A-LIBRARY GRANTS			050792
GENERAL REVENUE FUND	-STATE	4,989,834-	1000 1
		=====	

AGENCY ISSUE NARRATIVE:

SCH VIII B-2 NARR 21-22 NARRATIVE:
 PRIORITY #1

IT COMPONENT? NO

The Department of State, Division of Library and Information Services, is proposing a reduction of \$4,989,834 in General Revenue for State Aid to Libraries, which was appropriated \$17,304,072 in recurring General Revenue funding in FY 2020-21. This reduction would reduce the total recurring appropriation to \$12,314,238.

These grant funds assure that every resident of the state has access to an adequate level of public library services regardless of the taxable wealth of the local jurisdiction providing the service. The State Aid to Libraries program extends information and knowledge through free public libraries; provides e-government services; encourages lifelong learning; helps local libraries serve as a source of information and inspiration to persons of all ages, cultural backgrounds and economic statuses, and furnishes resources for all ages for continuing education. State Aid to Libraries is used to fulfill the maintenance of effort (MOE) required to continue to receive federal Library Services and Technology Act funds. If this program is reduced the Department will file for a MOE waiver with the Institute of Museum and Library Services (IMLS).
