



Florida Department of Environmental Protection

Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Charlie Crist
Governor

Jeff Kottkamp
Lt. Governor

Mimi A. Drew
Secretary

LEGISLATIVE BUDGET REQUEST

Department of Environmental Protection

Tallahassee, Florida

October 15, 2010

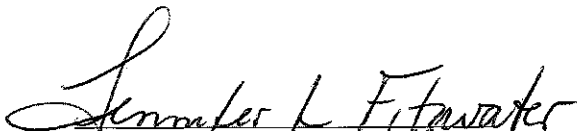
Jerry L. McDaniel, Director
Office of Policy and Budget
Executive Office of the Governor
1701 Capitol
Tallahassee, Florida 32399-0001

JoAnne Leznoff, Council Director
House Full Appropriations Councils
221 Capitol
Tallahassee, Florida 32399-1300

David Coburn, Staff Director
Senate Policy and Steering Committee on Ways and Means
201 Capitol
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Environmental Protection 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 2011-12 Fiscal Year. This submission has been approved by Mimi A. Drew, Secretary.


Jennifer L. Fitzwater, Deputy Secretary
Office of Policy and Planning

Listing of Agency IT Systems

FY 2011-12 Schedule IV-C
Worksheet SC-1

Dept/Agency: Department of Environmental Protection

Prepared by: R. John Willmott, CIO

Phone: (850) 245-8238

Date Completed: (October 6, 2010)

#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
1	<i>Air Resources Management System</i>	Main transactional system for Air staff to submit and review compliance, inventory and permitting data.	Authorizations, Compliance & Enforcement	
2	<i>Air Compliance And Enforcement Search</i>	Provides summary and detailed information about facilities compliance history and enforcement status.	Authorizations, Compliance & Enforcement	
3	<i>Annual Operating Reports (AOR) Submittal Search</i>	Provides facilities with the ability to search for past and current Annual Operating Report (AOR) submissions.	Authorizations, Compliance & Enforcement	
4	<i>ARMS Compliance Assurance Reports</i>	ARMS compliance assurance related reports.	Authorizations, Compliance & Enforcement	
5	<i>Asbestos Tracking</i>	Tracks asbestos notifications of removal/demolition from sites in Florida and manages invoice processing and compliance assurance tracking.	Authorizations, Compliance & Enforcement	
6	<i>Beaches and Coastal</i>	This application is used to	Authorizations,	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
	Management Systems (BCMS)	extract information, regarding various types of Beaches permits.	Compliance & Enforcement	
7	Chaz Reports (Compliance-Hazardous Waste-Web Reports)	CHAZ reporting module for web-based reports.	Authorizations, Compliance & Enforcement	
8	Chaz County Small Quantity Generator Reports	CHAZ reporting module for the county small quantity generator (SQG).	Authorizations, Compliance & Enforcement	
9	Chaz Rcra Epa Reports	CHAZ reporting module to allow EPA to view compliance data.	Authorizations, Compliance & Enforcement	
10	Clean Marina	Florida marinas database, pumpout, and grant info.	Authorizations, Compliance & Enforcement	
11	Comet Public & Web Reports	Public reports provide public access to the Compliance and Enforcement Tracking (COMET) System reports. COMET Reports are web-based reports.	Authorizations, Compliance & Enforcement	
12	Compliance & Enforcement Tracking System	Tracks compliance & enforcement information for water and waste divisions.	Authorizations, Compliance & Enforcement	
13	Compliance Hazardous Waste	Tracks handlers and potential handlers of hazardous waste	Authorizations, Compliance &	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
		substances.	Enforcement	
14	Contamination Locator Map (CLM)	Allows public to locate sites currently under DEP's waste cleanup oversight.	Authorizations, Compliance & Enforcement	
15	Discharge Monitoring Report (DMR) Manual	The On-line DMR Manual resides on the Intranet server and was designed to help users quickly find guidance on how to format and prepare Discharge Monitoring Reports for wastewater facilities.	Authorizations, Compliance & Enforcement	
16	Dry Cleaning Program Sites	Contamination Information on Drycleaning Cleanup Sites.	Authorizations, Compliance & Enforcement	
17	Electronic Access System for Inspection Information Retrieval	Provides compliance inspectors the ability to review and capture inspection data on a tablet in the field and upload to ARMS.	Authorizations, Compliance & Enforcement	
18	Electronic Annual Operating Report (EAOR)	Provides facilities the ability to complete their Annual Operating Report by supplying information from ARMS to compare with their current data.	Authorizations, Compliance & Enforcement	
19	Electronic Annual Operating Report (EAOR) Reviewer	Provides DARM staff the ability to review and make changes to electronically submitted Annual Operating Report prior	Authorizations, Compliance & Enforcement	

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		to uploading to ARMS.		
20	<i>Electronic Inspection Point (EIP)</i>	EIP is a remote connection tool utilized by Wastewater program staff for inspections in the field.	Authorizations, Compliance & Enforcement	
21	<i>Electronic Discharge Monitoring Report System (e2-EDMR)</i>	The Florida Electronic Environmental Discharge Monitoring Report (e2-DMR) system is a web-enabled information system that allows wastewater facilities to electronically send Discharge Monitoring Reports (DMRs) to the Department.	Authorizations, Compliance & Enforcement	
22	<i>Erp Compliance/Enforcement</i>	The compliance and enforcement tracking system for the Environmental Resource Permitting group within the Division of Water Resource Management.	Authorizations, Compliance & Enforcement	
23	<i>Florida Air Monitoring Assessment System</i>	Collects and manages data polled (and otherwise submitted) by ambient air monitors throughout the state. Contains a web component.	Authorizations, Compliance & Enforcement	
24	<i>Florida's Air Quality System</i>	System designed to calculate raw ozone & particle pollution data collected from state monitoring sites and display those results on the web.	Authorizations, Compliance & Enforcement	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
25	<i>Florida Inspection Reporting Of Storage Tanks (FIRST)</i>	FIRST is a Java/web-based mobile technology application and integration service that will be superseding COMET. The application is based in java using the legacy STCM repository for data collection.	Authorizations, Compliance & Enforcement	
26	<i>Florida Integrated Environmental Systems Today (FIESTA)</i>	This is the main transactional system for the Integrated Management System, which currently interfaces with the WAFR and CHAZ systems managing wastewater and hazardous waste facility data. Also includes Clearinghouse which is a data quality review tool used by regulatory data stewards reviewing data.	Authorizations, Compliance & Enforcement	
27	<i>Fiesta Reports</i>	The FIESTA reports module is the main transactional system for the Department's Integrated Management System.	Authorizations, Compliance & Enforcement	
28	<i>FIESTA Managed Entity Summary</i>	The FIESTA Managed Entity Summary focuses on the business needs associated with displaying summary information for a selected managed entity, which currently manages wastewater	Authorizations, Compliance & Enforcement	

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		and hazardous waste facility information.		
29	<i>Green Lodging Survey</i>	Survey web site for public feedback on hotel services that are Green Lodging-certified.	Authorizations, Compliance & Enforcement	
30	<i>MapDirect</i>	DEP's comprehensive mapping application.	Authorizations, Compliance & Enforcement	
31	<i>OCULUS</i>	Electronic Document Management System	Authorizations, Compliance & Enforcement	
32	<i>OCP</i>	The DwrmoCp project contains public interfaces that allow Water operators to review and pay for biennial license renewal fees.	Authorizations, Compliance & Enforcement	
33	<i>Oil And Hazardous Materials Incident Tracking (OHMIT)</i>	<i>Tracks information related to pollutant spills for the Bureau of Emergency Response.</i>	Authorizations, Compliance & Enforcement	
34	<i>Permit Compliance System (PCS) Data Retrievals</i>	This website allows the ability to search for data and permitted limits contained in the PCS database. Website features Limit Retrievals, Data Retrievals, and Retrieval Instructions.	Authorizations, Compliance & Enforcement	
35	<i>PM_{2.5} –Particulate Matter 2.5 Application</i>	Provides a system to upload and verify field and lab sample data for eventual upload to	Authorizations, Compliance & Enforcement	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
		FAMAS.		
36	<i>Potable Water System</i>	Drinking water inventory and compliance/enforcement monitoring system. Reports are created to assist both DEP District staff and DOH (DEP delegated Health units) with reporting and compliance/enforcement decisions.	Authorizations, Compliance & Enforcement	
37	<i>Secretary Quarterly Report (SQR) for the Divisions Of Water</i>	Used by Water division and bureau staff to assist with quarterly reporting to the Secretary's Office. This reporting includes permitting and inspection data from the PA database, for a variety of program areas.	Authorizations, Compliance & Enforcement	
38	<i>SITS (Site Investigation Tracking System)</i>	Tracks the investigation and cleanup, financial costs, and contract management of referred sites and SOLCP (state-owned lands cleanup) sites.	Authorizations, Compliance & Enforcement	
39	<i>Spatial Air Quality System: Phase 2</i>	SAQS focus displays air quality data from monitoring stations throughout the State of Florida in the department's CA (Consolidated Application).	Authorizations, Compliance & Enforcement	
40	<i>Solid Waste Informational</i>	SWIFT is a Java/web-based	Authorizations,	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
	<i>Tracking (SWIFT)</i>	mobile technology application and integration service which builds on the Florida Inspection Reporting Of Storage Tank system.	Compliance & Enforcement	
41	<i>Total Maximum Daily Load (TMDL) Tracker</i>	Stores and manages data related to Total Maximum Daily Loads, Minimum Flows and Levels, and Basin Management Action Plans.	Authorizations, Compliance & Enforcement	
42	<i>Wacs Public Reports</i>	This is the web that allows for public access to the Water Assurance Compliance System (WACS) reports. WACS stores information for landfills, water facilities underground injection wells, water facilities wetlands, and water facilities stormwater.	Authorizations, Compliance & Enforcement	
43	<i>WAFR Compliance Reports</i>	WAFR Compliance Reports that link WAFR facility data and COMET compliance and enforcement data.	Authorizations, Compliance & Enforcement	
44	<i>WAFR Dmr Reports</i>	Reports to display data entered via the DMRENTY web application.	Authorizations, Compliance & Enforcement	
45	<i>Wastewater Discharge Monitoring Report System</i>	Wastewater discharge monitoring report data entry application.	Authorizations, Compliance & Enforcement	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
46	<i>Wastewater Dmrlog Application</i>	Tracking systems for receipt and data entry of wastewater discharge monitoring reports.	Authorizations, Compliance & Enforcement	
47	<i>Water Assurance Compliance System</i>	This application stores information for landfills, water facilities underground injection wells, water facilities wetlands, and water facilities stormwater. Application includes a reporting function for the WACS applications.	Authorizations, Compliance & Enforcement	
48	<i>Air Document Handling</i>	Provide permit posting, permit search and document search functions for Air permitting staff.	Authorizations	
49	<i>Air Permit Documents Search</i>	Provides scanned PSD, Title V permit documents and permit documents zipped in PDF format.	Authorizations	
50	<i>Beaches and Coastal Management Systems (BCMS)</i>	This is a Permit Reporting Java Application used to extract information regarding various types of Beaches permits.	Authorizations	
51	<i>Field Point (FP) Mobile</i>	Enables DEP staff to create and issue dock permits in the field after storm events. Application is loaded onto a	Authorizations	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
		variety of hand-held devices.		
52	Florida Coastal Management Program (FCMP)	Application for querying the PA system for permitting, to ensure that they are following state laws. Data pulled is used in semi-annual reports to NOAA (from where they derive annual grants).	Authorizations	
53	Interactive Notice of Intent (iNOI)	Supports online, interactive Notice of Intent applications (generic permits for the NPDES stormwater program).	Authorizations	
54	Operator Certification Program (OCP)	Used by DEP staff to track all data and logistics dealing with the Operator Certification program.	Authorizations	
55	OCP Continuing Education Units (CEU) Upload	This application is used to enter Continuing Education Units (CEU) for Drinking Water and Wastewater facility operators.	Authorizations	
56	OCP License Generator	This application generates the licenses for the OCP program.	Authorizations	
57	OCP Public Reporting Application	This application represents the public facing, internet version utilized for reporting needs to the public, dealing with the Operator Certification Program	Authorizations	

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		(OCP).		
58	<i>OCP Exam Submissions</i>	This website tracked and handled logistics, regarding exam functionality of the OCP application.	Authorizations	
59	<i>OCP Test Generator</i>	This application is a standalone desktop installation. This program generates the exams that are given to the operators for the program.	Authorizations	
60	<i>Permit Builder (PBR)</i>	Supports permit creation for domestic and industrial wastewater permits. Application generates permits, discharge monitoring reports, permit notices, fact sheets and statements of basis.	Authorizations	
61	<i>Permitting Application (PA)</i>	Application to track applications and regulatory permits, which include a web reporting interface for permitting application data.	Authorizations	
62	<i>Selfcert</i>	Allows public users to determine if they can self-certify a single-family dock and if so, provides written confirmation of qualification so	Authorizations	

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		that further contact with FDEP will not be necessary.		
63	<i>Storage Tank Contamination and Monitoring (STCM)</i>	Used for registering storage tank sites and tracking contamination cleanup.	Authorizations	
64	<i>Wastewater Facility Regulation System</i>	System for tracking wastewater facilities and related sites, and legal documents regulating wastewater treatment and disposal.	Authorizations	
65	<i>Water Well Contractor Violation Clearinghouse (WWCVC)</i>	Provides access to information on all Florida licensed water well contractors.	Authorizations	
66	<i>Legal Case Tracking</i>	Track legal cases managed by DEP resulting from environmental violations, permitting, rule challenges and administrative actions.	Law Enforcement	
67	<i>SmartCop</i>	Client/server application that allows sworn members to create and submit criminal citations, warnings, offense reports, and arrest reports. Reports are routed through supervisors for approval. Also captures suspect, vehicle, and property information.	Law Enforcement	
68	<i>Acquisition Process</i>	An information system used to	Natural Resource	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
	<i>Information System</i>	support the Acquisition Process in the Division of State Lands. The system tracks the acquisition process starting with acquisition planning, negotiation, survey, appraisal and finally closing.	Management	
69	<i>Automated Data Management (ADM) System</i>	The ADM application is utilized for data reviewing and cleaning before it is released to the public. The ADM is fundamentally a reporting application which provides various reports to program staff.	Natural Resource Management	
70	<i>Bioassessment Report Tracker</i>	The Bioassessment Report Tracker will track the logistics of bioassessments throughout the entire process.	Natural Resource Management	
71	<i>Board of Trustees Land Document System (BTLDS)</i>	An information system used to support the collected data and electronic images for thousands of active and historical documents maintained by the Division of State Lands.	Natural Resource Management	
72	<i>Data Quality Dashboard (DQD)</i>	The main purposes of DQD are to make available the quality of our locational information and to provide tools for data	Natural Resource Management	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
		managers to address locational quality assurance and the improvement of locational accuracy.		
73	<i>Electronic Field Sheets (ELFS)</i>	Desktop application that allows users to create, edit, validate, and delete the electronic field sheets. All local data created by ELFS is eventually uploaded to the FDEP network for final QA process, which is handled by its companion web application - WELFS.	Natural Resource Management	
74	<i>Field Point</i>	FieldPoint is used to correct and refine coordinate data within the Departments Oracle databases. FieldPoint was developed in 2004 to support WRMs initiative to improve the quality of locational data through the Source Water Assessment and Protection (SWAP) program.	Natural Resource Management	
75	<i>Florida Geological Survey (FGS) Wells Database</i>	Digital database of FGS well data and records of sample repository holdings.	Natural Resource Management	
76	<i>Florida STORET (STORAge and RETrieval)</i>	A database management system for storage of water quality, biological, and physical data submitted by	Natural Resource Management	

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		various federal, state, and local agencies as well as academic institutions and volunteer organizations in order to meet the tenets of the "Impaired Waters Rule" (Chapter 62-303, Florida Administrative Code).		
77	<i>FGS Well Log System</i>	Digital database of FGS well sample lithologic descriptions.	Natural Resource Management	
78	<i>Florida Statewide Public Lands Inventory FSPLI 2</i>	A legislatively mandated information system that gathers data from each county within the State of Florida and provides a statewide inventory of publicly owned lands.	Natural Resource Management	
79	<i>Generalized Water Information System (GWIS) Database Utilities</i>	This application is used to maintain the OGWIS database. Users include the staff working for the Watershed Monitoring and Data Management Section of the Florida Department of Environmental Protection (FDEP), the Florida Water Management Districts, and County Agencies.	Natural Resource Management	
80	<i>GWIS Database Utilities Intranet version</i>	This version of the website was combined with the internet version, to remove	Natural Resource Management	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
		redundant application.		
81	<i>Gypsum Stacks</i>	This website is used by Mine Reclamation staff to track status, mapping and additional information (like surge capacity) of phosphate gypsum stacks.	Natural Resource Management	
82	<i>Hydroport-Data Retrieval System</i>	A tool used to view/edit/insert/analyze/report data (QA/QC) related to the business function of the GWPS.	Natural Resource Management	
83	<i>Integrated Land Management System</i>	Tracking/workflow systems for land management processes such as lease creation, easements, etc.	Natural Resource Management	
84	<i>Land Acquisition Contract Assembly Program</i>	Contract assembly system for Land Acquisition activities. System is used by state employees as well as private vendors hired by the Division of State Lands to pursue the acquisition of desired land. LACAP ensures uniform use of contract language.	Natural Resource Management	
85	<i>Land Inventory Tracking System</i>	This application is a comprehensive information system that will provide a statewide inventory of all state	Natural Resource Management	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
		lands.		
86	<i>Outdoor Recreation Planning (ORP) System</i>	Stores and manages data about the supply/demand of recreational facilities & activities in Florida public and private parks.	Natural Resource Management	
87	<i>Outdoor Recreation Planning (ORP) Public Access Reports</i>	Public access reports for the Outdoor Recreation Planning System	Natural Resource Management	
88	<i>Outdoor Recreation Planning System Web Reports</i>	This is a web reporting function for the ORP applications.	Natural Resource Management	
89	<i>Park Project Management And Tracking System (PPMTS)</i>	Tracks information related to contractors, expenditures, encumbrances and payments associated with park projects.	Natural Resource Management	
90	<i>PPMTS Reports</i>	PPMTS reports module. PPMTS tracks information related to contractors, expenditures, encumbrances and payments associated with park projects.	Natural Resource Management	
91	<i>Reconnaissance Offshore Sand Search (ROSS)</i>	Mapping application and business process involving the operation and maintenance section of the (Sandpan - ROSS Database) Reconnaissance Level Regional Sand Search of Florida (Sandpan) – Reconnaissance	Natural Resource Management	

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#	Name of IT System	Description of IT System	Agency Program or Function Supported	Notes
		Offshore Sand Search (ROSS) Database.		
92	<i>Recreation And Parks Management System (RPM)</i>	Tracks attendance at FL State Parks.	Natural Resource Management	
93	<i>Recreation And Parks Management System (RPM) Reports</i>	This is the RPM reporting module. The Recreation & parks Management (RPM) System tracks attendance at FL State Parks.	Natural Resource Management	
94	<i>STORET Public Access (SPA)</i>	A data search and retrieval application for public inquires of data housed in the Florida STORET data warehouse. The warehouse contains water quality, biological, and physical data submitted to the Florida (Modernized) STORET system. The application allows internal and public users to dynamically query the Florida STORET data warehouse by stations, results, or through a GIS mapping interface.	Natural Resource Management	
95	<i>Source Water Assessment and Protection Program (SWAPP) Reports</i>	The website provides a series of reports, statistics and other useful information for the DEP SWAPP program (Source Water Assessment and Protection Program). This	Natural Resource Management	

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		website is centric towards field efforts, utilizing GIS.		
96	<i>Submerged & Uplands Public Revenue System</i>	Generates invoices for Leases/Easements of state owned submerged lands/uplands/commercial lands. Post payments to invoices through linkages to CRA.	Natural Resource Management	
97	<i>STORET Public Access (SPA)</i>	STORET Public Access (SPA) application is a public-facing application which taps directly into the Florida STORET data warehouse. The warehouse contains all of the water quality, biological, and physical data collected in Florida that is loaded to the U.S. Environmental Protection Agency's (EPA's) Modernized STORET database, along with historical Legacy STORET data.	Natural Resource Management	
98	<i>WAFR Facilities Lat/Long QA Progress Report (Viewpoint QA)</i>	This served as a reporting platform for the field tool that was utilized for collecting Lat/Long data for the WAFR and SWAPP programs.	Natural Resource Management	
99	<i>Web Electronic Field Sheets (WELFS)</i>	The Web Electronic Field Sheets (WELFS) is a companion application to	Natural Resource Management	

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		ELFS. WELFS enables users to further query, edit, and perform QA checks on the field sampling data initially uploaded from ELFS.		
100	Area Source General Permits	Formerly tracked compliance inspection information for Title V AREA source inspections. This application has been replaced by GPCI-Lite, but the data has been made available for view only.	Permits	
101	Electronic Permit Submittal And Processing (EPSAP) Long Form	Provides applicants electronic submissions of Long Form applications.	Permits	
102	EPSAP Non-Title V	Provides applicants electronic submission of Non-Title V permit applications.	Permits	
103	EPSAP Engineer Review	Provides a system to review and update electronically submitted Non-Title V and long form applications.	Permits	
104	EPSAP Inventory	Provides a system to review and update submitted Non-Title V and Long form applications by applicants and engineers.	Permits	

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105	<i>General Permit Compliance Information</i>	Provides inspectors of Air General Permits to update compliance information and upload checklists.	Permits	
106	<i>Siting Tracking System</i>	A web-based tracking system providing electronic access relating to certified power plants, transmission lines and natural gas pipelines. This program supports the certification application process under the Power Plant Siting Act (403.501-.518, F.S.), Transmission Line Siting Act (403.52-.5365, F.S.), and Natural Gas Pipelines Siting Act (403.9401-.9425, F.S.).	Permits	
107	<i>Class AA Residual Database</i>	Contains information from the monthly distribution marketing reports. This data is used to keep track of Class AA Residual's.	Water Resource Management, Assessment & Restoration	
108	<i>Laboratory Information Management System (LIMS)</i>	A software system used in laboratories for the management of samples, laboratory users, instruments, standards and other laboratory functions such as invoicing, plate management, and workflow automation.	Water Resource Management, Assessment & Restoration	

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109	<i>Pretreatment Database</i>	Contains Pretreatment information required from each facility. The data is then used to prepare quarterly reports to the EPA.	Water Resource Management, Assessment & Restoration	
110	<i>Reuse Inventory Database</i>	Contains information from the Reuse Inventory Reports required from each facility. The data is then used to prepare Annual reports.	Water Resource Management, Assessment & Restoration	
111	<i>Reuse Pathogen Monitoring Database</i>	Contains information from the Reuse Pathogen Reports required from each facility. The data is then used to prepare Annual reports.	Water Resource Management, Assessment & Restoration	
112	<i>Statewide Biological Database (SBIO)</i>	Contains information from the Reuse Pathogen Reports required from each facility.	Water Resource Management, Assessment & Restoration	
113	<i>StormTracker</i>	Used FL Public Drinking Water & Wastewater facilities to report post emergency (Hurricane, Terrorist Attack, etc.) status. The information is used to develop up-to-date post Hurricane (or other emergency event) water facility status & need reports.	Water Resource Management, Assessment & Restoration	

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114	StormTracker Demonstration Version	This is a demonstration version of the StormTracker application. The majority of the StormTracker functionality is accessible through this application (State and Facility access). This demonstration site points to a Beta database of the StormTracker application, to allow for a proper sandbox environment.	Water Resource Management, Assessment & Restoration	
115	Water Gateway	Portal for Water staff to access a wide variety of information, websites and application.	Water Resource Management, Assessment & Restoration	

(Insert as many rows into table as needed.)

Listing of Strategic IT Services

(FY 2011-12 Schedule IV-C

Worksheet SC-2)

Dept/Agency: **Department of Environmental Protection**
Prepared by: **R. John Willmott, CIO**
Phone: **(850) 245-8238**
Date Completed: **(October 6, 2010)**

1. Authorizations, Compliance & Enforcement

Florida's environmental laws allow sites to be developed, projects to be built and facilities to be operated if there is reasonable assurance they will comply with those laws. Permits and other authorizations issued by the Department whether for air emissions, coastal construction, landfills, marinas, wastewater plants, or paper mills—establish detailed conditions (compliance standards) under which these activities can be conducted while preserving air and water quality. Compliance is essential to environmental and public health protection—and DEP's objective is to resolve violations of Florida's environmental requirements effectively and return violators to compliance as quickly as possible.

The following IT Systems are constituent elements of this Strategic IT Service.

- 1.a. ***Air Resources Management System*** – Main transactional system for Air staff to submit and review compliance, inventory and permitting data.
- 1.b. ***Air Compliance And Enforcement Search*** – Provides summary and detailed information about facilities compliance history and enforcement status.
- 1.c. ***ARMS Compliance Assurance Reports*** – ARMS compliance assurance related reports.
- 1.d. ***Asbestos Tracking*** – Tracks asbestos notifications of removal/demolition from sites in Florida and manages invoice processing and compliance assurance tracking.
- 1.e. ***Chaz***
 - 1.e.a. ***Chaz Reports (Compliance-Hazardous Waste-Web Reports)*** – CHAZ reporting module for web-based reports.
 - 1.e.b. ***Chaz County Small Quantity Generator Reports*** – CHAZ reporting module for the county small quantity generator (SQG).

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Worksheet SC-2)

- 1.e.c. **Chaz Rcra Epa Reports** – CHAZ reporting module to allow EPA to view compliance data.
- 1.f. **Clean Marina** – Florida marinas database, pumpout, and grant info.
- 1.g. **Comet Public & Web Reports** – Public reports provide public access to the Compliance and Enforcement Tracking (COMET) System reports. COMET Reports are web-based reports.
- 1.h. **Compliance & Enforcement Tracking System** – Tracks compliance & enforcement information for water and waste divisions.
- 1.i. **Compliance Hazardous Waste** – Tracks handlers and potential handlers of hazardous waste substances.
- 1.j. **Contamination Locator Map (CLM)** – Allows public to locate sites currently under DEP's waste cleanup oversight.
- 1.k. **Discharge Monitoring Report (DMR) Manual** – The On-line DMR Manual resides on the Intranet server and was designed to help users quickly find guidance on how to format and prepare Discharge Monitoring Reports for wastewater facilities.
- 1.l. **Dry Cleaning Program Sites** – Contamination Information on Drycleaning Cleanup Sites.
- 1.m. **Electronic Access System for Inspection Information Retrieval** – Provides compliance inspectors the ability to review and capture inspection data on a tablet in the field and upload to ARMS.
- 1.n. **Electronic Inspection Point (EIP)** – EIP is a remote connection tool utilized by Wastewater program staff for inspections in the field.
- 1.o. **Electronic Discharge Monitoring Report System (e2-EDMR)** – The Florida Electronic Environmental Discharge Monitoring Report (e2-DMR) system is a web-enabled information system that allows wastewater facilities to electronically send Discharge Monitoring Reports (DMRs) to the Department.
- 1.p. **Erp Compliance/Enforcement** – The compliance and enforcement tracking system for the Environmental Resource Permitting group within the Division of Water Resource Management.

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- 1.q. **Florida Air Monitoring Assessment System** – Collects and manages data polled (and otherwise submitted) by ambient air monitors throughout the state. Contains a web component.
 - 1.r. **Florida's Air Quality System** – System designed to calculate raw ozone & particle pollution data collected from state monitoring sites and display that results on the web.
 - 1.s. **Florida Inspection Reporting Of Storage Tanks (FIRST)** – FIRST is a Java/web-based mobile technology application and integration service that will be superseding COMET. The application is based in java using the legacy STCM repository for data collection.
 - 1.t. **Florida Integrated Environmental Systems Today (FIESTA)** – This is the main transactional system for the Integrated Management System, which currently interfaces with the WAFR and CHAZ systems managing wastewater and hazardous waste facility data. Also includes Clearinghouse which is a data quality review tool used by regulatory data stewards reviewing data.
 - 1.t.a. **Fiesta Reports** – The FIESTA reports module is the main transactional system for the Department's Integrated Management System.
 - 1.t.b. **FIESTA Managed Entity Summary** – The FIESTA Managed Entity Summary focuses on the business needs associated with displaying summary information for a selected managed entity, which currently manages wastewater and hazardous waste facility information.
 - 1.u. **Green Lodging Survey** – Survey web site for public feedback on hotel services that are Green Lodging-certified.
 - 1.v. **MapDirect** – DEP's comprehensive mapping application.
 - 1.w. **OCP** – The DwrmoCp project contains public interfaces that allow Water operators to review and pay for biennial license renewal fees.
 - 1.x. **Oil And Hazardous Materials Incident Tracking (OHMIT)** – Tracks information related to pollutant spills for the Bureau of Emergency Response.

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- 1.y. **Permit Compliance System (PCS) Data Retrievals** – This website allows the ability to search for data and permitted limits contained in the PCS database. Website features Limit Retrievals, Data Retrievals, and Retrieval Instructions.
 - 1.z. **Potable Water System** – Drinking water inventory and compliance/enforcement monitoring system. Reports are created to assist both DEP District staff and DOH (DEP delegated Health units) with reporting and compliance/enforcement decisions.
 - 1.aa. **SITS (Site Investigation Tracking System)** – Tracks the investigation and cleanup, financial costs, and contract management of referred sites and SOLCP (state-owned lands cleanup) sites.
 - 1.bb. **Spatial Air Quality System: Phase 2** – SAQS focus displays air quality data from monitoring stations throughout the State of Florida in the department's CA (Consolidated Application).
 - 1.cc. **Solid Waste Informational Tracking (SWIFT)** – SWIFT is a Java/web-based mobile technology application and integration service which builds on the Florida Inspection Reporting Of Storage Tank system.
 - 1.dd. **Total Maximum Daily Load (TMDL) Tracker** – Stores and manages data related to Total Maximum Daily Loads, Minimum Flows and Levels, and Basin Management Action Plans.
 - 1.ee. **Wacs Public Reports** – This is the web that allows for public access to the Water Assurance Compliance System (WACS) reports. WACS stores information for landfills, water facilities underground injection wells, water facilities wetlands, and water facilities stormwater.
 - 1.ff. **WAFR Compliance Reports** – WAFR Compliance Reports that link WAFR facility data and COMET compliance and enforcement data.
 - 1.gg. **WAFR Dmr Reports** – Reports to display data entered via the DMRENTY web application.
 - 1.hh. **Wastewater Discharge Monitoring Report System** – Wastewater discharge monitoring report data entry application.
 - 1.ii. **Wastewater Dmrlog Application** – Tracking systems for receipt and data entry of wastewater discharge monitoring reports.

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- 1.jj. **Water Assurance Compliance System** – This application stores information for landfills, water facilities underground injection wells, water facilities wetlands, and water facilities stormwater. Application includes a reporting function for the WACS applications.

2. Authorizations

Many activities performed by the film industry in Florida may require *prior* authorization from the Department. Such activities include: Construction of structures (permanent or temporary), Dredging (such as to create a channel), Filling (which includes activities such as sinking or dropping structures or vehicles into the water), Use of chemicals, petroleum products, etc., and Cutting or removal, planting, or relocation of aquatic vegetation, especially mangroves. In general, activities located in wetlands or any open surface waters, other than normal and customary operation of vessels, may require some form of authorization from the Department.

The following IT Systems are constituent elements of this Strategic IT Service.

- 2.a. **Air Document Handling** – Provide permit posting, permit search and document search functions for Air permitting staff.
- 2.b. **Air Permit Documents Search** – Provides scanned PSD, Title V permit documents and permit documents zipped in PDF format.
- 2.c. **Beaches and Coastal Management Systems (BCMS)** – This is a Permit Reporting Java Application used to extract information regarding various types of Beaches permits.
- 2.d. **Field Point (FP) Mobile** – Enables DEP staff to create and issue dock permits in the field after storm events. Application is loaded onto a variety of hand-held devices.
- 2.e. **Florida Coastal Management Program (FCMP)** – Application for querying the PA system for permitting, to ensure that they are following state laws. Data pulled is used in semi-annual reports to NOAA (from where they derive annual grants).
- 2.f. **Interactive Notice of Intent (iNOI)** – Supports online, interactive Notice of Intent applications (generic permits for the NPDES stormwater program).
- 2.g. **Operator Certification Program (OCP)** – Used by DEP staff to track all data and logistics dealing with the Operator Certification program.

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- 2.g.a. OCP Continuing Education Units (CEU) Upload** – This application is used to enter Continuing Education Units (CEU) for Drinking Water and Wastewater facility operators.
- 2.g.b. OCP License Generator** – This application generates the licenses for the OCP program.
- 2.g.c. OCP Public Reporting Application** – This application represents the public facing, internet version utilized for reporting needs to the public, dealing with the Operator Certification Program (OCP).
- 2.g.d. OCP Exam Submissions** – This website tracked and handled logistics, regarding exam functionality of the OCP application.
- 2.g.e. OCP Test Generator** – This application is a standalone desktop installation. This program generates the exams that are given to the operators for the program.
- 2.h. Permit Builder (PBR)** – Supports permit creation for domestic and industrial wastewater permits. Application generates permits, discharge monitoring reports, permit notices, fact sheets and statements of basis.
- 2.i. Permitting Application (PA)** – Application to track applications and regulatory permits, which include a web reporting interface for permitting application data.
- 2.j. Selfcert** – Allows public users to determine if they can self-certify a single-family dock and if so, provides written confirmation of qualification so that further contact with FDEP will not be necessary.
- 2.k. Storage Tank Contamination and Monitoring (STCM)** – Used for registering storage tank sites and tracking contamination cleanup.
- 2.l. Wastewater Facility Regulation System** – System for tracking wastewater facilities and related sites, and legal documents regulating wastewater treatment and disposal.
- 2.m. Water Well Contractor Violation Clearinghouse (WWCVC)** – Provides access to information on all Florida licensed water well contractors.

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3. Law Enforcement

The Department's Division of Law Enforcement includes 137 officers and investigators within DEP who are sworn state law enforcement officers with full powers of arrest. As the uniformed law enforcement representative of DEP, the Division's officers are the guardians in the field, responsible for the enforcement of Florida's environmental laws and regulations for the detection and investigation of suspected violations. Each day, personnel assist in emergency response, conduct environmental investigations, patrol 160 state parks and educate the public to ensure that Florida's environment is protected for the generations to come.

The following IT Systems are constituent elements of this Strategic IT Service.

3.a. *Legal Case Tracking* – Track legal cases managed by DEP resulting from environmental violations, permitting, rule challenges and administrative actions.

3.b. *SmartCop* – Client/server application that allows sworn members to create and submit criminal citations, warnings, offense reports, and arrest reports. Reports are routed through supervisors for approval. Also captures suspect, vehicle, and property information.

4. Natural Resource Management

The health of Florida's ecosystems depends on dynamic natural processes associated with fire, hydrology, and a delicate ecological balance between native species. Natural resource management on the 589,910 upland acres in the Florida State Parks involves four major activities: prescribed burning, invasive exotic species control, hydrological restoration, and other kinds of habitat restoration. Most of this work is done by park staff as a part of their day to day activities, which also include the many other aspects of providing recreational facilities and opportunities to over 21 million park visitors annually. The Department's resource management goal is to restore and maintain the original landscapes of Florida by reestablishing these processes. In this way we insure that citizens and visitors experience healthy old-growth forests, wildflower-blanketed prairies, free-flowing springs, and an abundance of diverse native wildlife in The Real Florida.

The following IT Systems are constituent elements of this Strategic IT Service.

4.a. *Acquisition Process Information System* – An information system used to support the Acquisition Process in the Division of State Lands.

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The system tracks the acquisition process starting with acquisition planning, negotiation, survey, appraisal and finally closing.

- 4.b. **Automated Data Management (ADM) System** – The ADM application is utilized for data reviewing and cleaning before it is released to the public. The ADM is fundamentally a reporting application which provides various reports to program staff.
- 4.c. **Bioassessment Report Tracker** – The Bioassessment Report Tracker will track the logistics of bioassessments throughout the entire process.
- 4.d. **Data Quality Dashboard (DQD)** – The main purposes of DQD are to make available the quality of our locational information and to provide tools for data managers to address locational quality assurance and the improvement of locational accuracy.
- 4.e. **Field Point** – FieldPoint is used to correct and refine coordinate data within the Departments Oracle databases. FieldPoint was developed in 2004 to support WRMs initiative to improve the quality of locational data through the Source Water Assessment and Protection (SWAP) program.
- 4.f. **Florida Geological Survey (FGS) Wells Database** – Digital database of FGS well data and records of sample repository holdings.
 - 4.f.a. **FGS Well Log System** – Digital database of FGS well sample lithologic descriptions.
- 4.g. **FSPLI2** – A legislatively mandated information system that gathers data from each county within the State of Florida and provides a statewide inventory of publicly owned lands.
- 4.h. **Generalized Water Information System (GWIS) Database Utilities** – This application is used to maintain the OGWIS database. Users include the staff working for the Watershed Monitoring and Data Management Section of the Florida Department of Environmental Protection (FDEP), the Florida Water Management Districts, and County Agencies.
 - 4.h.a. **GWIS Database Utilities Intranet version** – This version of the website was combined with the internet version, to remove redundant application.

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- 4.i. **Gypsum Stacks** – This website is used by Mine Reclamation staff to track status, mapping and additional information (like surge capacity) of phosphate gypsum stacks.
 - 4.j. **Hydroport-Data Retrieval System** – A tool used to view/edit/insert/analyze/report data (QA/QC) related to the business function of the GWPS.
 - 4.k. **Integrated Land Management System** – Tracking/workflow systems for land management processes such as lease creation, easements, etc.
 - 4.l. **Land Acquisition Contract Assembly Program** – Contract assembly system for Land Acquisition activities. System is used by state employees as well as private vendors hired by the Division of State Lands to pursue the acquisition of desired land. LACAP ensures uniform use of contract language.
 - 4.m. **Outdoor Recreation Planning (ORP) System** – Stores and manages data about the supply/demand of recreational facilities & activities in Florida public and private parks.
 - 4.m.a. **Outdoor Recreation Planning (ORP) Public Access Reports** - Public access reports for the Outdoor Recreation Planning System
 - 4.m.b. **Outdoor Recreation Planning System Web Reports** – This is a web reporting function for the ORP applications.
 - 4.n. **Park Project Management And Tracking System (PPMTS)** – Tracks information related to contractors, expenditures, encumbrances and payments associated with park projects.
 - 4.n.a. **PPMTS Reports** – PPMTS reports module. PPMTS tracks information related to contractors, expenditures, encumbrances and payments associated with park projects.
 - 4.o. **Reconnaissance Offshore Sand Search (ROSS)** – Mapping application and business process involving the operation and maintenance section of the (Sandpan - ROSS Database) Reconnaissance Level Regional Sand Search of Florida (Sandpan) – Reconnaissance Offshore Sand Search (ROSS) Database.

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- 4.p. **Recreation And Parks Management System (RPM)** – Tracks attendance at FL State Parks.
- 4.p.a. **Recreation And Parks Management System (RPM) Reports** – This is the RPM reporting module. The Recreation & parks Management (RPM) System tracks attendance at FL State Parks.
- 4.q. **Source Water Assessment and Protection Program (SWAPP) Reports** – The website provides a series of reports, statistics and other useful information for the DEP SWAPP program (Source Water Assessment and Protection Program). This website is centric towards field efforts, utilizing GIS.
- 4.r. **Submerged & Uplands Public Revenue System** – Generates invoices for Leases/Easements of state owned submerged lands/uplands/commercial lands. Post payments to invoices through linkages to CRA.
- 4.s. **STORET Public Access (SPA)** – STORET Public Access (SPA) application is a public-facing application which taps directly into the Florida STORET data warehouse. The warehouse contains all of the water quality, biological, and physical data collected in Florida that is loaded to the U.S. Environmental Protection Agency's (EPA's) Modernized STORET database, along with historical Legacy STORET data.
- 4.t. **WAFR Facilities Lat/Long QA Progress Report (Viewpoint QA)** – This served as a reporting platform for the field tool that was utilized for collecting Lat/Long data for the WAFR and SWAPP programs.
- 4.u. **Web Electronic Field Sheets (WELFS)** – The Web Electronic Field Sheets (WELFS) is a companion application to ELFS. WELFS enables users to further query, edit, and perform QA checks on the field sampling data initially uploaded from ELFS.

5. Permits

The Environmental Resource Permit (ERP) Program represents the merging of the former wetland resource permitting (WRP) program from Chapter 403, F.S., with the management and storage of surface waters (MSSW) permitting program in Part IV of Chapter 373, F.S. The ERP program regulates the construction, alteration, maintenance, removal, modification, and operation of all activities in uplands, wetlands and other surface waters (whether publicly or privately-owned) that will alter, divert, impede, or otherwise change the flow of surface waters. That includes dredging and filling in most surface waters and wetlands (whether isolated or connected to other waters). For example, this program covers the construction of new buildings, roadways, and parking areas that increase impervious surfaces and stormwater runoff.

The following IT Systems are constituent elements of this Strategic IT Service.

- 5.a. **Area Source General Permits** – Formerly tracked compliance inspection information for Title V AREA source inspections. This application has been replaced by GPCI-Lite, but the data has been made available for view only.
- 5.b. **Electronic Permit Submittal And Processing (EPSAP) Long Form** – Provides applicants electronic submissions of Long Form applications.
 - 5.b.a. **EPSAP Non-Title V** – Provides applicants electronic submission of Non-Title V permit applications.
 - 5.b.b. **EPSAP Engineer Review** – Provides a system to review and update electronically submitted Non-Title V and long form applications.
 - 5.b.c. **EPSAP Inventory** – Provides a system to review and update submitted Non-Title V and Long form applications by applicants and engineers.
- 5.c. **General Permit Compliance Information** – Provides inspectors of Air General Permits to update compliance information and upload checklists.
- 5.d. **Siting Tracking System** – A web-based tracking system providing electronic access relating to certified power plants, transmission lines and natural gas pipelines. This program supports the certification application process under the Power Plant Siting Act (403.501-.518, F.S.), Transmission Line Siting Act (403.52-.5365, F.S.), and Natural Gas Pipelines Siting Act (403.9401-.9425, F.S.).

6. Water Resource Management, Assessment & Restoration

The Department's Water Programs are responsible for protecting the quality of Florida's drinking water as well as its rivers, lakes, wetlands, springs and sandy beaches, and for reclaiming mined lands. The Programs provide the technical basis for setting the state's water quality standards; develop the rules and guidance for implementing these standards; and conduct permitting, compliance, and enforcement programs to establish these standards throughout the state. They also implement a comprehensive statewide watershed management program designed to identify and restore impaired water bodies.

The following IT Systems are constituent elements of this Strategic IT Service.

- 6.a. *Class AA Residual Database*** – Contains information from the monthly distribution marketing reports. This data is used to keep track of Class AA Residual's.
- 6.b. *Laboratory Information Management System (LIMS)*** - A software system used in laboratories for the management of samples, laboratory users, instruments, standards and other laboratory functions such as invoicing, plate management, and workflow automation.
- 6.c. *Pretreatment Database*** – Contains Pretreatment information required from each facility. The data is then used to prepare quarterly reports to the EPA.
- 6.d. *Reuse Inventory Database*** – Contains information from the Reuse Inventory Reports required from each facility. The data is then used to prepare Annual reports.
- 6.e. *Reuse Pathogen Monitoring Database*** – Contains information from the Reuse Pathogen Reports required from each facility. The data is then used to prepare Annual reports.
- 6.f. *Statewide Biological Database (SBIO)*** – Contains information from the Reuse Pathogen Reports required from each facility.
- 6.g. *StormTracker*** – Used FL Public Drinking Water & Wastewater facilities to report post emergency (Hurricane, Terrorist Attack, etc.) status. The information is used to develop up-to-date post Hurricane (or other emergency event) water facility status & need reports.

6.g.a. *StormTracker Demonstration Version* – This is a demonstration version of the StormTracker application. The

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majority of the StormTracker functionality is accessible through this application (State and Facility access). This demonstration site points to a Beta database of the StormTracker application, to allow for a proper sandbox environment.

- 6.h. Water Gateway** – Portal for Water staff to access a wide variety of information, websites and application.

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

Dept/Agency: **Department of Environmental Protection**
 Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
 Phone: **(850) 245-8238; (850) 245-4340**
 Date submitted: **October 15, 2010**

Network Service

This service enables data connectivity and transport using Local Area Network (LAN) and/or Wide Area Network (WAN) technologies. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify the major hardware and commercial software associated with this service:			
1	Cisco Systems (Routers, Switches, Security Appliances-VPN/Firewall)	5	NetScout Sniffer
2	Fluke Networks OptiView III	6	Altime NetZoom
3	Cisco Systems CiscoSecure ACS	7	
4	CA eHealth	8	

1. IT Service Definition

1.1. Who is the LAN service provider? *(Indicate all that apply)*

- Central IT staff
- Program staff
- Other state agency *(non-primary data center)*
- Other External Service Provider *(specify)* _____
- Southwood Shared Resource Center
- Northwood Shared Resource Center
- Northwest Regional Data Center

1.2. Who is the WAN service provider? *(Indicate all that apply)*

- Central IT staff
- Program staff
- Another State agency
- External service provider

1.3. Who uses the service? *(Indicate all that apply)*

- Agency staff (state employees or contractors)
- Employees or contractors from one or more additional state agencies
- External service providers
- Public (please explain in Question 5.3)

1.4. Please identify the number of users of the Network Service. **5,167 (e-mail accounts)**

1.5. How many locations currently host IT assets and resources used to provide LAN services? **169**

1.6. How many locations currently use WAN services? **162**

1.7. What types of WAN connections are included in this service? *(Indicate all that apply)*

- ATM
- SUNCOM MFN Network
- Radio
- Frame Relay
- Internet
- Satellite
- Cellular Network
- Dedicated Wired connection
- Dial-up connection

IT Service Requirements Worksheet: Data Center Service

Other _____

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?
(Identical, Very Similar, No) **Very Similar**

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

Yes No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

Service provider must be able to meet existing security requirements.

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for LAN service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s) VoIP System
- No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

Network operations and support availability, 95% during normal production hours. On-call availability for after normal work hour's issues that arise. Any maintenance impact on VoIP system being deployed will occur at 1 AM.

3.2. Has the agency specified the service level requirements for WAN service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s)
- No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

Please refer to the MyFloridaNet information available at the following URL: http://dms.myflorida.com/cits/portfolio_of_services/suncom/data_transport_services/myfloridanet

3.3. Timing and Service Delivery Requirements

3.3.1. Hours/Days that service is required (e.g., 0800-1600 M-F, 24/7) for:

3.3.1.1. Online availability **24/7**

3.3.1.2. Offline and availability for maintenance **Thursday**
Evenings, 6:00PM – 12:00PM, and other times requires advance authorization.
VoIP maintenance window begins at 1:00AM Friday mornings.

3.3.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs (e.g., 5 min, 15 min, 60 min)? **5 minutes**

3.3.2.1. What are the impacts on the agency's business if this down-time standard is exceeded?

IT Service Requirements Worksheet: Data Center Service

Agency is unable to carry out mission.

3.3.3. Does the agency have a standard for required bandwidth its locations? Yes No

If yes, indicate the standard (*e.g. fiber channels for certain locations*)

3.3.4. Are there any agency-unique service requirements? Yes No

If yes, specify (*include any applicable constitutional, statutory, or rule requirements*)

Statutory issues for environmental permitting process.

3.3.5. What are security requirements for this IT service? (*Indicate all that apply*)

- User ID/Password
- Access through internal network only
- Other _____
- Access through Internet or external network
- Access through Internet with secure encryption

3.3.6. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

Yes No

3.3.6.1. If yes, please specify and describe:

Security requirements by FDLE for access to CJNET, NCIC (DLE and OIG).

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management?

Yes No

If yes, briefly describe the frequency of reports and how they are provided:

Note: Monthly statistics are collected from MFN Network.

4.2. Are currently defined IT service levels adequate to support the business needs?

Yes No

4.2.1. If no, what changes need to be made to the current IT service? (*Briefly explain*)

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete

5. Additional Information

IT Service Requirements Worksheet: Data Center Service

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Working Capital Trust Fund (WCTF).

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

WCTF Cost Allocation Plan and there are no changes anticipated to funding model.

5.3. Other pertinent information related to this service

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

Dept/Agency: **Department of Environmental Protection**
 Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
 Phone: **(850) 245-8238; (850) 245-4340**
 Date submitted: **October 15, 2010**

E-Mail, Messaging, and Calendaring Service

This service enables users to send and receive e-mail and attachments, perform departmental calendaring, manage address lists, create and maintain shared or private folders, and store message data provided through the e-mail service. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify the major hardware and commercial software associated with the E-Mail Service:			
1	Microsoft Exchange 2007	5	2 HP DL370 G6 servers
2	Microsoft Outlook 2007/2003	6	4 HP DL380 G5 servers
3	RIM BlackBerry Enterprise Server	7	1 HP DL380 G4 servers
4	EMC CX3-80 SAN	8	

1. IT Service Definition

1.1. Who is the service provider? *(Indicate all that apply)*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Central IT staff | <input type="checkbox"/> Southwood Shared Resource Center |
| <input type="checkbox"/> Program staff | <input type="checkbox"/> Northwood Shared Resource Center |
| <input type="checkbox"/> Other state agency <i>(non-primary data center)</i> | <input type="checkbox"/> Northwest Regional Data Center |
| <input type="checkbox"/> Other External Service Provider <i>(specify)</i> | |

1.2. Who uses the service? *(Indicate all that apply)*

- Agency staff (state employees or contractors)
- Employees or contractors from one or more additional state agencies
- External service providers
- Public (please explain in Question 5.3)

1.3. Please identify the number of users (e-mail accounts/mailboxes) of this service. **5,167**

1.4. How many locations currently host IT assets and resources used to provide e-mail, messaging, and calendaring services? **1**

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider? *(Identical, Very Similar, No)* **No**

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?
 Yes No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: E-Mail, Messaging, and Calendaring Service

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

Shares SAN with other applications, unlimited mailbox size and email archive system.

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for this IT Service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s)
- No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

95% availability.

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required (e.g., 0600-2100 M-F, 24/7): **24/7**

3.2.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs (e.g., 5 min, 15 min, 60 min)? **15 minutes**

3.2.2.1. What are the impacts on the agency's business if this down-time standard is exceeded?

No messaging services for agency.

3.2.3. Are there any agency-unique service requirements? Yes No

If yes, specify (include any applicable constitutional, statutory, or rule requirements)

3.2.4. What are security requirements for this IT service? (Indicate all that apply)

- User ID/Password
- Access through internal network only
- Other _____
- Access through Internet or external network
- Access through Internet with secure encryption

3.2.5. Are there any federal, state, or agency records retention or privacy policies, restrictions, or requirements applicable to this IT Service?

- Yes
- No

3.2.5.1. If yes, please specify and describe:

Sunshine Laws, requirements established by FDLE and other law enforcement agencies.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management?

- Yes
- No

If yes, briefly describe the frequency of reports and how they are provided:

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: E-Mail, Messaging, and Calendaring Service

4.2. Are currently defined IT service levels adequate to support the business needs?

Yes No

4.2.1. If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost of Completion

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Working Capital Trust Fund (WCTF).

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

WCTF Cost Allocation Plan and there are no changes anticipated to funding model.

5.3. Other pertinent information related to this service

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

Dept/Agency: **Department of Environmental Protection**
 Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
 Phone: **(850) 245-8238; (850) 245-4340**
 Date submitted: **October 15, 2010**

Desktop Computing Service

This service enables use of standard office automation functions, as well as access to other applications that require standard desktop functionality. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify the major hardware and commercial software associated with the Desktop Computer Service:			
1	MS Office Support	5	VPN, Air Card & Blackberry Support
2	Windows Update & AntiVirus	6	DiagWin Asset Mgt.
3	SharePoint	7	File Share Permissions & Network Access
4	FAX Services	8	Numara FootPrints, Incident Mgt. Software

1. IT Service Definition

1.1. Who is the service provider? *(Indicate all that apply)*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Central IT staff | <input type="checkbox"/> Southwood Shared Resource Center |
| <input type="checkbox"/> Program staff | <input type="checkbox"/> Northwood Shared Resource Center |
| <input type="checkbox"/> Other state agency <i>(non-primary data center)</i> | <input type="checkbox"/> Northwest Regional Data Center |
| <input type="checkbox"/> Other External Service Provider <i>(specify)</i> | |

1.2. Who uses the service? *(Indicate all that apply)*

- Agency staff (state employees or contractors)
- Employees or contractors from one or more additional state agencies
- External service providers
- Public (please explain in Question 5.3)

1.3. Please identify the number of users of this service. **5,200**

1.4. How many locations currently use desktop computing services? **13**

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?
(Identical, Very Similar, No, Unknown) **Very Similar**

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

Yes No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

Provider would have to learn agency environment, programs, on-site performance to meet current service levels and expectations.

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

IT Service Requirements Worksheet: Desktop Computing Service

[Redacted]

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for this IT Service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s)
- No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

Average Incident/Service Request Resolution Rate 90%, Customer Satisfaction Rate 90%.

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required (e.g., 0800-1600 M-F, 24/7) **0730AM - 1730PM Monday through Friday.**

3.2.2. What are the impacts on the agency's business if the Desktop Service is not available?

Reduced system wide support efficiency and reduced local special program resource services.

3.2.3. Are there any agency-unique service requirements? Yes No

If yes, specify (include any applicable constitutional, statutory, or rule requirements)

[Redacted]

3.2.4. What are security requirements for this IT service? (Indicate all that apply)

- User ID/Password
- Access through Internet or external network
- Access through internal network only
- Access through Internet with secure encryption
- Other Dial-up

3.2.5. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

- Yes
- No

3.2.5.1. If yes, please specify and describe:

Only information applicable to Public Records Law Exemptions, Chapter 119, Florida Statutes. FDLE, FBI, EPA encrypted and Citrix.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management

- Yes
- No

If yes, briefly describe the frequency of reports and how they are provided:

Agency Management: Monthly and Quarterly. Average Incident/Service Request Resolution Rate 90%, Customer Satisfaction Rate 90%.

4.2. Are currently defined IT service levels adequate to support the business needs?

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Desktop Computing Service

Yes No

4.2.1. If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost of Completion

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Working Capital Trust Fund (WCTF).

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

WCTF Cost Allocation Plan and there are no changes anticipated to funding model.

5.3. Other pertinent information related to this service

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

Dept/Agency: **Department of Environmental Regulation**
 Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
 Phone: **(850) 245-8238; (850) 245-4340**
 Date submitted: **October 15, 2010**

Helpdesk Service

This service involves the centralized or consolidated intake and resolution of IT system problems for users and stakeholders throughout the department. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify any major hardware and commercial software associated with the Helpdesk Service:			
1	43 PC's (35 are dedicated to Agency Computer Training Rooms)	5	MS Office 2007 Suite
2	2 Laptops (1 dedicated to Agency Computer Training Room)	6	Snag-it
3	1 Printer	7	Numara FootPrints, Incident Management Software
4	2 Blackberry's	8	

1. IT Service Definition

1.1. Who is the service provider? *(Indicate all that apply)*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Central IT staff | <input type="checkbox"/> Southwood Shared Resource Center |
| <input type="checkbox"/> Program staff | <input type="checkbox"/> Northwood Shared Resource Center |
| <input type="checkbox"/> Other state agency <i>(non-primary data center)</i> | <input type="checkbox"/> Northwest Regional Data Center |
| <input type="checkbox"/> Other External Service Provider <i>(specify)</i> | |

1.2. Who uses the service? *(Indicate all that apply)*

- Agency staff (state employees or contractors)
- Employees or contractors from one or more additional state agencies
- External service providers
- Public (please explain in Question 5.3)

1.3. Please identify the number of users of this service: **5,200**

1.4. How many locations currently host IT assets and resources used to provide helpdesk services? **13**

1.5. What communication channels are used for the service? *(Indicate all that apply)*

- | | |
|--|---|
| <input checked="" type="checkbox"/> On-line self-serve | <input checked="" type="checkbox"/> On-line interactive |
| <input checked="" type="checkbox"/> Telephone/IVR | <input checked="" type="checkbox"/> Face-to-face |
| <input checked="" type="checkbox"/> Remote desktop (e.g., PC Anywhere) | |
| <input type="checkbox"/> Other | |

1.6. What is the scope of the service provided by the Help Desk: *(Check all boxes that apply)*

Help Desk Action	Simple problems	Moderately complex problems	Complex problems
Accepting and logging	X	X	X
Referring/escalating	X	X	X

IT Service Requirements Worksheet: Helpdesk Service

Tracking and reporting	X	X	X
Resolving/closing	X	X	X

1.7. Please identify the major IT systems or services for which the Help Desk must provide assistance:

1	MS Office Support	5	Blackberry Support
2	Login to Network	6	Air Card Support
3	Access to Unique DEP Data Applications	7	Permissions to Network Resources (Files shares, etc)
4	Intranet/Internet Connectivity	8	Video Conferencing

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?

(Identical, Very Similar, No, Unknown) Very

Similar -- **A provider would need to be able to provide centralized helpdesk support as well as desktop support.**

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

Yes No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

A provider would need to be able to provide centralized helpdesk support as well as desktop support.

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for this IT Service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s)
- No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

Average Incident/Service Request Resolution Rate 90% and Customer Satisfaction Rate 90%.

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days the Help Desk service is required (e.g., 0800-1600 M-F, 24/7) **0730AM - 1730PM. Monday through Friday.**

3.2.2. What are the impacts on the agency's business if the Help Desk service is not available?

Reduced system wide support efficiency and reduced local special project resource services.

3.2.3. What is the average monthly volume of calls/cases/tickets?

3,000

3.2.4. Are there any agency-unique service requirements?

Yes No

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Helpdesk Service

If yes, specify *(include any applicable constitutional, statutory, or rule requirements)*

3.2.5. What are security requirements for this IT service? *(Indicate all that apply)*

- User ID/Password
 Access through Internet or external network
 Access through internal network only
 Access through Internet with secure encryption
 Other Dial-up

3.2.6. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

- Yes
 No

3.2.6.1. If yes, please specify and describe:

Only information applicable to Public Records Law Exemptions, Chapter 119, Florida Statutes.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management?

- Yes
 No

If yes, briefly describe the frequency of reports and how they are provided:

Agency Management: Monthly and Quarterly.

4.2. Are currently defined IT service levels adequate to support the business needs?

- Yes
 No

4.2.1. If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost of Completion

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Working Capital Trust Fund (WCTF).

IT Service Requirements Worksheet: Helpdesk Service

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

WCTF Cost Allocation Plan and there are no changes anticipated to funding model.

5.3. Other pertinent information related to this service

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

Dept/Agency: **Department of Environmental Protection**
Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
Phone: **(850) 245-8238; (850) 245-4340**
Date submitted: **October 15, 2010**

IT Security/Risk Mitigation Service

This service involves the implementation of measures to reduce risk and ensure continuity of the IT Services supporting the agency. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

1. IT Service Definition

1.1. Who is the service provider? *(Indicate all that apply)*

- | | |
|---|---|
| <input checked="" type="checkbox"/> Central IT staff | <input type="checkbox"/> Southwood Shared Resource Center |
| <input checked="" type="checkbox"/> Program staff | <input type="checkbox"/> Northwood Shared Resource Center |
| <input type="checkbox"/> Other state agency <i>(non-primary data center)</i> | <input type="checkbox"/> Northwest Regional Data Center |
| <input type="checkbox"/> Other External Service Provider <i>(specify)</i> _____ | |

1.2. Who uses the service? *(Indicate all that apply)*

- Agency staff (state employees or contractors)
- Employees or contractors from one or more additional state agencies
- External service providers
- Public (please explain in Question 5.3)

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?
(Identical, Very Similar, No) **No**

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

- Yes No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for this IT Service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s)
- No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

[Redacted]

3.2. Timing and Service Delivery Requirements

- 3.2.1. Hours/Days that service is required (*e.g., 0800-1600 M-F, 24/7*): **24/7**
- 3.2.2. In the event of an emergency, how quickly must essential services be restored to maintain the agency's continuity of operations? **72 hours; longer for less critical**
- 3.2.3. How frequently must the IT disaster recovery plan be tested? **Yearly**
- 3.2.4. In the event of a security breach, what is the agency's tolerance for down time of security IT services during peak periods, i.e., time before management-level intervention occurs (*e.g., 10 min, 60 min, 4 hours*)? **45 minutes**
- 3.2.5. Are there any agency-unique service requirements? Yes No
If yes, specify (*include any applicable constitutional, statutory, or rule requirements*)

[Redacted]

- 3.2.6. What are security requirements for this IT service? (*Indicate all that apply*)
- | | |
|---|---|
| <input type="checkbox"/> User ID/Password | <input checked="" type="checkbox"/> Access through Internet or external network |
| <input type="checkbox"/> Access through internal network only | <input type="checkbox"/> Access through Internet with secure encryption |
| <input type="checkbox"/> Other _____ | |
- 3.2.7. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?
 Yes No

If yes, please specify and describe:

Information security programs and related data are confidential in accordance with Chapter 119 Public Records and other references.

4. User/customer satisfaction

- 4.1. Are service level metrics reported regularly to business stakeholders or agency management?
 Yes No
If yes, briefly describe the frequency of reports and how they are provided:

[Redacted]

- 4.2. Are currently defined IT service levels adequate to support the business needs?
 Yes No

- 4.2.1. If no, what changes need to be made to the current IT service? (*Briefly explain*)

Limited budget and human resources available hinder good disaster recovery capability. However, infrastructure consolidation and modernization projects have provided improved security and the potential to more cost effectively provide redundancy for greater recoverability.

IT Service Requirements Worksheet: Data Center Service

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Working Capital Trust Fund (WCTF).

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

WCTF Cost Allocation Plan and there are no changes anticipated to funding model.

5.3. Other pertinent information related to this service

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: IT Administration and Management Service

Dept/Agency: **Department of Environmental Protection**
 Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
 Phone: **(850) 245-8238; (850) 245-4340**
 Date submitted: **October 15, 2010**

IT Administration and Management Service

This service enables the management and administration of the agency's central IT program or unit. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify major IT application systems that are included (in whole or part) in this IT Service:			
1	Cost Allocation Plan	5	Asset Management
2	Budget Projections	6	Software Asset Management
3	Minority Expenditure Reports	7	Services Portfolio
4	Schedule IV-B & IV-C	8	LBR/LRPP

1. IT Service Definition

1.1. Who is the service provider? *(Indicate all that apply)*

- Central IT staff
- Program staff
- Other state agency *(non-primary data center)*
- Other External Service Provider *(specify)* _____
- Southwood Shared Resource Center
- Northwood Shared Resource Center
- Northwest Regional Data Center

1.2. How many locations currently host assets and resources used to provide IT administration and management services? **1**

2. Service Unique to Agency

2.1. If the same level of service could be provided through another agency or external source for less than the current cost of the IT service, could your agency change to another service provider?

- Yes
- No

2.1.1. If yes, what must happen for your agency to use another IT service provider?

Provider would need to conduct assessment of agency to become familiar with structure, agency trust funds and current cost allocation plan for enterprise IT services.

2.1.2. If not, why does your agency need to maintain the current provider for this IT service?

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for this IT Service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s)
- No; specific requirements have not been determined and approved by the department

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

If you answered "Yes," identify major (formal or informal) service level requirements:

Cost allocation plan, budget projections and service reports.

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required (*e.g., 0800-1600 M-F, 24/7*) for the systems included in this service:

0800AM – 1700PM Monday through Friday.

3.2.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs (*e.g., 5 min, 15 min, 60 min*)?

24 Hours

3.2.3. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

Yes No

If yes, please specify and describe:

3.2.4. Are there any agency-unique service requirements?

Yes No

If yes, specify (*Include any applicable constitutional, statutory, or rule requirements*)

Federal EPA regulations effect agency IT needs and services.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management?

Yes No

If yes, briefly describe the frequency of reports and how they are provided:

4.2. Are currently defined IT service levels adequate to support the business needs of the agency?

Yes No

If no, what changes need to be made to the current IT service? (*Briefly explain*)

4.2.1. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Working Capital Trust Fund (WCTF).

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

WCTF Cost Allocation Plan and there are no changes anticipated to funding model.

5.3. Other pertinent information related to this service

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

Dept/Agency: **Department of Environmental Protection**
 Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
 Phone: **(850) 245-8238; (850) 245-4340**
 Date submitted: **October 15, 2010**

Agency Financial and Administrative Systems Support Service

This service enables users in the agency's administrative and support areas to operate and maintain the non-strategic applications that support agency administrative. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify major IT application systems that are included (in whole or part) in this IT Service:			
1	Cash Receiving Application (CRA)	5	FLAIR Integration Transaction System (FITS) pre-validation system for batch loads
2	State Parks Revenue System (WRR) interfaces w/Reserve America vendor	6	Payroll Expense Allocation System (PEAS)
3	State Lands Sales & Tax System	7	Oculus (document imaging for admin documents)
4	Indirect Cost Proposals for Grants	8	Contracts Administration & Reporting System (CARS)

1. IT Service Definition

1.1. Who is the service provider? *(Indicate all that apply)*

- Central IT staff
- Program staff
- Other state agency *(non-primary data center)*
- Other External Service Provider *(specify)* _____
- Southwood Shared Resource Center
- Northwood Shared Resource Center
- Northwest Regional Data Center

1.2. Who uses the service? *(Indicate all that apply)*

- Agency staff (state employees or contractors)
- Employees or contractors from one or more additional state agencies
- External service providers
- Public (please explain in Question 5.3)

1.3. Please identify the number of users of this service.

500-750

1.4. How many locations currently host agency financial/ administrative systems?

1

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?
(Identical, Very Similar, No)

No

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

- Yes
- No

IT Service Requirements Worksheet: Data Center Service

2.2.1. If yes, what must happen for your agency to use another IT service provider?

[Redacted]

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

Systems were developed and are maintained by DEP employees. These systems contain customized interfaces for interaction with other agency systems.

3. IT Service Levels Required to Support Business Functions

Answer the following questions for the primary or dominant IT system within this IT Service.

3.1. Has the agency specified the service level requirements for this IT Service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s)
- No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

[Redacted]

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required (e.g., 0700-1800 M-F, 24/7) for:

- 3.2.1.1. User-facing components of this IT service (online) **0600AM - 1800PM Monday through Friday.**
- 3.2.1.2. Back-office-facing components of this IT service (batch and maintenance) **0600AM - 0900PM Monday through Friday.**

3.2.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs (e.g., 15 min, 30 min, 60 min)? **Critical apps <60 minutes; others ½ day before it becomes crisis**

3.2.2.1. What are the impacts on the agency's business if this down-time standard is exceeded?

Downtime may cause prompt payment non-compliance and other missing important fiscal deadlines.

3.2.3. Are there any agency-unique service requirements? Yes No

If yes, specify (include any applicable constitutional, statutory, or rule requirements)

End of year transactions, FCO & Certified Forwards, Dual Year Processing, payroll deadlines, Grant Billing deadlines, Purchasing deadlines, payment deadlines, tax deadlines

3.2.4. What are security requirements for this IT service? (Indicate all that apply)

- User ID/Password
- Access through internal network only
- Access through Internet or external network
- Access through Internet with secure encryption
- Other _____

IT Service Requirements Worksheet: Data Center Service

3.2.5. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

Yes No

3.2.5.1. If yes, please specify and describe:

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management

Yes No

If yes, briefly describe the frequency of reports and how they are provided:

4.2. Are currently defined IT service levels adequate to support the business needs?

Yes No

4.2.1. If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Administrative Trust Fund.

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

Administrative Trust Fund Cost Allocation Plan and there are no changes anticipated to funding model.

5.3. Other pertinent information related to this service

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Portal/Web Management Service

Dept/Agency: **Department of Environmental Protection**
 Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
 Phone: **(850) 245-8238; (850) 245-4340**
 Date submitted: **October 15, 2010**

Portal/Web Management Service

The Portal/Web Management service enables the publishing of the agency's standard, mission-critical information with its employees and the public. Please consult the Guidelines for Schedule IV-C: IT Costs and Service Requirements for the complete definition of this IT Service and specific direction on how to complete this document.

Identify the major hardware and commercial software associated with this service:			
1	12 Web servers	5	(2) Live Stats
2	(6) Windows 2000 Server	6	(33) Microsoft Expression Web V2
3	(6) Windows 2003 Server	7	Adobe Dreamweaver, Photoshop, Fireworks
4	Microsoft FrontPage 2003	8	

1. IT Service Definition

1.1. Who is the service provider? *(Indicate all that apply)*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Central IT staff | <input type="checkbox"/> Northwood Shared Resource Center |
| <input checked="" type="checkbox"/> Program staff | <input type="checkbox"/> Southwood Shared Resource Center |
| <input type="checkbox"/> Other state agency <i>(non-primary data center)</i> | <input type="checkbox"/> Northwest Regional Data Center |
| <input type="checkbox"/> Other External Service Provider <i>(specify)</i> | |

1.2. Who uses the service? *(Indicate all that apply)*

- Agency staff (state employees or contractors)
- Employees or contractors from one or more additional state agencies
- External service providers
- Public (please explain in Question 5.3)

1.3. Please identify the number of Internet users of this service. **4M+**

1.4. Please identify the number of intranet users of this service. **5,200+**

1.5. How many locations currently host IT assets and resources used to provide this service? **1**

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?
(Identical, Very Similar, No) **Very Similar**

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

- Yes No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Portal/Web Management Service

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

Updates to websites require access to a variety of agency servers that is not typically authorized. A thorough understanding of the agency's regulatory and land resource programs is required in order to function efficiently, accurately and productively.

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for this IT Service?

- Yes; formal Service Level Agreement(s)
- Yes; informal agreement(s)
- No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required (e.g., 0600-2100 M-F, 24/7): 24/7

3.2.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs (e.g., 5 min, 15 min, 60 min)? 45 minutes

3.2.2.1. What are the impacts on the agency's business if this down-time standard is exceeded?

Agency services would be critically impacted, as down time exceeding one hour increases substantially the risk of failing to meet time sensitive deadlines as required by EPA.

3.2.3. Are there any agency-unique service requirements? Yes No

If yes, specify (Include any applicable constitutional, statutory, or rule requirements)

Federal EPA regulations and Florida statutory and rule mandates affect agency IT needs and services.

3.2.4. What are security requirements for this IT service? (Indicate all that apply)

- User ID/Password
- Access through Internet or external network
- Access through internal network only
- Access through Internet with secure encryption
- Other _____

3.2.5. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

- Yes
- No

3.2.5.1. If yes, please specify and describe:

Federal EPA regulations effect agency IT needs and services.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management?

- Yes
- No

4.1.1. If yes, briefly describe the frequency of reports and how they are provided:

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Portal/Web Management Service

The agency tracks all requests made and the status of related assignments made to IT staff. The status of each assignment is available in real-time. Performance reports for a wider universe are made available as requested.

4.2. Are currently defined IT service levels adequate to support the business needs?

Yes No

4.2.1. If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Agency trust funds, state and federal grant funding.

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

There are no changes anticipated.

5.3. Other pertinent information related to this service

The Department of Environmental Protection is highly visible to the general public, as well as local governments and the vendor community, due to the nature the agency's efforts to protect the natural resources of Florida.

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

Dept/Agency: **Department of Environmental Protection**
 Submitted by: **R. John Willmott, CIO; Sue Oshesky, Budget Director**
 Phone: **(850) 245-8238; (850) 245-4340**
 Date submitted: **October 15, 2010**

Data Center Service

This service provides the centralized operation and management of data center services through (a) data centers and computing facilities as defined in s. 282.0041, F.S., and (b) single logical-server installations. It includes all resources required to perform data center functions identified in s. 282.201(2)(d)1.e., F.S. for agency strategic and non-strategic IT services.

Statutory definitions from s. 282.0041, F.S., are provided here for convenience:

- **"Primary data center"** means a state or non-state agency data center that is a recipient entity for consolidation of non-primary data centers and computing facilities. A primary data center may be authorized in law or designated by the Agency for Enterprise Information Technology pursuant to s. [282.201](#).
- **"Data center"** means agency space containing 10 or more physical or logical servers any of which supports a strategic or nonstrategic information technology service, as described in budget instructions developed pursuant to s. [216.023](#).
- **"Computing facility"** means agency space containing fewer than a total of 10 physical or logical servers, any of which supports a strategic or nonstrategic information technology service, as described in budget instructions developed pursuant to s. [216.023](#), but excluding single, logical-server installations that exclusively perform a utility function such as file and print servers.

Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify the non-strategic and strategic IT services that are supported (in whole or part) by data center services offered at the following data centers and computing facilities.		
1	Northwood Shared Resource Center	
2	Southwood Shared Resource Center	
3	Northwest Regional Data Center	
4	Agency (non-primary) Data Center	DEP Data Center, 3915 Commonwealth, Tallahassee, Florida
5	Agency Computing Facilities	DEP Jacksonville Regulatory office, Jacksonville, Florida
6	Other External Data Center(s)	

1. IT Service Definition

1.1. Who is the service provider? *(Indicate all that apply)*

- | | |
|---|---|
| <input checked="" type="checkbox"/> Central IT staff | <input type="checkbox"/> Northwood Shared Resource Center |
| <input type="checkbox"/> Program staff | <input type="checkbox"/> Southwood Shared Resource Center |
| <input type="checkbox"/> Other state agency (<i>non-primary data center</i>) | <input type="checkbox"/> Northwest Regional Data Center |
| <input type="checkbox"/> Other External Service Provider (<i>specify</i>) _____ | |

1.2. Who uses the service? *(Indicate all that apply)*

- Agency staff (state employees or contractors)
- Employees or contractors from one or more additional state agencies
- External service providers
- Public (please explain in Question 5.3)

IT Service Requirements Worksheet: Data Center Service

1.3. Provide the following information regarding agency data centers included in this service:

1.3.1. Number of agency data center(s)

1

1.3.2. List the major IT application systems¹ hosted at each of these facilities:

Name of Agency Data Center	Major IT Application Systems Supported	External Agency Supported (If applicable)
DEP Data Center	Messaging, File Shares, Oracle Data, Web, AD, Wins, Dhcp, Main Network	

1.4. Provide the following information regarding agency computing facilities included in this service:

1.4.1. Number of agency computing facilities

1

1.4.2. List the major IT application systems¹ hosted at each of these facilities:

Name of Computing Facility	Major IT Application Systems Supported	External Agency Supported (If applicable)
DEP Jacksonville	DR for email archive, AD, Wins, Dhcp	

1.5. Provide the following information regarding single logical-server installations included in this service:

1.5.1. Total number of logical servers not housed in an agency data center, agency computing facility, or primary data center

12

1.5.2. Total number of single logical-server installations

11

1.5.3. List all major IT application systems¹ supported by these servers in 1.5.1 and 1.5.2:

File and Print services

2. Data Center Consolidation

2.1. When are your agency data center and computing facilities scheduled for consolidation into a primary data center? *If not yet scheduled, indicate "Not Available."*

Wave 3 in April 2012 planning and June 2013 completion.

2.2. Has your agency specified service level requirements for this IT service in a service level agreement (SLA) executed with a primary data center in compliance with s. 282.203, F.S.?

Yes No

¹ Any custom developed system, commercially acquired, or open- source software product that is included in the definition of a non- strategic or strategic IT service. *Note: Strategic IT Services and their constituent systems are defined in Worksheets SC- 1 & SC- 2.*

FY 2011-12 Schedule IV-C: Information Technology (IT) Costs & Service Requirements
IT Service Requirements Worksheet: Data Center Service

2.2.1. If no, please explain the specific issues preventing execution, and describe your plan and schedule for resolving those issues.

[Redacted]

2.2.2. If yes, please provide an electronic copy of the executed service level agreement with your Schedule IV-C submission.

3. IT Service Levels Required to Support Business Functions

3.1. Timing and Service Delivery Requirements

3.1.1. Hours/Days that service is required (*e.g., 0600-2400 M-F, 24/7*) 24/7

3.1.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs (e.g., 5 min, 15 min, 60 min)? 15 min.

3.1.3. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?
 Yes No

If yes, please specify and describe:

[Redacted]

3.1.4. Are there any agency-unique service requirements? Yes No

If yes, specify (*include any applicable constitutional, statutory, or rule requirements*)

[Redacted]

3.1.5. What are the security requirements for this IT service? (*Indicate all that apply*)

- | | |
|---|---|
| <input checked="" type="checkbox"/> Restricted system administration rights | <input checked="" type="checkbox"/> Secured entrance to facility |
| <input type="checkbox"/> Systems access through internal network only | <input type="checkbox"/> Systems access through secure encryption |
| <input type="checkbox"/> Criminal background check for data center staff | <input type="checkbox"/> Other |

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management?

Yes No

4.1.1. If yes, briefly describe the frequency of reports and how they are provided:

Via web site and document to management.

4.2. Are currently defined IT service levels adequate to support the business needs of the agency?

Yes No

4.2.1. If no, what changes need to be made to the current IT service? (*Briefly explain*)

[Redacted]

IT Service Requirements Worksheet: Data Center Service

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service. *Please indicate the D3-A issue number in the Description for any projects that require funds in a legislative budget request for FY 2011-12.*

Project Name	Description	Start Date	End Date	Estimated Total Cost of Completion

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, that is used to provide this service, and describe any anticipated adjustments to the funding source(s) or funding level for FY 2011-12

Working Capital Trust Fund (WCTF).

5.2. Please indicate whether there is a cost recovery or cost allocation plan for this service, and describe any anticipated adjustments or needed changes in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.)

WCTF Cost Allocation Plan and there are no changes anticipated to funding model.

5.3. Other pertinent information related to this service

Non-Strategic IT Service:		Network Service		Combined v.2011-12				
Dept/Agency: Department of Environmental Protection		Resources Apportioned to this IT Service in FY 2011-12		Estimated IT Service Costs				
Prepared by: R. John Willmott, CIO		Footnote Number	Number used for this service	Number w/ costs in FY 2011-12	A	B	C	D
Phone: (850) 245- 8238					Initial Estimate for Fiscal Year 2010- 11	Estimated FY 2010- 11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Estimated FY 2011- 12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Planned Increase/Decrease Use of Recurring Base Funding (Columns C - B)
Service Provisioning - - Assets & Resources (Cost Elements)								
A. Personnel				3.50	\$222,937	\$222,635	\$222,964	\$329
A-1.1	State FTE	1	3.50		\$222,937	\$222,635	\$222,964	\$329
A-2.1	OPS FTE	2	0.00		\$0	\$0	\$0	\$0
A-3.1	Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0
B. Hardware				1875	\$336,500	\$336,500	\$128,249	-\$208,251
B-1	Servers	4	25	0	\$0	\$0	\$0	\$0
B-2	Server Maintenance & Support	5	1	1	\$89,326	\$89,326	\$85,326	-\$4,000
B-3	Network Devices & Hardware (e.g., routers, switches, hubs, cabling, etc.)	6	149	285	\$230,719	\$230,719	\$27,119	-\$203,600
B-4	Online Storage for file and print (indicate GB of storage)	7	850		\$849	\$849	\$849	\$0
B-5	Archive Storage for file and print (indicate GB of storage)	8	850		\$0	\$0	\$0	\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)	8			\$15,607	\$15,607	\$14,956	-\$651
C. Software				10	\$55,564	\$55,564	\$55,564	\$0
D. External Service Provider(s)					\$2,029,253	\$2,029,253	\$2,029,253	\$0
D-1	MyFloridaNet	11			\$2,029,253	\$2,029,253	\$2,029,253	\$0
D-2	Other (Please specify in Footnote Section below)	12			\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)				13	\$6,505	\$6,505	\$6,184	-\$321
F. Total for IT Service					\$2,650,759	\$2,650,457	\$2,442,214	-\$208,243
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.								
1								
2								
3								
4	Domain Controllers, RADIUS/TACACS, WINS, DNS, DHCP, eHealth, Logging (21 servers)							
5	Windows Servers Unknown, Cisco Systems Maintenance-NBD=\$59,349.00+7x24x4=\$24,976.52=\$84,325.52							
6	Cabling- \$1,200, Fiber- \$5,000.00, 123 Managed devices (MFN private VRF): 47 devices (2GMAN + LAN), \$200,000 for PoE switches *add \$4K DRP cost for switches, media converters and cabling							
7								
8								
9	Fluke OptiView - \$8,455.61, 2 desktops + 1 Laptop fully dedicated (new desktop-\$651)							
10	CiscoSecure - \$3,654.74; eHealth - \$22,020.62; Sniffer Pro - \$8,179.00; NetZoom - \$1,60.88; Citrix - \$10,781.61							
11	2GMAN/MFN Common Services VRF/MFN Public Services VRF (47 managed devices)							
12	MFN Network Private VRF (75 x 0.5 T1s, 66 x T1, 6 x 2T1s (MegaTs), 6 x 45 Mbps)							
13								
14								
15								

Non-Strategic IT Service: E- Mail, Messaging, and Calendaring Service							
Agency: Department of Environmental Protection		# of Assets & Resources AppORTioned to this IT Service in FY 2011- 12		Form: FY 2011- 12 Schedule IV-C -			
Prepared by: R. John Willmott, CIO				Estimated IT Service Costs			
Phone: (850) 245- 8238				A	B	C	D
Service Provisioning - - Assets & Resources (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2011- 12	Initial Estimate for Fiscal Year 2010- 11	Estimated FY 2010- 11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Estimated FY 2011- 12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Planned Increase/Decrease Use of Recurring Base Funding (Columns C - B)
A. Personnel		2.00		\$137,319	\$137,319	\$137,319	\$0
A-1 State FTE	1	2.00		\$137,319	\$137,319	\$137,319	\$0
A-2 OPS FTE	2	0.00		\$0	\$0	\$0	\$0
A-3 Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0
B. Hardware				\$611,344	\$611,344	\$611,344	\$0
B-1 Servers	4	0	0	\$0	\$0	\$0	\$0
B-2 Server Maintenance & Support	5	0	0	\$0	\$0	\$0	\$0
B-3 Wireless Communication Devices (e.g., Blackberries, I-phones, PDAs, etc.)	6	1305	1508	\$611,344	\$611,344	\$611,344	\$0
B-4 Online Storage (indicate GB of storage)	7	2000		\$0	\$0	\$0	\$0
B-5 Archive Storage (indicate GB of storage)	8	0		\$0	\$0	\$0	\$0
B-6 Other Hardware Assets (Please specify in Footnote Section below)	9			\$0	\$0	\$0	\$0
C. Software	10			\$111,796	\$111,796	\$111,796	\$0
D. External Service Provider(s)				\$0	\$0	\$0	\$0
D-1 Southwood Shared Resource Center	11			\$0	\$0	\$0	\$0
D-2 Northwood Shared Resource Center	12			\$0	\$0	\$0	\$0
D-3 Northwest Regional Data Center	13			\$0	\$0	\$0	\$0
D-4 Other Data Center External Service Provider (specify in Footnotes below)	14			\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)	15			\$0	\$0	\$0	\$0
F. Total for IT Service				\$860,459	\$860,459	\$860,459	\$0
G. Administrative Overhead - Percentage of Other Non- Strategic IT Service Costs Supporting Email Service							
	Non- Strategic Service	Footnote	%	Cost	To determine the fully-loaded cost of the e-mail service, agencies must estimate the amount (percentage) of the other non-strategic IT services that are "consumed" by the e-mail service. For example, desktop support personnel install and configure the e-mail software on the desktop, which is used in the e-mail service, so to obtain a fully-loaded cost for the e-mail service, it is important to include the indirect workload and associated costs of the desktop service expended in support of the e-mail service. The portion of Network, IT Security & Risk Mitigation, and IT Administration & Management services will be estimated by the AEIT based on the agency Schedule IV-C submissions for these IT services. For the purposes of the Schedule IV- C analysis, the data submitted in this section will NOT be added to the cost of the e- mail service.		
OT-1	Network						
OT-2	Desktop IT Service		0.00%				
OT-3	Help Desk		0.00%				
OT-4	IT Security & Risk Mitigation						
OT-5	IT Administration & Management						
SUBTOTAL							
Fully- loaded IT Service Cost \$				860,459			
H. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.							
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9	Note 10: ForeFront service, Microsoft software support and CALs.						

Non-Strategic IT Service: Desktop Computing Service				Form: FY 2011-12 Schedule IV-C -					
Agency: Department of Environmental Protection		# of Assets & Resources AppORTioned to this IT Service in FY 2011-12		Estimated IT Service Costs					
Prepared by: R. John Willmott, CIO		Footnote Number	Number used for this service	Number w/ costs in FY 2011-12	A	B	C	D	
Phone: (850) 245- 8238					Initial Estimate for Fiscal Year 2010-11	Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Planned Increase/Decrease Use of Recurring Base Funding (Columns C - B)	
Service Provisioning - - Assets & Resources (Cost Elements)									
A. Personnel				27.00		\$1,482,553	\$1,443,830	\$1,450,029	\$6,199
A-1	State FTE	1	22.00		\$1,319,311	\$1,280,588	\$1,286,787	\$6,199	
A-2	OPS FTE	2	5.00		\$163,242	\$163,242	\$163,242	\$0	
A-3	Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0	
B. Hardware				1567	251	\$159,462	\$119,624	\$187,006	\$67,382
B-1	Servers	4	5	0	\$0	\$0	\$0	\$0	
B-2	Server Maintenance & Support	5	3	0	\$0	\$0	\$0	\$0	
B-3.1	Desktop Computers	6	927	214	\$103,897	\$68,897	\$140,861	\$71,964	
B-3.2	Mobile Computers (e.g., Laptop, Notebook, Handheld, Wireless Computer)	7	390	21	\$46,125	\$41,287	\$35,705	-\$5,582	
B-3.3	Other Hardware Assets (Please specify in Footnote Section below)	8	242	16	\$9,440	\$9,440	\$10,440	\$1,000	
C. Software				9		\$38,067	\$38,067	\$34,067	-\$4,000
D. External Service Provider(s)				10	6	\$19,800	\$19,800	\$19,800	\$0
E. Other (Please describe in Footnotes Section below)				11		\$42,326	\$42,326	\$42,676	\$350
F. Total for IT Service						\$1,742,208	\$1,663,646	\$1,733,578	\$69,931
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.									
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9	Office 2007 Standard & Professional, Snagit, Visio, PC Mover, Norton Ghost, DiagWin Enterprise Suite, Support 11,986.34; MSI Studio Pro 1,543.06; Security Explorer 760.20;								
10	Citrix GoToMeeting/Webinar Hosted 11,758.09; SharePoint Hosting 1,318.80; Show My PC Hosted 539.00; DMS Faxing Hosted ????; (3) Blackberry's Nextel & Verizon 1,884.00								
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Non-Strategic IT Service: Helpdesk Service				Form: FY 2011-12 Schedule IV-C -			
Agency: Department of Environmental Protection							
Prepared by: R. John Willmott, CIO				# of Assets & Resources Apportioned to this IT Service in FY 2011-12			
Phone: (850) 245- 8238							
Service Provisioning - - Assets & Resources (Cost Elements)				A	B	C	D
				Initial Estimate for Fiscal Year 2010-11	Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Planned Increase/Decrease Use of Recurring Base Funding (Columns C - B)
	Footnote Number	Number used for this service	Number w/ costs in FY 2011-12				
A. Personnel		7.50		\$406,610	\$406,610	\$406,610	\$0
A-1 State FTE	1	7.50		\$406,610	\$406,610	\$406,610	\$0
A-2 OPS FTE	2	0.00		\$0	\$0	\$0	\$0
A-3 Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0
B. Hardware		46	0	\$3,000	\$3,000	\$0	-\$3,000
B-1 Servers	4	0	0	\$0	\$0	\$0	\$0
B-2 Server Maintenance & Support	5	0	0	\$0	\$0	\$0	\$0
B-3 Other Hardware Assets (Please specify in Footnote Section below)	6	46	0	\$3,000	\$3,000	\$0	-\$3,000
C. Software	7			\$0	\$0	\$0	\$0
D. External Service Provider(s)	8	2	0	\$51,408	\$51,408	\$51,408	\$0
E. Other (Please describe in Footnotes Section below)	9			\$0	\$0	\$0	\$0
F. Total for IT Service				\$409,610	\$461,018	\$458,018	-\$3,000
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.							
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Non-Strategic IT Service: IT Security/Risk Mitigation Service				Form: FY 2011-12 Schedule IV-C -				
Agency: Department of Environmental Protection		# of Assets & Resources Apportioned to this IT Service in FY 2011- 12		A	Estimated IT Service Costs		D	
Prepared by: R. John Willmott, CIO		Footnote Number	Number used for this service	Number w/ costs in FY 2011- 12	Initial Estimate for Fiscal Year 2010- 11	Estimated FY 2010- 11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Estimated FY 2011- 12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Planned Increase/Decrease Use of Recurring Base Funding (Columns C - B)
Phone: (850) 245- 8238					Service Provisioning - - Assets & Resources (Cost Elements)			
A. Personnel								
A-1	State FTE	1	0.75		\$49,412	\$49,412	\$49,412	\$0
A-2	OPS FTE	2	0.00		\$49,412	\$49,412	\$49,412	\$0
A-3	Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0
B. Hardware								
B-1	Servers	4	0	0	\$0	\$0	\$0	\$0
B-2	Server Maintenance & Support	5	0	0	\$0	\$0	\$0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)	6	1	0	\$0	\$0	\$0	\$0
C. Software								
				7	\$24,338	\$24,338	\$24,338	\$0
D. External Service Provider(s)								
				8	\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)								
				9	\$12,080	\$12,080	\$12,080	\$0
F. Total for IT Service					\$85,830	\$85,830	\$85,830	\$0
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.								
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7	McAfee VirusScan annually; ICS-SafeGuard Easy Support 300 licenses that support agency.							
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9	Generator maintenance and fuel costs.							
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Non-Strategic IT Service: Agency Financial and Administrative Systems Support Service											
Agency: Department of Environmental Protection Prepared by: R. John Willmott, CIO Phone: (850) 245- 8238				Form: FY 2011-12 Schedule IV-C -							
Service Provisioning - - Assets & Resources (Cost Elements)			# of Assets & Resources Apportioned to this IT Service in FY 2011- 12					Estimated IT Service Costs			
	Footnote Number	Number used for this service	Number w/ costs in FY 2011- 12	A	B	C	D	Initial Estimate for Fiscal Year 2010- 11	Estimated FY 2010- 11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Estimated FY 2011- 12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Planned Increase/Decrease Use of Recurring Base Funding (Columns C - B)
A. Personnel				2.00				\$129,705	\$129,705	\$129,705	\$0
A-1		State FTE	1	2.00				\$129,705	\$129,705	\$129,705	\$0
A-2		OPS FTE	2	0.00				\$0	\$0	\$0	\$0
A-3		Contractor Positions (Staff Augmentation)	3	0.00				\$0	\$0	\$0	\$0
B. Hardware				3.75	0			\$0	\$0	\$0	\$0
B-1		Servers	4	3.75	0			\$0	\$0	\$0	\$0
B-2		Server Maintenance & Support	5	0	0			\$0	\$0	\$0	\$0
B-3		Other Hardware Assets (Please specify in Footnote Section below)	6	0	0			\$0	\$0	\$0	\$0
C. Software				7				\$10,000	\$10,000	\$10,000	\$0
D. External Service Provider(s)				8	0	0		\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)				9				\$0	\$0	\$0	\$0
F. Total for IT Service								\$139,705	\$139,705	\$139,705	\$0
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.											
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Non-Strategic IT Service: IT Administration and Management Service												
Agency: Department of Environmental Protection Prepared by: R. John Willmott, CIO Phone: (850) 245- 8238				Form: FY 2011-12 Schedule IV-C -								
Service Provisioning - - Assets & Resources (Cost Elements)			# of Assets & Resources Apportioned to this IT Service in FY 2011- 12					Estimated IT Service Costs				
	Footnote Number	Number used for this service	Number w/ costs in FY 2011- 12	A	B	C	D	Initial Estimate for Fiscal Year 2010- 11	Estimated FY 2010- 11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Estimated FY 2011- 12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	Planned Increase/Decrease Use of Recurring Base Funding (Columns C - B)	
A. Personnel												
A-1	State FTE	1	25.75		\$1,534,891	\$1,337,356	\$1,337,356	\$0				
A-2	OPS FTE	2	0.00		\$0	\$0	\$0	\$0				
A-3	Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0				
B. Hardware												
B-1	Servers	4	0	0	\$0	\$0	\$0	\$0				
B-2	Server Maintenance & Support	5	0	0	\$0	\$0	\$0	\$0				
B-3	Other Hardware Assets (Please specify in Footnote Section below)	6	11	0	\$4,443	\$4,443	\$1,200	-\$3,243				
C. Software												
		7			\$3,199	\$3,199	\$3,699	\$500				
D. External Service Provider(s)												
		8	4	4	\$16,527	\$16,527	\$16,527	\$0				
E. Other (Please describe in Footnotes Section below)												
		9			\$4,841	\$4,841	\$4,841	\$0				
F. Total for IT Service					\$1,563,901	\$1,366,366	\$1,363,623	-\$2,743				
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.												
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Non-Strategic IT Service: **Portal/Web Management Service**

Dept/Agency: **Department of Environmental Protection**
 Prepared by: **(Enter name of person who completed this worksheet)**
 Phone: **(enter phone number for person named above)**

of Assets & Resources
 Apportioned to this IT Service
 In FY 2011-12

Form: Schedule IV-C -Combined v.2011-12

Service Provisioning -- Assets & Resources (Cost Elements)

	Footnote Number	# of Assets & Resources Apportioned to this IT Service In FY 2011-12		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2011-12	A Initial Estimate for Fiscal Year 2010-11	B Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	C Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	D Planned Increase/Decrease Use of Recurring Base Funding
A. Personnel		6.75		\$250,183	\$229,237	\$229,237	\$0
A-1.1 State FTE	1	6.75		\$250,183	\$229,237	\$229,237	\$0
A-2.1 OPS FTE	2	0.00		\$0	\$0	\$0	\$0
A-3.1 Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0
B. Hardware				\$0	\$1,800	\$1,800	\$0
B-1 Servers	4	0	0	\$0	\$0	\$0	\$0
B-2 Server Maintenance & Support	5	0	0	\$0	\$1,800	\$1,800	\$0
B-3 Other Hardware Assets (Please specify in Footnotes Section below)	6	0	0	\$0	\$0	\$0	\$0
C. Software	7			\$0	\$500	\$0	-\$500
D. External Service Provider(s)	8	0	0	\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)	9			\$0	\$0	\$0	\$0
F. Total for IT Service				\$250,183	\$231,537	\$231,037	-\$500

G.	Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.
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4	12 web servers included in datactr tab
5	Server support included in datactr tab
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Non-Strategic IT Service:		Data Center Service		Form: Schedule IV-C -Combined v.2011-12			
Dept/Agency: Department of Environmental Protection							
Prepared by: (Enter name of person who completed this worksheet)							
Phone: (Enter phone number for person named above)							
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	# of Assets & Resources Apportioned to this IT Service in FY 2011-12		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2011-12	A Initial Estimate for Fiscal Year 2010-11 (if submitted)	B Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	C Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	D Planned Increase/Decrease Use of Recurring Base Funding
A. Personnel (performing data center functions defined in w. 282.201(2)(d) 1.e., F.S.)		10.75		\$677,387	\$677,387	\$677,387	\$0
A-1.1 State FTE	1	9.75		\$584,762	\$584,762	\$584,762	\$0
A-2.1 OPS FTE	2	0.00		\$0	\$0	\$0	\$0
A-3.1 Contractor Positions (Staff Augmentation)	3	1.00		\$92,625	\$92,625	\$92,625	\$0
Calculated total non-mainframe servers from all IV-C services 171				\$98,976	\$98,976	\$98,976	\$0
Calculated total mainframes from all IV-C services 0							
B. Hardware							
B-1 Non-Mainframe Servers (including single-function logical servers not assigned to another service)	4	137	0	\$0	\$0	\$0	\$0
B-2 Servers - Mainframe	5	0	0	\$0	\$0	\$0	\$0
B-3 Server Maintenance & Support	6	0	0	\$98,976	\$98,976	\$98,976	\$0
B-4 Online or Archival Storage Systems (indicate GB of storage)	7	1900		\$0	\$0	\$0	\$0
B-5 Data Center/ Computing Facility Internal Network	8			\$0	\$0	\$0	\$0
B-6 Other Hardware (Please specify in Footnotes Section below)	9			\$0	\$0	\$0	\$0
C. Software	10			\$0	\$0	\$0	\$0
D. External Service Provider(s)				\$0	\$0	\$0	\$0
D-1 Southwood Shared Resource Center (indicate # of Board votes)	11	0		\$0	\$0	\$0	\$0
D-2 Northwood Shared Resource Center (indicate # of Board votes)	12	0		\$0	\$0	\$0	\$0
D-3 Northwest Regional Data Center (indicate # of Board votes)	13	0		\$0	\$0	\$0	\$0
D-4 Other Data Center External Service Provider (specify in Footnotes below)	14			\$0	\$0	\$0	\$0
E. Plant & Facility		Total	Est Utilized	\$87,069	\$87,069	\$87,069	\$0
E-1 Agency Data Center (indicate total square feet)	15	1800	984	\$28,235	\$28,235	\$28,235	\$0
E-2 Computing Facilities (indicate total square feet)	16	175	105	\$2,745	\$2,745	\$2,745	\$0
E-3 Office Space (indicate total square feet)	17	2040	2040	\$31,999	\$31,999	\$31,999	\$0
E-4 Backup Generator, Power Distribution Units, UPS, etc. (indicate capacity in KW)	18	4570	1828	\$12,800	\$12,800	\$12,800	\$0
E-5 Utilities (e.g., electricity and water) (estimated total annual KWH)	19	842704		\$0	\$0	\$0	\$0
E-6 Environmentals (e.g., HVAC, fire control, and physical security)	20			\$0	\$0	\$0	\$0
E-7 Other (please specify in Footnotes Section below)	21			\$11,290	\$11,290	\$11,290	\$0
F. Other (Please describe in Footnotes Section below)	22			\$0	\$0	\$0	\$0
G. Total for IT Service				\$863,432	\$863,432	\$863,432	\$0
H. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.							
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4	All servers from email and network are included in this number; This does not include the 137 Virtual Machines and Templates. WE have 22 Physical ESX Servers that support those 137 VMs.						
5							
6	Does not include storage and backup cost.						
7	Mirrored site in Jacksonville, Florida						
8							
9	Utilities cost is included in office space rental. Total cost annually is \$68, 379.						

Strategic IT Service: Authorizations, Compliance & Enforcement

Form: Schedule IV-C -Combined v.2011-12

Dept/Agency: **Department of Environmental Protection**

Prepared by: **R. John Willmott, CIO**

Phone: **(850) 245-8238**

Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	# of Assets & Resources apportioned to this IT Service		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2011-12	A Initial Estimate for Fiscal Year 2010-11	B Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	C Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	D Planned Increase/Decrease Use of Recurring Base Funding
A. Personnel		59.75		\$3,317,166	\$4,421,510	\$4,421,510	\$0
A-1.1 State FTE	1	31.00		\$1,072,497	\$1,509,956	\$1,509,956	\$0
A-2.1 OPS FTE	2	16.50		\$335,869	\$570,414	\$570,414	\$0
A-3.1 Contractor Positions (Staff Augmentation)	3	12.25		\$1,908,800	\$2,341,140	\$2,341,140	\$0
B. Hardware		0	0	\$0	\$0	\$0	\$0
B-1 Servers - Mainframe	4	0	0	\$0	\$0	\$0	\$0
B-2 Servers - Non-Mainframe	5	0	0	\$0	\$0	\$0	\$0
B-3 Server Maintenance & Support	6			\$0	\$0	\$0	\$0
B-4 Other Hardware Assets (e.g., system mgt workstation, printers, UPS)	7			\$0	\$0	\$0	\$0
C. Software	8			\$0	\$23,800	\$24,800	\$1,000
D. External Service Provider(s)	9	0	0	\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)	10			\$0	\$0	\$0	\$0
F. Total for IT Service				\$3,317,166	\$4,445,310	\$4,446,310	\$1,000

G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.
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Strategic IT Service: Authorizations

Dept/Agency: **Department of Environmental Protection**
 Prepared by: **R. John Willmott, CIO**
 Phone: **(850) 245-8238**

Form: Schedule IV-C -Combined v.2011-12

Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	# of Assets & Resources apportioned to this IT Service		Estimated IT Service Costs			
			Number used for this service	Number w/ costs in FY 2011-12	A Initial Estimate for Fiscal Year 2010-11	B Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	C Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	D Planned Increase/Decrease Use of Recurring Base Funding
A. Personnel			23.00		\$818,348	\$818,348	\$812,348	-\$6,000
A-1.1	State FTE	1	10.75		\$488,665	\$488,665	\$482,665	-\$6,000
A-2.1	OPS FTE	2	12.25		\$329,683	\$329,683	\$329,683	\$0
A-3.1	Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0
B. Hardware			0	0	\$0	\$0	\$0	\$0
B-1	Servers - Mainframe	4	0	0	\$0	\$0	\$0	\$0
B-2	Servers - Non-Mainframe	5	0	0	\$0	\$0	\$0	\$0
B-3	Server Maintenance & Support	6			\$0	\$0	\$0	\$0
B-4	Other Hardware Assets (e.g., system mgt workstation, printers, UPS)	7			\$0	\$0	\$0	\$0
C. Software		8			\$0	\$0	\$0	\$0
D. External Service Provider(s)		9	0	0	\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)		10			\$0	\$0	\$0	\$0
F. Total for IT Service					\$818,348	\$818,348	\$812,348	-\$6,000
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.								
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Strategic IT Service: Law Enforcement							
Dept/Agency: Department of Environmental Protection		Form: Schedule IV-C -Combined v.2011-12					
Prepared by: R. John Willmott, CIO							
Phone: (850) 245-8238							
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	# of Assets & Resources apportioned to this IT Service		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2011-12	A Initial Estimate for Fiscal Year 2010-11	B Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	C Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	D Planned Increase/Decrease Use of Recurring Base Funding
A. Personnel		4.25		\$272,499	\$272,499	\$272,499	\$0
A-1.1 State FTE	1	4.00		\$256,691	\$256,691	\$256,691	\$0
A-2.1 OPS FTE	2	0.25		\$15,808	\$15,808	\$15,808	\$0
A-3.1 Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0
B. Hardware		0	0	\$93,799	\$93,799	\$93,799	\$0
B-1 Servers - Mainframe	4	0	0	\$0	\$0	\$0	\$0
B-2 Servers - Non-Mainframe	5	0	0	\$0	\$0	\$0	\$0
B-3 Server Maintenance & Support	6			\$93,799	\$93,799	\$93,799	\$0
B-4 Other Hardware Assets (e.g., system mgt workstation, printers, UPS)	7			\$0	\$0	\$0	\$0
C. Software	8			\$0	\$0	\$0	\$0
D. External Service Provider(s)	9	0	0	\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)	10			\$0	\$0	\$0	\$0
F. Total for IT Service				\$366,298	\$366,298	\$366,298	\$0
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6	Annual Maintenance Agreement with CTS America for Software Licenses and Application Services for SmartCOP System.						
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Strategic IT Service: Natural Resource							
Dept/Agency: Department of Environmental Protection		Form: Schedule IV-C -Combined v.2011-12					
Prepared by: R. John Willmott, CIO							
Phone: (850) 245-8238							
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	# of Assets & Resources apportioned to this IT Service		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2011-12	A Initial Estimate for Fiscal Year 2010-11	B Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	C Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	D Planned Increase/Decrease Use of Recurring Base Funding
A. Personnel		9.75		\$1,161,338	\$736,305	\$736,305	\$0
A-1.1 State FTE	1	5.00		\$445,884	\$445,884	\$445,884	\$0
A-2.1 OPS FTE	2	2.75		\$40,968	\$201,960	\$201,960	\$0
A-3.1 Contractor Positions (Staff Augmentation)	3	2.00		\$674,486	\$88,461	\$88,461	\$0
B. Hardware		0	0	\$3,160	\$1,200	\$1,200	\$0
B-1 Servers - Mainframe	4	0	0	\$0	\$0	\$0	\$0
B-2 Servers - Non-Mainframe	5	0	0	\$0	\$0	\$0	\$0
B-3 Server Maintenance & Support	6			\$0	\$0	\$0	\$0
B-4 Other Hardware Assets (e.g., system mgt workstation, printers, UPS)	7			\$3,160	\$1,200	\$1,200	\$0
C. Software	8			\$6,710	\$6,710	\$6,710	\$0
D. External Service Provider(s)	9	0	0	\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)	10			\$0	\$0	\$0	\$0
F. Total for IT Service				\$1,171,208	\$744,215	\$744,215	\$0
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.							
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Strategic IT Service: Permits							
Dept/Agency: Department of Environmental Protection		Form: Schedule IV-C -Combined v.2011-12					
Prepared by: R. John Willmott, CIO							
Phone: (850) 245-8238							
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	# of Assets & Resources apportioned to this IT Service		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2011-12	A Initial Estimate for Fiscal Year 2010-11	B Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	C Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	D Planned Increase/Decrease Use of Recurring Base Funding
A. Personnel		5.75		\$333,755	\$333,755	\$333,755	\$0
A-1.1 State FTE	1	5.50		\$317,947	\$317,947	\$317,947	\$0
A-2.1 OPS FTE	2	0.25		\$15,808	\$15,808	\$15,808	\$0
A-3.1 Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$0	\$0	\$0
B. Hardware		0	0	\$0	\$0	\$0	\$0
B-1 Servers - Mainframe	4	0	0	\$0	\$0	\$0	\$0
B-2 Servers - Non-Mainframe	5	0	0	\$0	\$0	\$0	\$0
B-3 Server Maintenance & Support	6			\$0	\$0	\$0	\$0
B-4 Other Hardware Assets (e.g., system mgt workstation, printers, UPS)	7			\$0	\$0	\$0	\$0
C. Software	8			\$0	\$0	\$0	\$0
D. External Service Provider(s)	9	0	0	\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)	10			\$0	\$0	\$0	\$0
F. Total for IT Service				\$333,755	\$333,755	\$333,755	\$0
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.							
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Strategic IT Service: Water Resource Management, Assessment & Restoration

Dept/Agency: **Department of Environmental Protection**
 Prepared by: **R. John Willmott, CIO**
 Phone: **(850) 245-8238**

Form: Schedule IV-C -Combined v.2011-12

Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	# of Assets & Resources apportioned to this IT Service		Estimated IT Service Costs			
			Number used for this service	Number w/ costs in FY 2011-12	A Initial Estimate for Fiscal Year 2010-11	B Estimated FY 2010-11 Allocation of Recurring Base Budget (based on Column G64 minus G65)	C Estimated FY 2011-12 Allocation of Recurring Base Budget (based on Column G64 minus G65)	D Planned Increase/Decrease Use of Recurring Base Funding
A. Personnel			21.50		\$528,439	\$1,488,431	\$1,518,815	\$30,384
A-1.1	State FTE	1	14.75		\$495,840	\$764,298	\$794,682	\$30,384
A-2.1	OPS FTE	2	6.75		\$32,599	\$467,501	\$467,501	\$0
A-3.1	Contractor Positions (Staff Augmentation)	3	0.00		\$0	\$256,632	\$256,632	\$0
B. Hardware			0	0	\$0	\$0	\$0	\$0
B-1	Servers - Mainframe	4	0	0	\$0	\$0	\$0	\$0
B-2	Servers - Non-Mainframe	5	0	0	\$0	\$0	\$0	\$0
B-3	Server Maintenance & Support	6			\$0	\$0	\$0	\$0
B-4	Other Hardware Assets (e.g., system mgt workstation, printers, UPS)	7			\$0	\$0	\$0	\$0
C. Software		8			\$0	\$0	\$0	\$0
D. External Service Provider(s)		9	0	0	\$0	\$0	\$0	\$0
E. Other (Please describe in Footnotes Section below)		10			\$0	\$0	\$0	\$0
F. Total for IT Service					\$528,439	\$1,488,431	\$1,518,815	\$30,384
G. Footnotes - Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.								
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Combined v.2011-12					Strategic Services						
Agency: Department of Environmental Protection					Authorizations, Compliance & Enforcement	Authorizations	Law Enforcement	Natural Resource	Permits	Water Resource Management, Assessment & Restoration	
Budget Entity Name	BE Code	Program Component Code	Program Component Name	Identified Funding as % of Total Cost of Service		100.0%	100.0%	100.0%	100.0%	100.0%	
				Costs within BE	Funding Identified for IT Service						
						\$4,446,310	\$812,348	\$366,298	\$744,215	\$333,755	\$1,518,814
1	Technology/Information Svcs	37010300	1603000000	Information Technology	\$1,664,422	\$272,499	\$272,499	\$272,499	\$301,926	\$272,499	\$272,499
2	Exec Direction/Support Svcs	37010100	1602000000	Exec Leadership/Support Svcs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Environmental Investigation	37600100	1202000000	Law Enforcement	\$93,799	\$0	\$0	\$93,799	\$0	\$0	\$0
4	Land Administration	37100200	1402000000	Land Resources	\$200,160	\$0	\$0	\$0	\$200,160	\$0	\$0
5	Florida Geological Survey	37010200	1602000000	Exec Leadership/Support Svcs	\$57,676	\$0	\$0	\$0	\$57,676	\$0	\$0
6	State Park Operations	37500300	1401000000	Recreational Resources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7	Air Assessment	37550100	1404000000	Air Resources	\$137,302	\$137,302	\$0	\$0	\$0	\$0	\$0
8	Water Resource Prot/Rest	37350200	1403000000	Water Resources	\$2,273,589	\$1,129,144	\$0	\$0	\$184,453	\$0	\$959,991
9	Waste Control	37450200	1405000000	Waste Management	\$3,262,459	\$2,809,605	\$452,854	\$0	\$0	\$0	\$0
10					\$0						
11	Water Resource Prot/Rest	37150100	1403000000	Water Resources	\$283,790	\$32,271	\$27,506	\$0	\$0	\$3,000	\$221,013
12	Air Assessment	37150200	1404000000	Air Resources	\$12,285	\$2,414	\$2,416	\$0	\$0	\$3,888	\$3,568
13	Air Pollution Prevention	37150300	1404000000	Air Resources	\$34,670	\$8,012	\$8,010	\$0	\$0	\$3,888	\$14,762
14	Waste Control	37150400	1405000000	Waste Management	\$29,450	\$10,029	\$10,029	\$0	\$0	\$5,446	\$3,946
15	Exec Direction/Support Svcs	37150500	1602000000	Exec Leadership/Support Svcs	\$172,139	\$45,035	\$39,035	\$0	\$0	\$45,035	\$43,035
16					\$0						
17					\$0						
18					\$0						
19					\$0						
20					\$0						
21					\$0						
22					\$0						
23					\$0						
24					\$0						
25					\$0						
26					\$0						
27					\$0						
28					\$0						
29					\$0						
30					\$0						
Sum of IT Cost Elements Across IT Services											
Personnel State FTE (#)					71.00	31.00	10.75	4.00	5.00	5.50	14.75
Personnel State FTE (Costs)					\$3,807,825	\$1,509,956	\$482,665	\$256,691	\$445,884	\$317,947	\$794,682
Personnel OPS FTE (#)					38.75	16.50	12.25	0.25	2.75	0.25	6.75
Personnel OPS FTE (Cost)					\$1,601,174	\$570,414	\$329,683	\$15,808	\$201,960	\$15,808	\$467,501
Personnel Vendor/Staff Augmentation (# Positions)					14.25	12.25	0.00	0.00	2.00	0.00	0.00
Personnel Vendor/Staff Augmentation (Costs)					\$2,686,233	\$2,341,140	\$0	\$0	\$88,461	\$0	\$256,632
Hardware					\$94,999	\$0	\$0	\$93,799	\$1,200	\$0	\$0
Software					\$31,510	\$24,800	\$0	\$0	\$6,710	\$0	\$0
External Services					\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other					\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals of Costs					\$8,221,741	\$4,446,310	\$812,348	\$366,298	\$744,215	\$333,755	\$1,518,815
Totals of FTE					124.00	59.75	23.00	4.25	9.75	5.75	21.50

	Currently Authorized Positions		OPS FTE	OPS FTE Cost	Contracted Services FTE	Contracted Services FTE Cost	Total Personnel	Total Personnel Cost	Servers - Mainframe	Servers - Non-Mainframe	Hardware	Software	External Service Provider	Other	TOTAL
	State FTE	State FTE Cost													
Non-Strategic IT Services															
IV-C Service															
Network	3.50	\$ 222,964	0.00	\$ -	0.00	\$ -	3.50	\$ 222,964		25	\$ 128,249	\$ 55,564	\$ 2,029,253	\$ 6,184	\$ 2,442,214
Email, Messaging, @ Calendaring	2.00	\$ 137,319	0.00	\$ -	0.00	\$ -	2.00	\$ 137,319		0	\$ 611,344	\$ 111,796	\$ -	\$ -	\$ 860,459
Desktop Computing	22.00	\$ 1,286,787	5.00	\$ 163,242	0.00	\$ -	27.00	\$ 1,450,029		5	\$ 187,006	\$ 34,067	\$ 19,800	\$ 42,676	\$ 1,733,578
Help Desk	7.50	\$ 406,610	0.00	\$ -	0.00	\$ -	7.50	\$ 406,610		0	\$ -	\$ -	\$ 51,408	\$ -	\$ 458,018
IT Security/Risk Mitigation	0.75	\$ 49,412	0.00	\$ -	0.00	\$ -	0.75	\$ 49,412		0	\$ -	\$ 24,338	\$ -	\$ 12,080	\$ 85,830
Financial and Administrative Systems Support	2.00	\$ 129,705	0.00	\$ -	0.00	\$ -	2.00	\$ 129,705		3.75	\$ -	\$ 10,000	\$ -	\$ -	\$ 139,705
IT Administration & Management	25.75	\$ 1,337,356	0.00	\$ -	0.00	\$ -	25.75	\$ 1,337,356		0	\$ 1,200	\$ 3,699	\$ 16,527	\$ 4,841	\$ 1,363,623
Portal/Web Management	6.75	\$ 229,237	0.00	\$ -	0.00	\$ -	6.75	\$ 229,237		0	\$ 1,800	\$ -	\$ -	\$ -	\$ 231,037
Data Center	9.75	\$ 584,762	0.00	\$ -	1.00	\$ 92,625	10.75	\$ 677,387	0	137	\$ 98,976	\$ -	\$ -	\$ -	\$ 863,432
Total	80.00	\$ 4,384,152	5.00	\$ 163,242	1.00	\$ 92,625	86.00	\$ 4,640,019	0.00	170.75	\$ 1,028,576	\$ 239,463	\$ 2,116,988	\$ 65,781	\$ 8,177,895

Data Center Plant & Facility: \$ 87,069 (Included in Data Center total)

	Currently Authorized Positions		OPS FTE	OPS FTE Cost	Contracted Services FTE	Contracted Services FTE Cost	Total Personnel	Total Personnel Cost	Servers - Mainframe	Servers - Non-Mainframe	Hardware	Software	External Service Provider	Other	TOTAL
	State FTE	State FTE Cost													
Strategic IT Services															
IV-C Service															
Authorizations, Compliance & Enforcement	31.00	\$ 1,509,956	16.50	\$ 570,414	12.25	\$ 2,341,140	59.75	\$ 4,421,510	0	0	\$ -	\$ 24,800	\$ -	\$ -	\$ 4,446,310
Authorizations	10.75	\$ 482,665	12.25	\$ 329,683	0.00	\$ -	23.00	\$ 812,348	0	0	\$ -	\$ -	\$ -	\$ -	\$ 812,348
Law Enforcement	4.00	\$ 256,691	0.25	\$ 15,808	0.00	\$ -	4.25	\$ 272,499	0	0	\$ 93,799	\$ -	\$ -	\$ -	\$ 366,298
Natural Resource	5.00	\$ 445,884	2.75	\$ 201,960	2.00	\$ 88,461	9.75	\$ 736,305	0	0	\$ 1,200	\$ 6,710	\$ -	\$ -	\$ 744,215
Permits	5.50	\$ 317,947	0.25	\$ 15,808	0.00	\$ -	5.75	\$ 333,755	0	0	\$ -	\$ -	\$ -	\$ -	\$ 333,755
Water Resource Management, Assessment & Restora	14.75	\$ 794,682	6.75	\$ 467,501	0.00	\$ 256,632	21.50	\$ 1,518,815	0	0	\$ -	\$ -	\$ -	\$ -	\$ 1,518,815
Total	71.00	\$ 3,807,825	38.75	\$ 1,601,174	14.25	\$ 2,686,233	124.00	\$ 8,095,232	0.00	0.00	\$ 94,999	\$ 31,510	\$ -	\$ -	\$ 8,221,741

	Currently Authorized Positions		OPS FTE	OPS FTE Cost	Contracted Services FTE	Contracted Services FTE Cost	Total Personnel	Total Personnel Cost	Servers - Mainframe	Servers - Non-Mainframe	Hardware	Software	External Service Provider	Other	TOTAL
	State FTE	State FTE Cost													
TOTALS															
All Schedule IV-C Services															
Non-Strategic IT Services	80.00	\$ 4,384,152	5.00	\$ 163,242	1.00	\$ 92,625	86.00	\$ 4,640,019	0	170.75	\$ 1,028,576	\$ 239,463	\$ 2,116,988	\$ 65,781	\$ 8,090,826
Strategic IT Services	71.00	\$ 3,807,825	38.75	\$ 1,601,174	14.25	\$ 2,686,233	124.00	\$ 8,095,232	0	0	\$ 94,999	\$ 31,510	\$ -	\$ -	\$ 8,221,741
Total	151.00	\$ 8,191,976	43.75	\$ 1,764,416	15.25	\$ 2,778,858	210.00	\$ 12,735,250	0.00	170.75	\$ 1,123,575	\$ 270,973	\$ 2,116,988	\$ 65,781	\$ 16,312,567

+ Data Center Plant & Facility: \$ 16,399,636

COST BREAKDOWN	Currently Authorized Positions		% External Service Provider	% Other	% of Total Reported IT Cost
	% IT Positions	% Hardware			
All Schedule IV-C Services					
Non-Strategic IT Services	57.35%	12.71%	26.17%	0.81%	49.60%
Strategic IT Services	98.46%	1.16%	0.00%	0.00%	50.40%
% of Total Reported IT Cost	78.070%	6.888%	12.978%	0.403%	

Data Center Summary	Total	Total Utilized
Total Data Center Personnel		10.75
Total Servers from All IT Services - Mainframe		0
Total Servers from All IT Services - Non-Mainframe		171
Agency Data Center (TOTAL SQUARE FEET)	1800	984
Computing Facilities (TOTAL SQUARE FEET)	175	105
Office Space (TOTAL SQUARE FEET)	2040	2040
Backup Generator, Power Distribution Units, UPS, etc. (CAPACITY IN KW)	4570	
Utilities-Electricity (ESTIMATED TOTAL ANNUAL KWH)	842704	

Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the “Legislative Budget Request (LBR) Instructions” located on the Governor’s website.

Agency:	Florida Department of Environmental Protection		
Contact Person:	Sandra Stockwell	Phone Number:	850/245-2242
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<u>State of Florida Department of Environmental Protection and The Board of Trustees of the Internal Improvement Trust Fund of the State of Florida v. Alta Marina, LLC</u>		
Court with Jurisdiction:	Division of Administrative Hearings		
Case Number:	07-0095-36		
Summary of the Complaint:	Multiple dock structures and unauthorized fill exist on sovereign submerged lands without the required sovereign submerged lands lease.		
Amount of the Claim:	\$530,996.00 for lease fees in arrears and \$362,500.00 in state lands administrative fines		
Specific Statutes or Laws (including GAA) Challenged:	Rule 18-21.005, F.A.C., Chapter 18-14, F.A.C., and Section 253.04, F.S.		
Status of the Case:	A Default Final Order is about to be entered against Alta Marina, LLC. Alta Marina, LLC will thereafter have 20 days to appeal the Default Final Order. If they do not, a Petition for Enforcement will be filed to enforce the Default Final Order in circuit court in the Twentieth Judicial Circuit Court in and for Lee County, Florida.		
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).			

Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	Department of Environmental Protection		
Contact Person:	Sandra Stockwell	Phone Number:	850/245-2209
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Condemnations for Everglades Restoration. Numerous case styles.		
Court with Jurisdiction:	Circuit Court: 12 th Judicial Circuit		
Case Number:	Numerous		
Summary of the Complaint:	Condemnation actions instituted by the Florida Department of Environmental Protection against various landowners in the South Golden Gate Estates subdivision as part of the Save Our Everglades restoration project.		
Amount of the Claim:	\$20 million for parcels that are located in the platted area of South Golden Gate Estates, plus, \$12 million for the parcels belonging to the Miccosukee Indian Tribe Total: \$32 million		
Specific Statutes or Laws (including GAA) Challenged:	Chapters 73 and 74, Florida Statutes		
Status of the Case:	Cases are in various stages of litigation: negotiation, trial pending and appeal pending.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" 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

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	Department of Environmental Protection		
Contact Person:	Sandra Stockwell	Phone Number:	850/245-2242
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<u>Ellis and Barbara Diamond v. State of Florida Board of Trustees, DEP and Levy County</u>		
Court with Jurisdiction:	This case is no longer pending before any court.		
Case Number:	N/A		
Summary of the Complaint:	The Diamonds claimed an inverse condemnation of certain real property in Levy County, consisting of 638 acres of wetlands. The Board of Trustees counterclaimed, and sought a quiet title to a portion of the property which lies below MHWL and is sovereign submerged land.		
Amount of the Claim:	\$8-12 million		
Specific Statutes or Laws (including GAA) Challenged:	None.		
Status of the Case:	Case settled. As settlement for all claims, including the inverse condemnation claim, and to clear title to the entire 600+ acre parcel, the Board acquired the 40+ acres of upland and an out-parcel within the boundaries of Waccasassa Bay Preserve State Park for the cost of an appraisal (approximately \$4,000).		
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	
		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).	None.		

Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	Department of Environmental Protection		
Contact Person:	Betsy Hewitt	Phone Number:	850/245-2242
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<u>Stop the Beach Renourishment, Inc. v. Florida Department of Environmental Protection, The Board of Trustees of the Internal Improvement Trust Fund, City of Destin and Walton County</u>		
Court with Jurisdiction:	This case is no longer pending before any court. On June 17, 2010, the United States Supreme Court affirmed the Florida Supreme Court's decision in the Department's favor.		
Case Number:	08-1151		
Summary of the Complaint:	Petitioners asserted that the Florida Supreme Court's holding that the Florida Beach and Shore Preservation Act did not unconstitutionally deprive beachfront property owners of their alleged riparian right to contact with the water and future accretions constituted a judicial taking.		
Amount of the Claim:	N/A		
Specific Statutes or Laws (including GAA) Challenged:	N/A		
Status of the Case:	On June 17, 2010, the United States Supreme Court affirmed the Florida Supreme Court's decision holding the Florida Beach and Shore Preservation Act does not unconstitutionally deprive beachfront owners of property rights without just compensation. Because the Florida Supreme Court's decision upholding the constitutionality of the Act did not contravene established principles of Florida law, the United States Supreme Court determined that no taking had occurred.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input checked="" 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
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Office of Policy and Budget – July 2010

Schedule VII: Agency Litigation Inventory

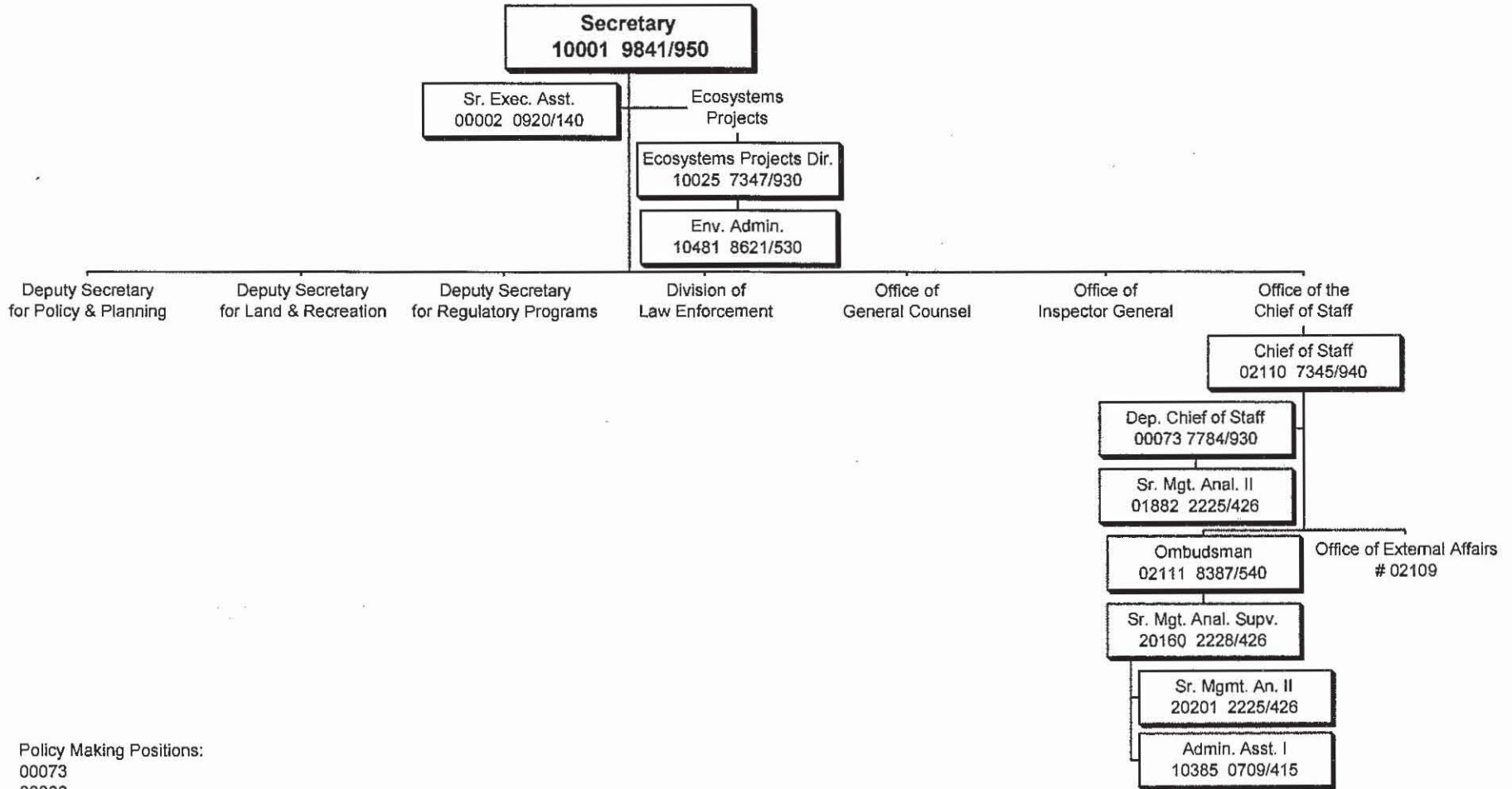
For directions on completing this schedule, please see the “Legislative Budget Request (LBR) Instructions” located on the Governor’s website.

Agency:	Department of Environmental Protection		
Contact Person:	Aliki Moncrief	Phone Number:	850/245-2245
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<p>Claimants: Dept. of Environmental Protection, City of Tallahassee</p> <p>1. <u>State of Florida, Dept. of Environmental Protection v. American International Petroleum Corporation; St. Marks Refinery, Inc.; Seminole Refining Corporation; and James T. Young</u></p> <p>2. <u>City of Tallahassee v. St. Marks Refinery, Inc.</u></p>		
Court with Jurisdiction:	Circuit Court for the Second Judicial Circuit in and for Wakulla County Florida		
Case Number:	<p>1. <u>DEP v. AIPC, et al: 2004-211-CA</u></p> <p>2. <u>City of Tallahassee v. St. Marks: 2004-295-CA</u></p>		
Summary of the Complaint:	<p>This site has soil, sediment and groundwater contamination from petroleum processing and handling operations conducted by a number of companies since the mid-1950s. Due to storage of wood treatment products during the late 1970s to early 1980s, the site also contains high levels of dioxin.</p> <p>DEP’s litigation seeks recovery of costs spent by DEP and corrective actions to complete the assessment and cleanup of the site.</p>		
Amount of the Claim:	DEP Claim vs. AIPC and SMRI: \$ 750,000		
Specific Statutes or Laws (including GAA) Challenged:	N/A		
Status of the Case:	On March 1, 2010, the Department entered into a Settlement Agreement (“Agreement”) which resolved issues in these cases and resulted in a payment of \$575,000 to the Inland Protection Trust Fund (received March 29, 2010).		
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	

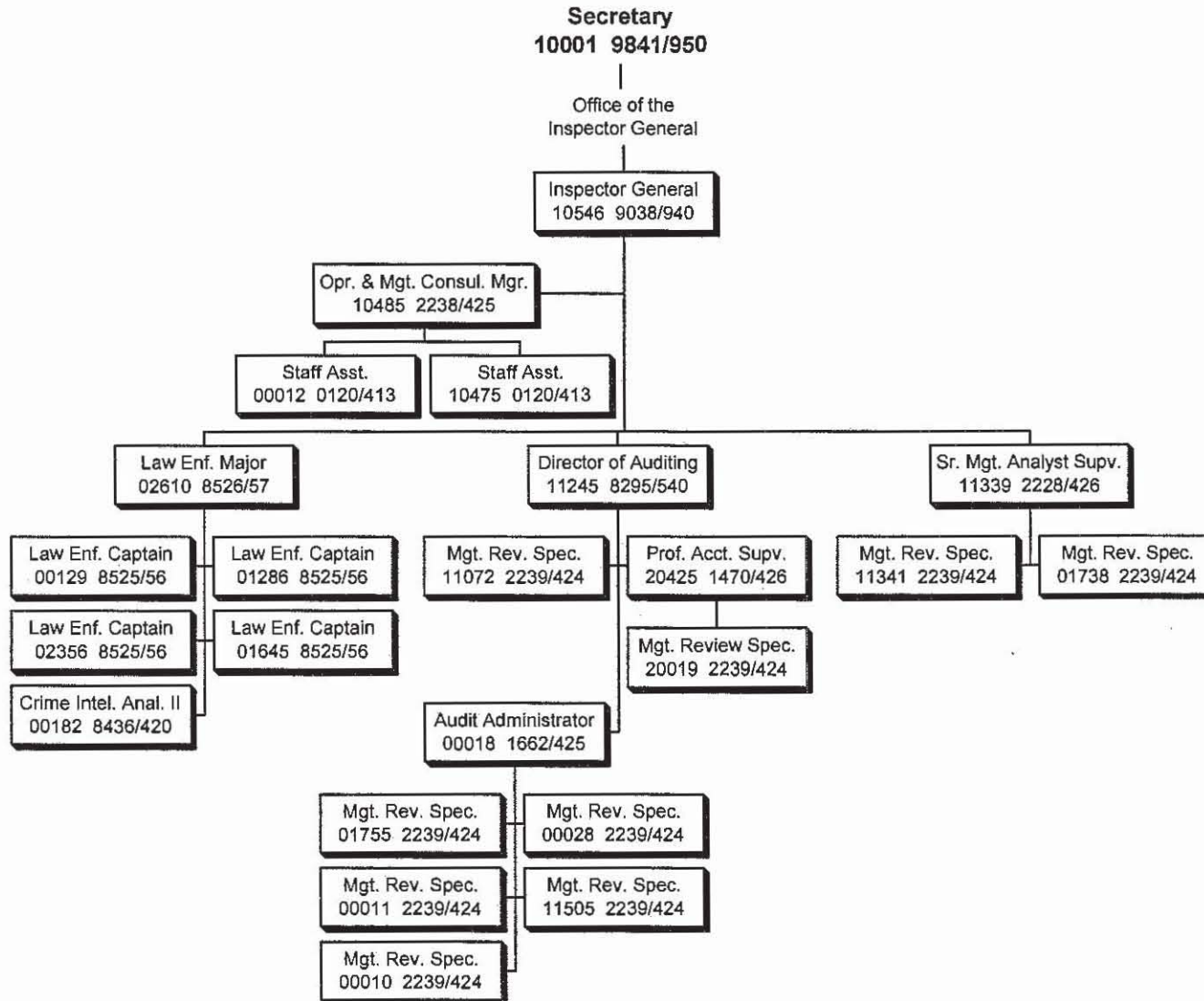
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A
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Office of Policy and Budget – July 2009

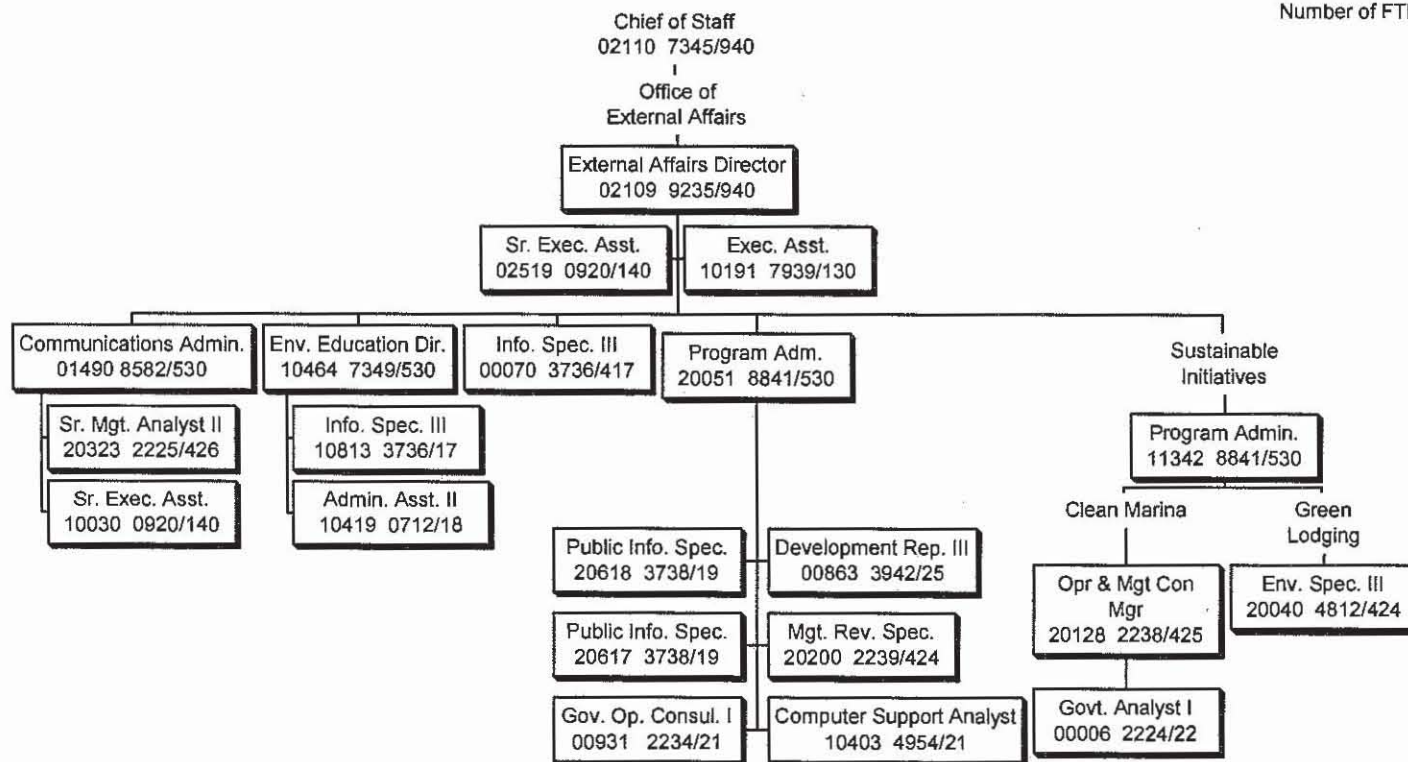
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 Number of Positions: 11
 Number of FTE: 11.00



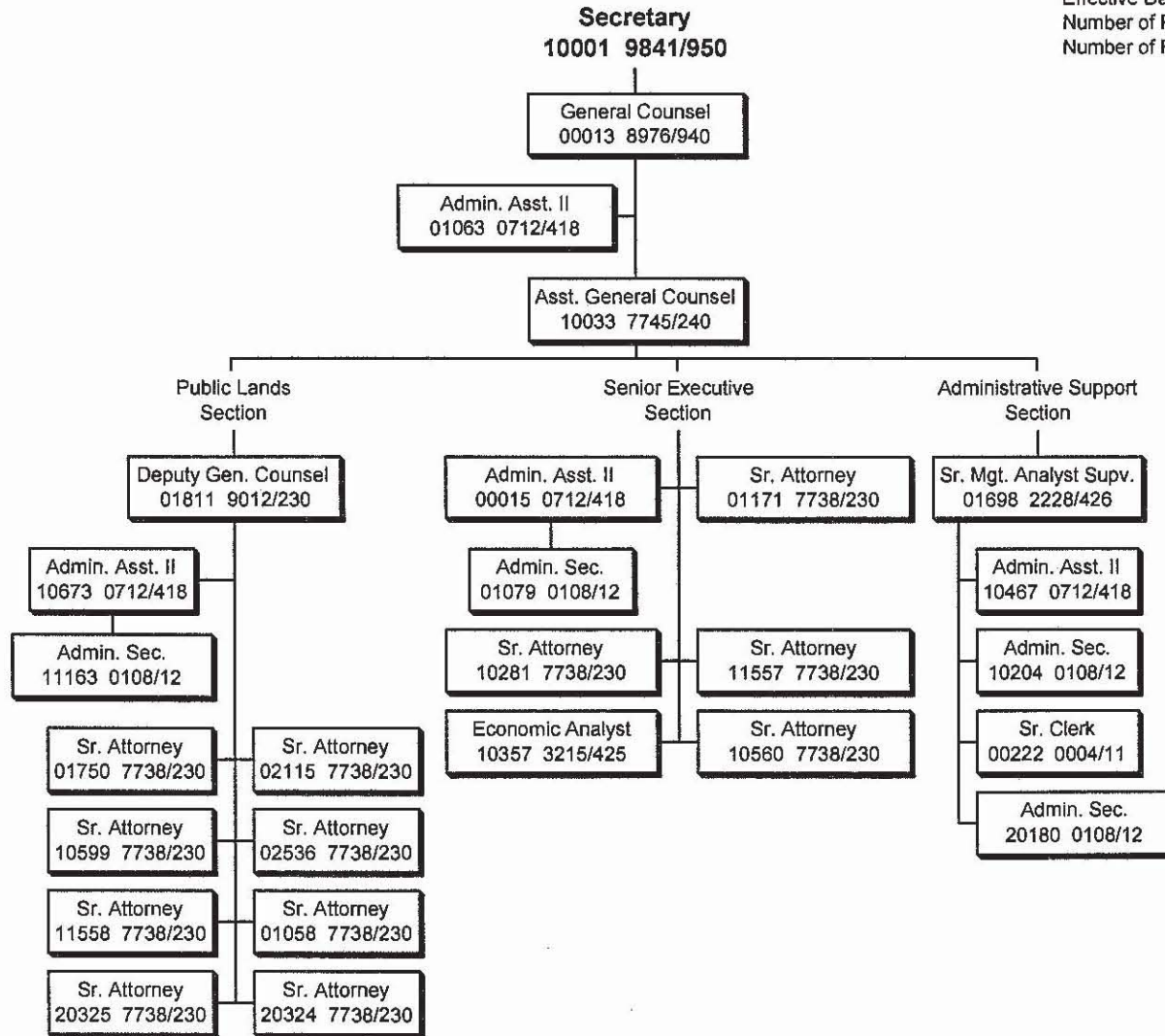
Policy Making Positions:
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 00002



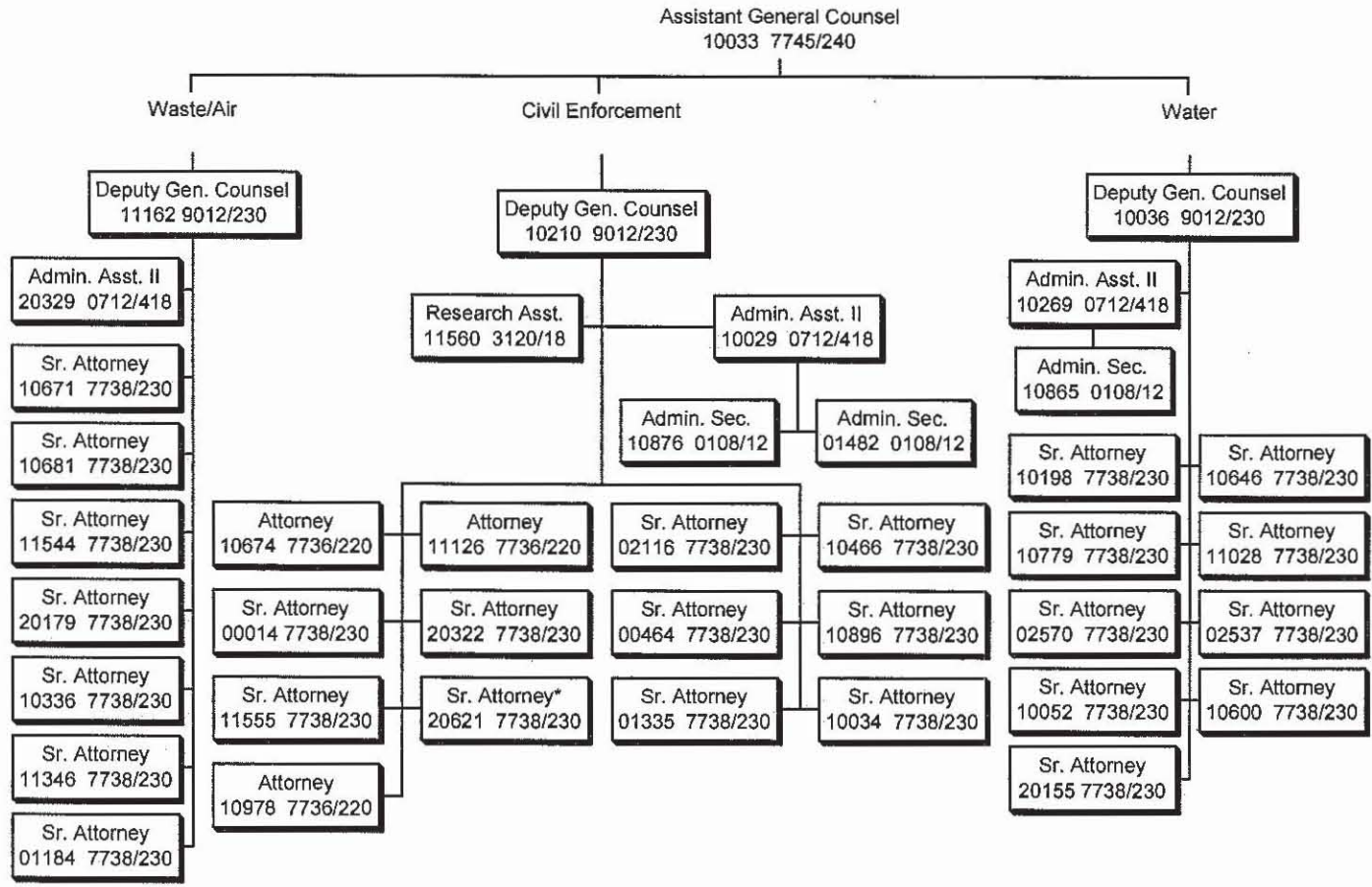
Approved By: _____
 Effective Date: 07/01/2010
 Number of Positions: 21
 Number of FTE: 21.00



Policy Making Positions:
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 10030
 10191

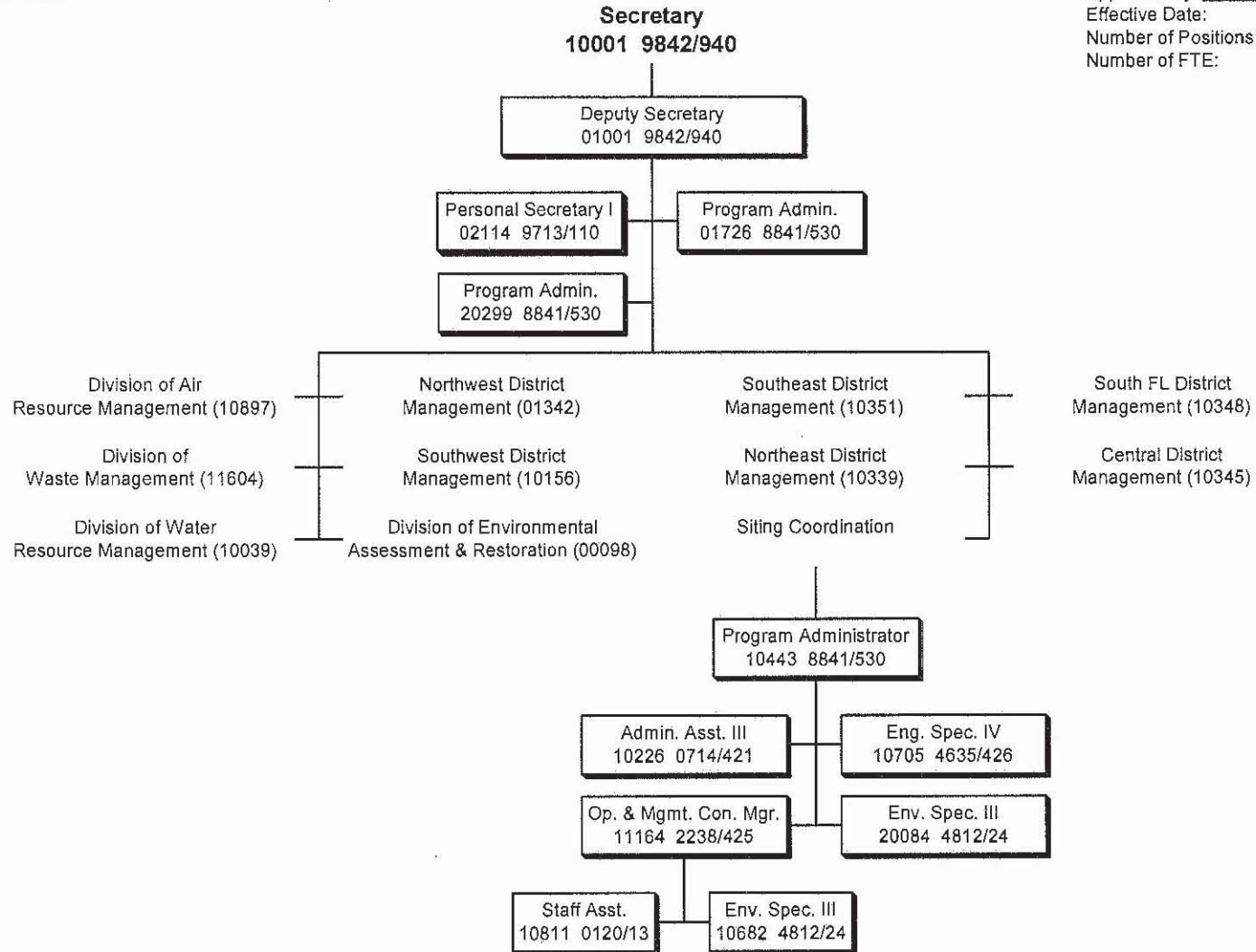


Approved By: _____
 Effective Date: 08/01/2010 (1)
 Number of Positions: 39
 Number of FTE: 39.0



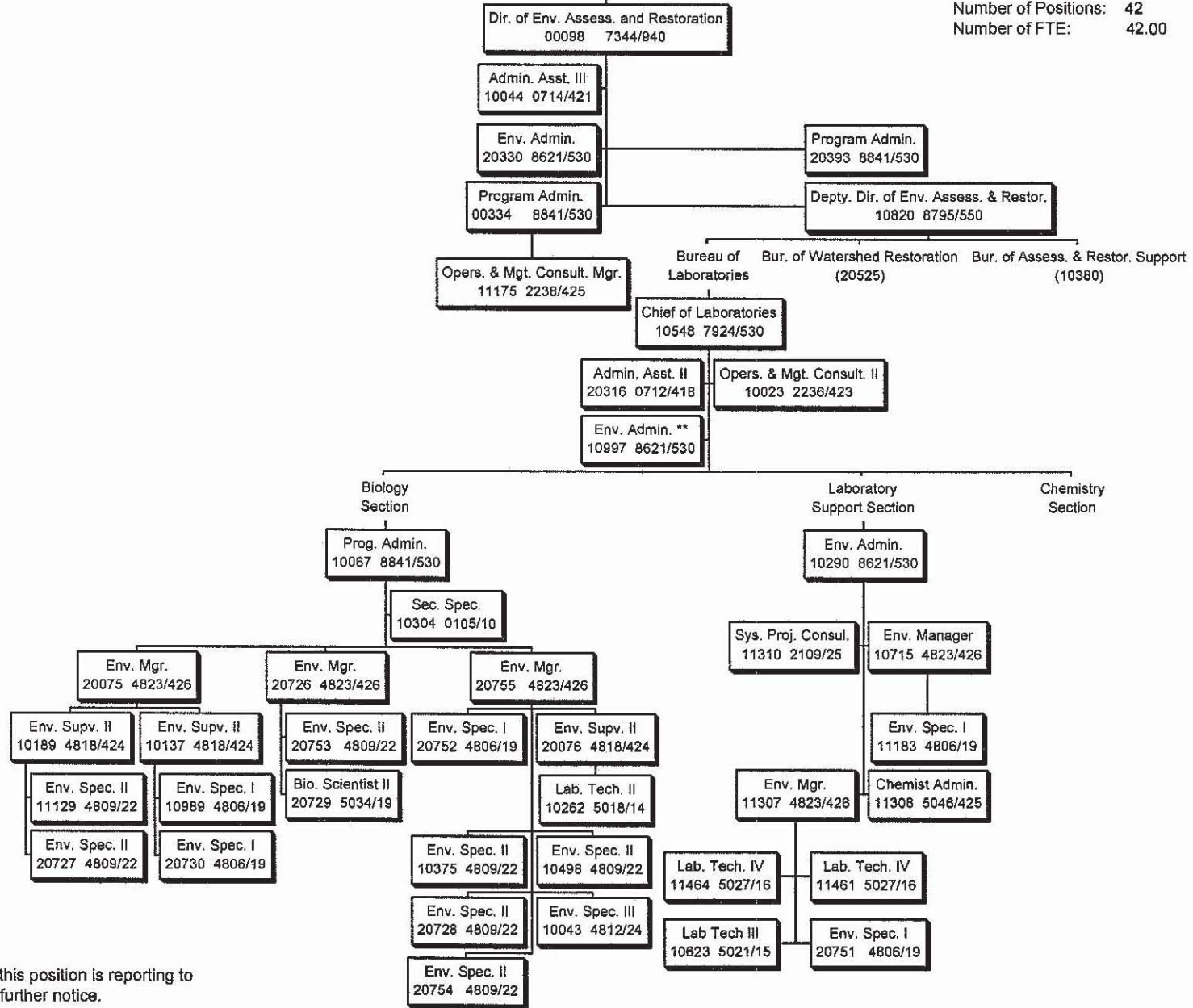
*Position 20621 is funded by the Division of Water Resource Management

Approved By: _____
 Effective Date: 02/15/2010
 Number of Positions: 11
 Number of FTE: 11.00



Deputy Secretary for Reg. Programs
 01001 9842/940

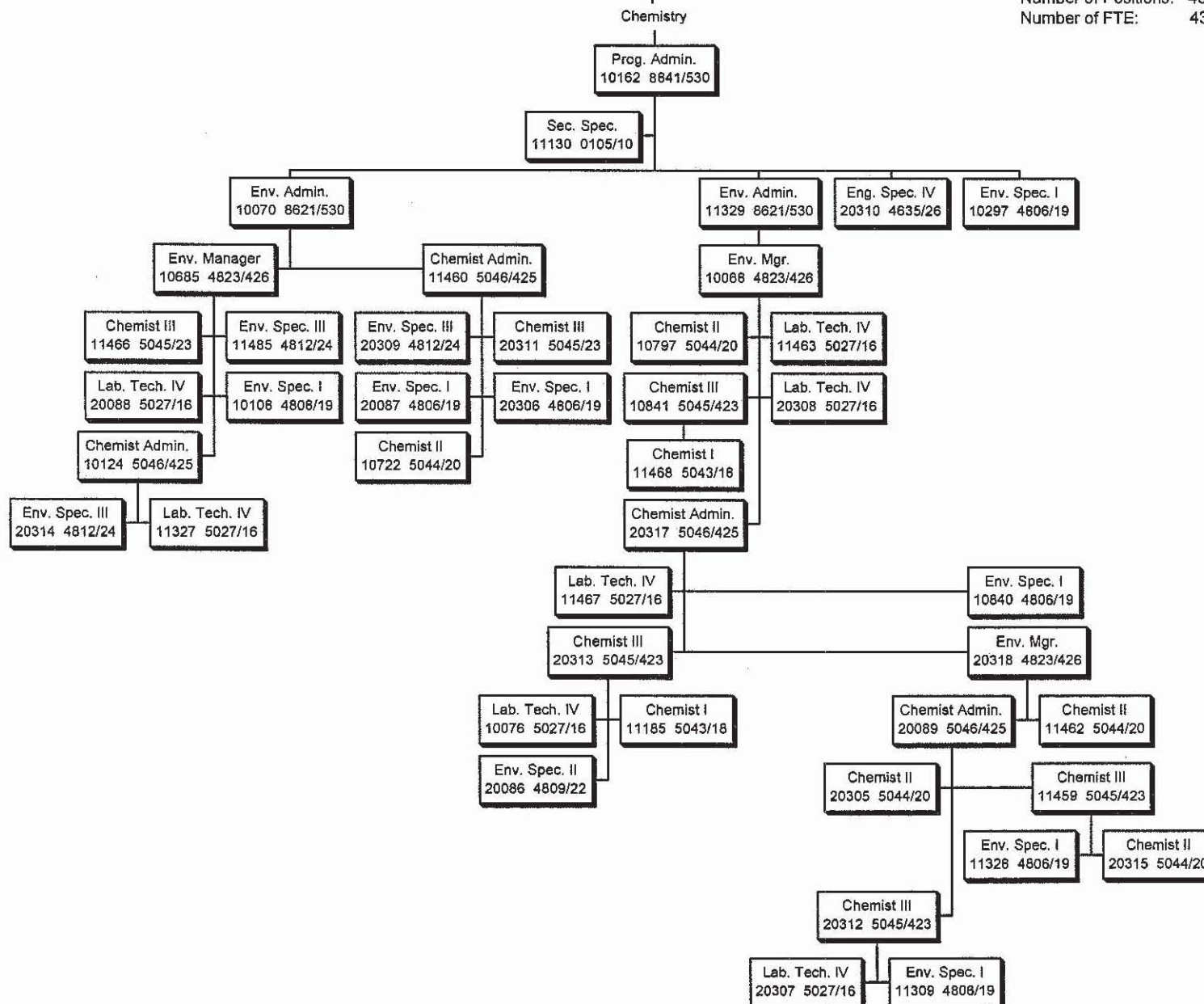
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 Effective Date: 08/01/2010
 Number of Positions: 42
 Number of FTE: 42.00

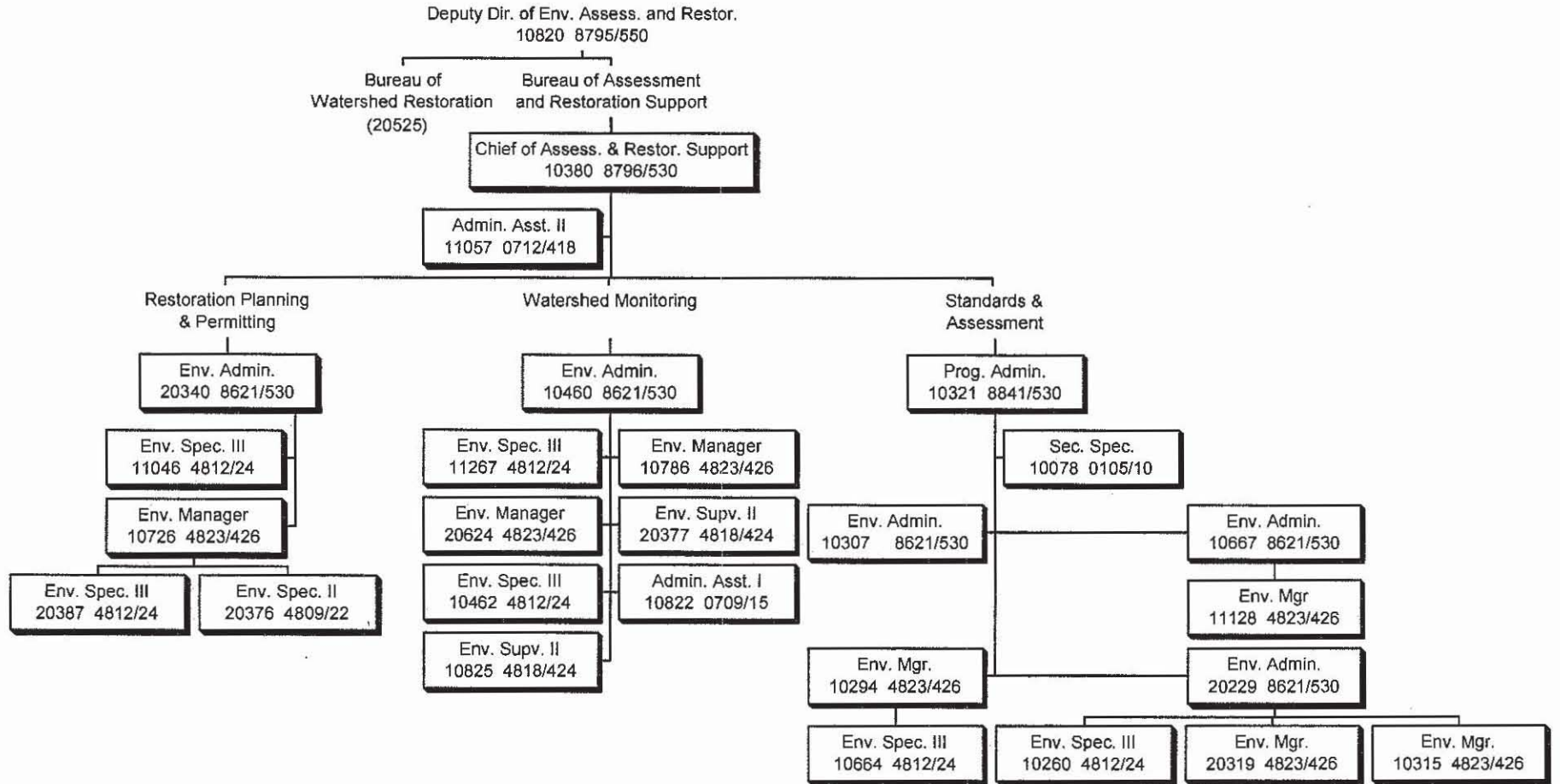


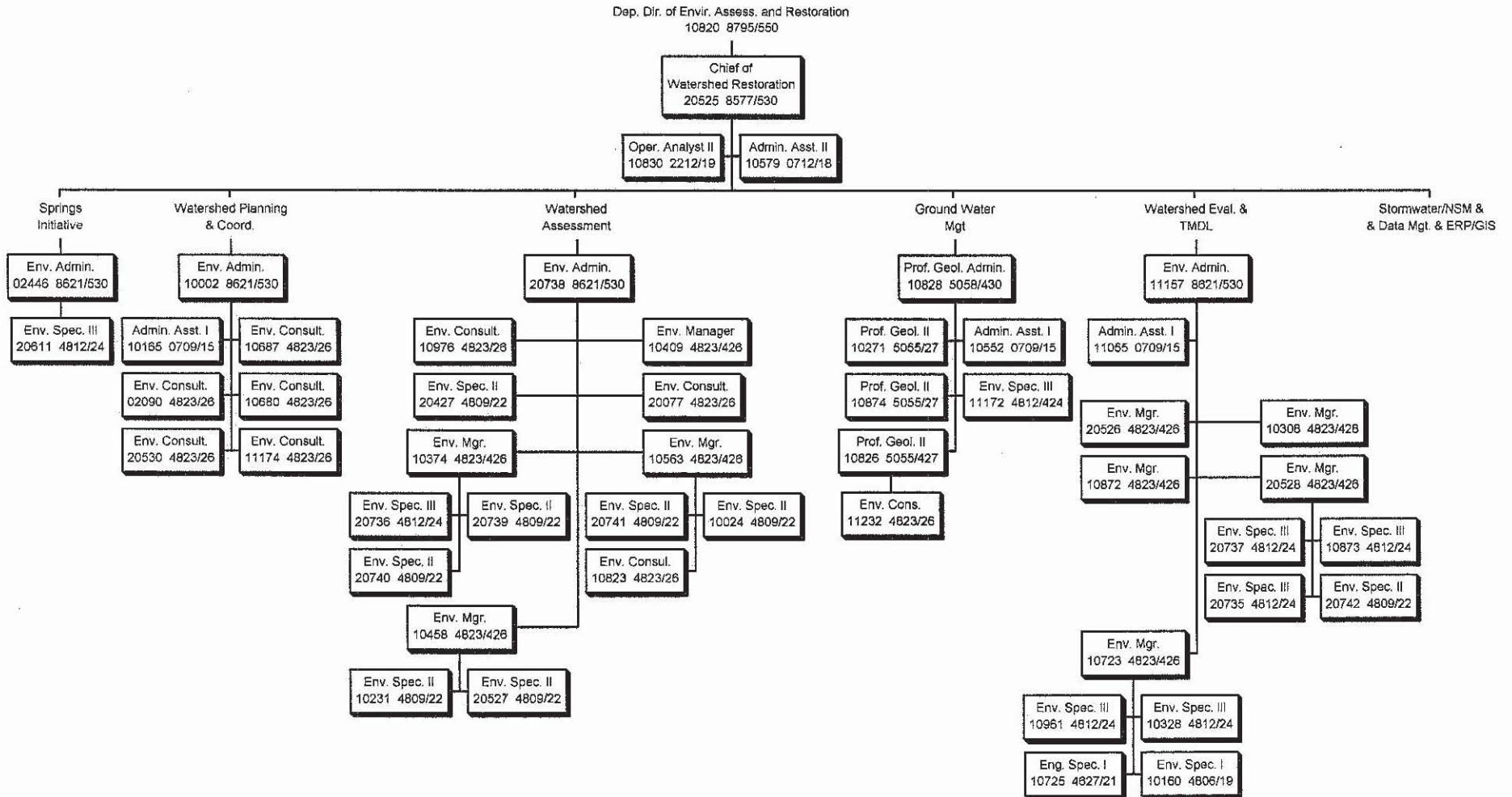
**Beginning 2/1/09, this position is reporting to position 10548 until further notice.

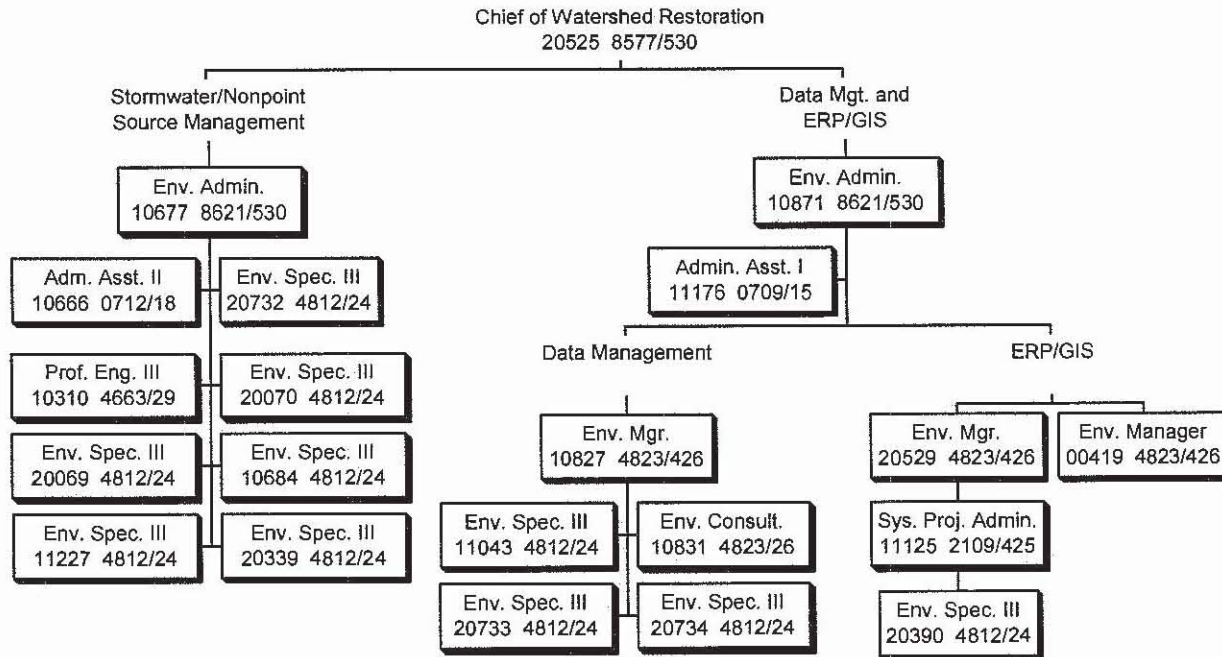
Chief of Laboratories
 10548 7924/530

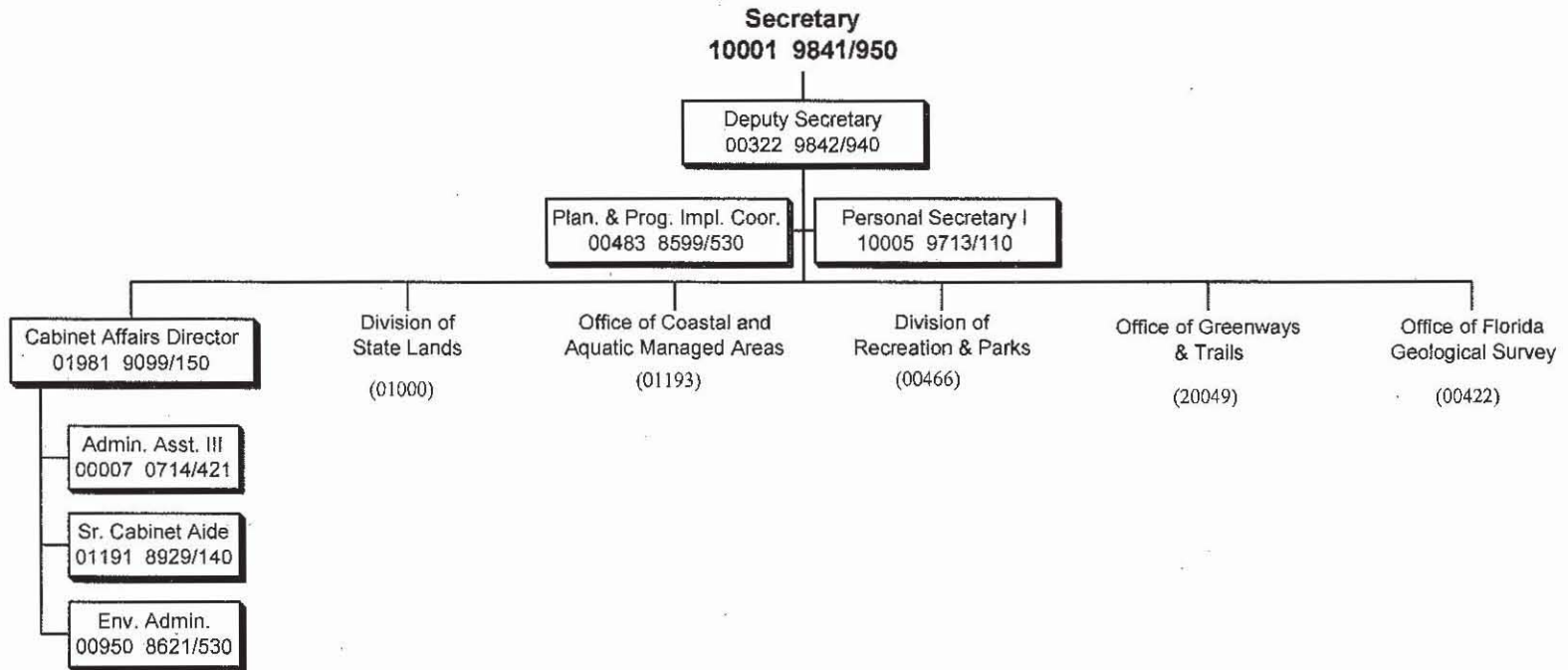
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 Number of Positions: 43
 Number of FTE: 43.00





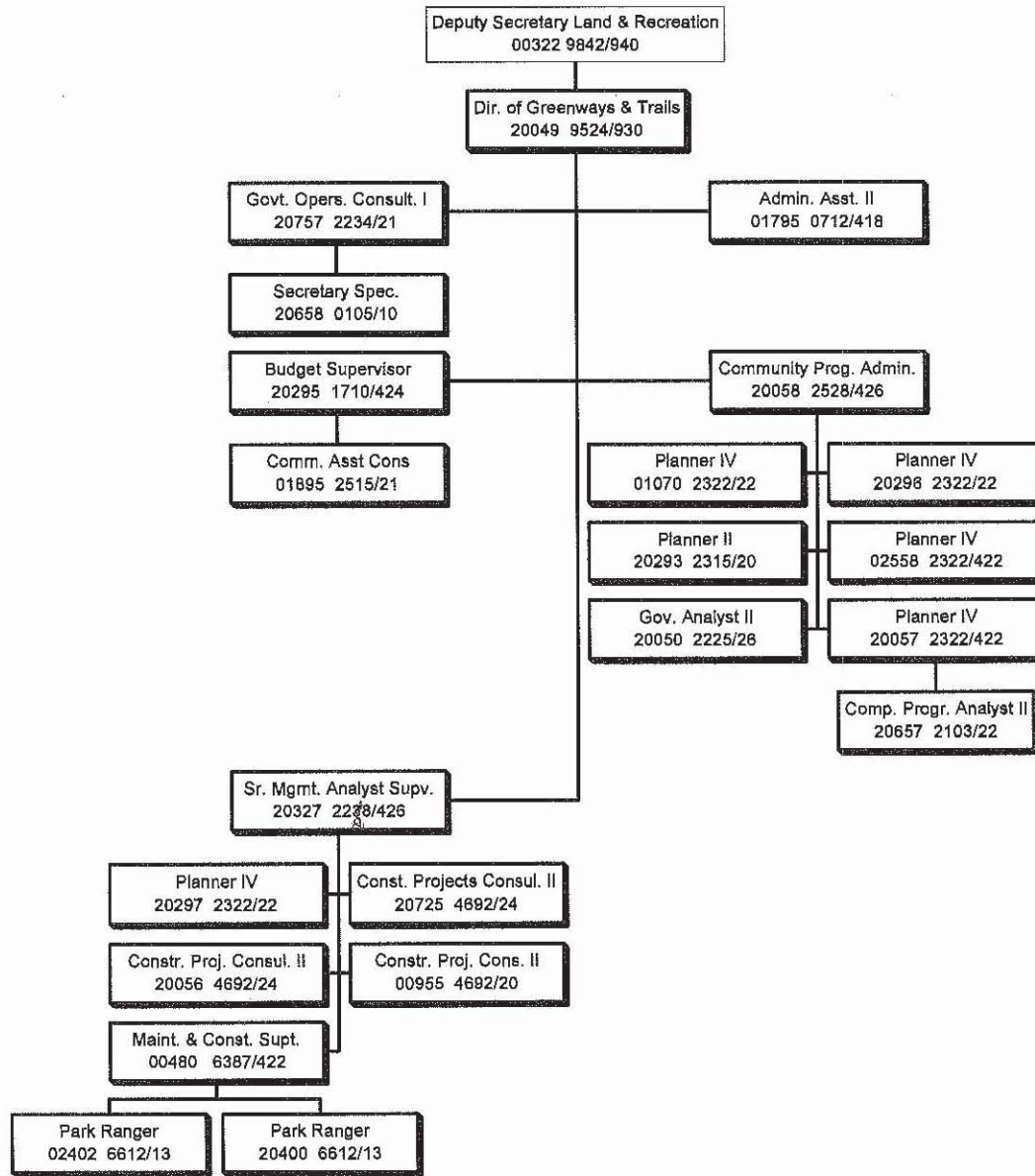




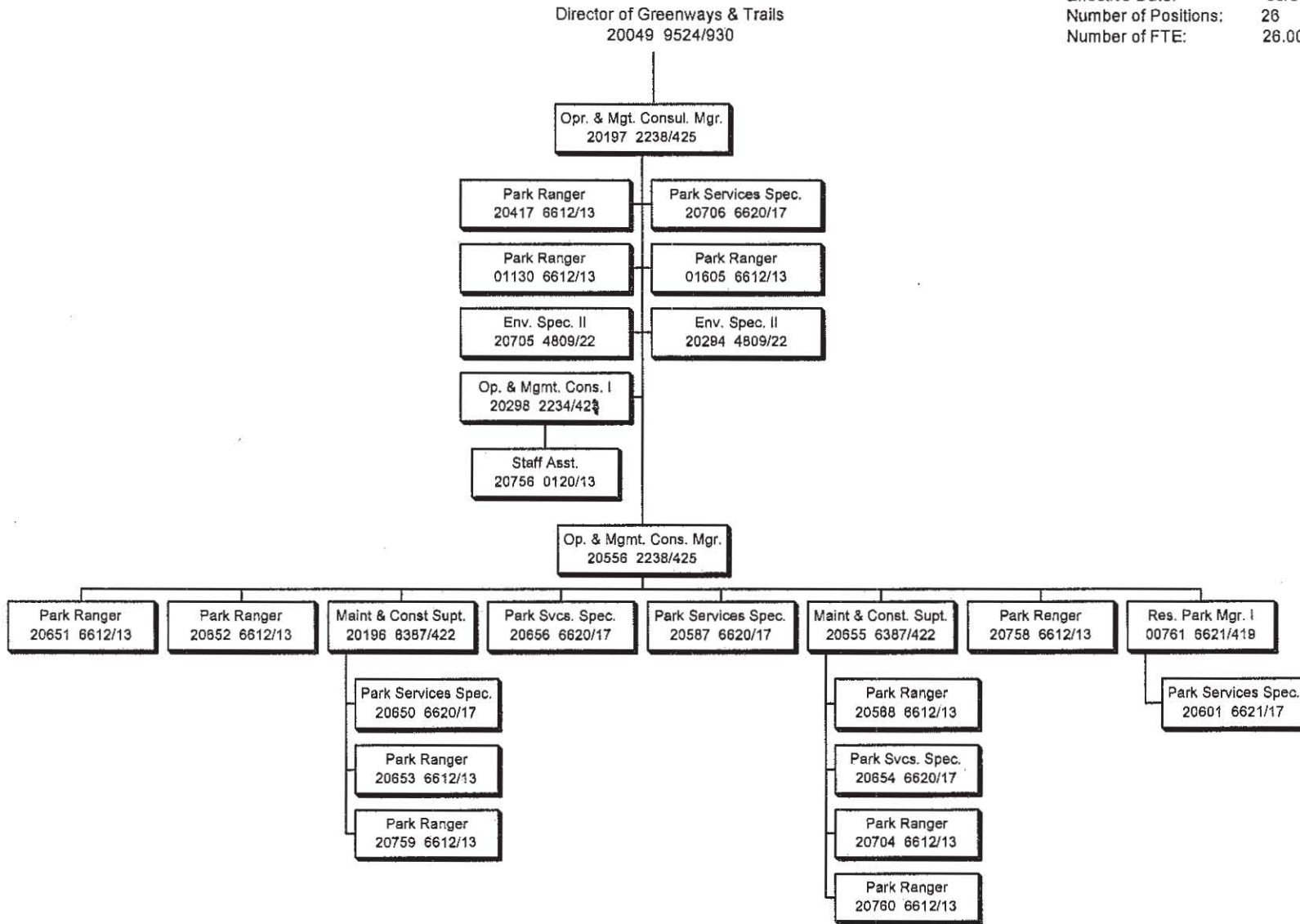


Policy Making Position:
01191

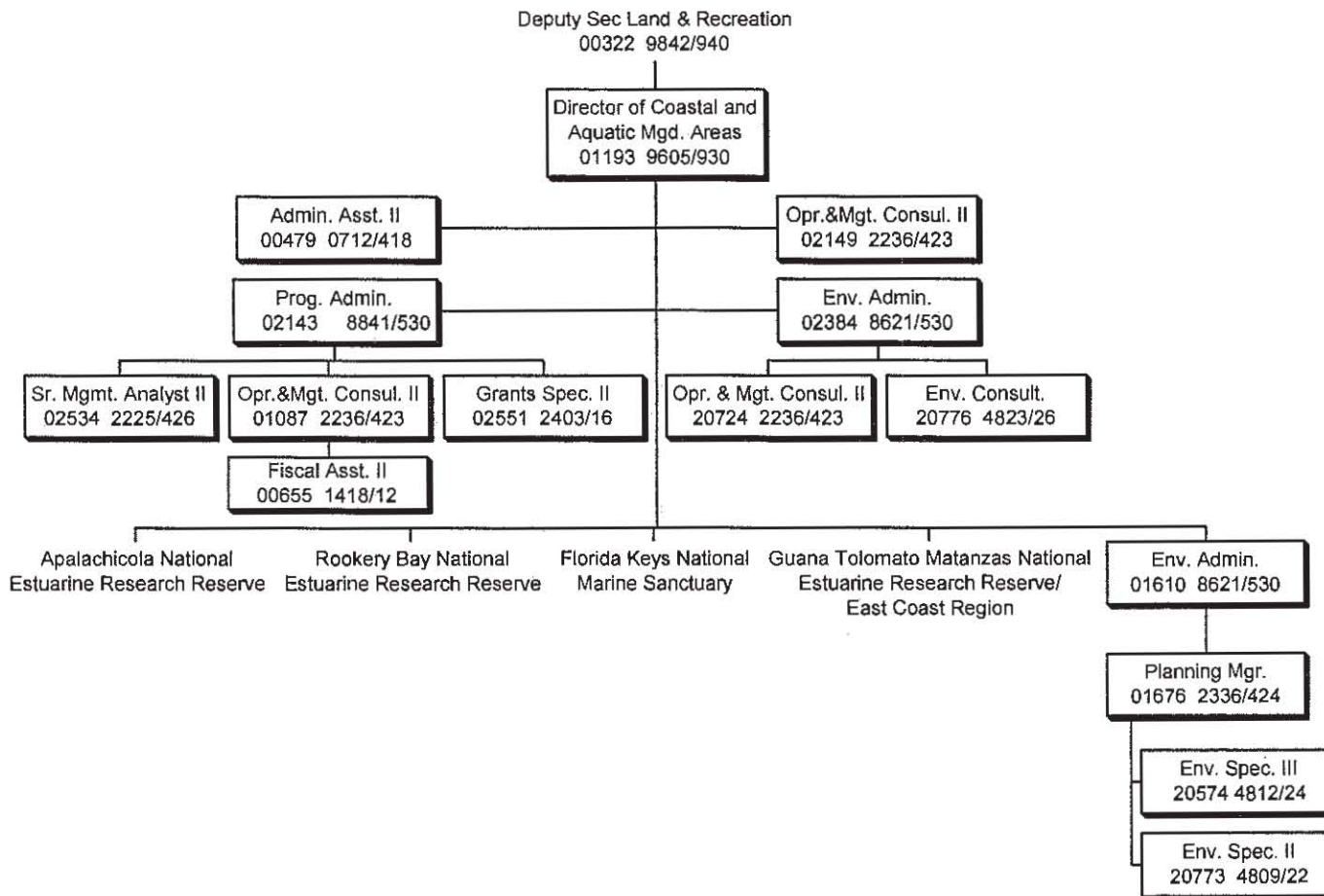
Approved By: _____
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 Number of Positions: 22
 Number of FTE: 22.00



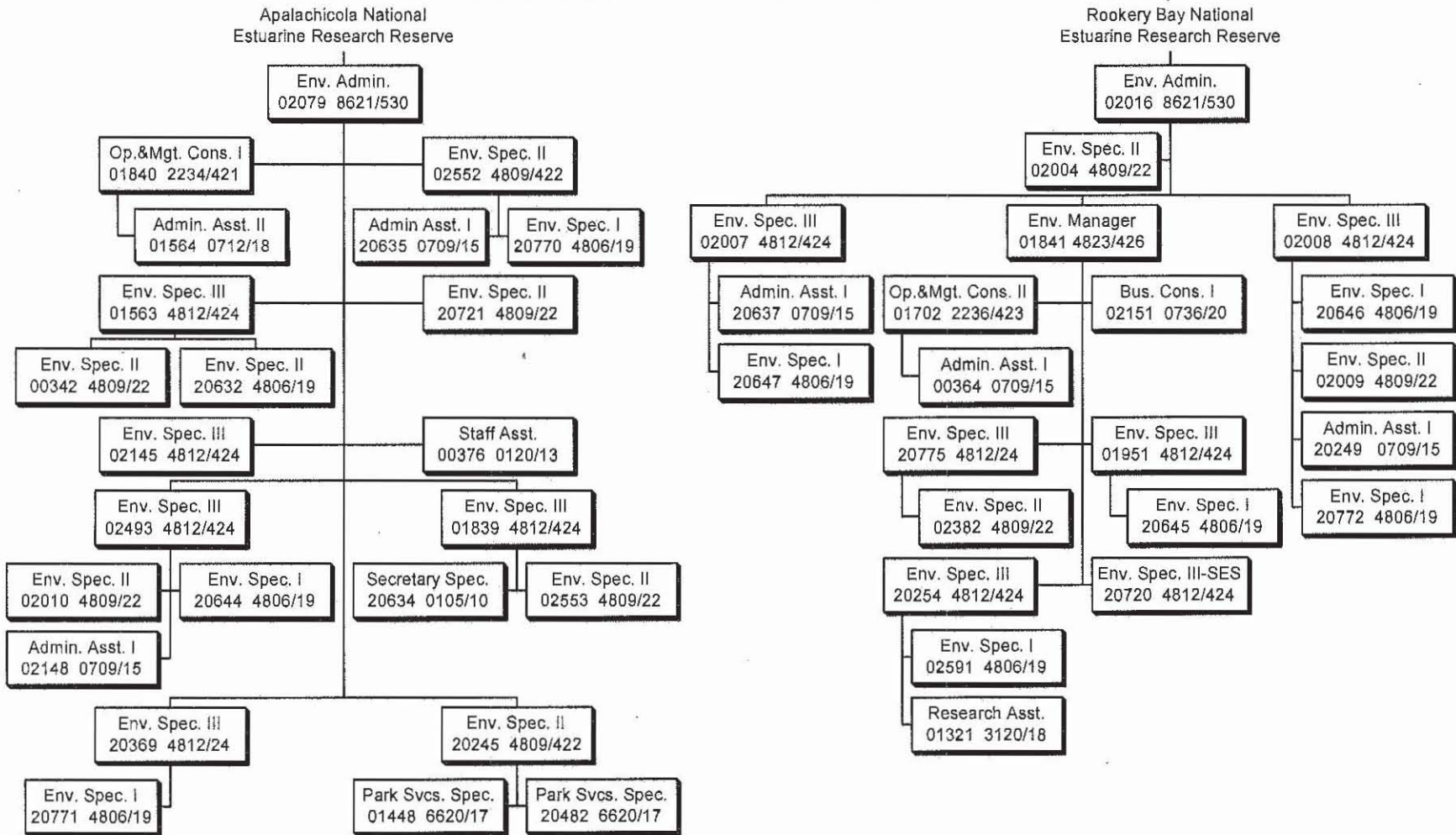
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 Number of FTE: 26.00

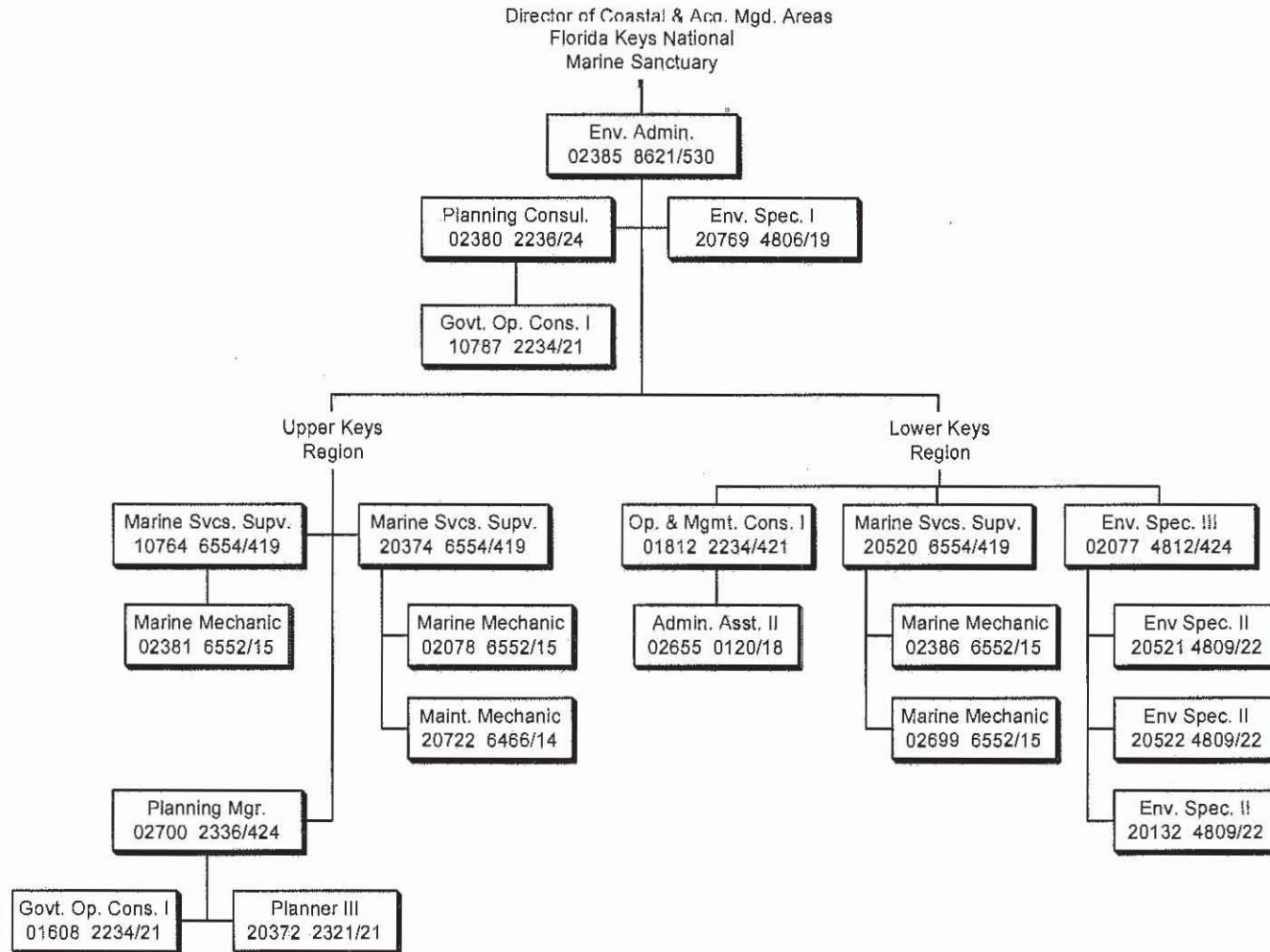


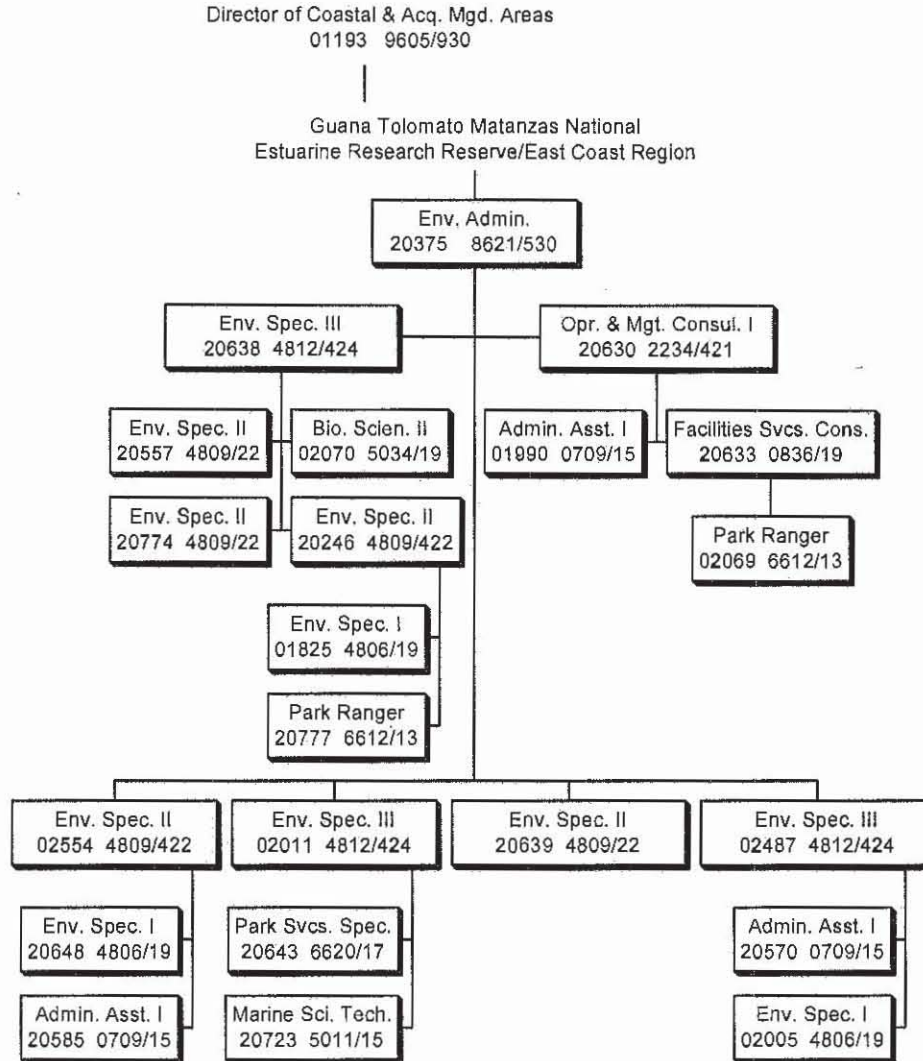
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 Number of FTE: 15.00



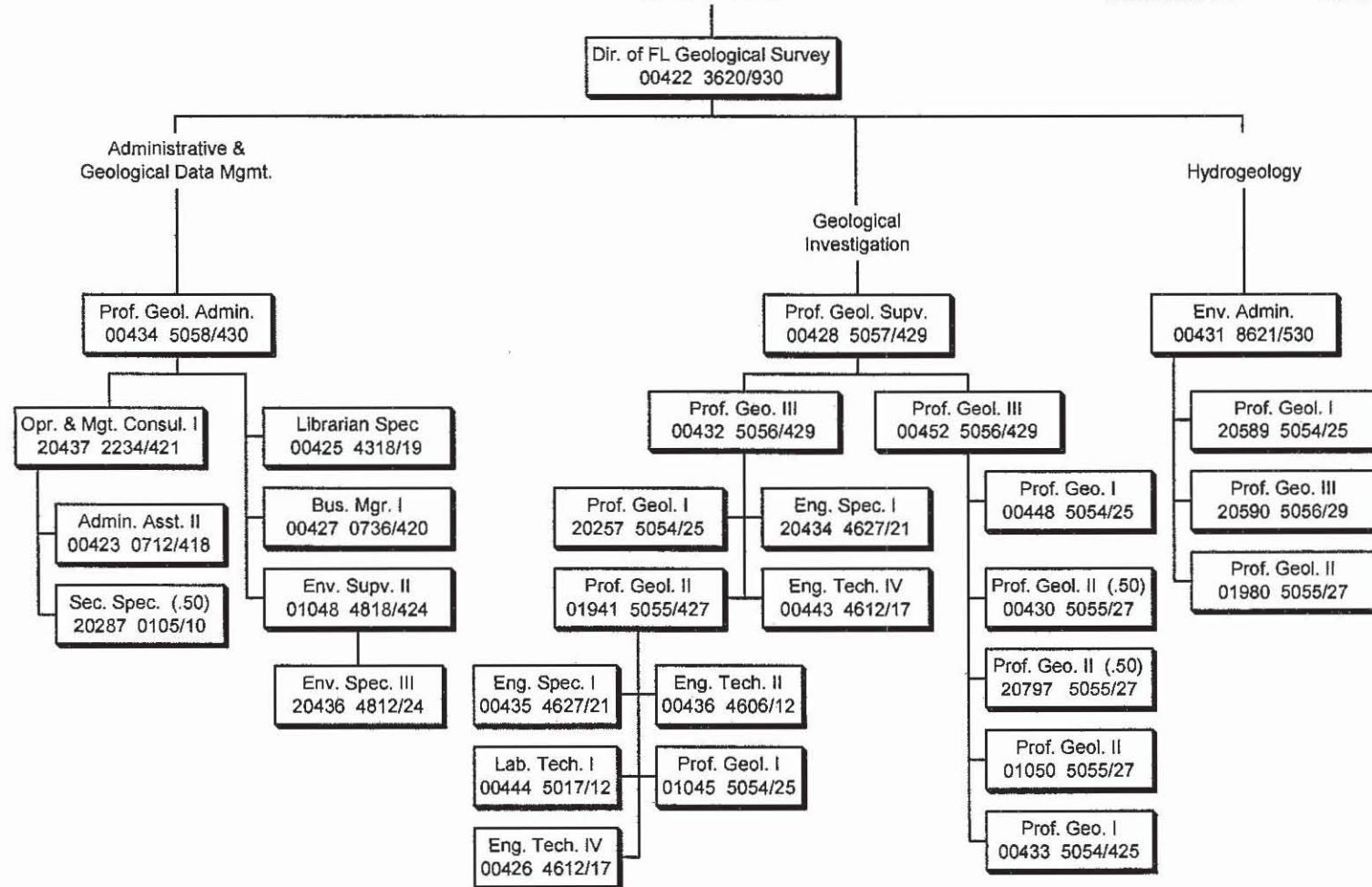
Director of Coastal & Acq. Mgmd. Areas
 01193 9605/930



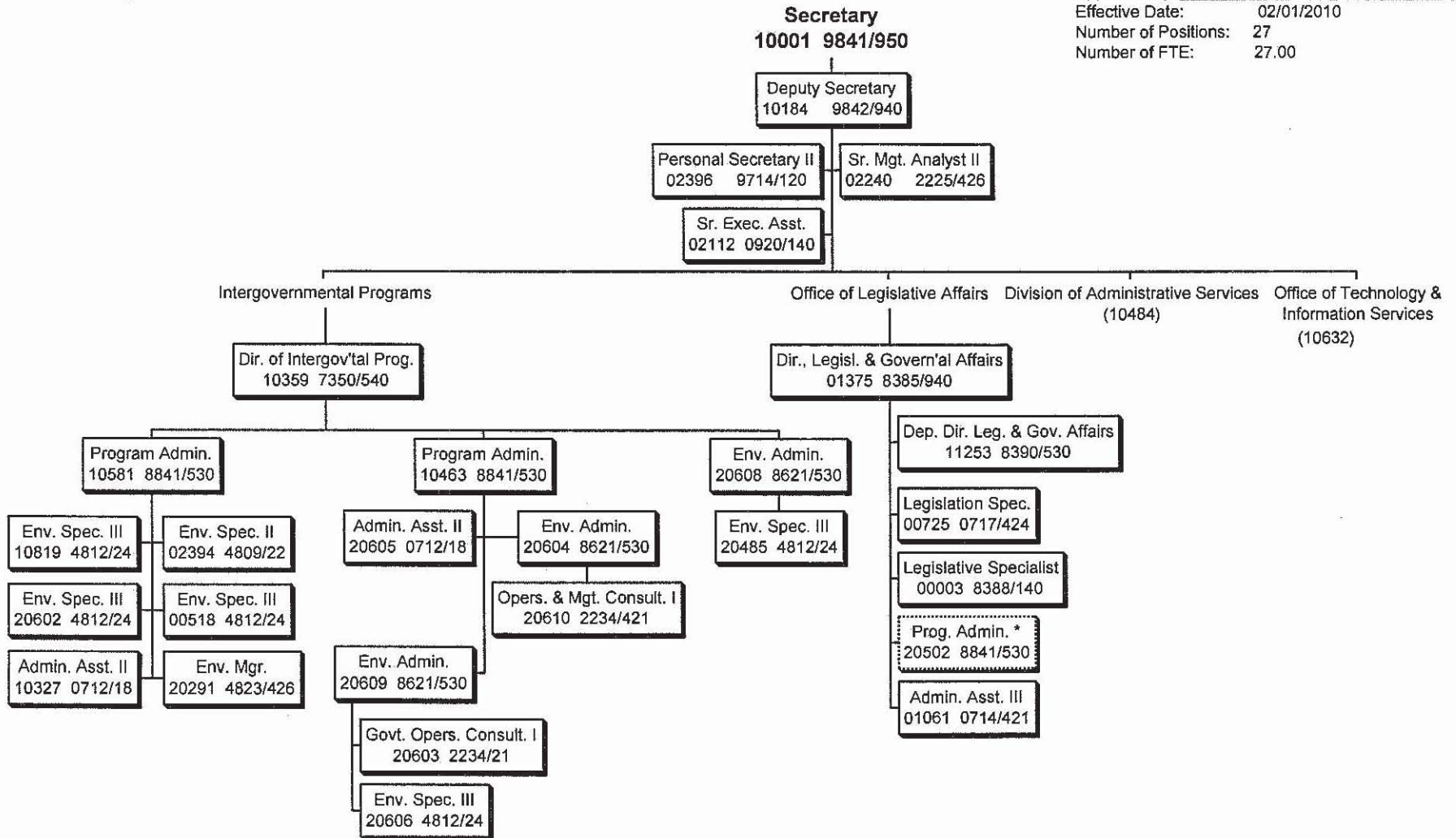




Deputy Sec. for Land and Recreation
 00322 9842/940

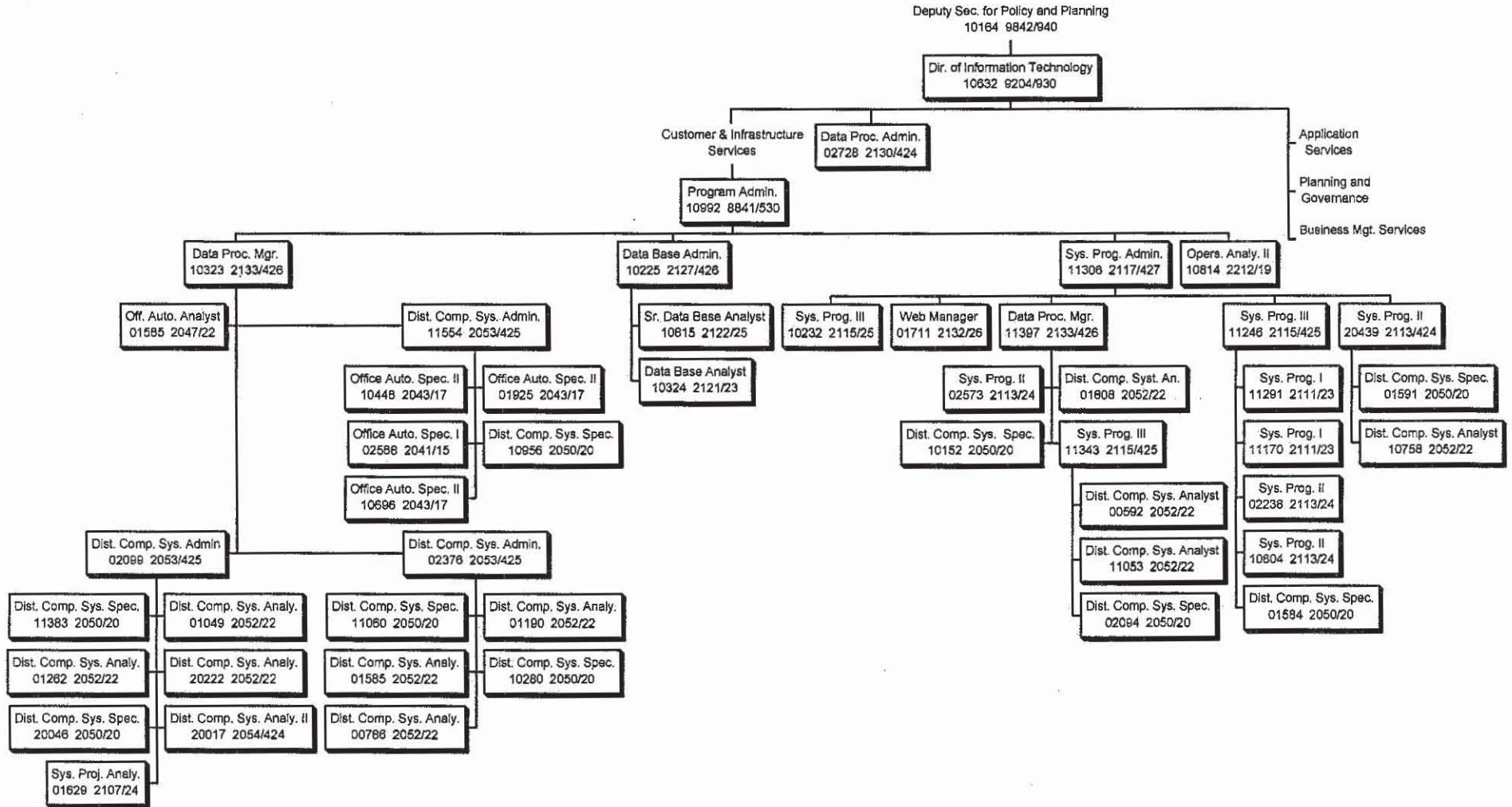


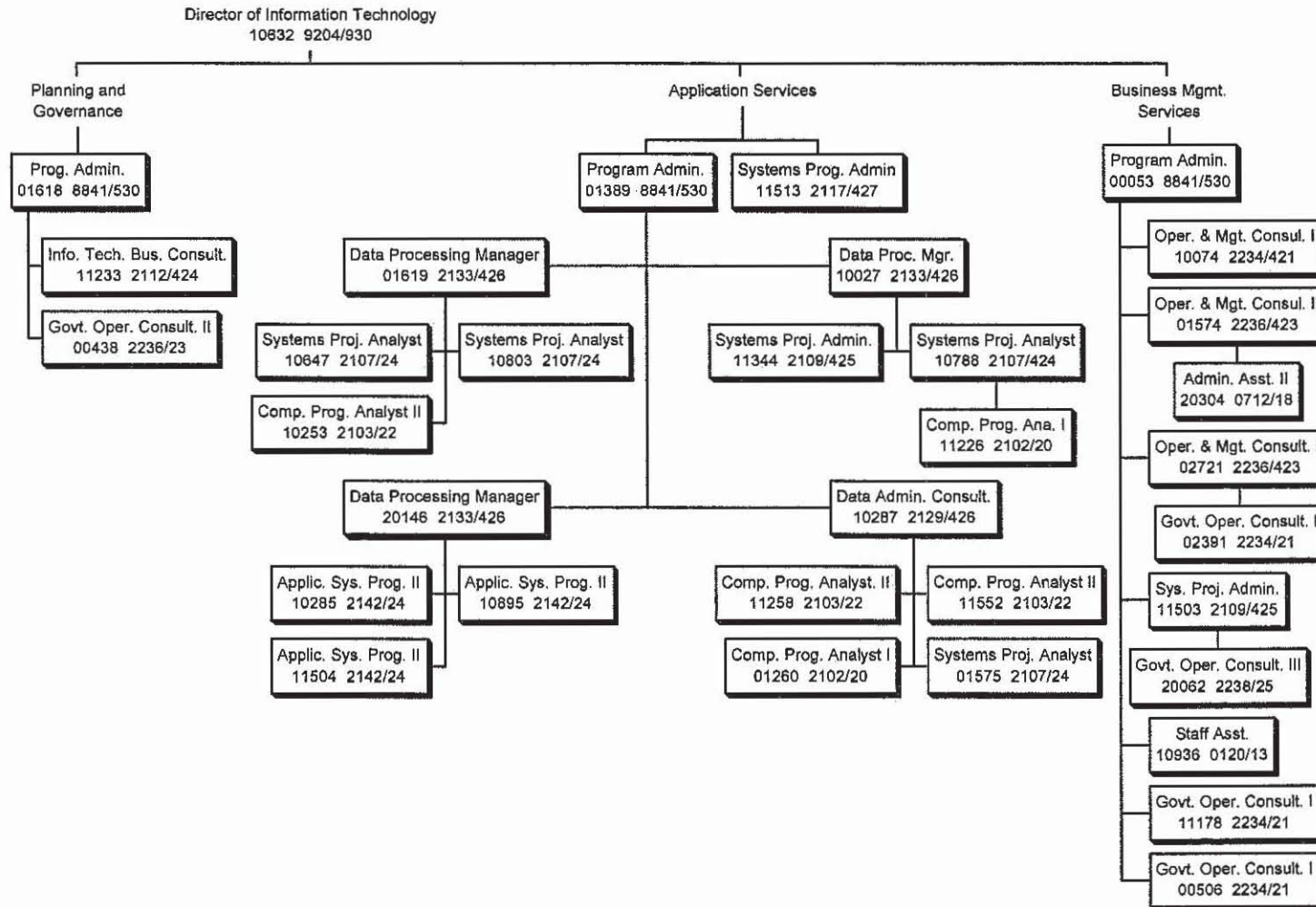
Approved By: _____
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 Number of Positions: 27
 Number of FTE: 27.00

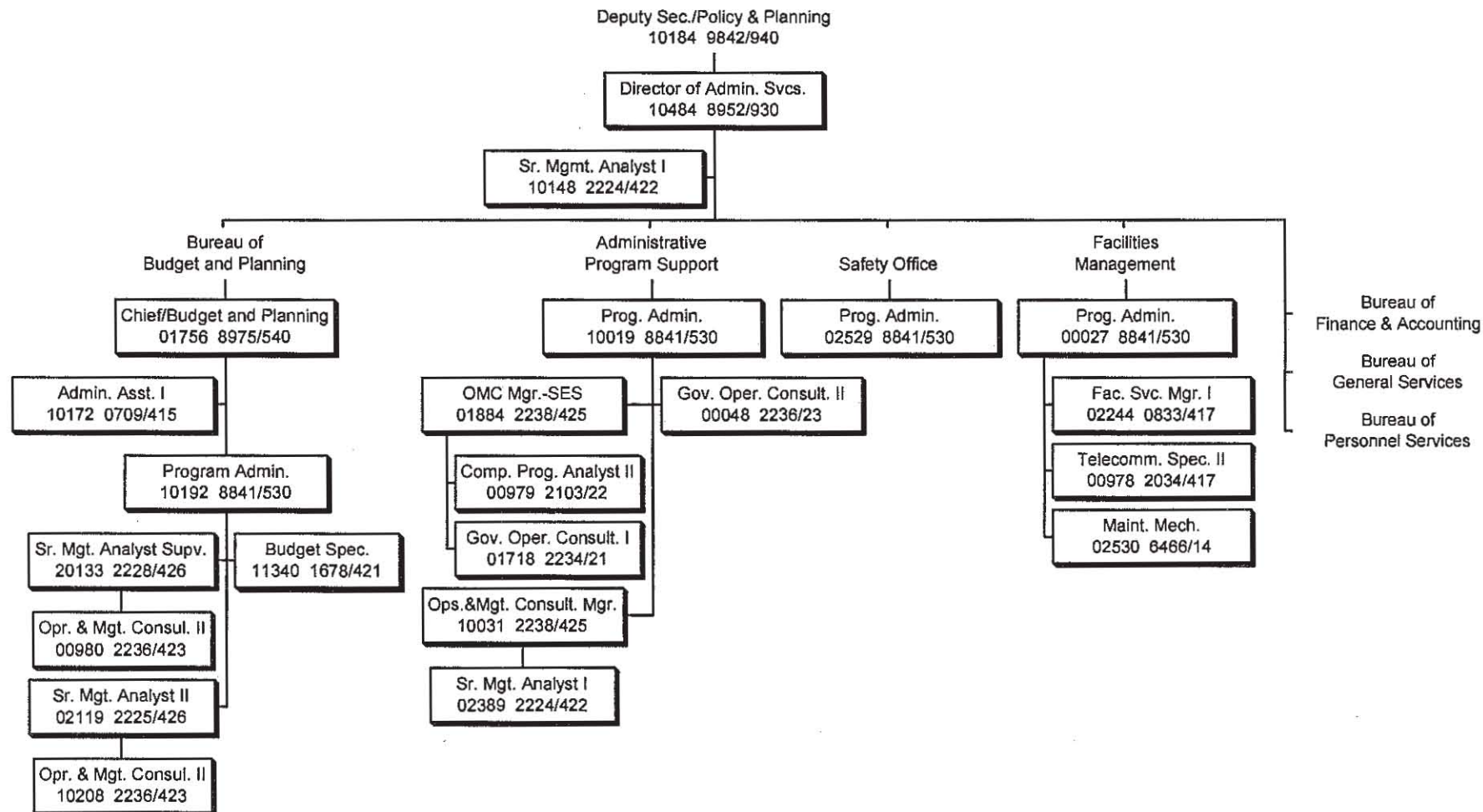


Policy Making Position:
 01738
 00003

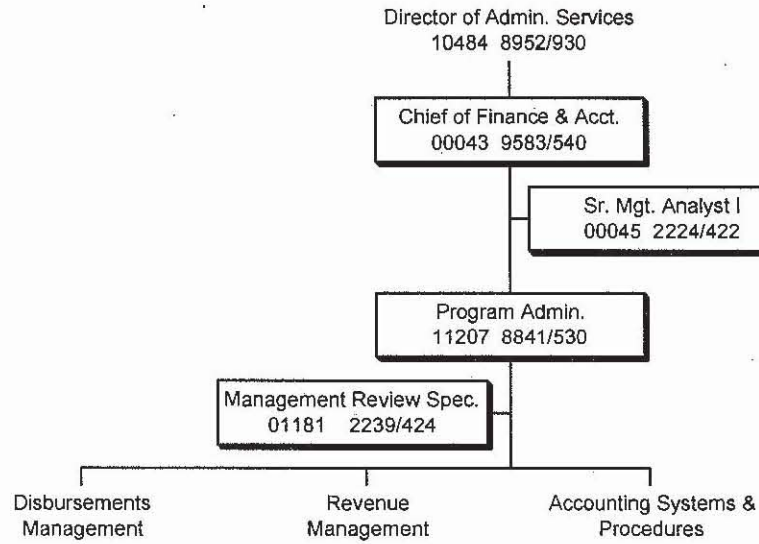
* NWDM/Air
 Washington, DC



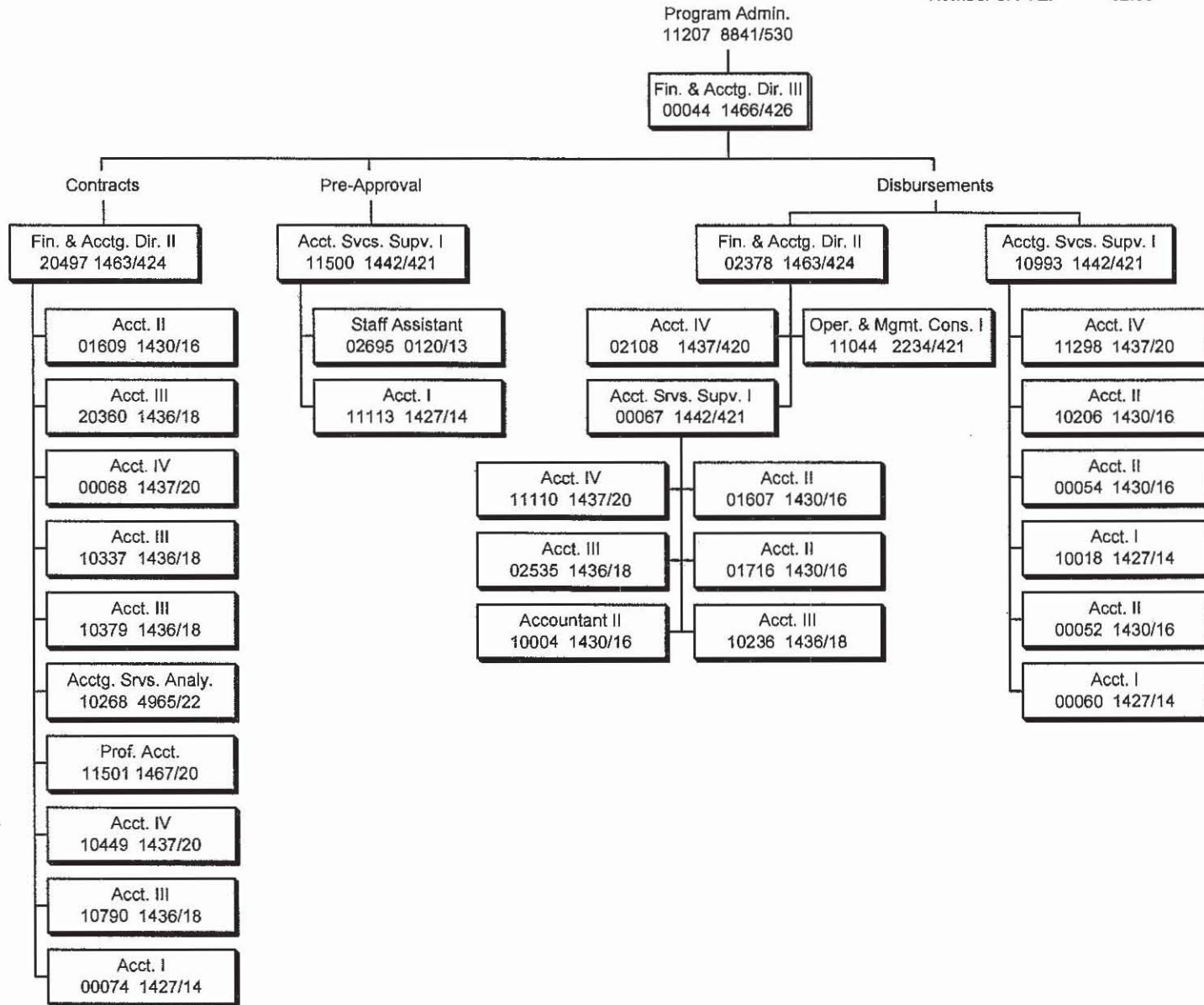


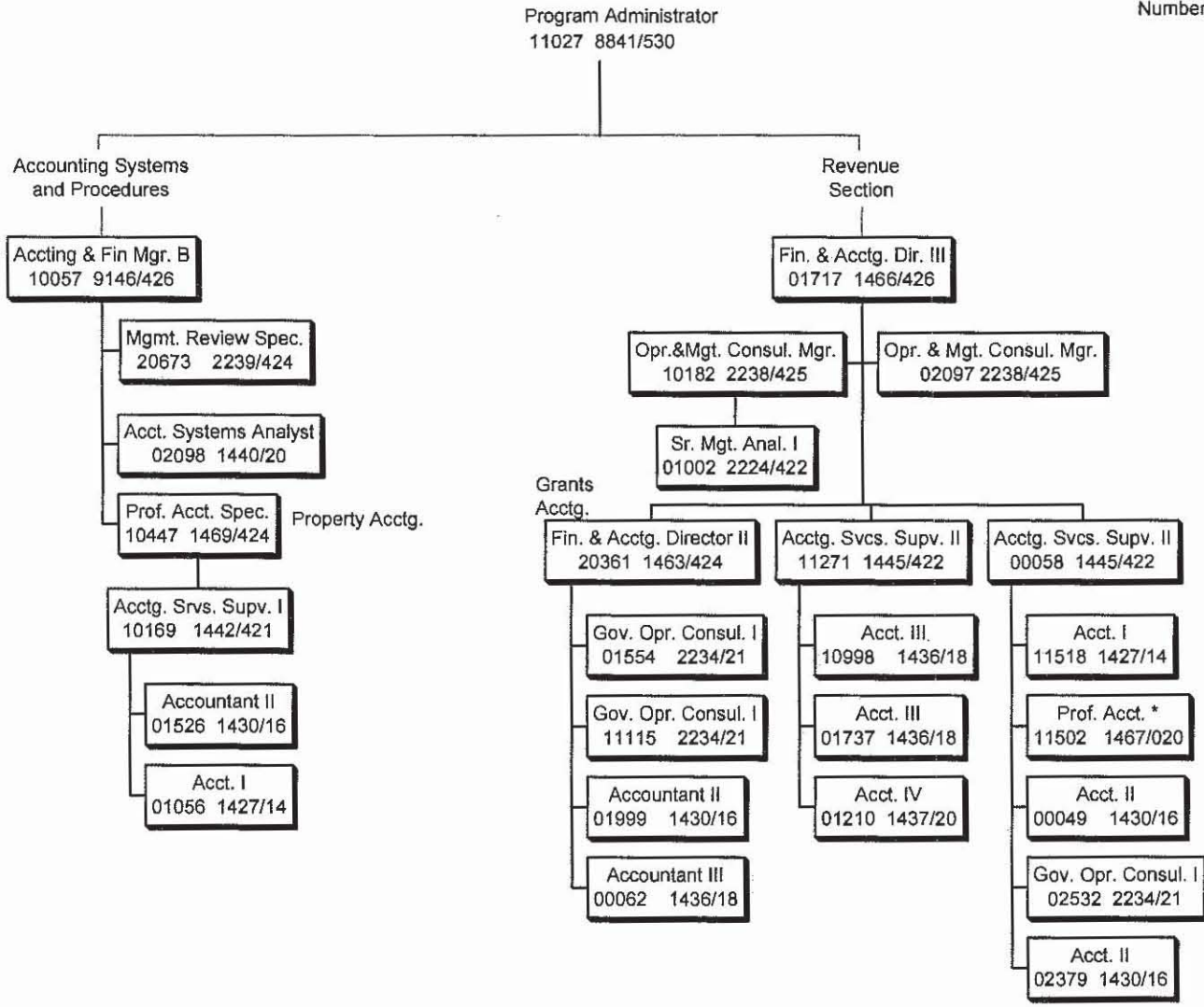


Approved By: _____
Effective Date: 01/30/2008
Number of Positions: 4
Number of FTE: 4

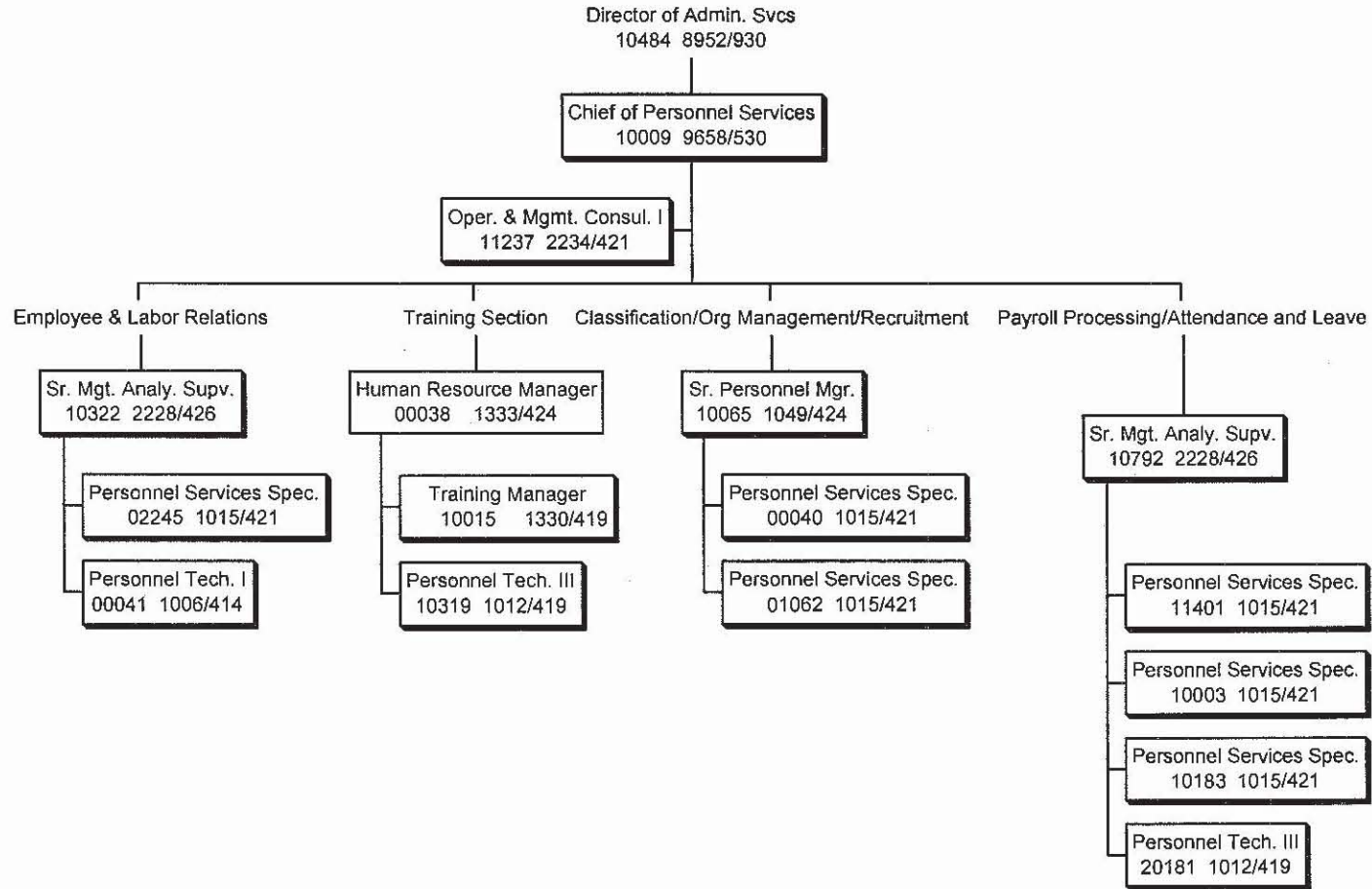


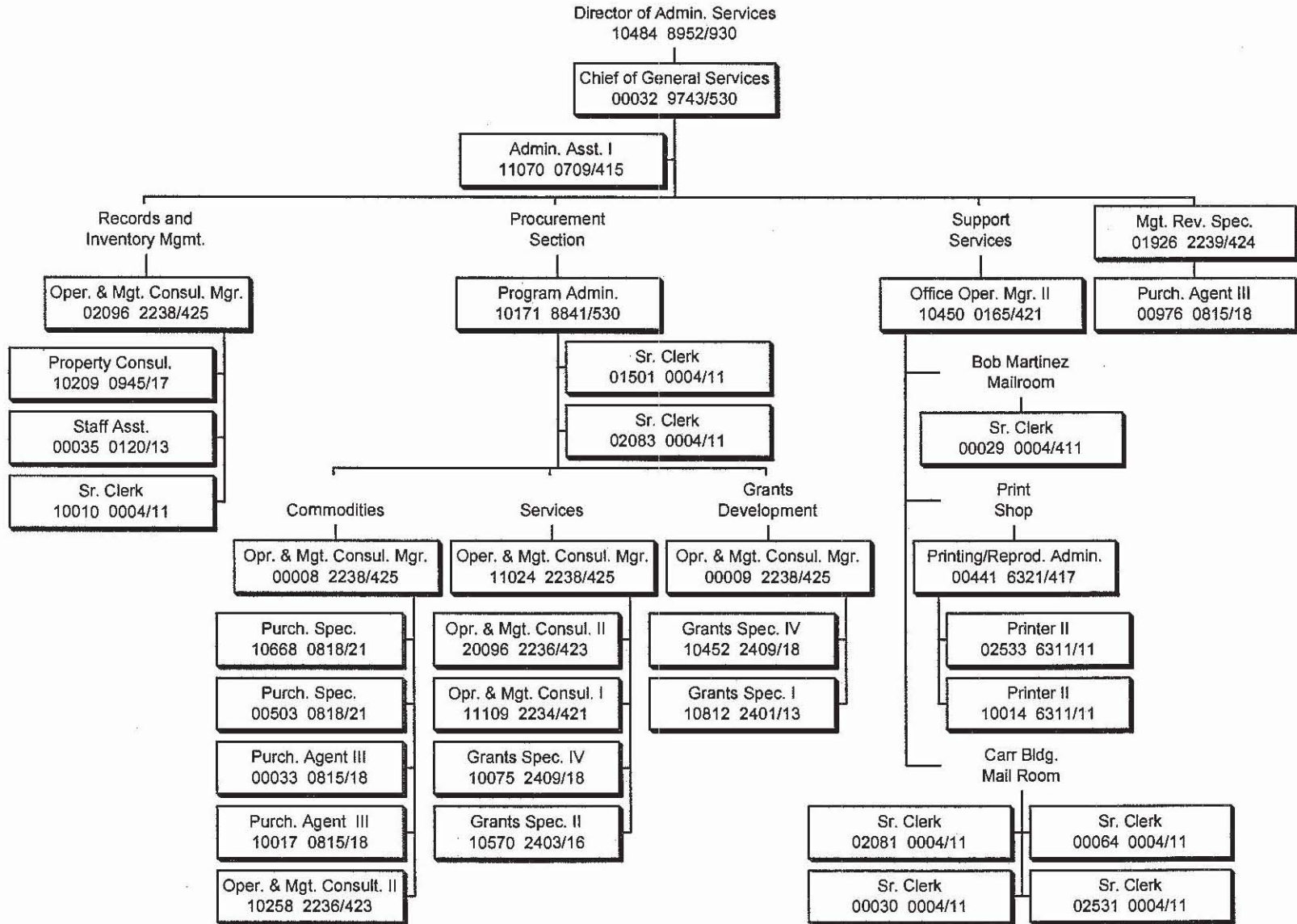
Approved By: _____
 Effective Date: 08/17/2010
 Number of Positions: 32
 Number of FTE: 32.00

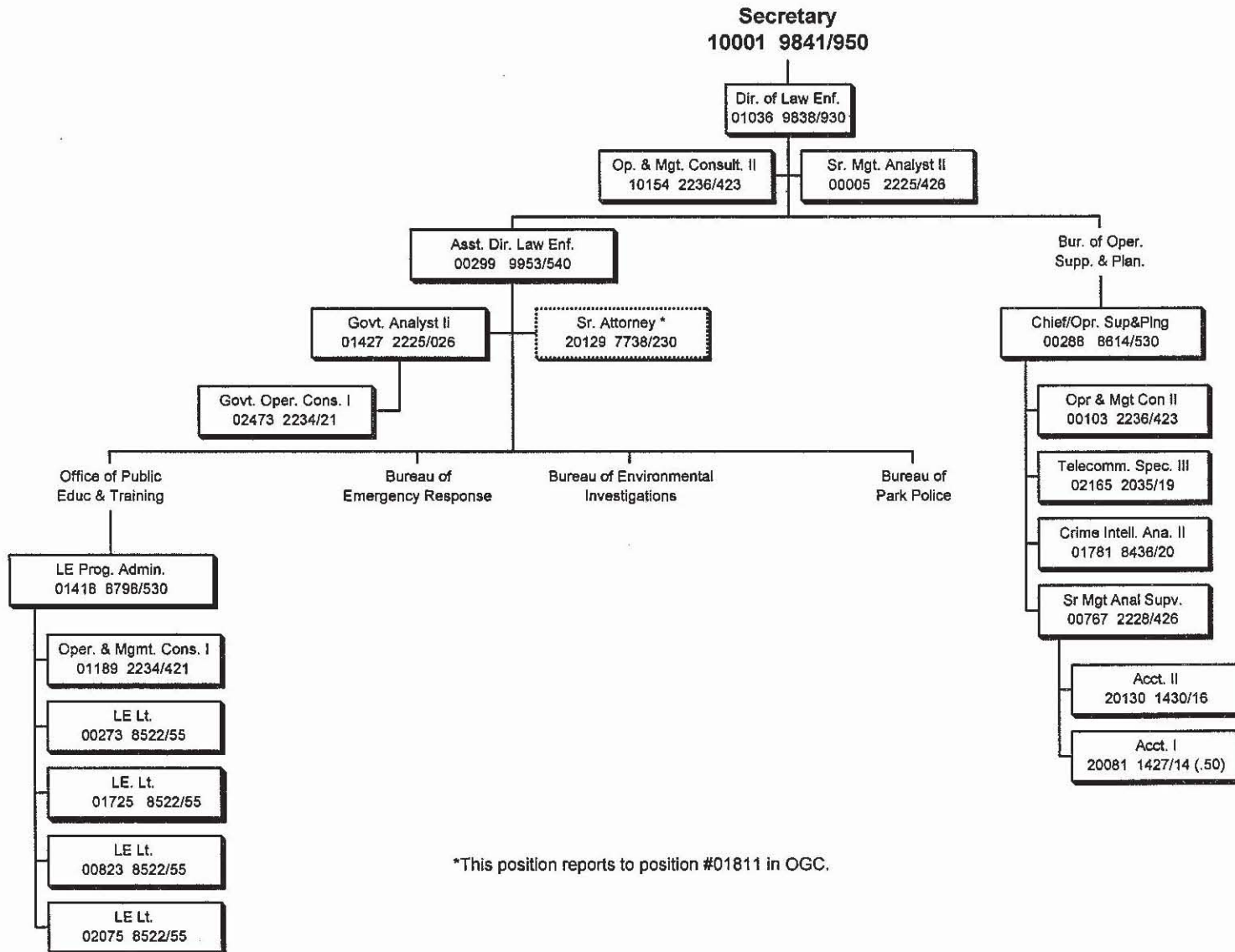




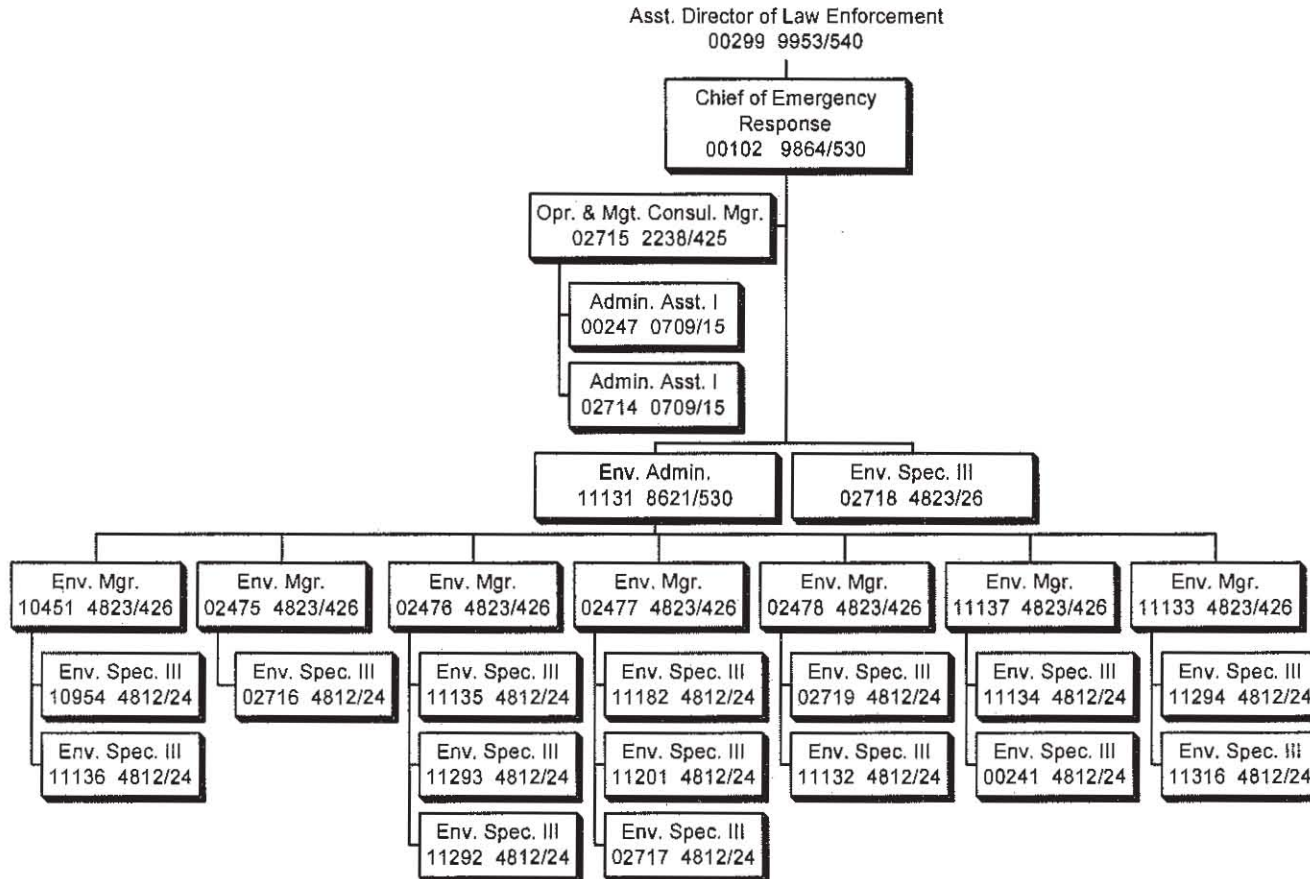
* Shared Position







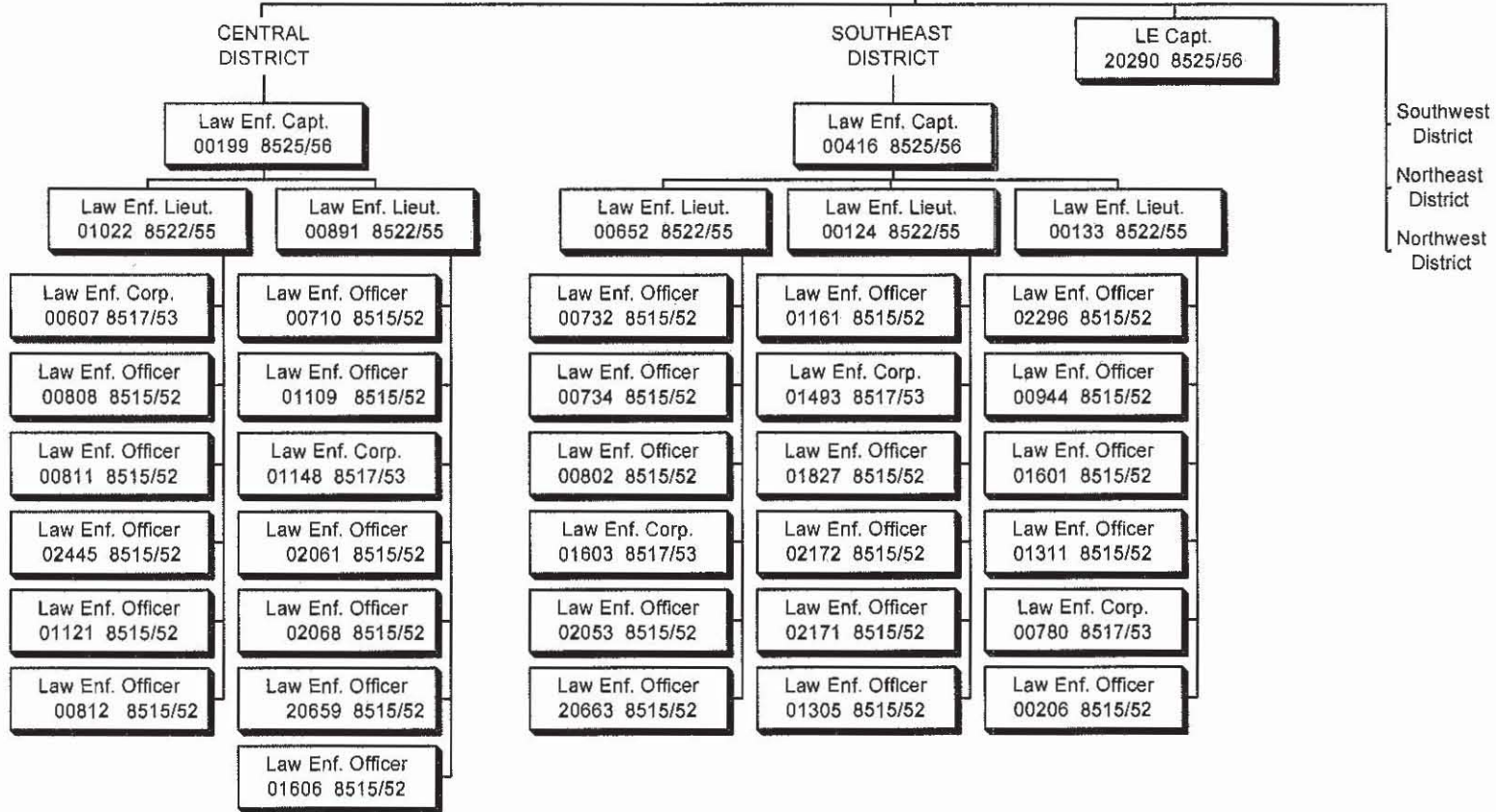
*This position reports to position #01811 in OGC.



Asst. Director of Law Enforcement
 00299 9953/540

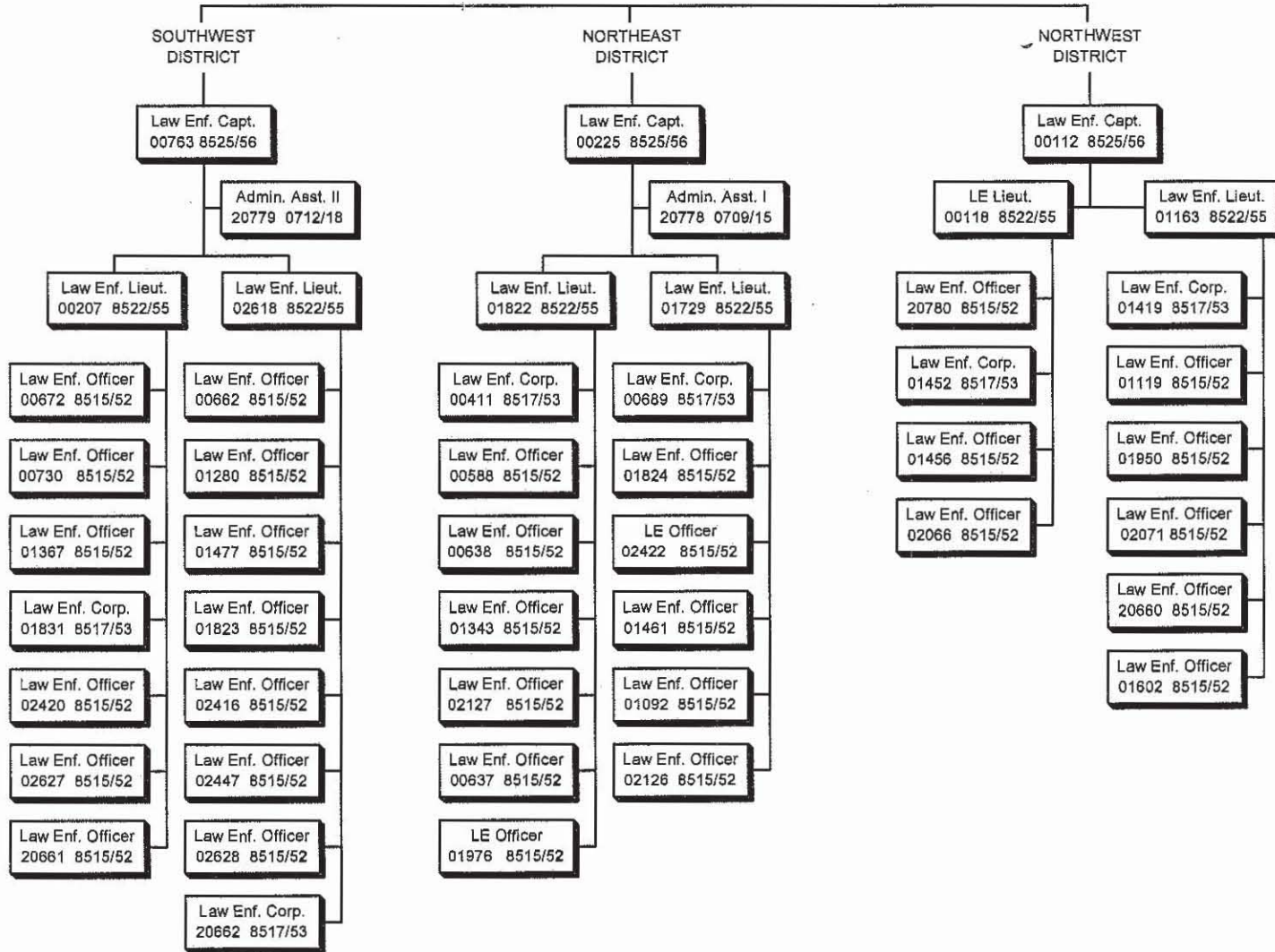
Chief of Park Police
 00290 7352/530

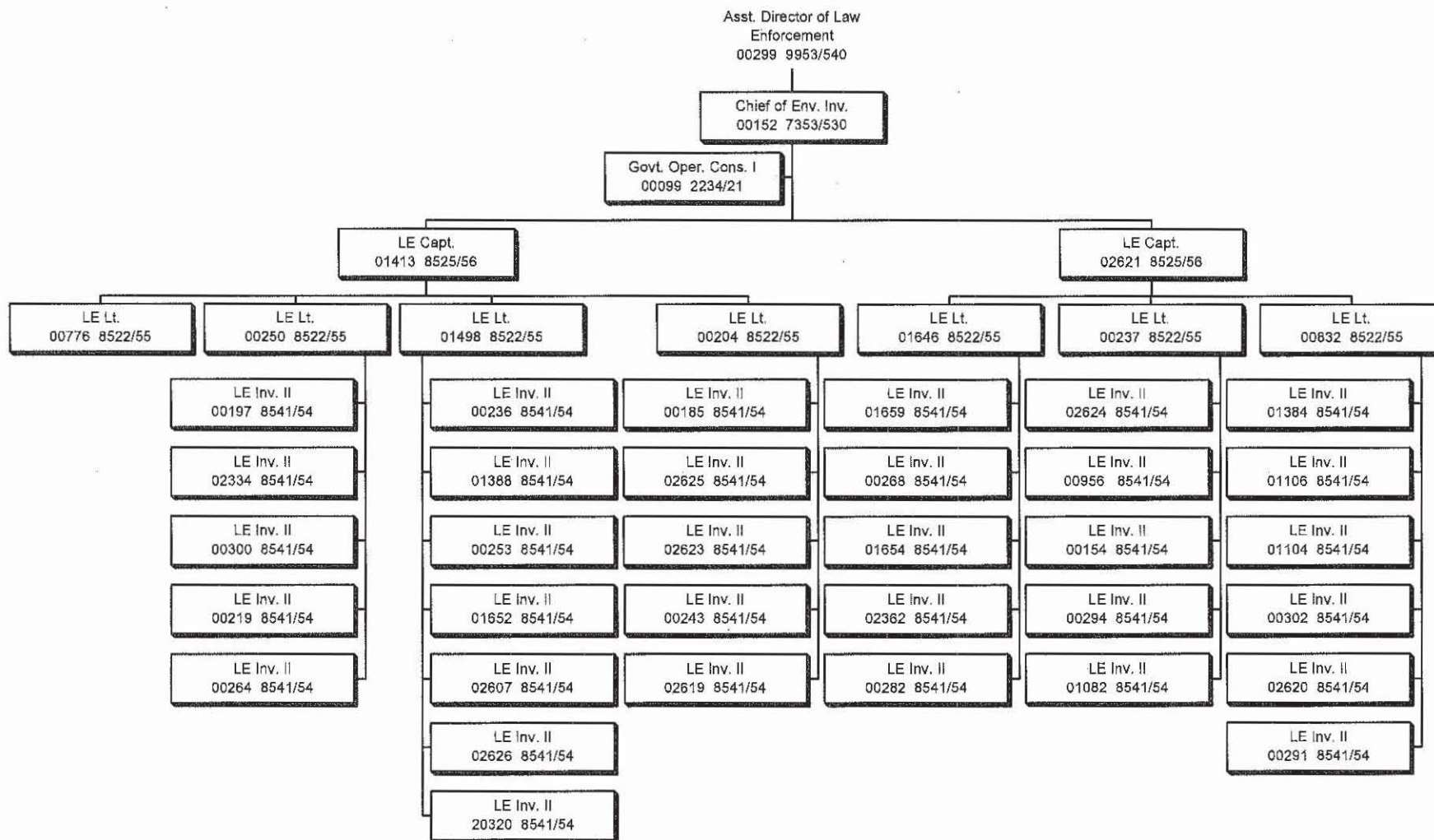
Oper. Review Spec.
 00590 2239/24

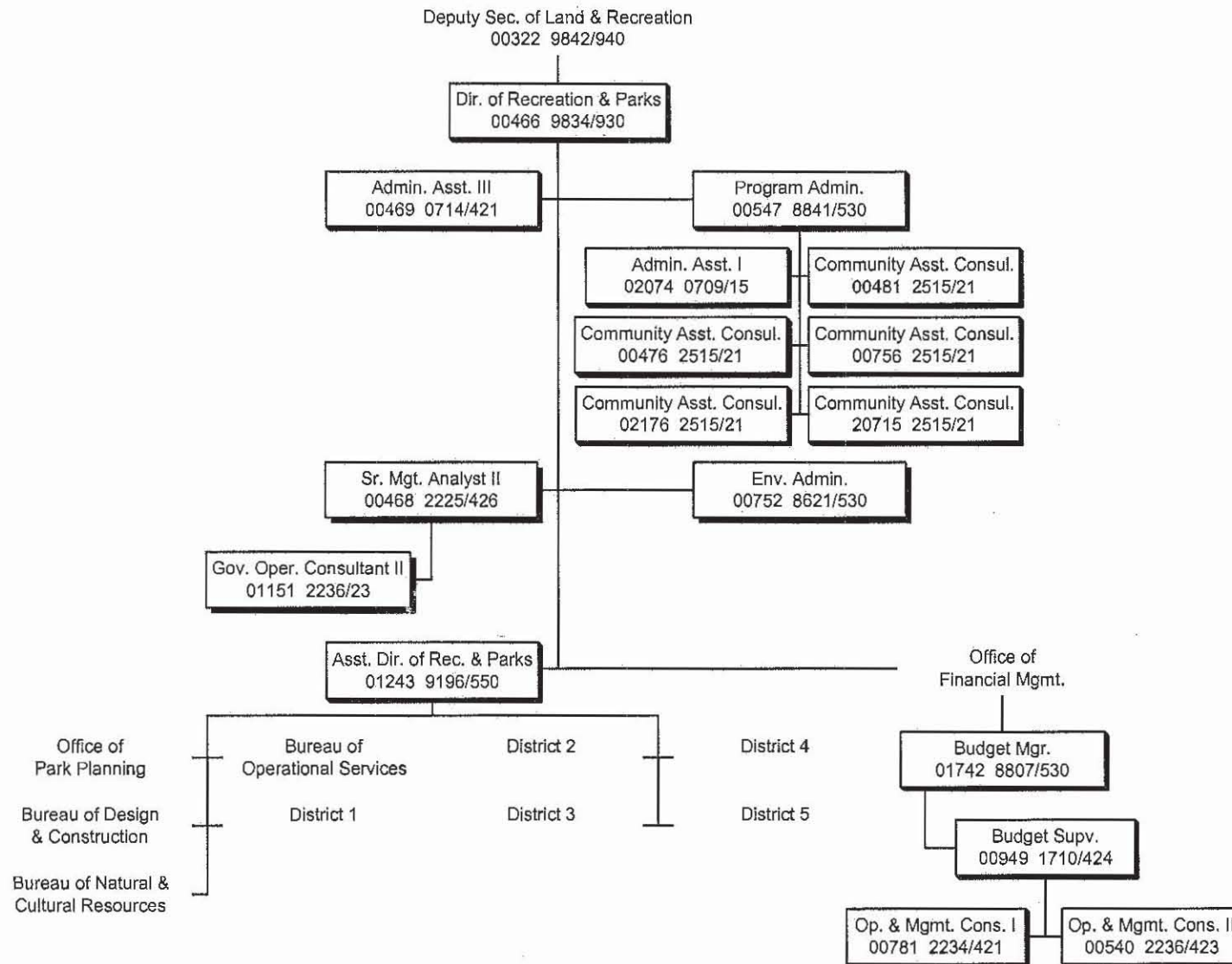


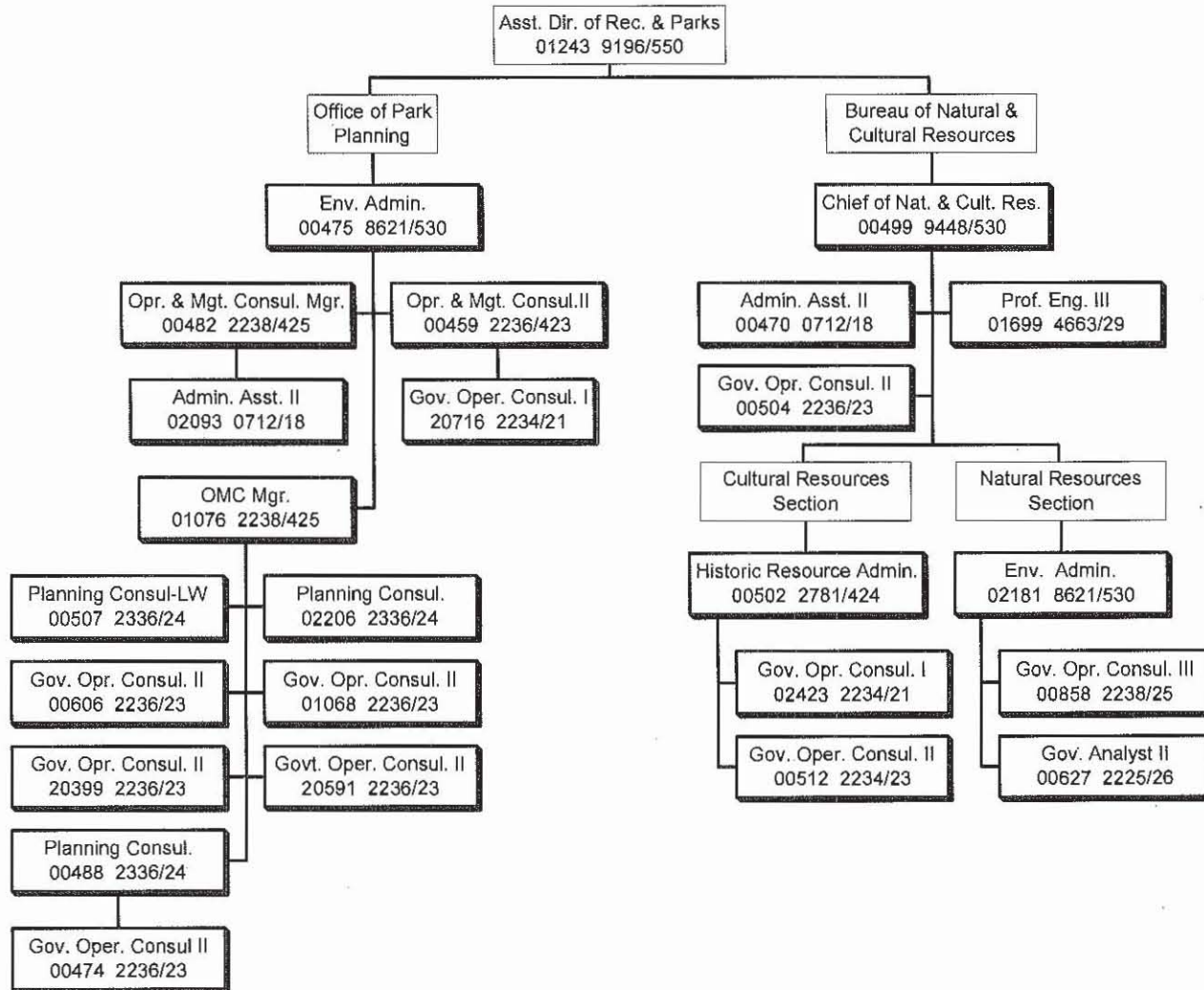
Southwest District
 Northeast District
 Northwest District

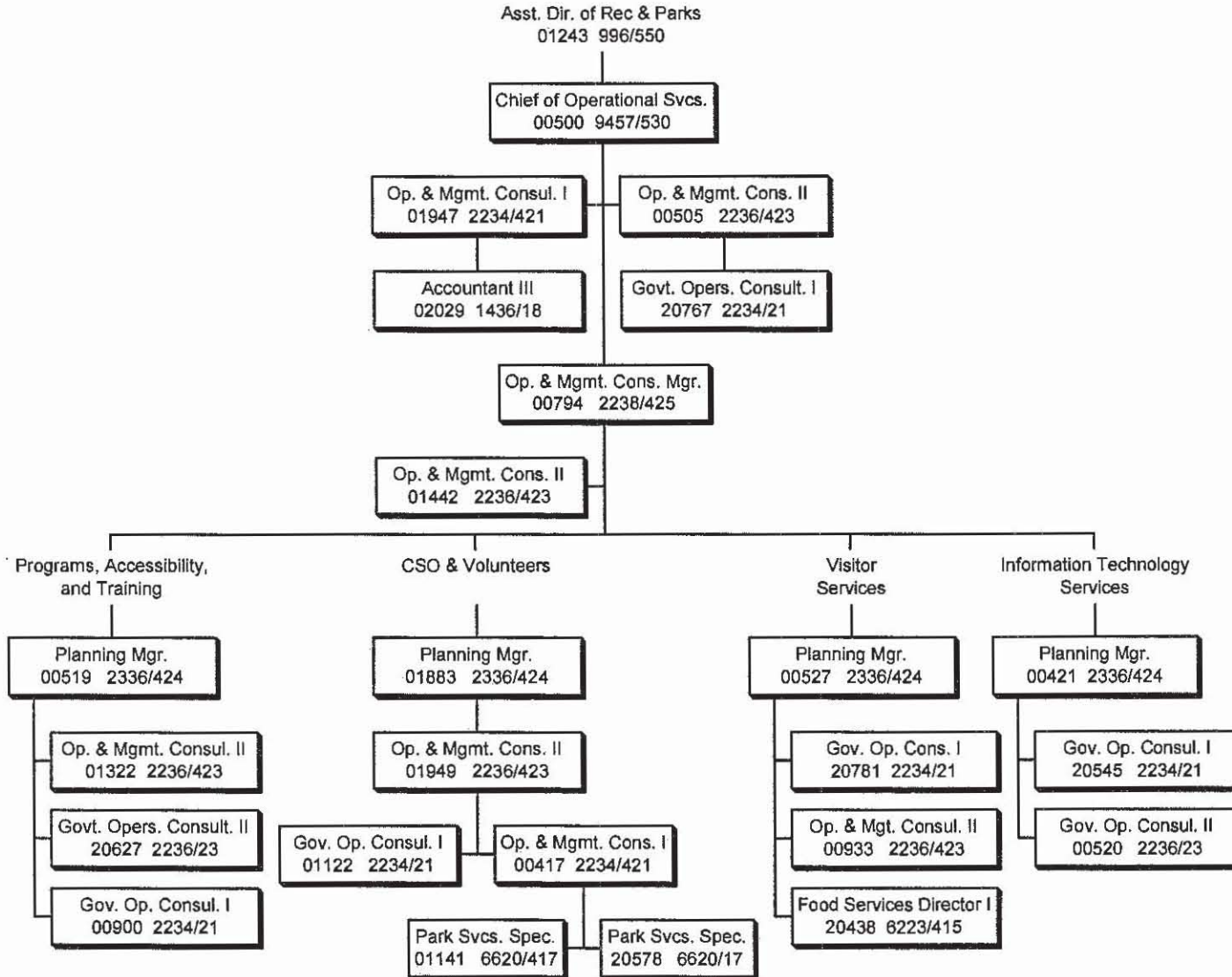
Chief of Park Police
 00290 7352/530

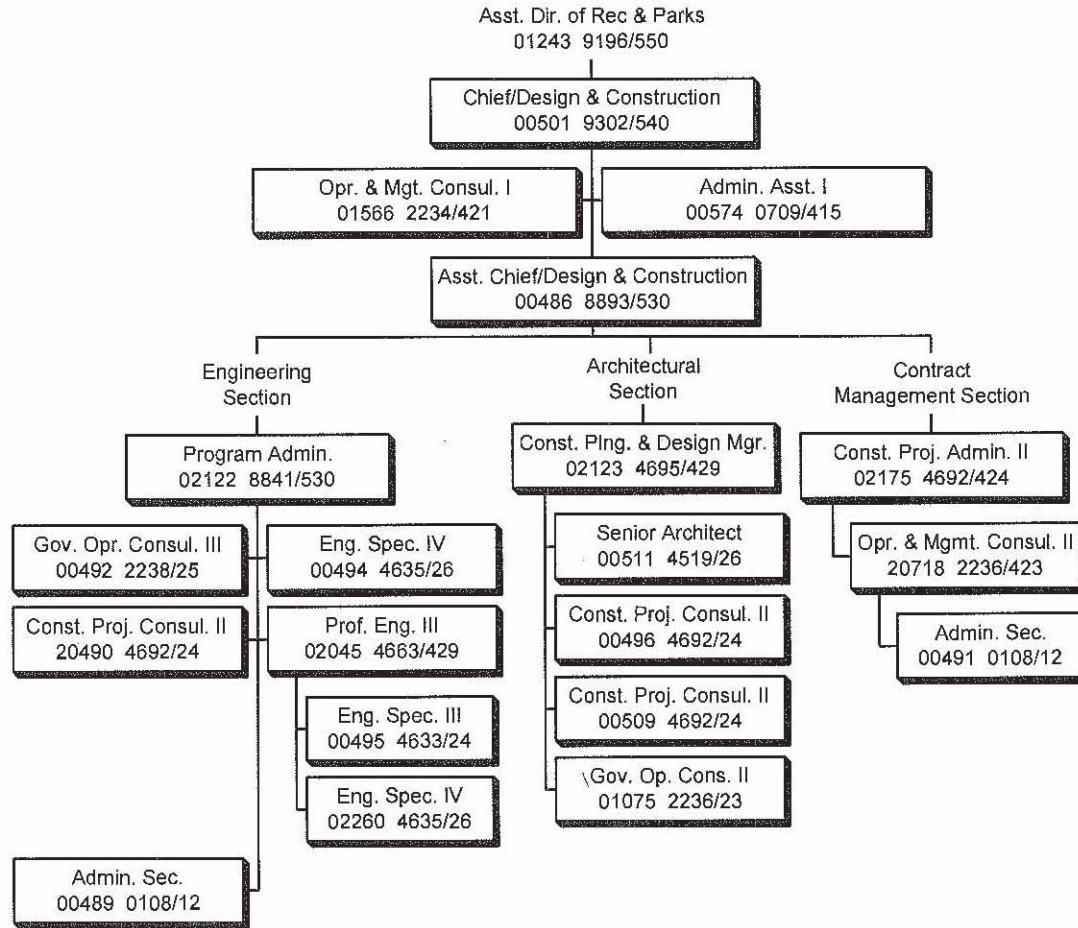












Approved By: _____
 Effective Date: 04/01/08
 Number of Positions: 32
 Number of FTE: 32.00

Asst. Dir. of Rec & Parks
 01243 9196/550

Chief of Parks District
 00525 8576/530

Admin. Asst. II
 00526 0712/18

Env. Spec. III
 02182 4812/424

Opr. & Mgt. Consul. II
 20568 2236/423

Env. Spec. II
 02251 4809/22

Env. Spec. II
 02252 4809/22

Park Prog. Devel. Spec.
 02250 3740/18

Educ. & Training Spec.
 02249 1328/18

Env. Spec. II
 00938 4809/22

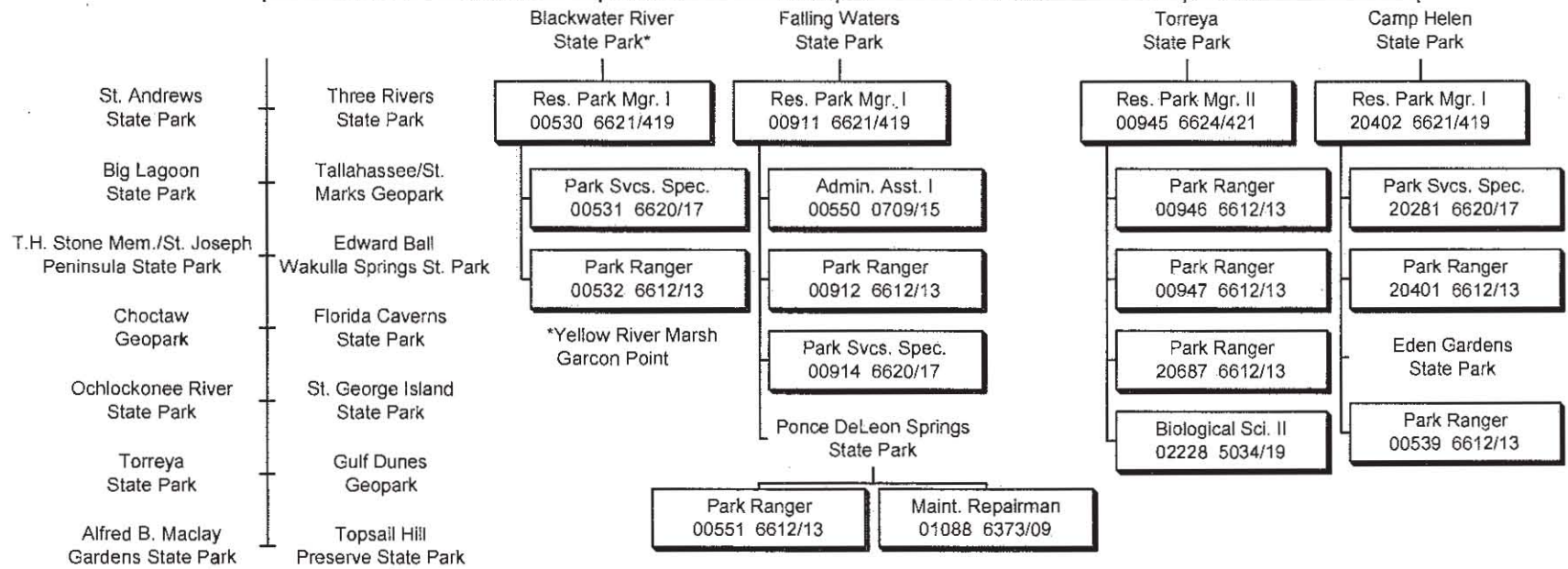
OMC I
 02324 2234/421

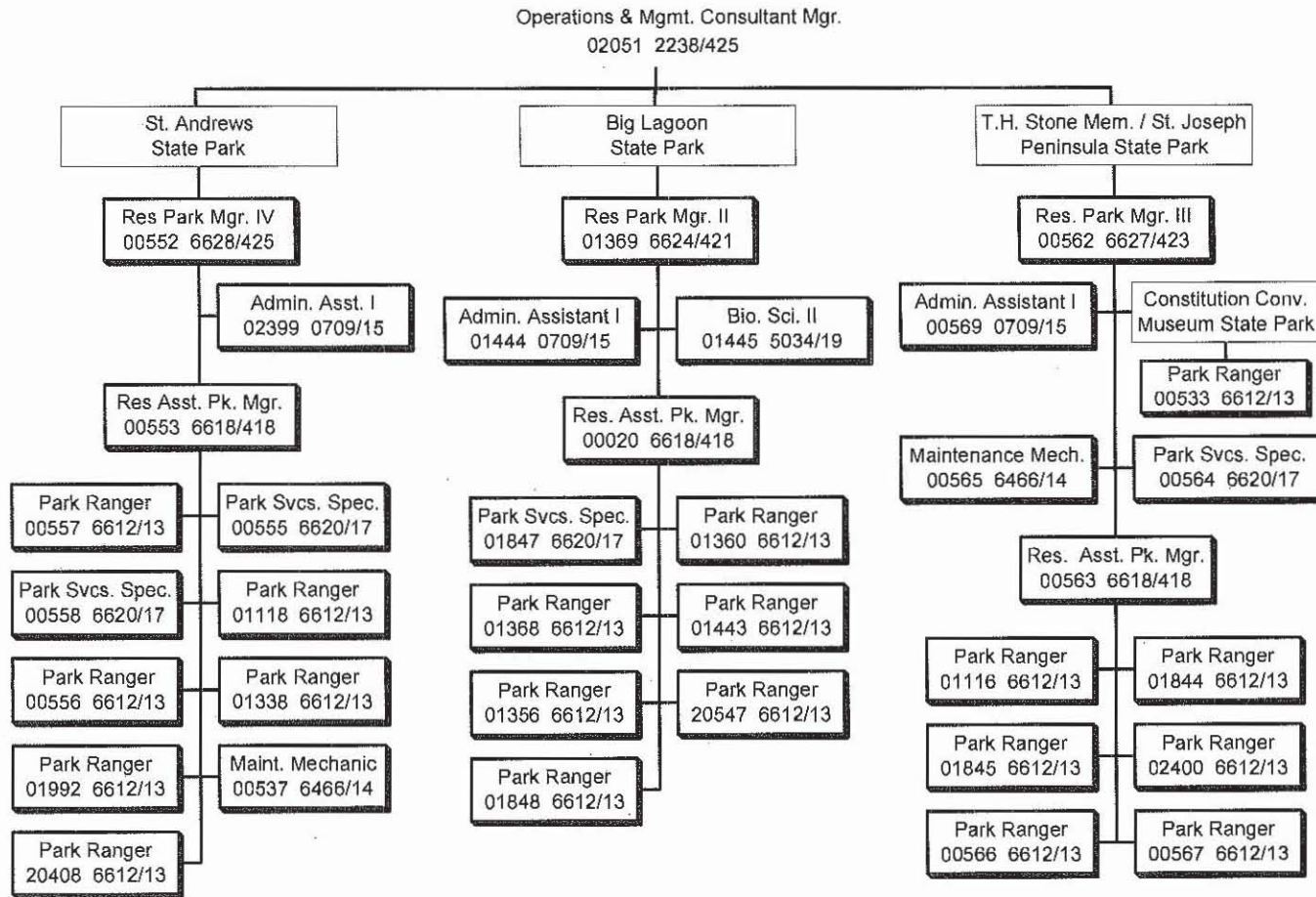
Bldg. Const. Spec.
 01876 6484/415

Acct. IV
 02247 1437/20

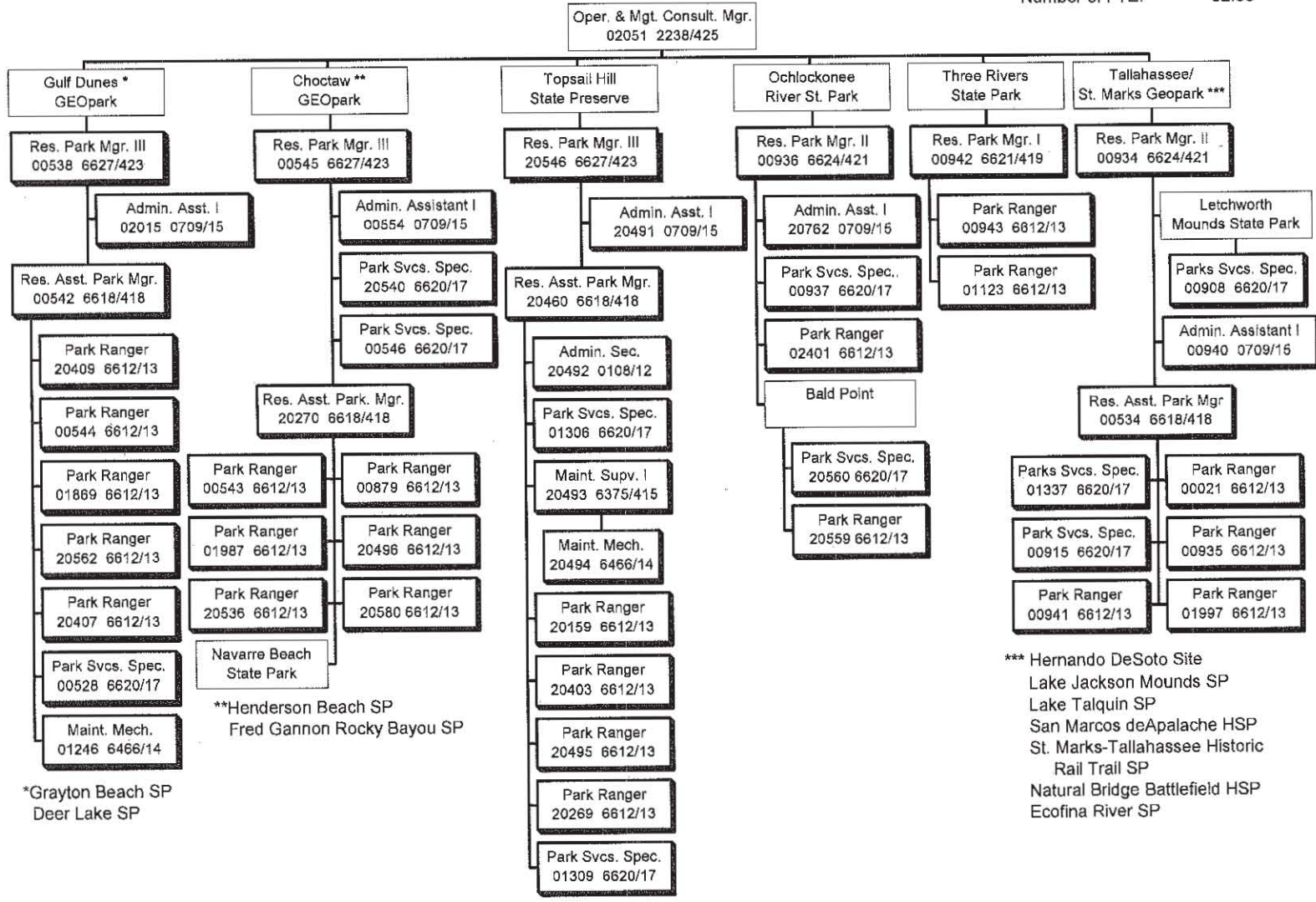
Maint. Mech.
 01880 6466/14

Oper. & Mgmt. Cons. Mgr.
 02051 2238/425





Approved By: _____
 Effective Date: 07/01/10
 Number of Positions: 52.00
 Number of FTE: 52.00

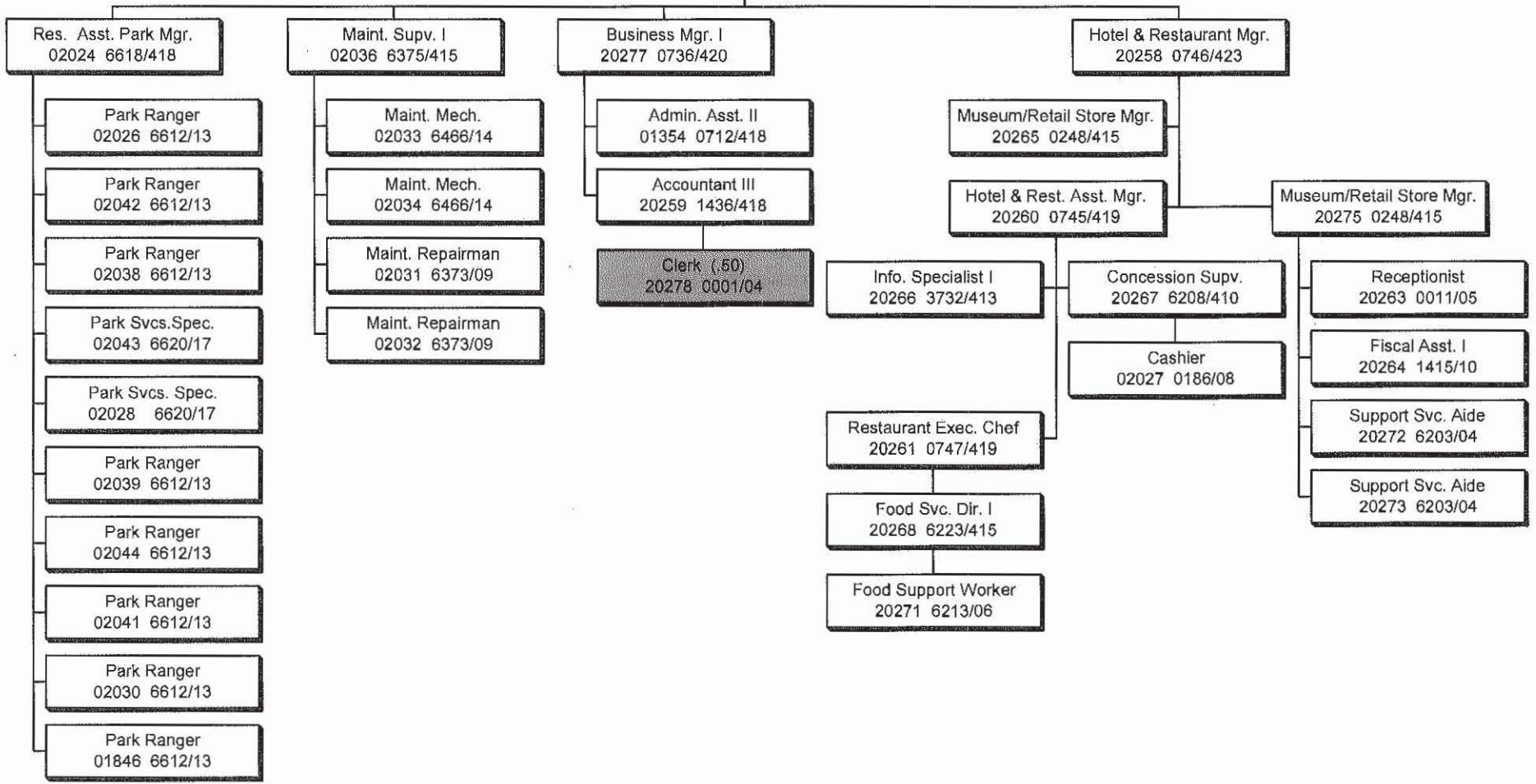


Approved By: _____
 Effective Date: 07/01/10
 Number of Positions: 36
 Number of FTE: 35.50

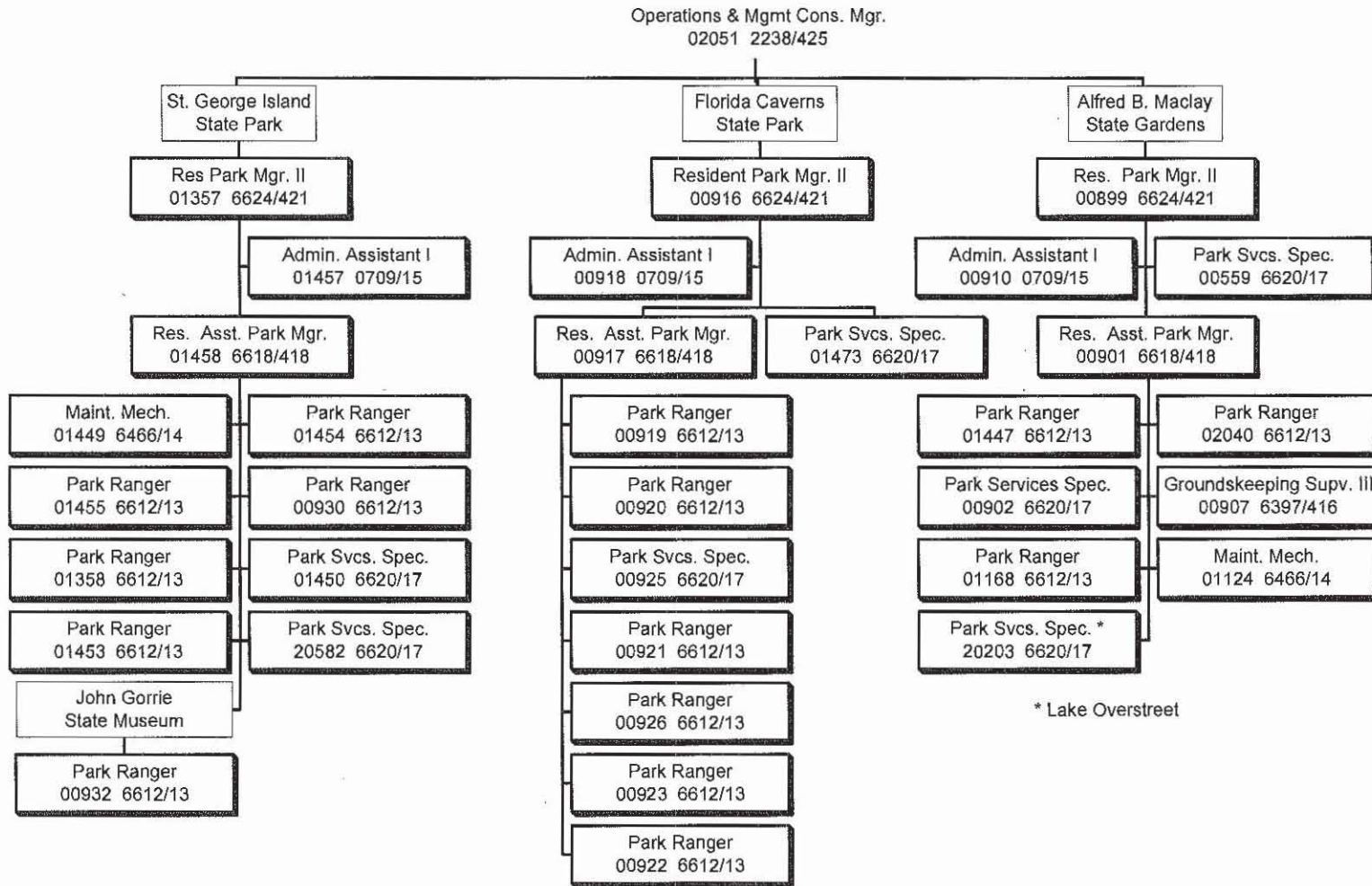
Operations & Mgmt. Cons. Mgr.
 02051 2238/425

Res. Park Mgr. IV
 02025 6628/425

Biol. Sci. II
 00905 5034/19

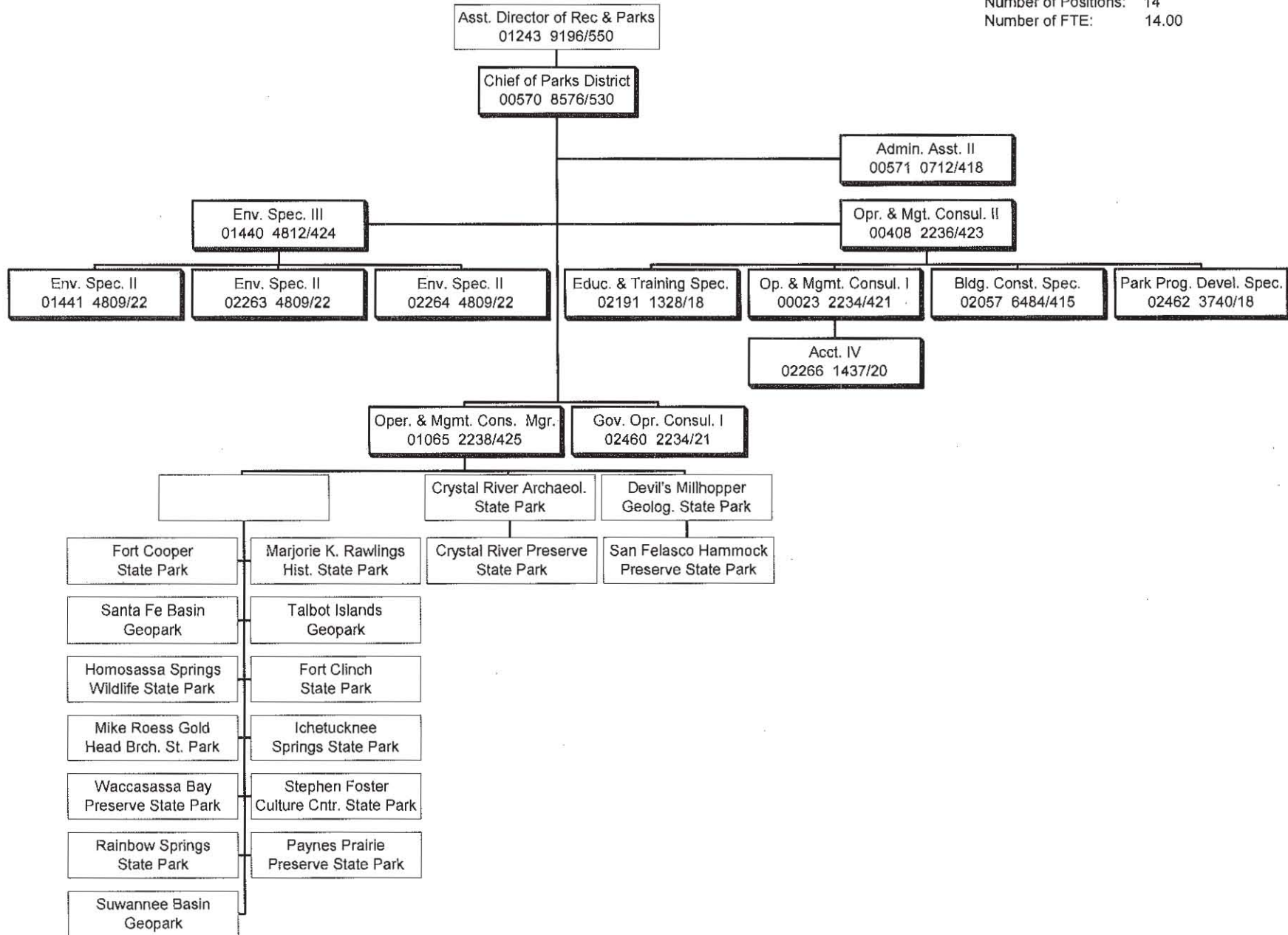


Approved By: _____
 Effective Date: 07/01/10
 Number of Positions: 34
 Number of FTE: 34.00

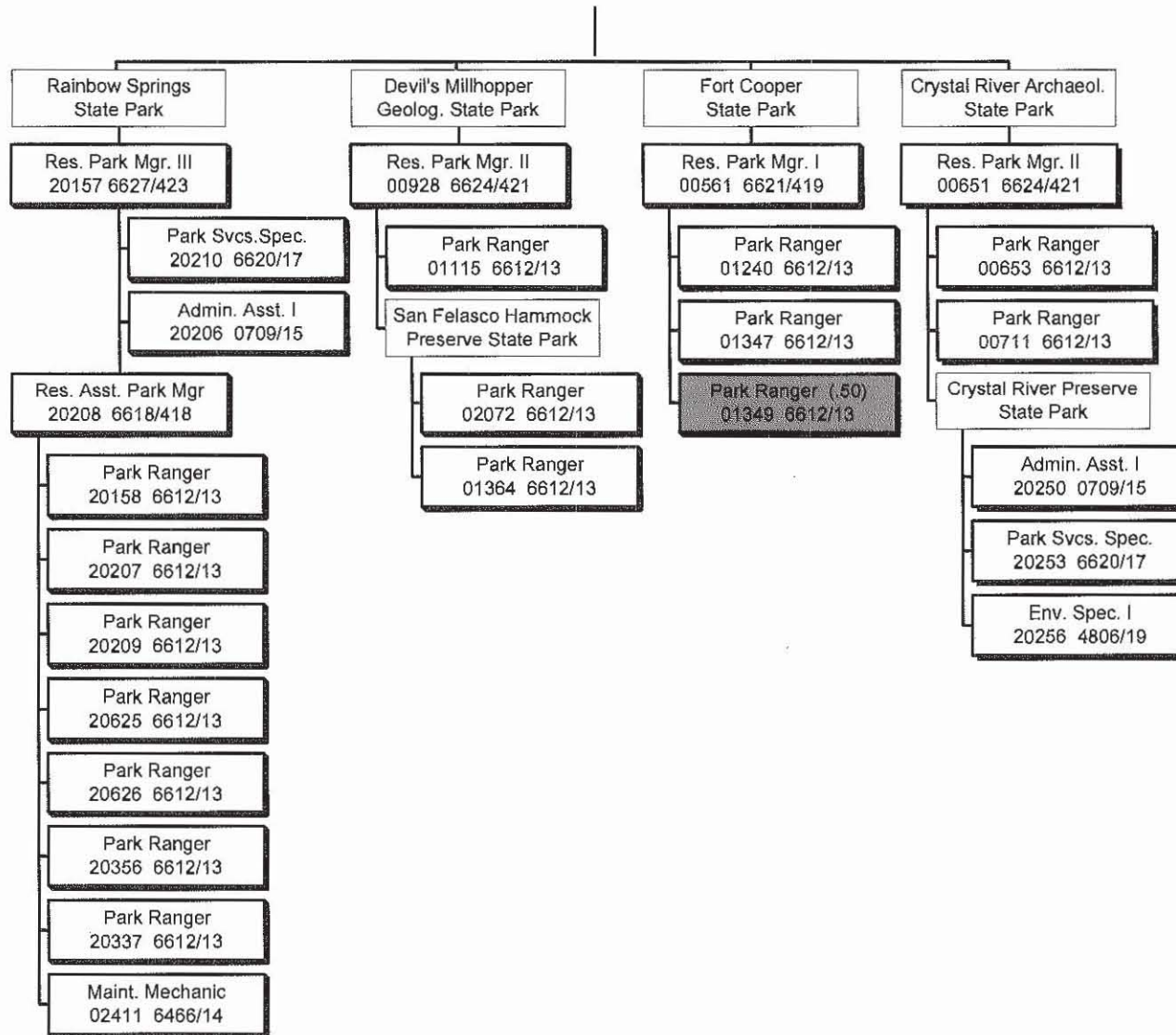


* Lake Overstreet

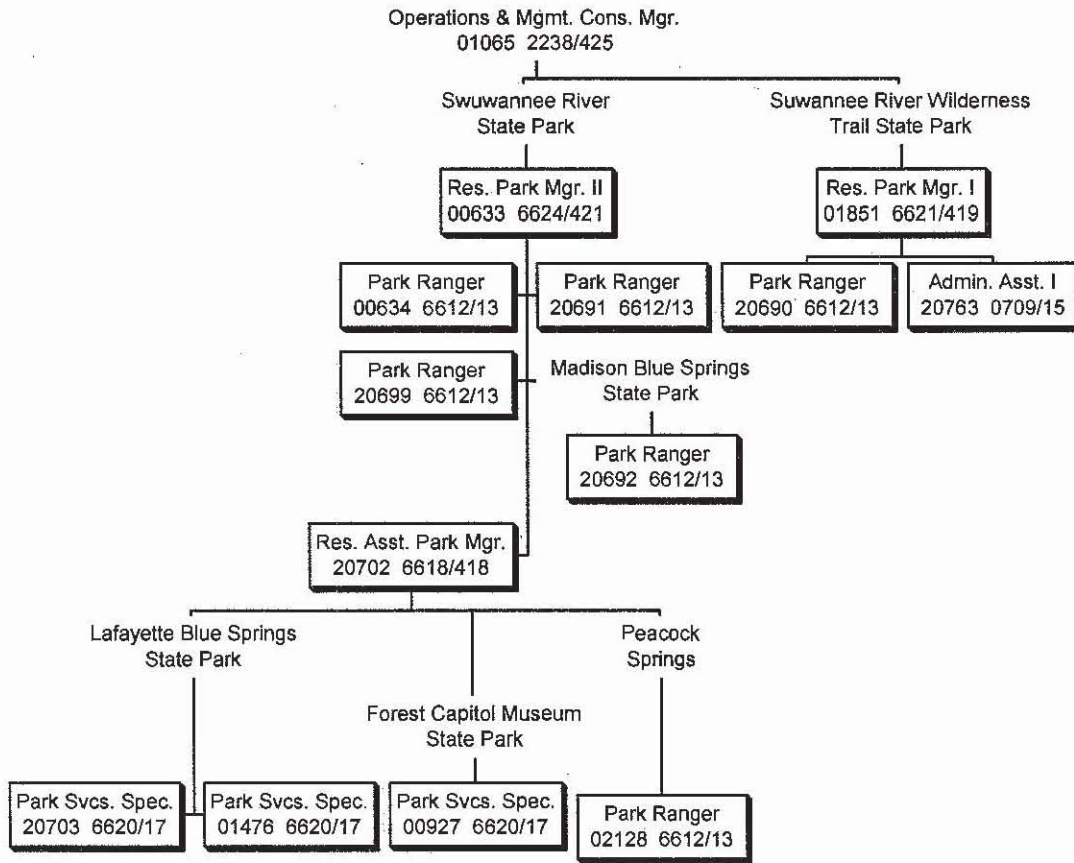
Approved By: _____
 Effective Date: 07/26/10
 Number of Positions: 14
 Number of FTE: 14.00



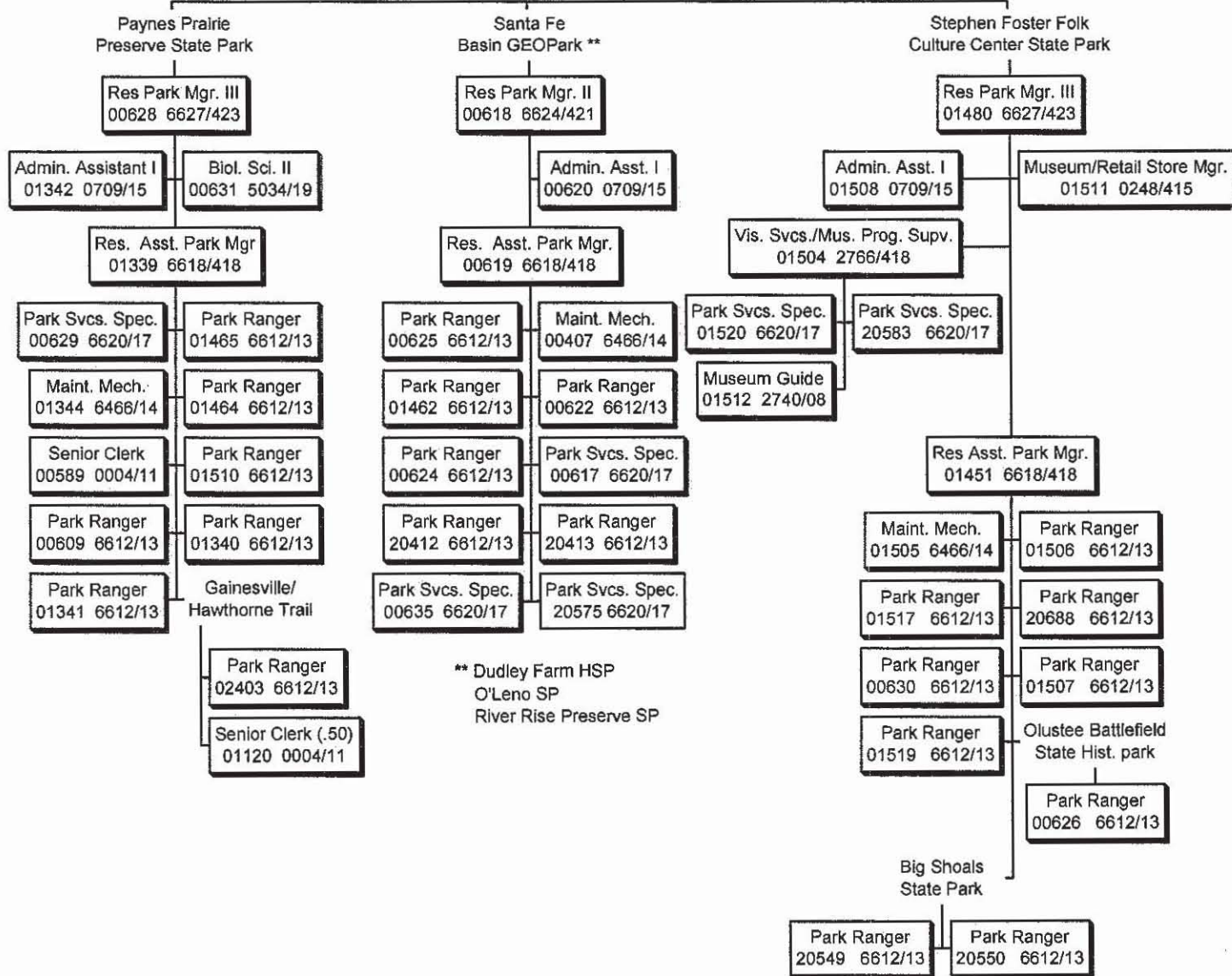
Operations & Mgmt. Cons. Mgr.
 01065 2238/425



Approved By: _____
 Effective Date: 03/01/2009
 Number of Positions: 13
 Number of FTE: 13.00



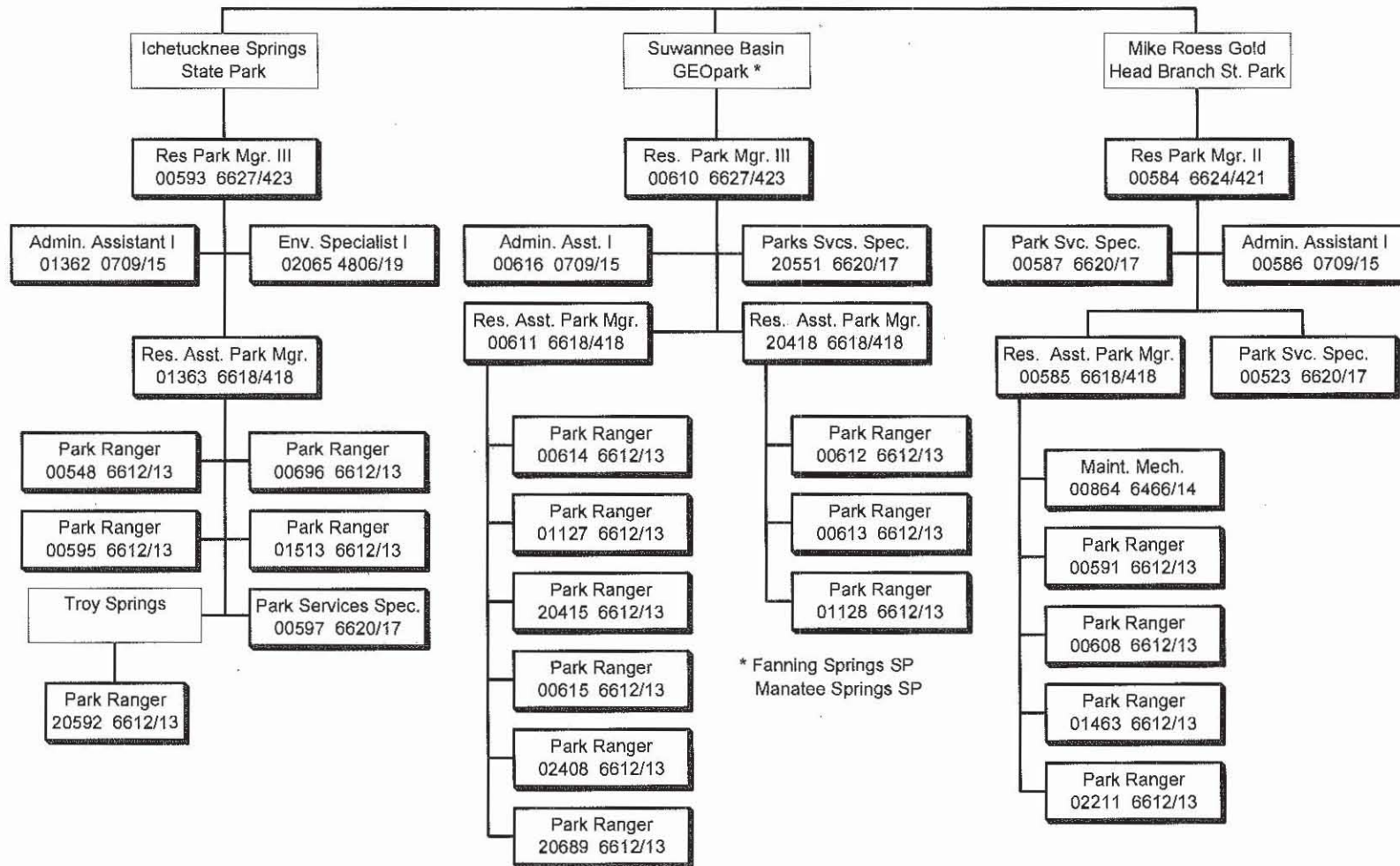
Operations & Mgmt. Cons. Mgr.
 01065 2238/425



** Dudley Farm HSP
 O'Leno SP
 River Rise Preserve SP

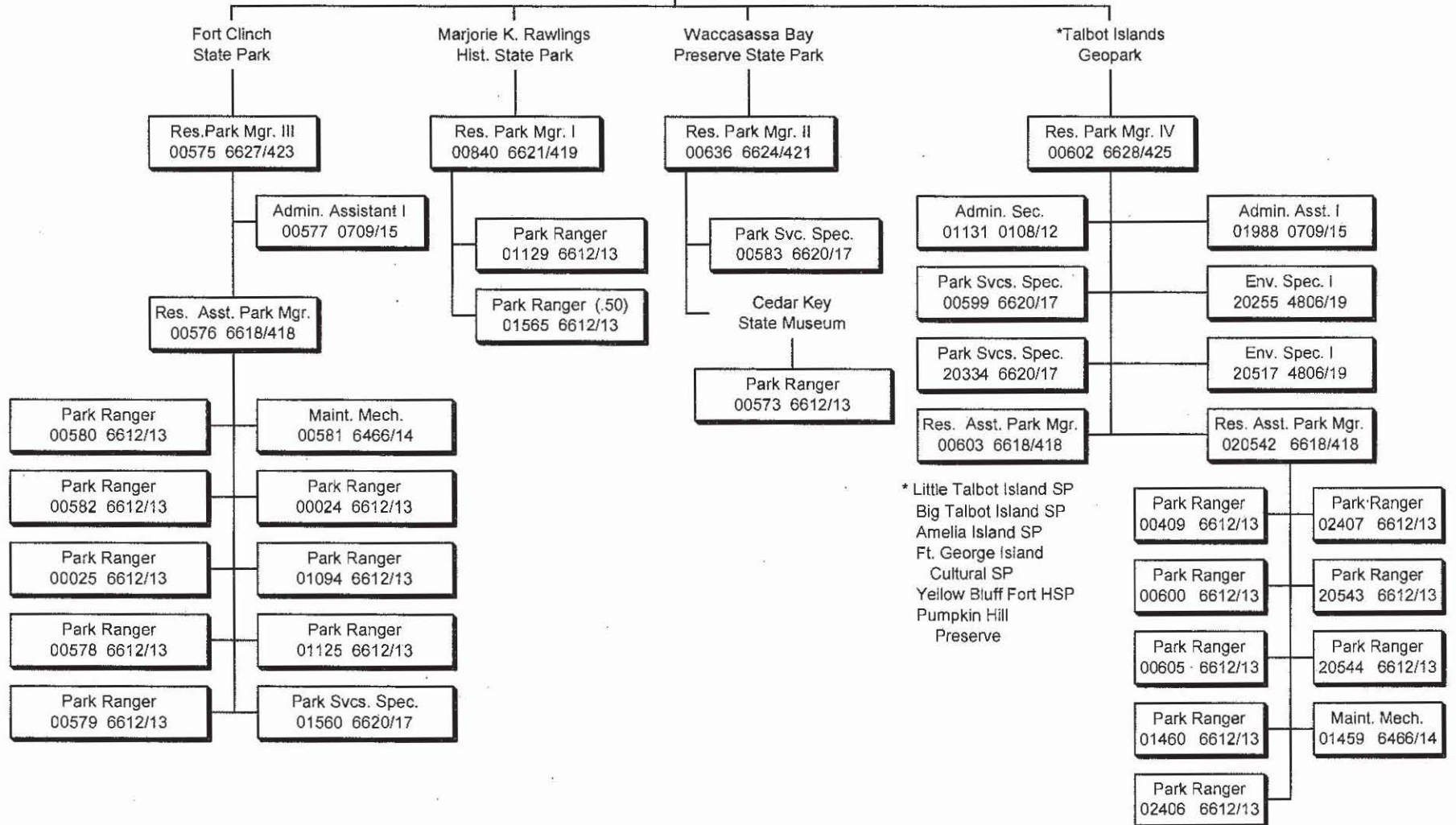
Approved By: _____
 Effective Date: 07/01/10
 Number of Positions: 34
 Number of FTE: 34.00

Operations & Mgmt. Cons. Mgr.
 01065 2238/425

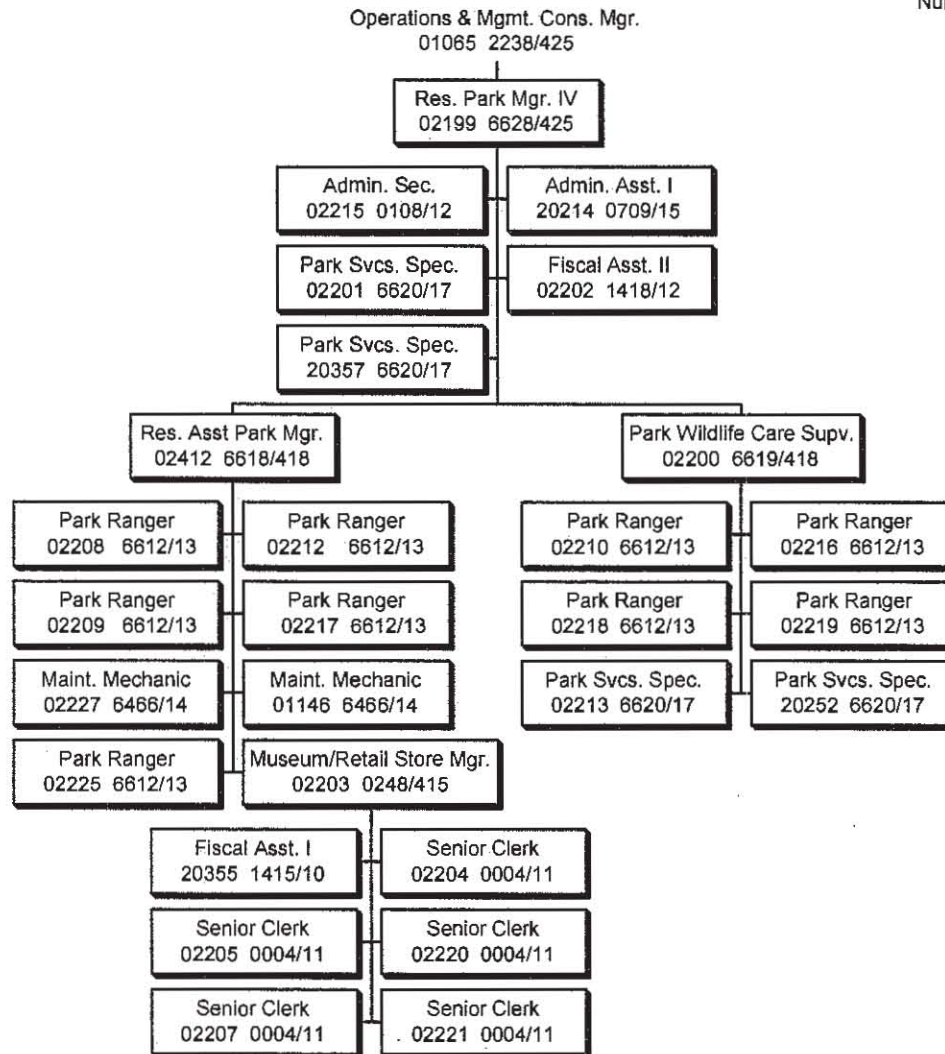


Approved By: _____
 Effective Date: 06/01/08
 Number of Positions: 37
 Number of FTE: 36.50

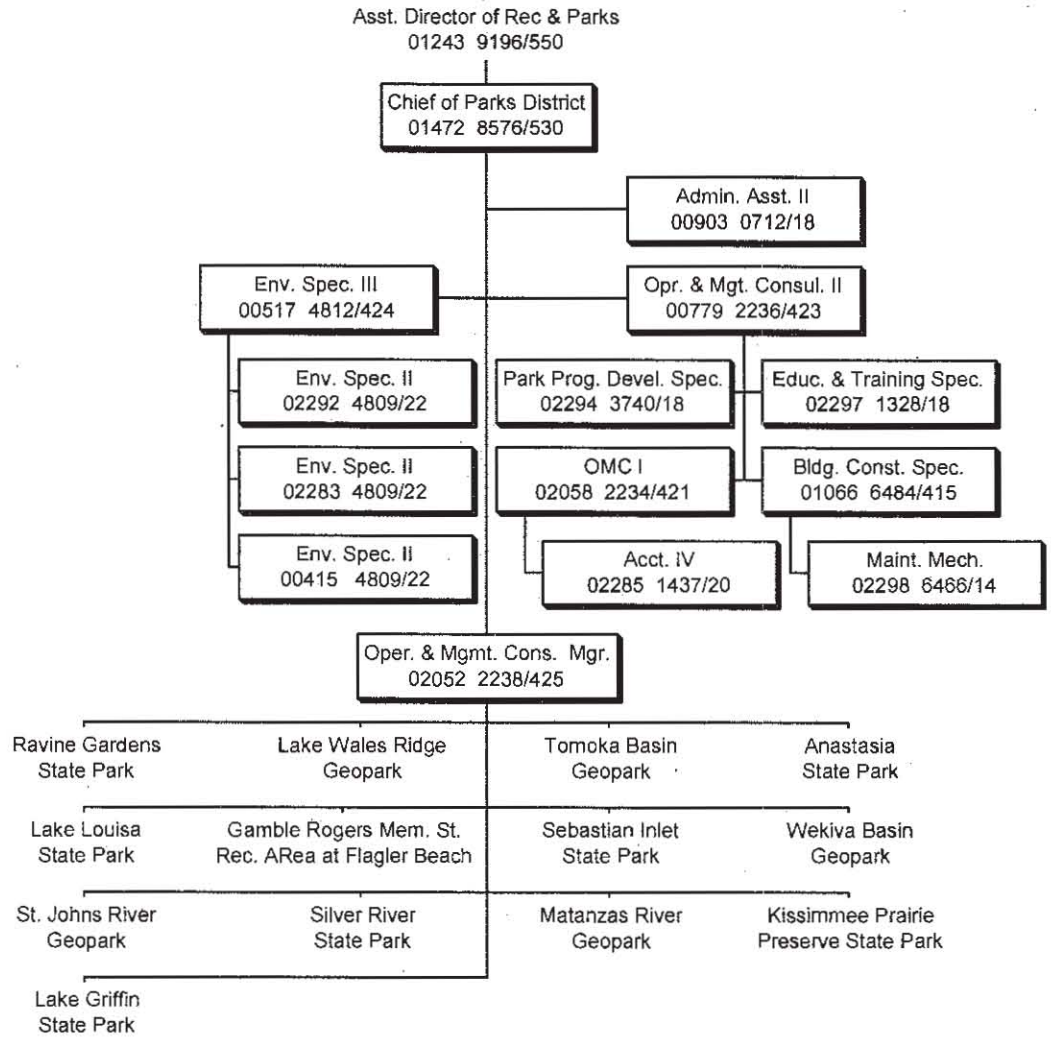
Operations & Mgmt. Cons. Mgr.
 01065 2238/425

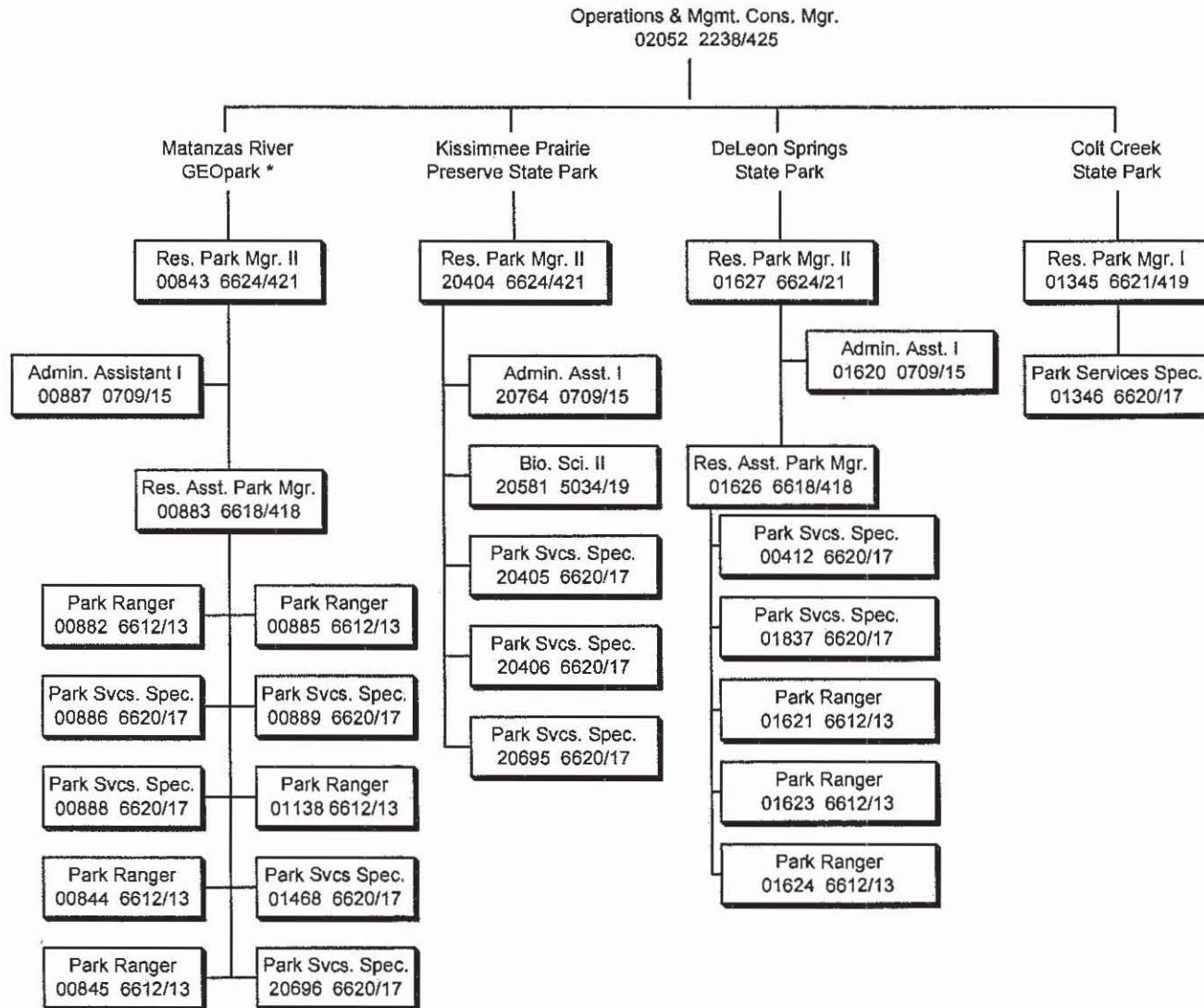


Approved By: _____
 Effective Date: 03/01/2009
 Number of Positions: 28
 Number of FTE: 28.00



Approved By: _____
 Effective Date: 12/01/07
 Number of Positions: 14
 Number of FTE: 14.00

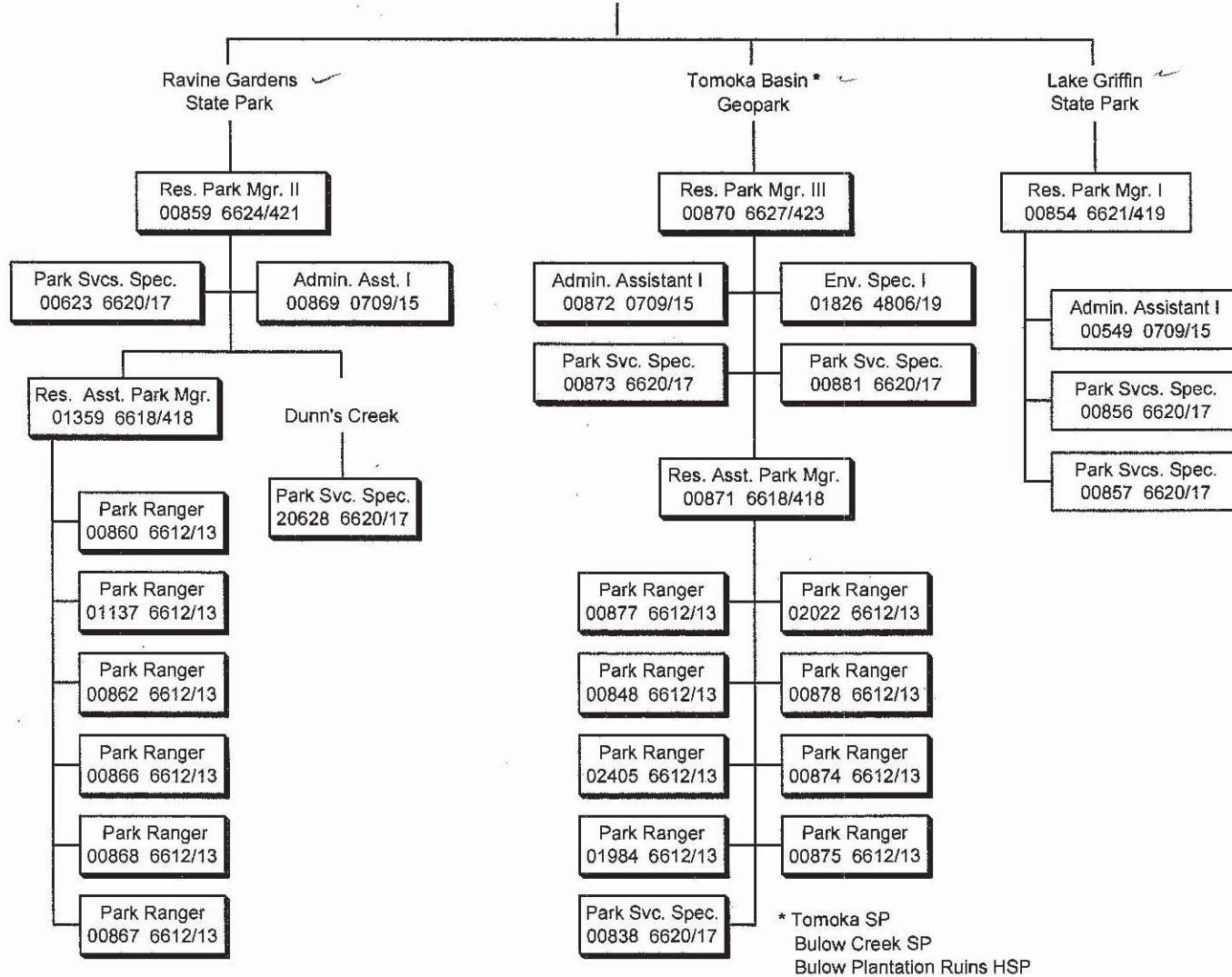


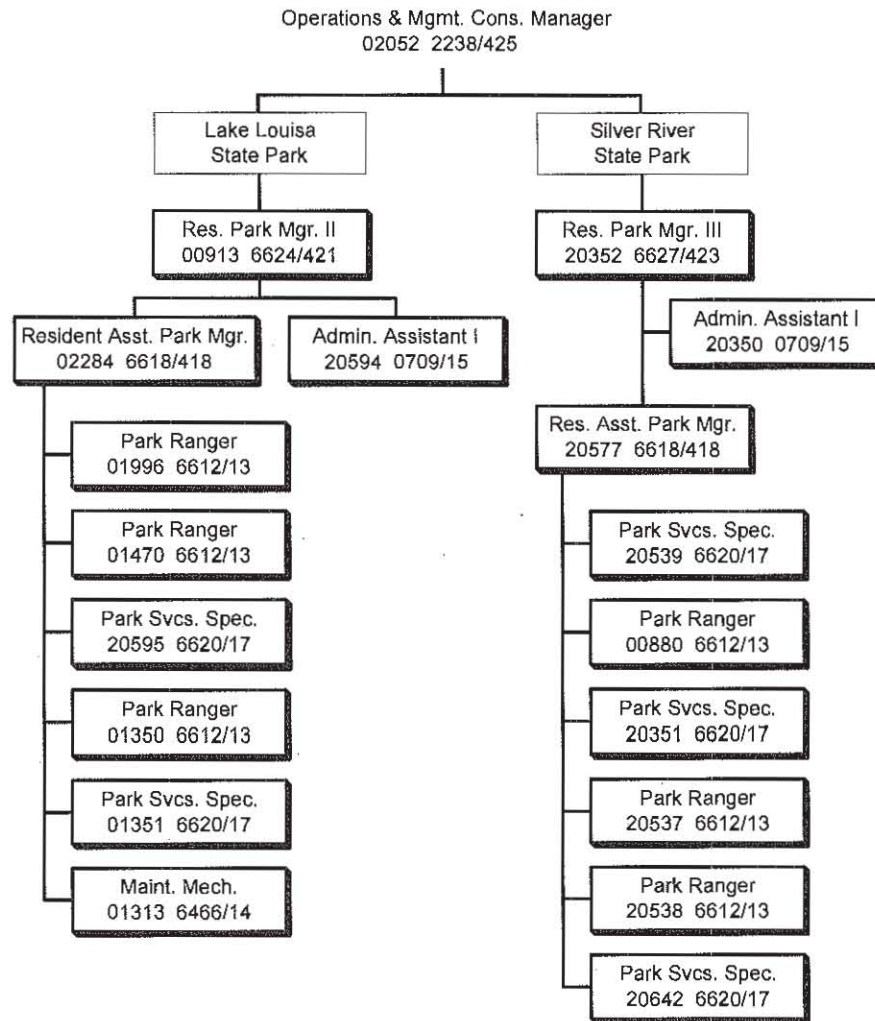


* Faver-Dykes SP
 Washington Oaks Gardens SP

Approved By: _____
 Effective Date: 03/01/2009
 Number of Positions: 30
 Number of FTE: 30.00

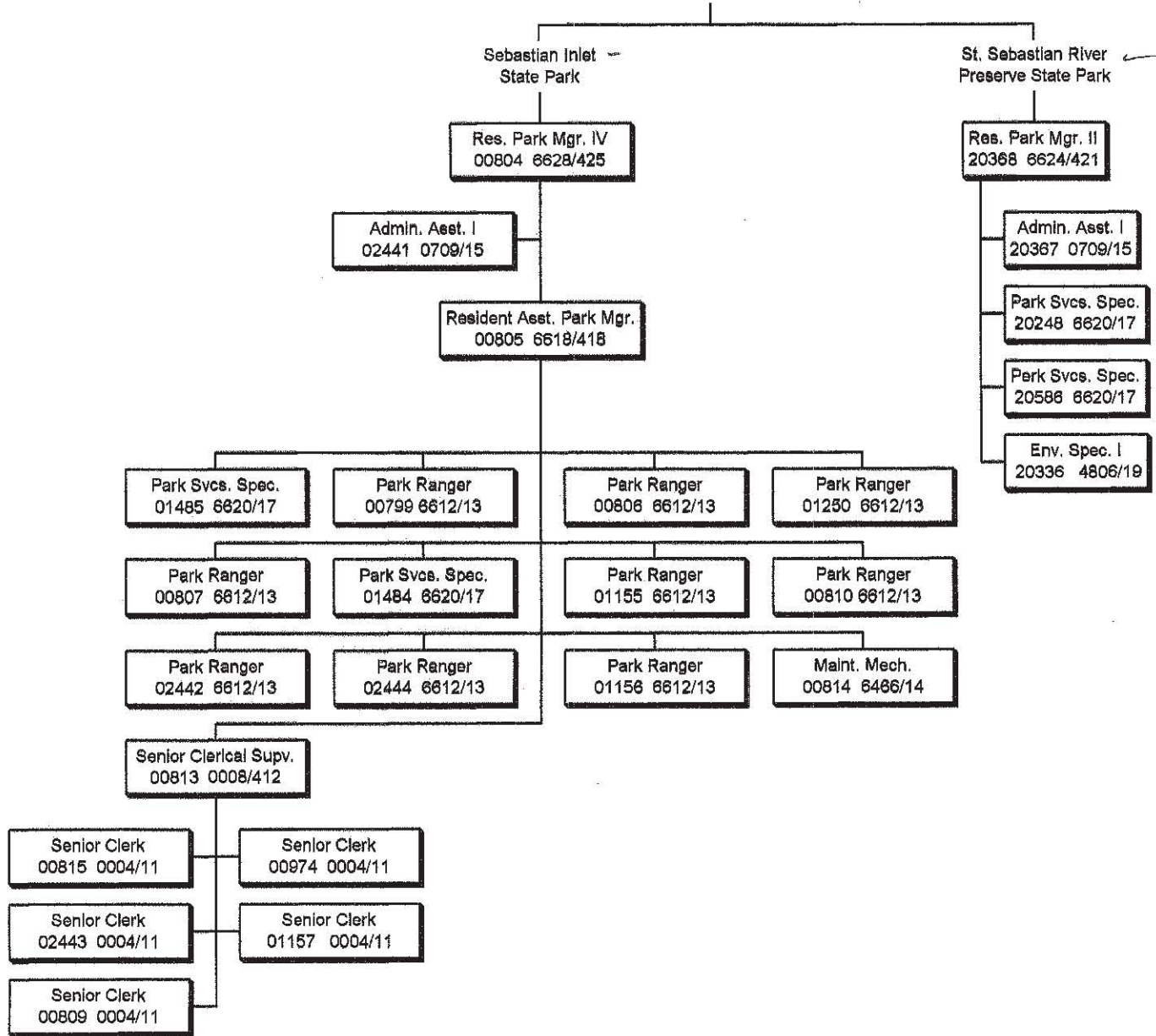
Operations & Mgmt. Cons. Mgr.
 02052 2238/425



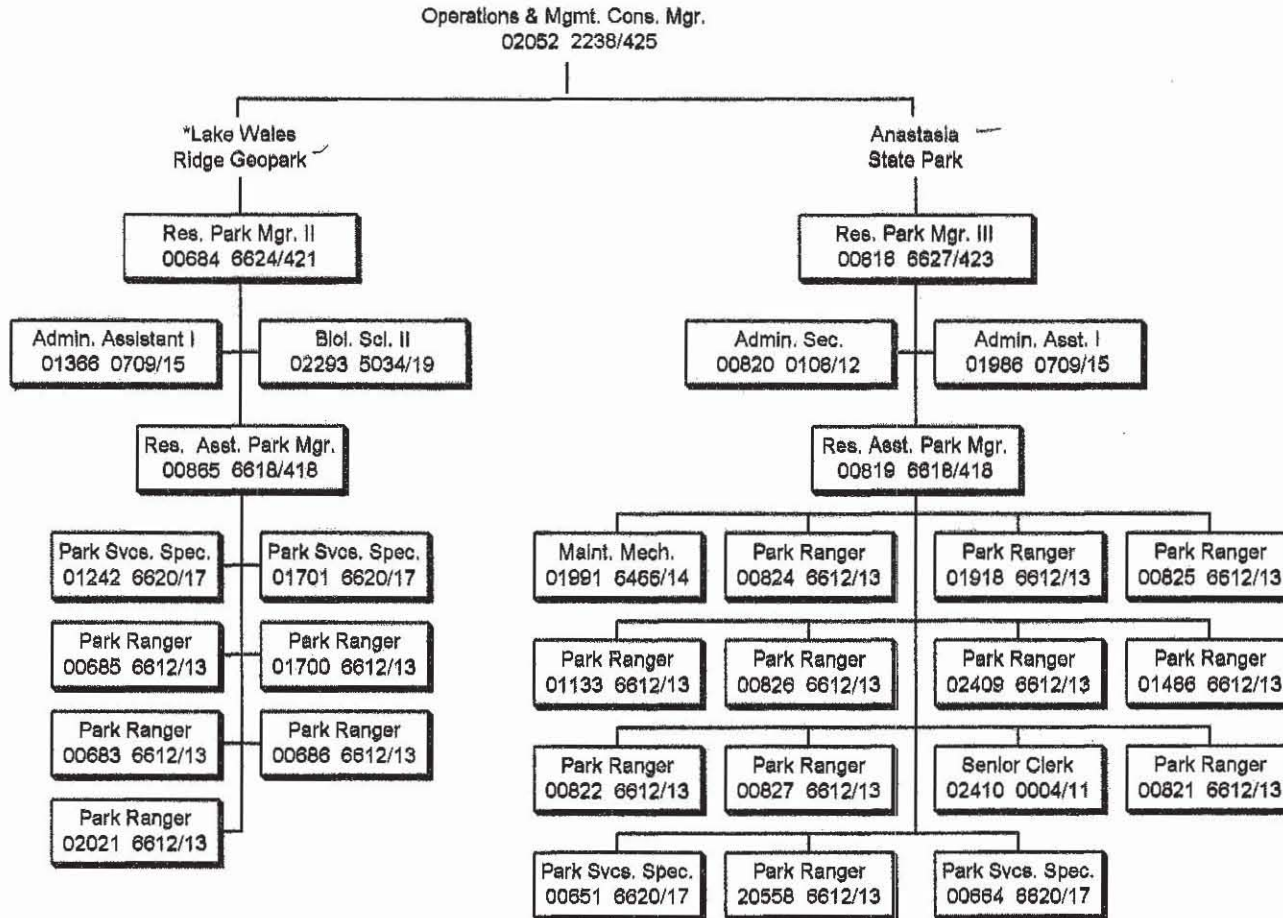


Approved By: _____
 Effective Date: 09/01/08
 Number of Positions: 26
 Number of FTE: 26.00

Operations & Mgmt. Cons. Manager
 02052 2238/425

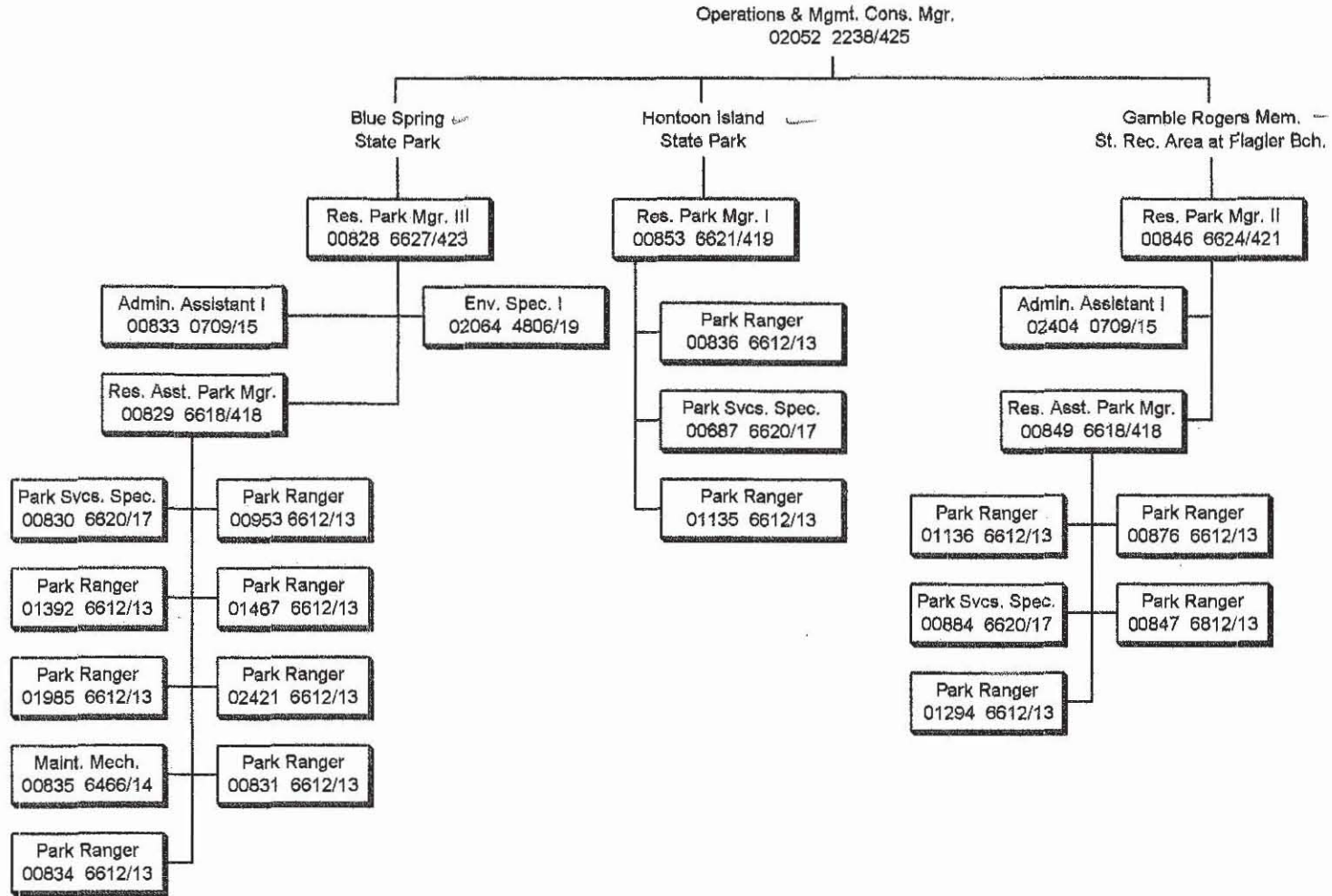


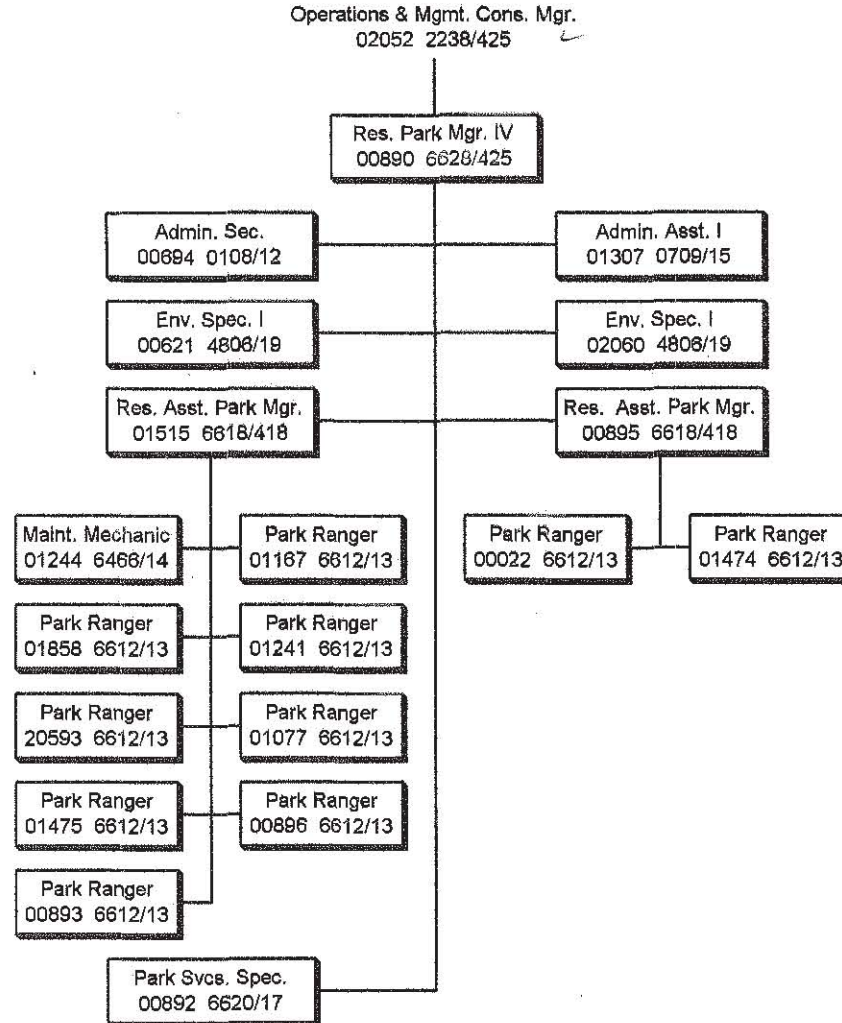
Approved By: _____
 Effective Date: 09/01/08
 Number of Positions: 30
 Number of FTE: 30.00



* Lake Kissimmee SP
 Catfish Creek, David Allen
 Brouesard SP

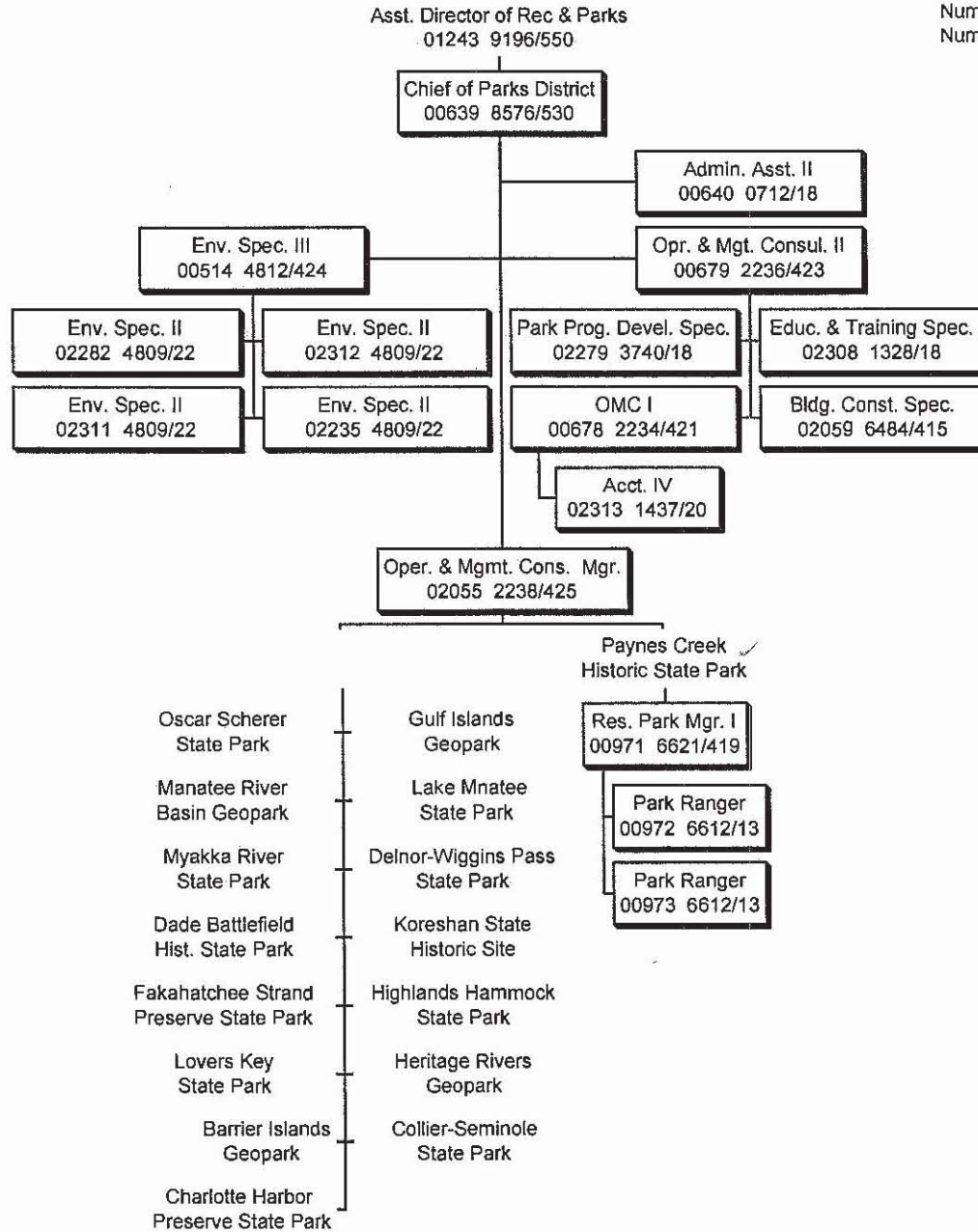
Approved By: _____
 Effective Date: 06/01/07
 Number of Positions: 25
 Number of FTE: 25.00



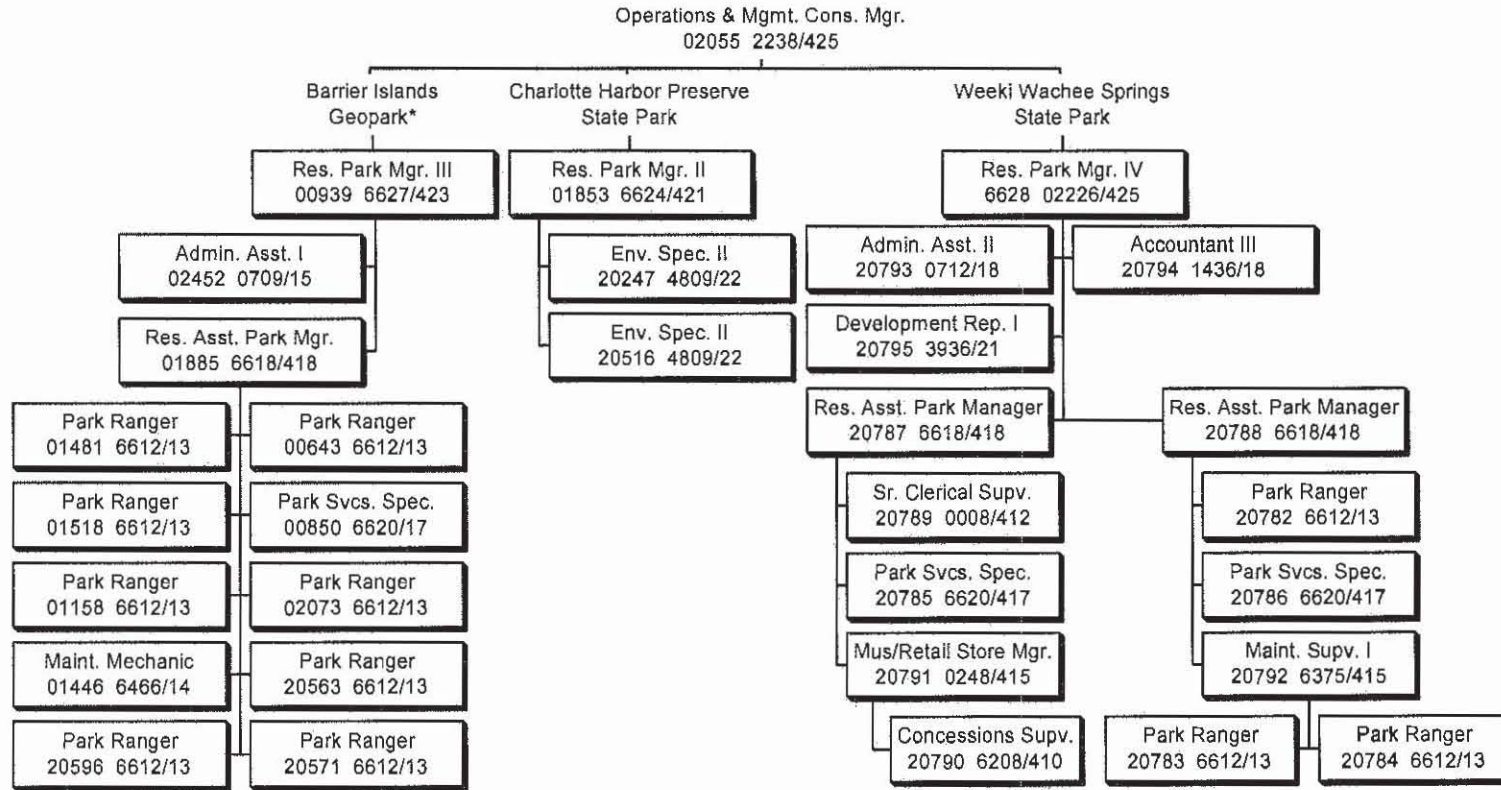


Wekiva Basin GEOPark:
 Wekiwa Springs SP
 Lower Wekiwa River
 State Preserve
 Rock Springs Run
 State Reserve

Approved By: _____
 Effective Date: 07/01/10
 Number of Positions: 17
 Number of FTE: 17.00

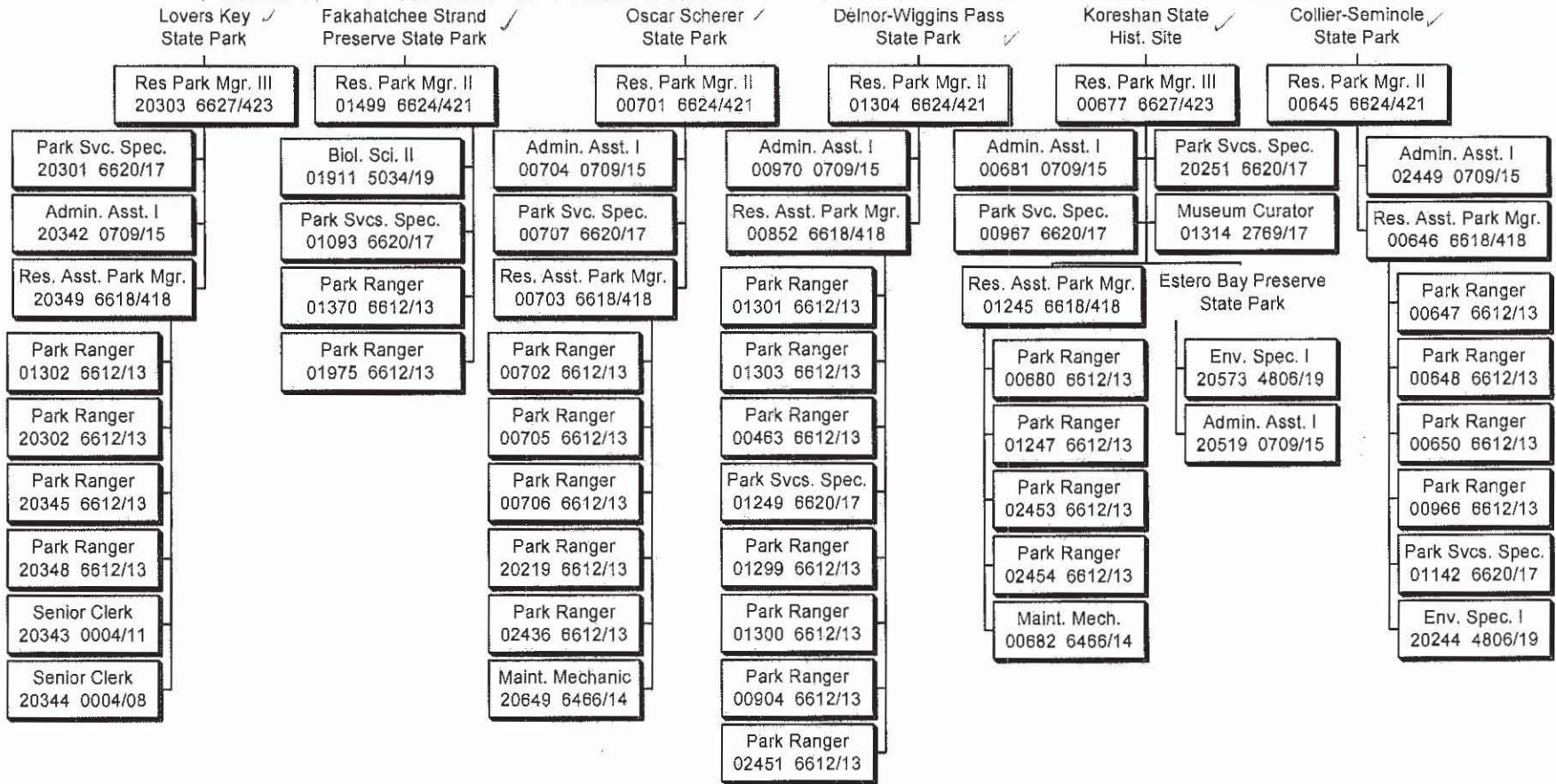


Approved By: _____
 Effective Date: 12/01/09
 Number of Positions: 31
 Number of FTE: 31.00



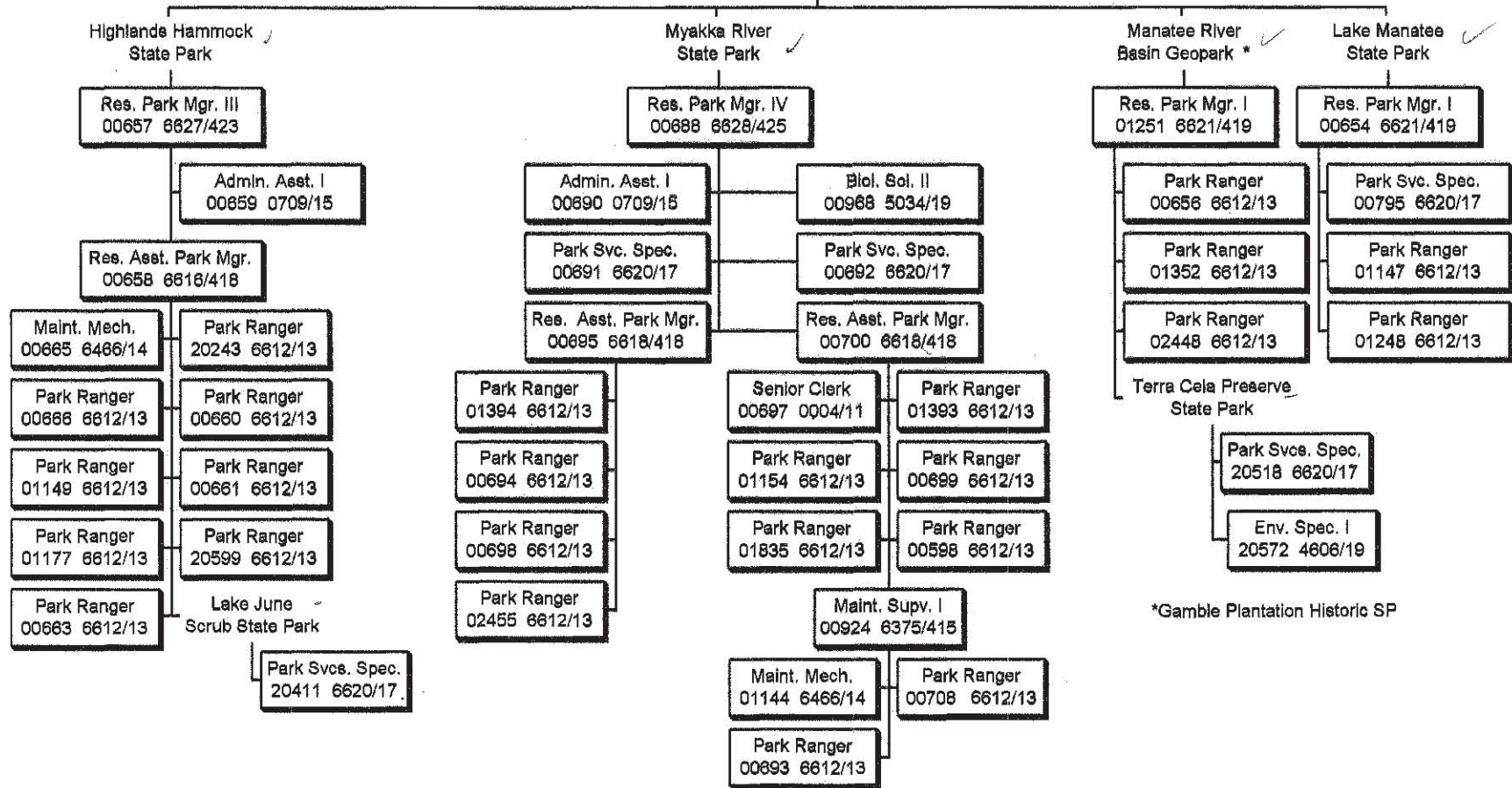
*Gasparilla Island SP
 Cayo Costa SP
 Don Pedro Island SP
 Stump Pass SP

Operations & Mgmt. Cons. Mgr.
 02055 2238/425



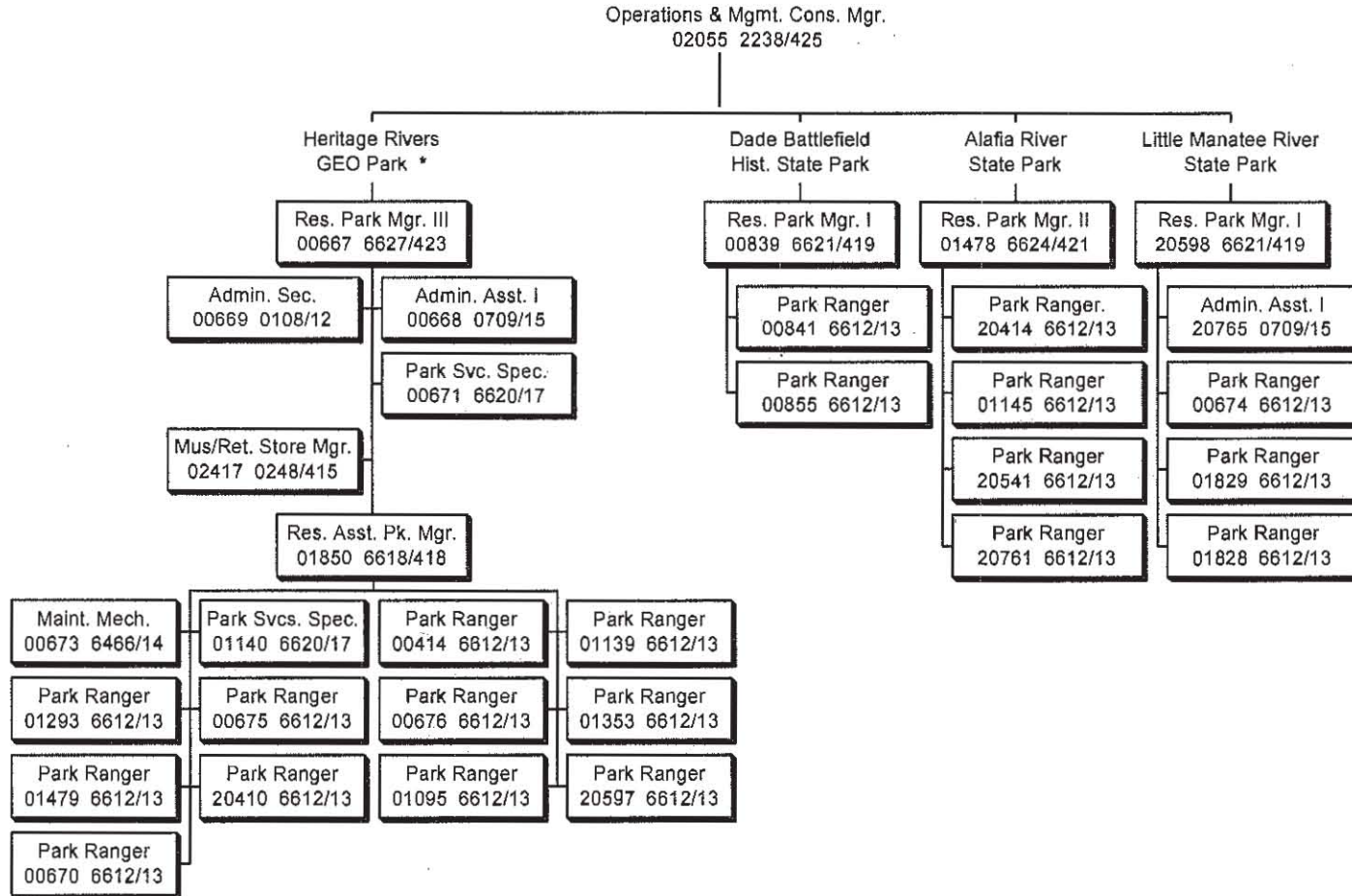
Operations & Mgmt. Cons. Mgr.
 02055 2238/425

Approved By: _____
 Effective Date: 09/01/08
 Number of Positions: 44
 Number of FTE: 44.00



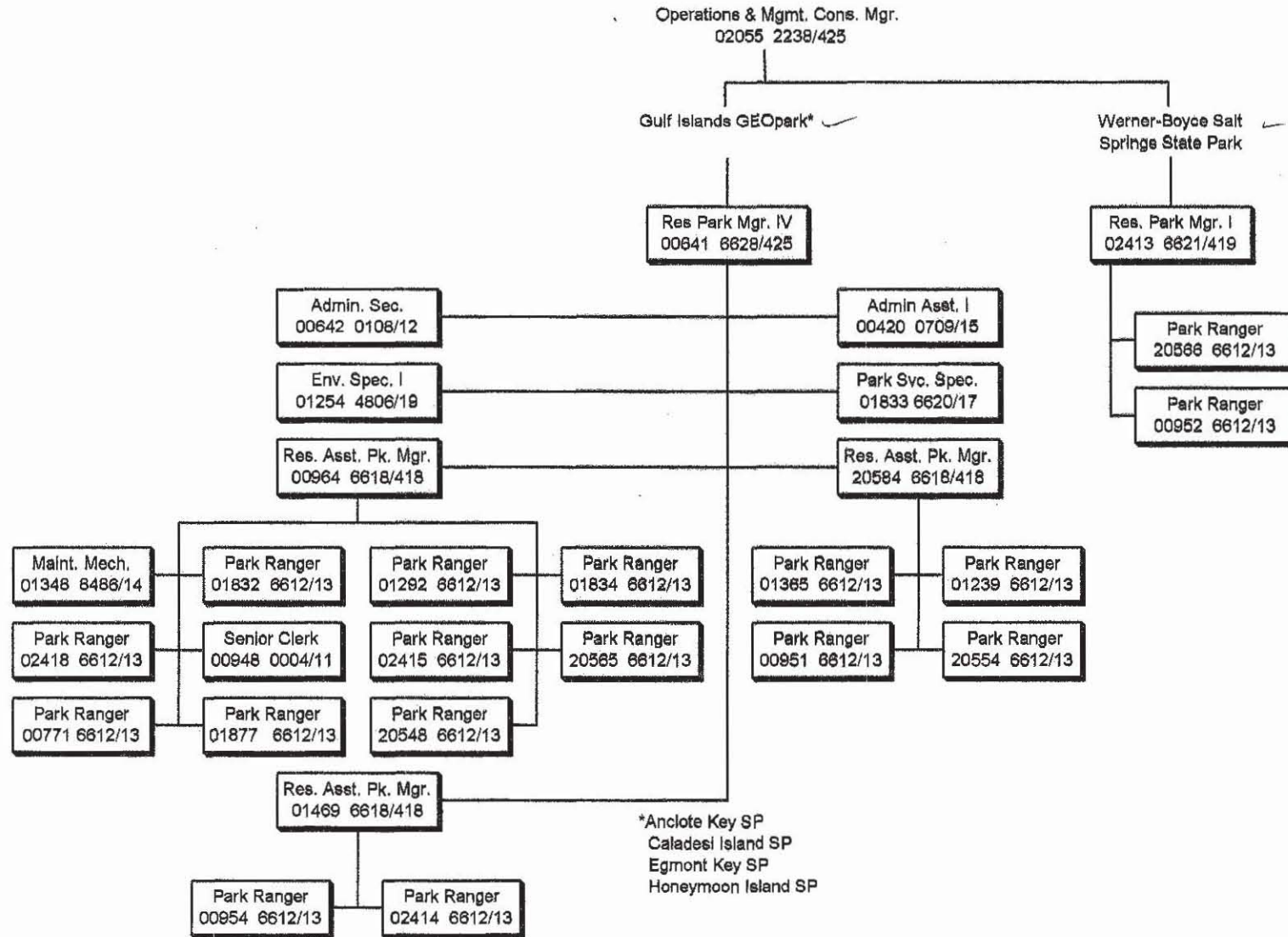
*Gamble Plantation Historic SP

Approved By: _____
 Effective Date: 03/01/10
 Number of Positions: 32
 Number of FTE: 32.0

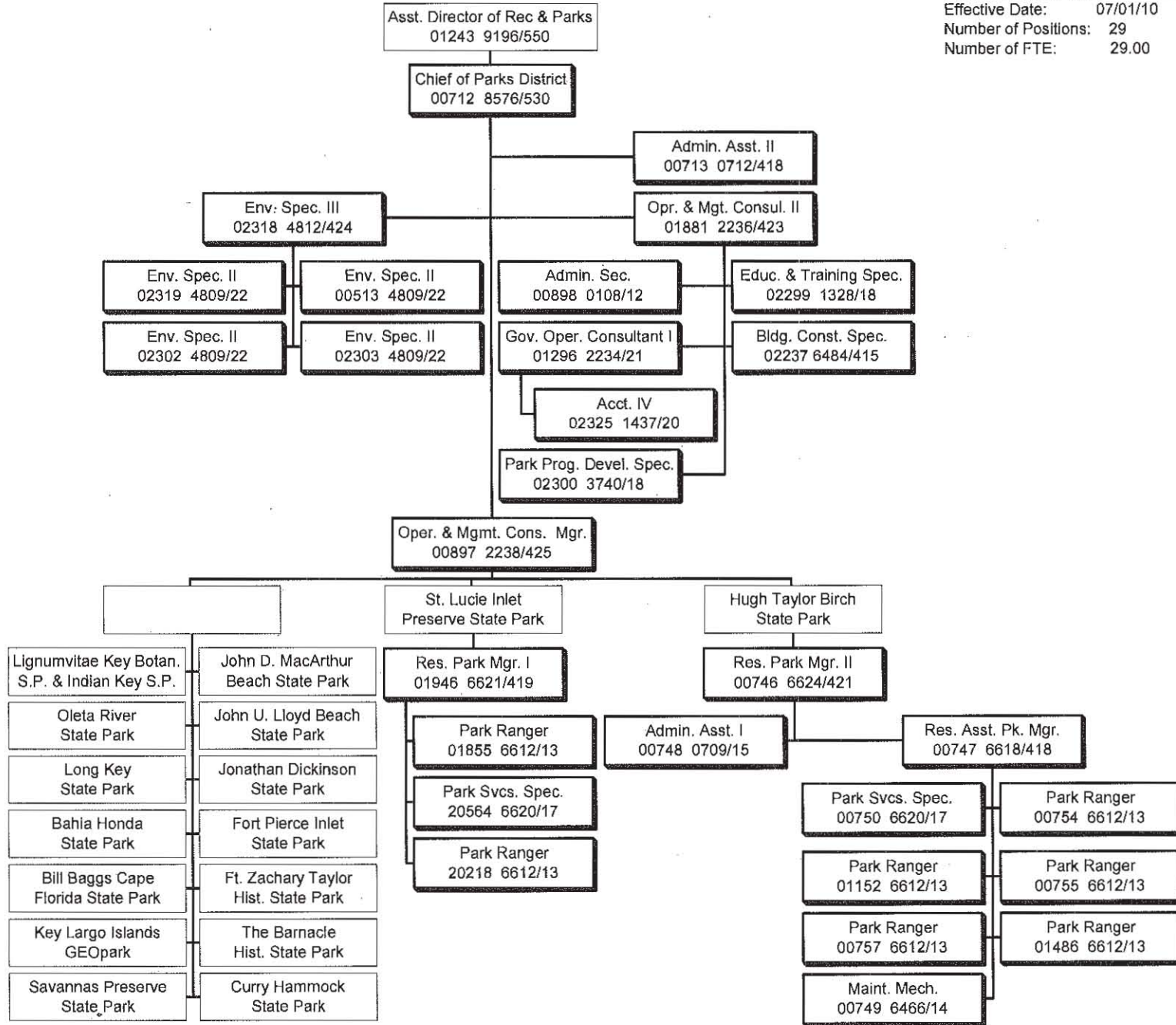


*Hillsborough River SP
 Ybor City State Museum

Approved By: _____
 Effective Date: 09/01/08
 Number of Positions: 28
 Number of FTE: 28.00

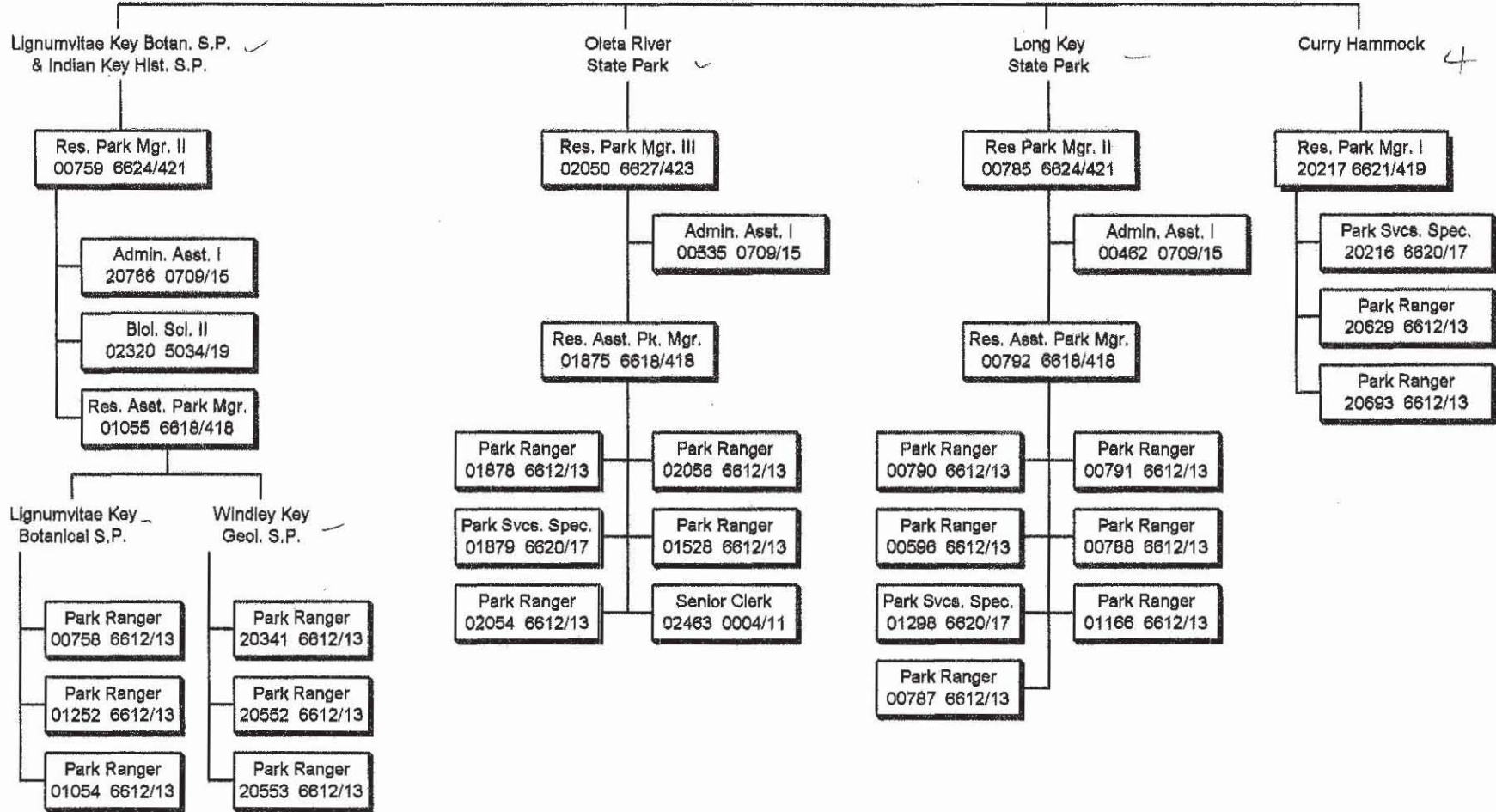


Approved By: _____
 Effective Date: 07/01/10
 Number of Positions: 29
 Number of FTE: 29.00

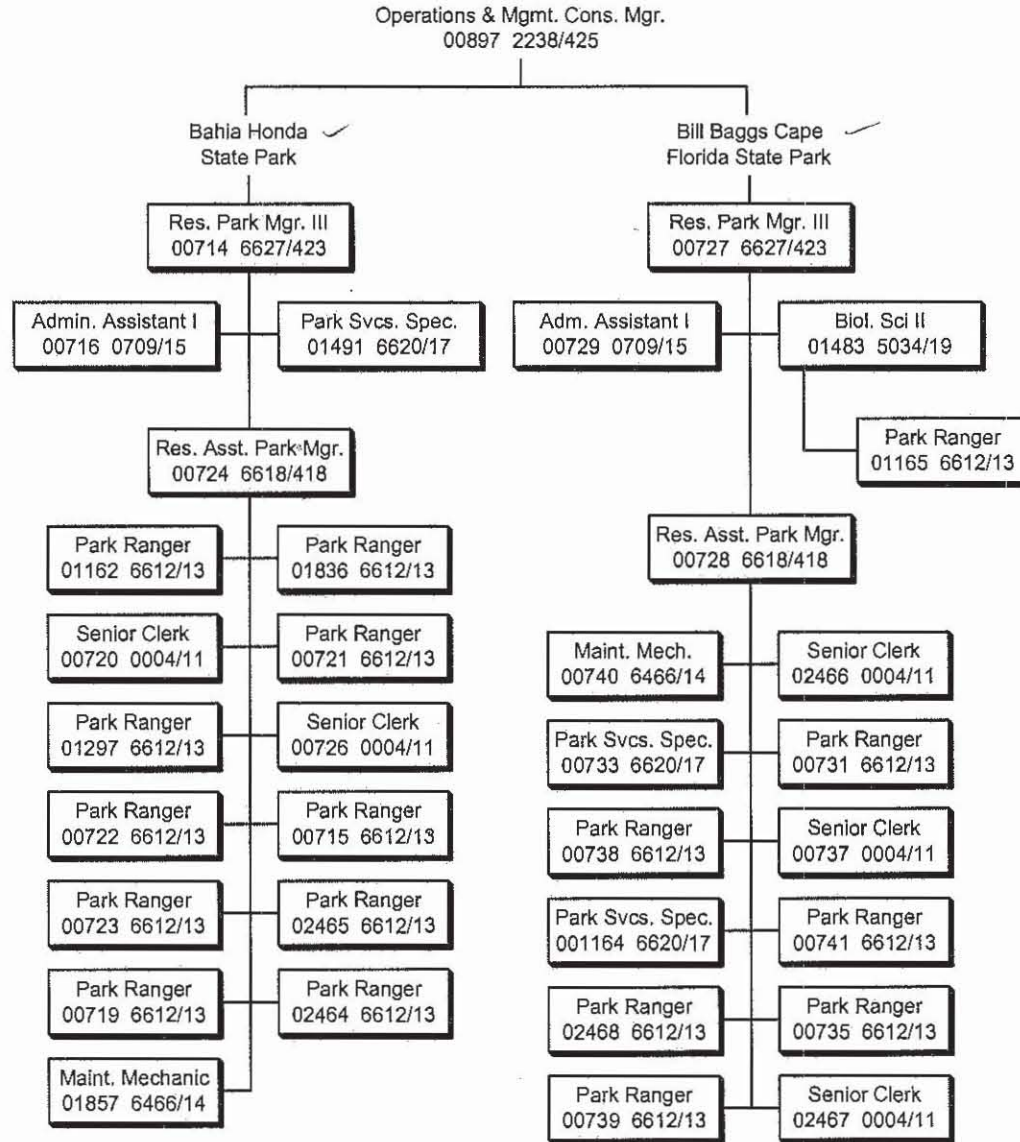


Approved By: _____
 Effective Date: 09/01/08
 Number of Positions: 33
 Number of FTE: 33.00

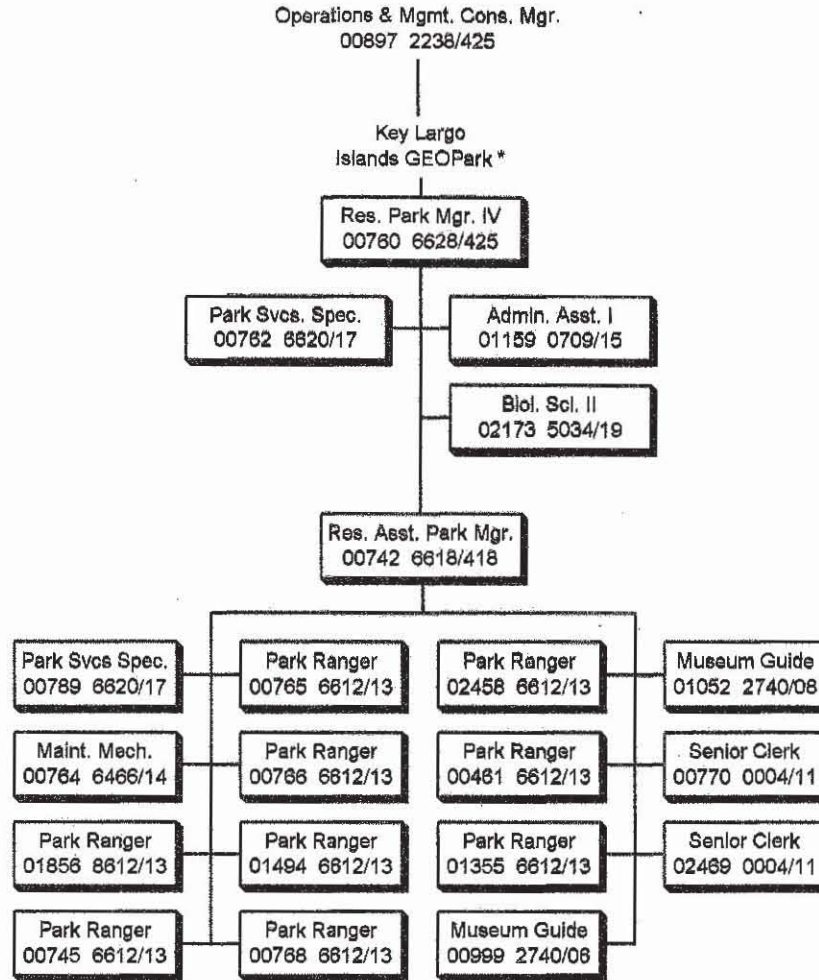
Operations & Mgmt. Cons. Mgr.
 00897 2238/425



Approved By: _____
 Effective Date: 06/01/09
 Number of Positions: 34
 Number of FTE: 34

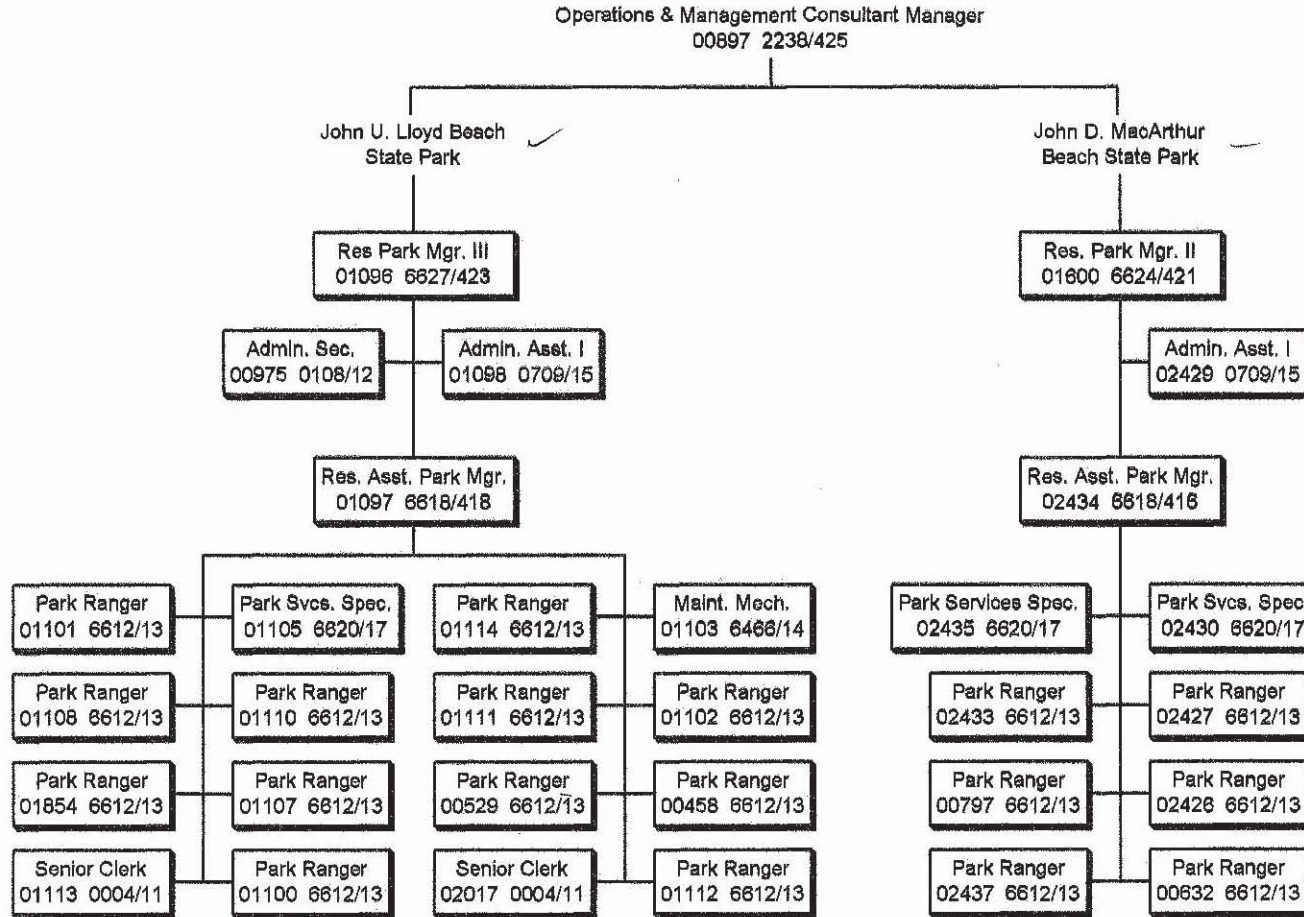


Approved By: _____
 Effective Date: 09/01/08
 Number of Positions: 20
 Number of FTE: 20.00

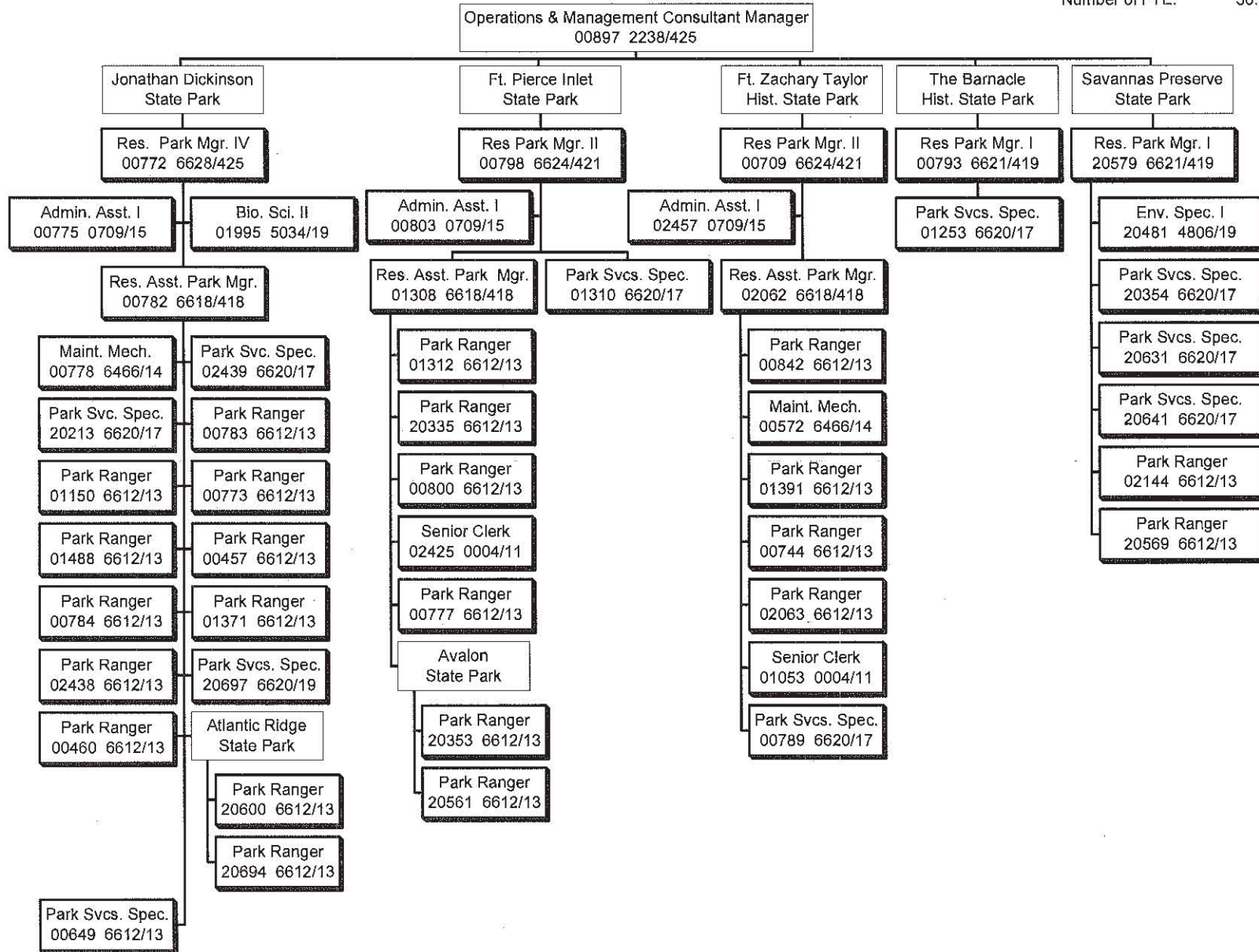


* John Pennekamp Coral Reef SP
 Dagney Johnson Key Largo Hammock SP

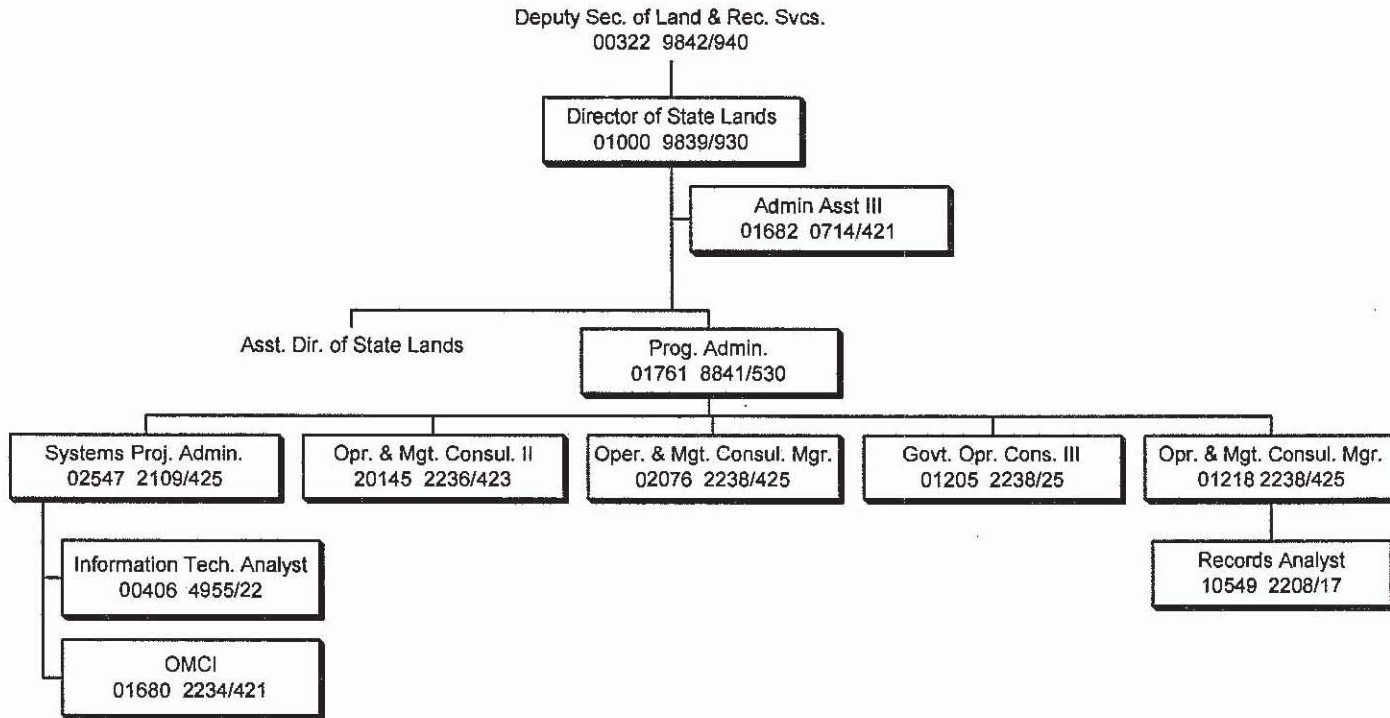
Approved By: _____
 Effective Date: 09/01/08
 Number of Positions: 31
 Number of FTE: 31.00



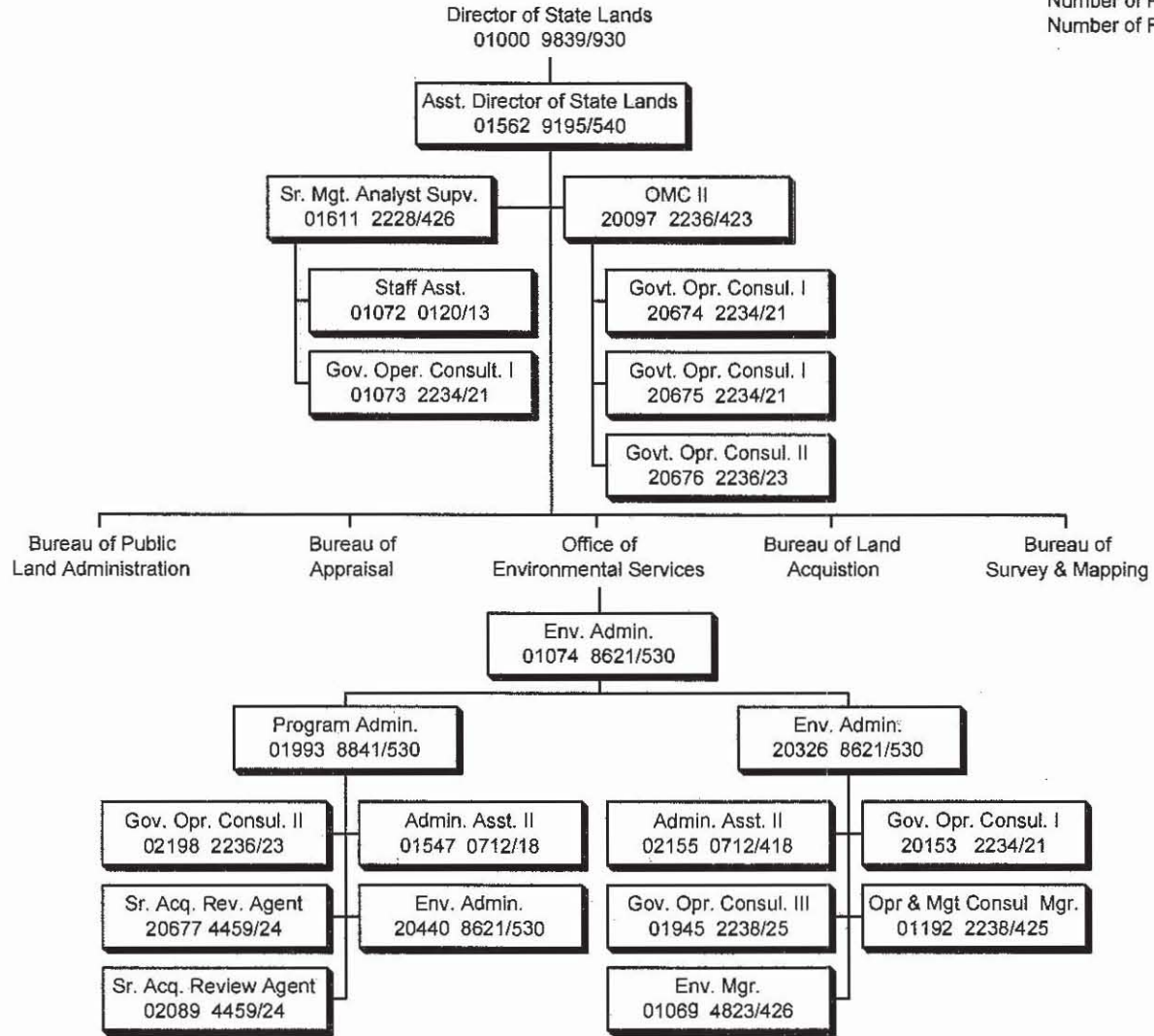
Approved By: _____
 Effective Date: 07/01/10
 Number of Positions: 50
 Number of FTE: 50.00

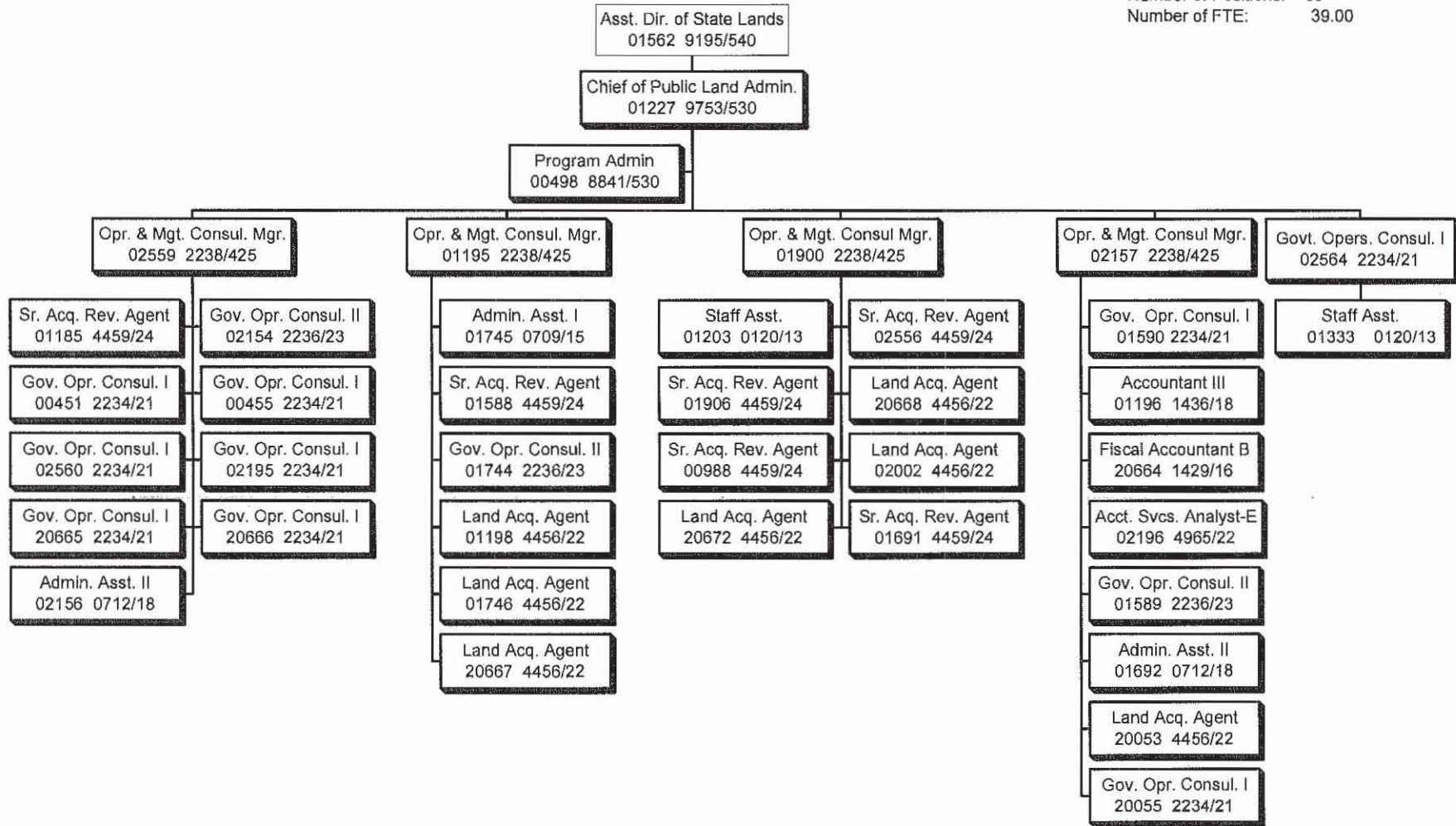


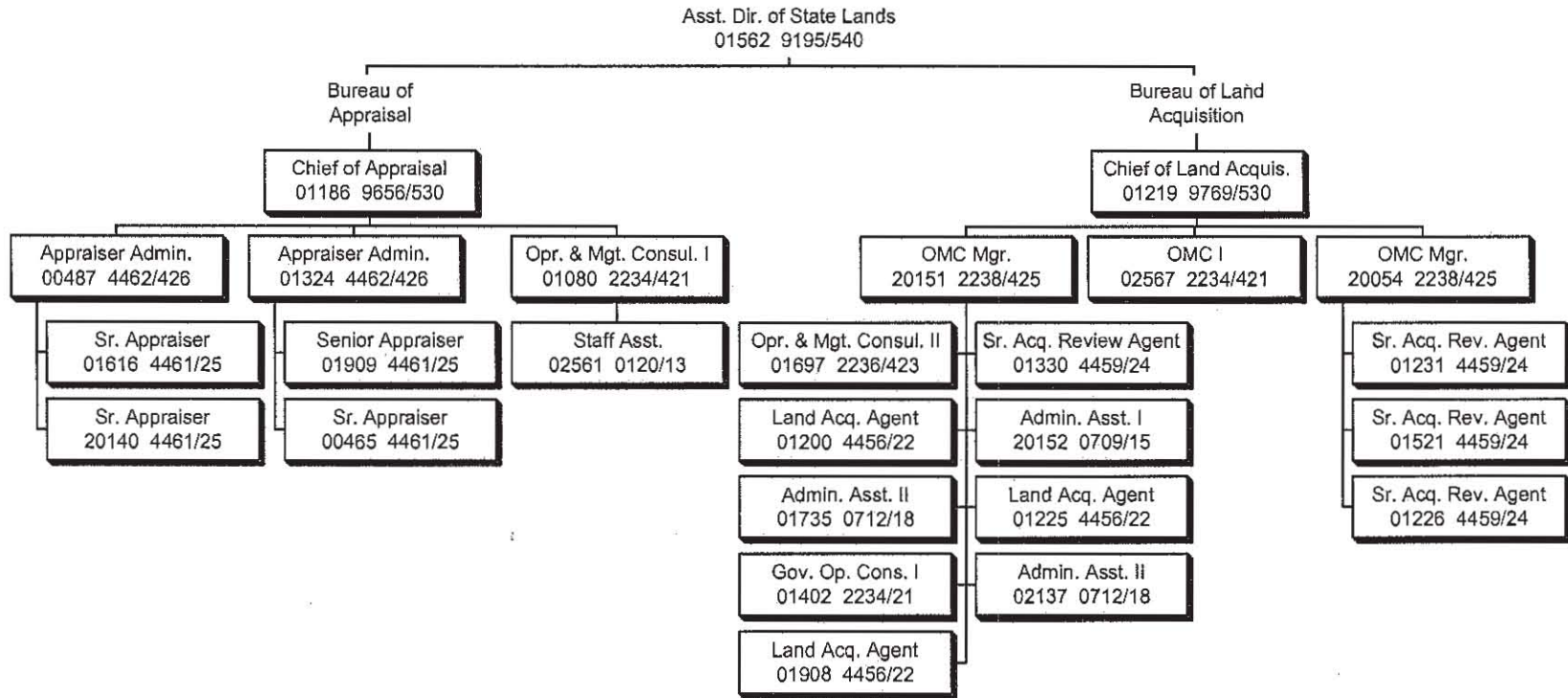
Approved By: _____
Effective Date: 07/01/2010
Number of Positions: 11
Number of FTE: 11.00

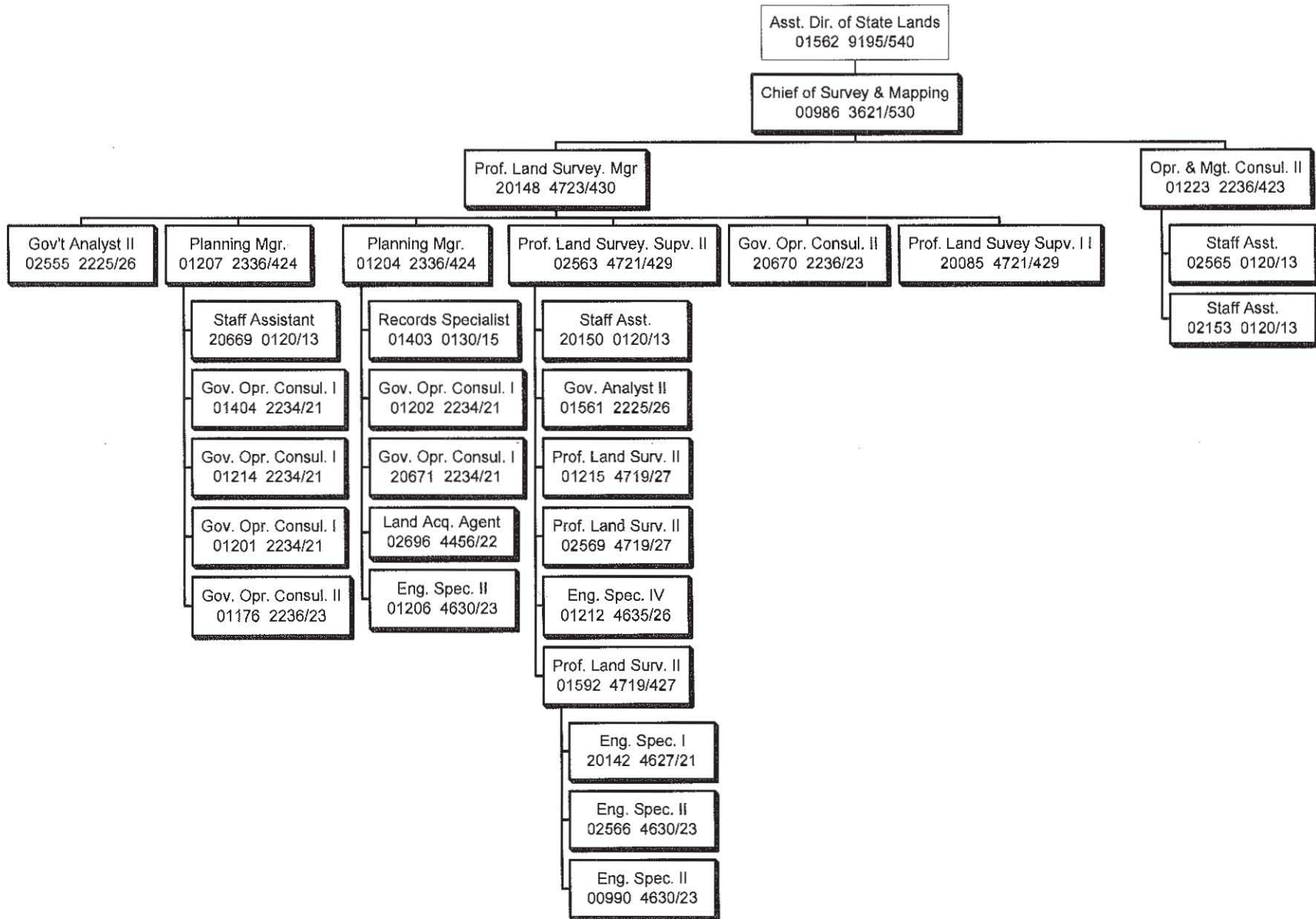


Approved By: _____
 Effective Date: 03/01/2009
 Number of Positions: 21
 Number of FTE: 21

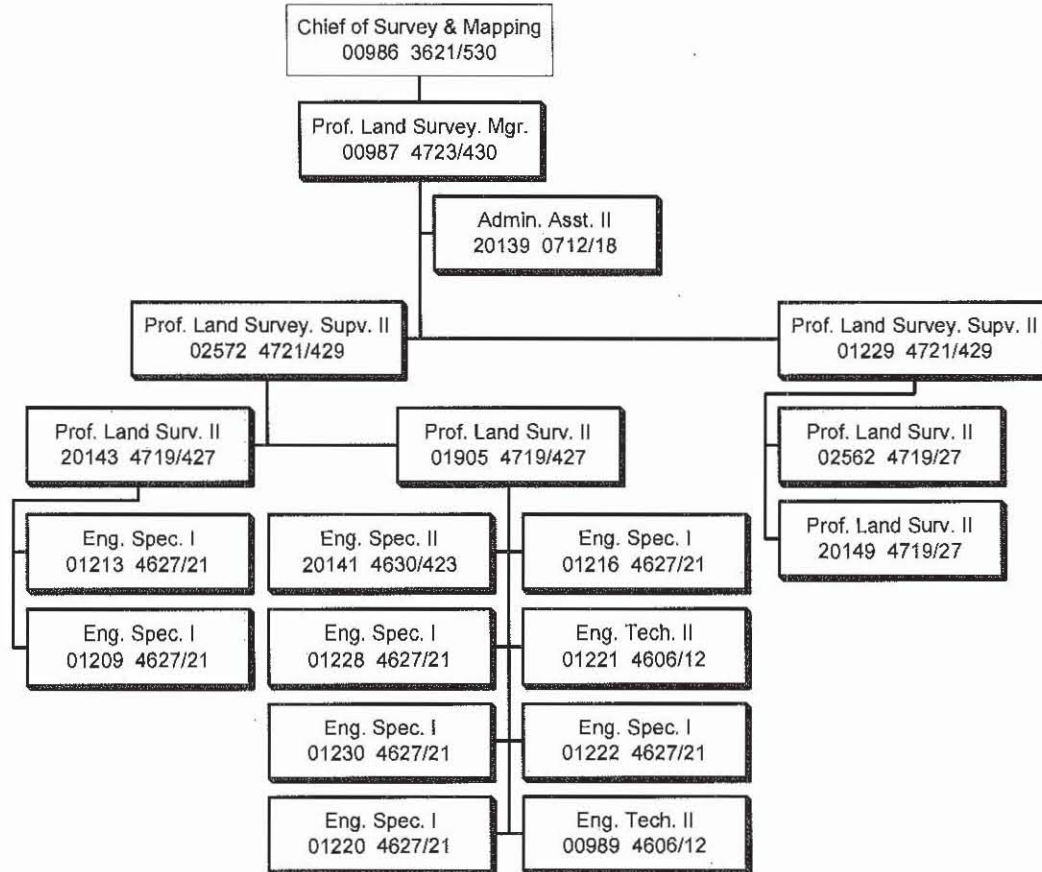








Approved By: _____
Effective Date: 07/01/10
Number of Positions: 18
Number of FTE: 18.00

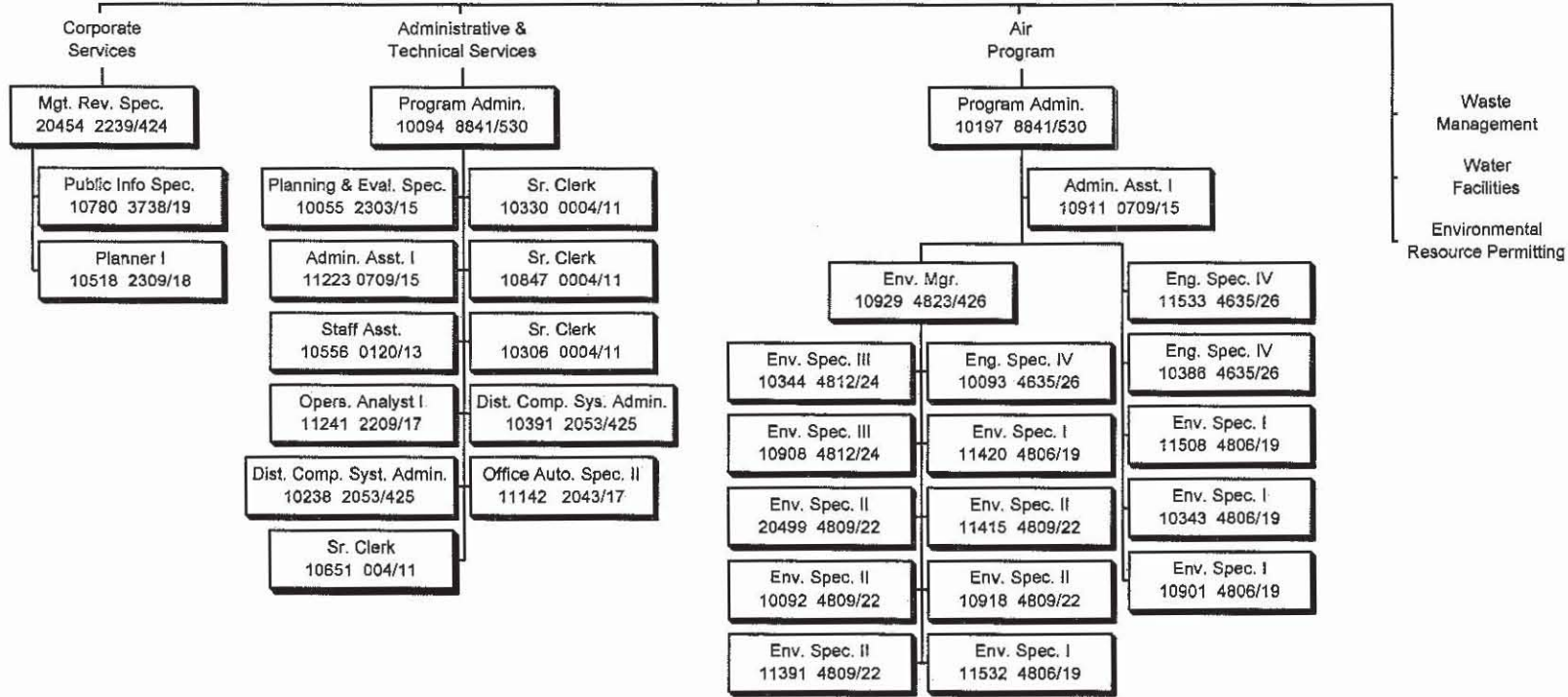


Approved By: _____
 Effective Date: 08/01/2010 (1)
 Number of Positions: 35
 Number of FTE: 35.00

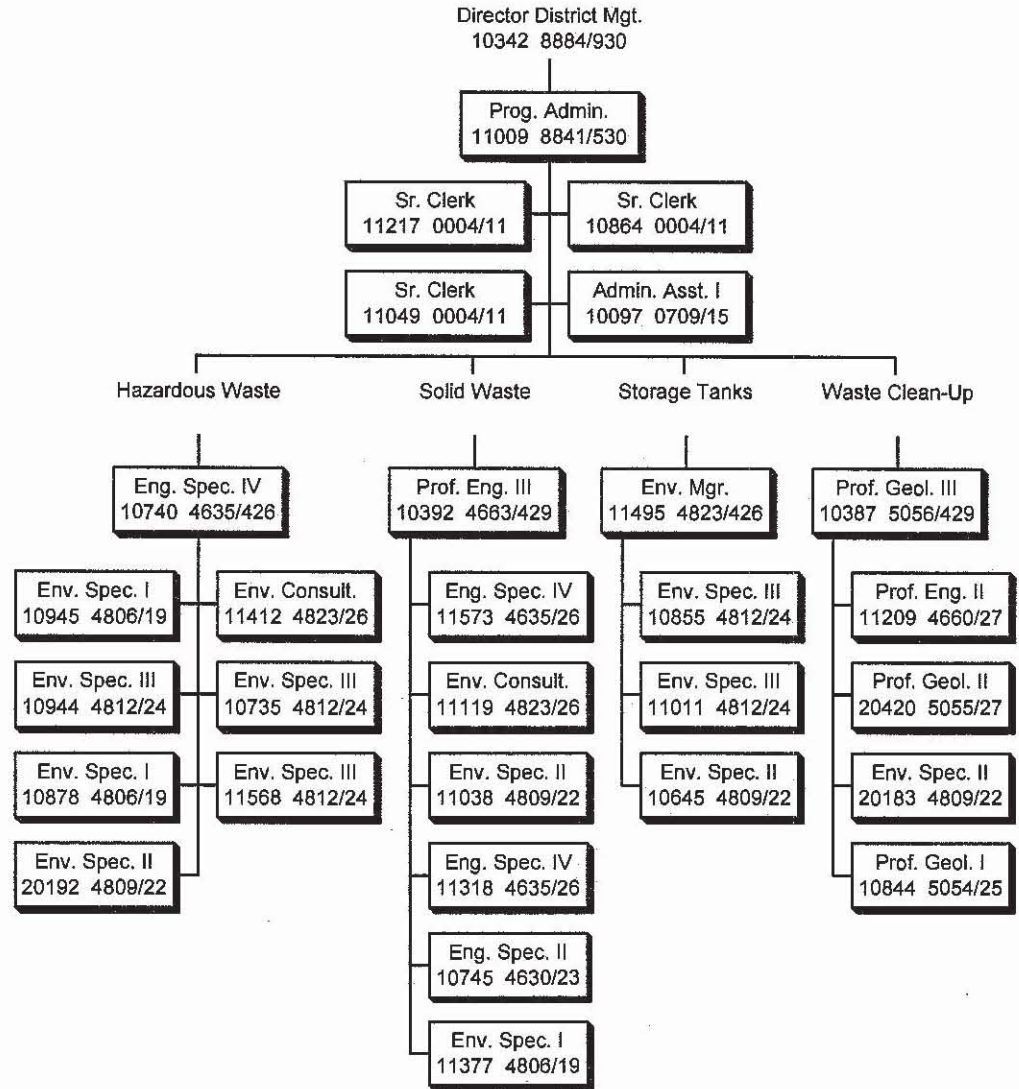
Dep. Sec. for Reg. Prog.
 01001 9842/940

Director District Mgt.
 10342 8884/930

Admin. Asst. III
 11442 0714/421



Approved By: _____
 Effective Date: 02/01/2010
 Number of Positions: 29
 Number of FTE: 29.00



Dir. of Dist. Mgt.
 10342 8684/930

Approved By: _____
 Effective Date: 08/01/2010
 Number of Positions: 45.00
 Number of FTE: 45.00

Program Admin.
 10808 8841/530

Admin. Asst. I
 10809 0709/15

Wastewater
 Permitting

Potable
 Water

Prof. Eng. Supv. III
 11951 4673/429

Prof. Geo. III
 20102 5056/429

Technical
 Support

Compliance
 Assurance

Env. Supv. II
 10728 4818/424

Prof. Eng. III
 10089 4663/429

Eng. Spec. IV
 11350 4635/26

Sr. Clerk
 11017 0004/11

Env. Spec. II
 01408 4809/22

Env. Spec. III
 20006 4812/24

Prof. Geo. II
 11330 5055/27

Env. Spec. II
 20012 4809/22

Env. Spec. I
 20382 4806/19

Env. Spec. I
 20114 4806/19

Eng. Spec. I
 20122 4627/21

Prof. Eng. II
 10610 4660/27

Env. Spec. I
 10644 4806/19

Env. Spec. III
 20745 4812/24

Env. Spec. III
 10091 4812/24

Env. Spec. I
 10709 4806/19

Prof. Eng. I
 10187 4657/25

Eng. Spec. III
 11016 4633/24

Prof. Eng. II
 20113 4660/27

Eng. Spec. III
 11195 4833/24

Eng. Spec. II
 10250 4630/23

Env. Spec. I
 11143 5017/12

Eng. Spec. II
 11453 4630/23

Senior Clerk
 11221 0004/11

Env. Spec. III
 20123 4812/24

Eng. Spec. II
 11225 4630/23

Permitting

Office Auto. Spec.
 10587 2041/15

Biological Sci. III
 20071 5035/22

Env. Spec. III
 10243 4812/24

Env. Spec. I
 20114 4806/19

Env. Spec. II
 10056 4809/22

Env. Supv. II
 10363 4818/424

Eng. Spec. I
 11454 4827/21

Env. Spec. III
 10393 4812/24

Eng. Spec. III
 10376 4633/24

Eng. Spec. I
 10650 4627/21

Env. Spec. III
 10090 4812/24

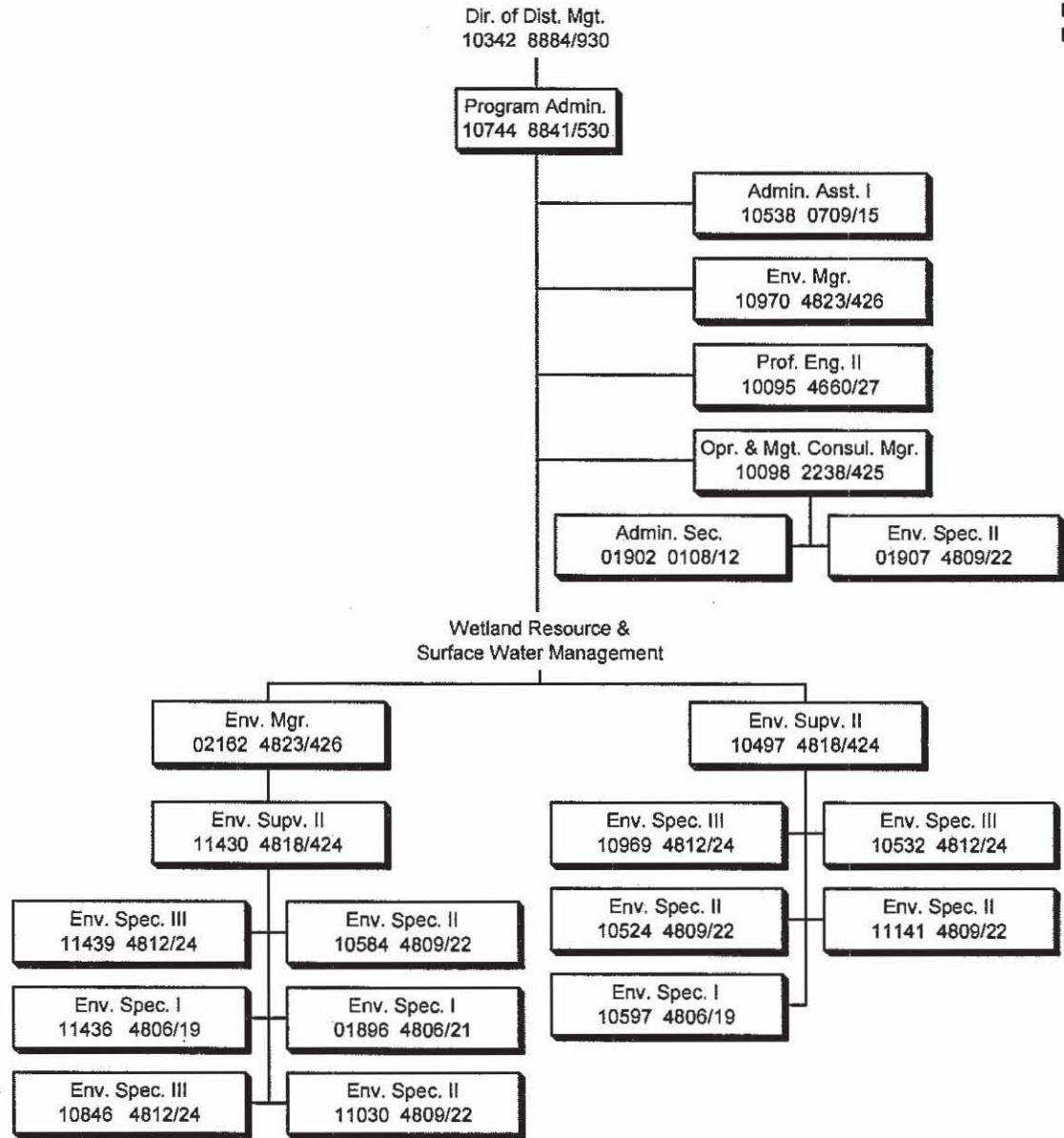
Eng. Spec. IV
 20224 4635/26

Eng. Spec. III
 10806 4633/24

Env. Spec. III
 10390 4812/24

Eng. Spec. III
 10747 4633/24

Approved By: _____
 Effective Date: 08/01/2010
 Number of Positions: 21
 Number of FTE: 21.00



Approved By: _____
 Effective Date: 08/01/2010
 Number of Positions: 34
 Number of FTE: 34.00

Dep. Sec. for Reg. Prog.
 01001 9842/940

Director District Mgt.
 10339 8884/930

Admin. Asst. III
 10085 0714/421

Air Program

Admin/Tech
 Services

Env. Admin.
 10899 8621/530

Admin Asst II
 10910 0712/18

Asst. Dir. of Dist. Mgt.
 10177 8785/530

Env. Mgr.
 10986 4823/426

Prog. Admin.
 10237 8841/530

Env. Manager
 10395 4823/426

Prof. Eng. Supv II
 11507 4672/427

Env. Spec. III
 10402 4812/424

Pers. Tech. III
 11218 1012/419

Opr & Mgt Consul I
 10605 2234/421

Env. Spec. III
 11239 4812/24

Eng. Spec. III
 10900 4633/24

Env. Mgr.
 10514 4823/426

Admin. Asst. II
 11000 0712/418

Admin. Sec.
 01818 0108/12

Env. Spec. III
 20498 4812/24

Eng. Spec. IV
 11530 4635/26

Env. Spec. III
 10377 4812/24

Env. Spec. III
 20072 4812/24

Data Entry Opr.
 10880 2001/09

Env. Spec. III
 10928 4812/24

Eng. Spec. II
 11531 4630/23

Env. Spec. II
 10291 4809/22

Env. Spec. III
 10081 4812/24

Admin. Sec.
 20456 0108/12

Env. Mgr.
 10527 4823/426

Env. Spec. III
 11418 4812/24

Env. Spec. III
 10340 4812/24

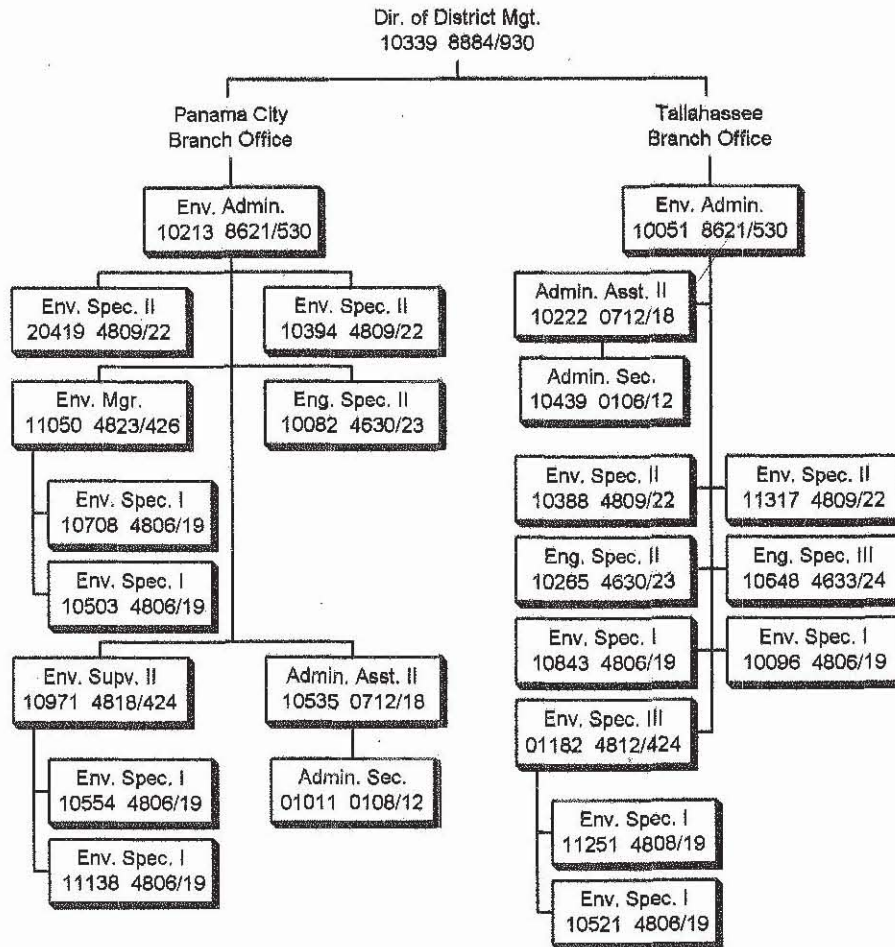
Env. Spec. II
 10083 4809/22

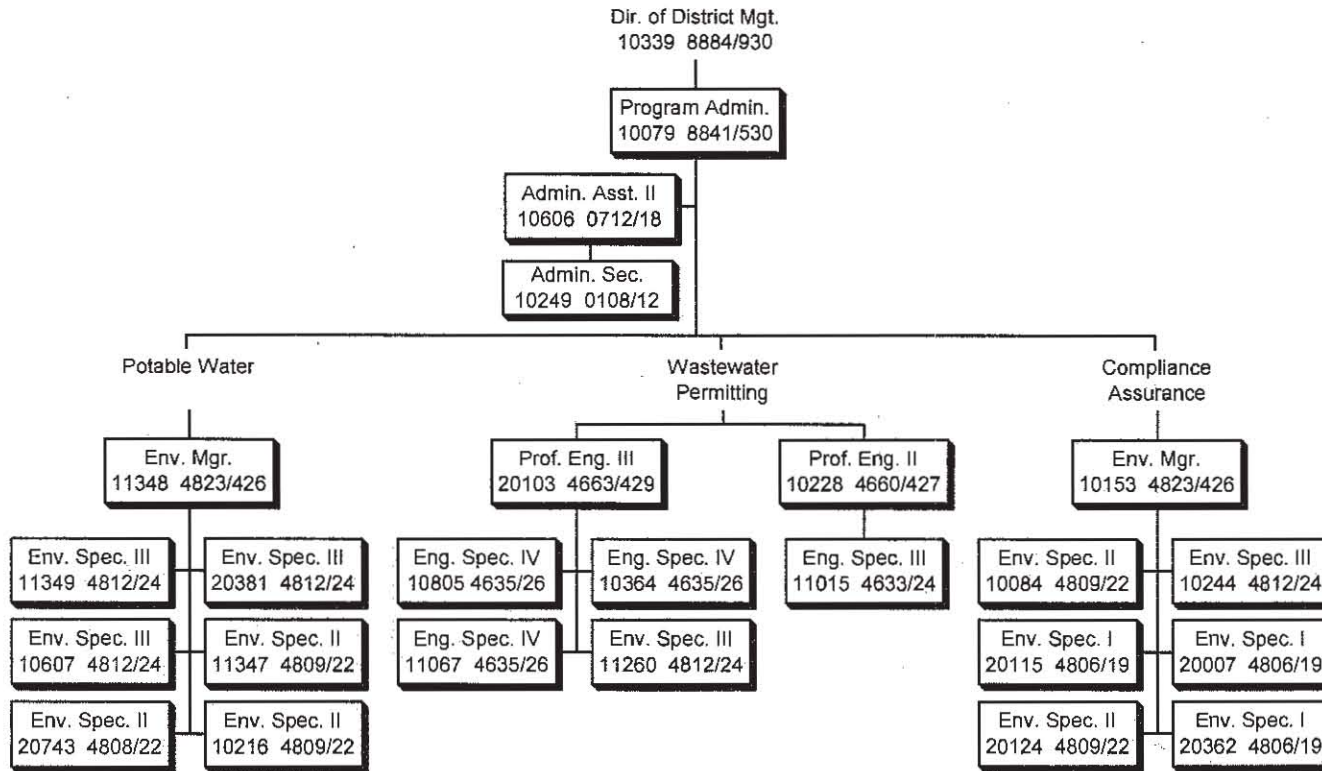
Dist Comp Sys Admin
 11300 2053/425

Env. Spec. II
 10088 4809/22

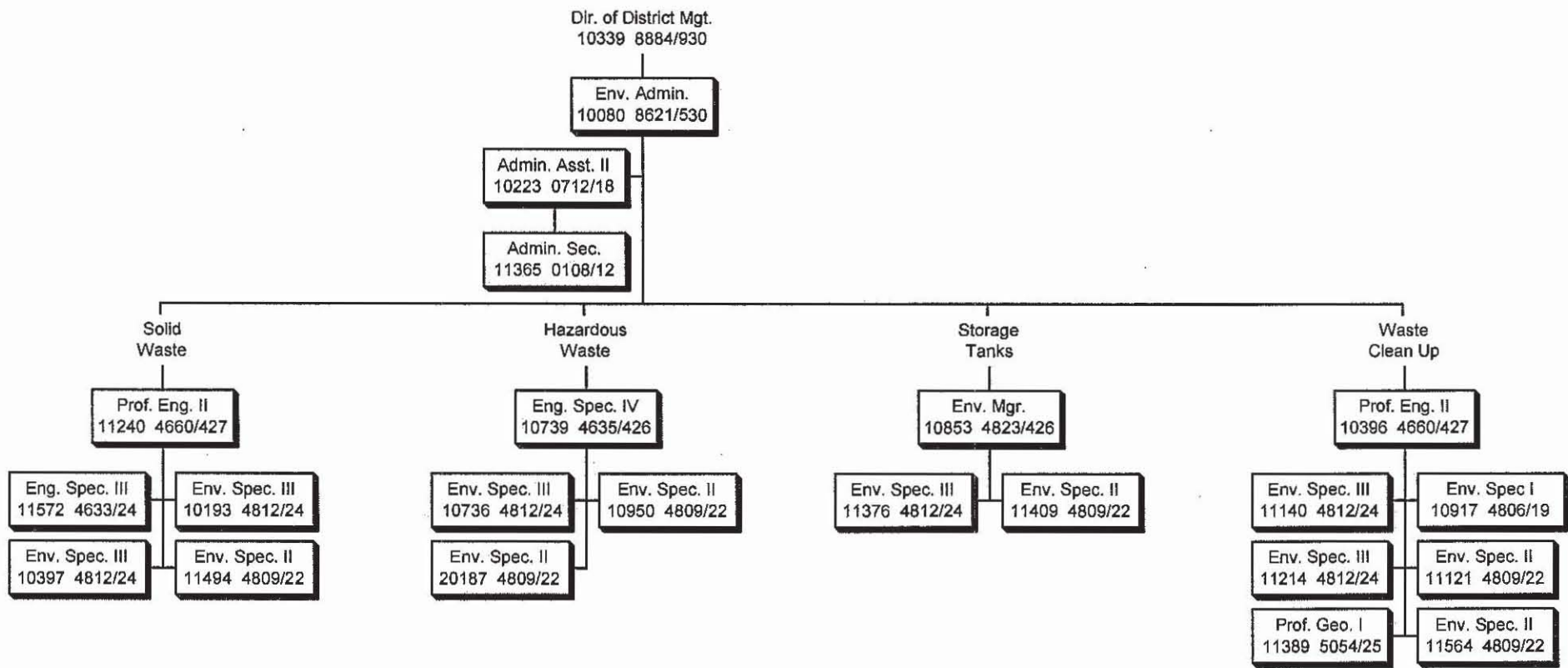
Info Techno Analyst
 20363 4955/22

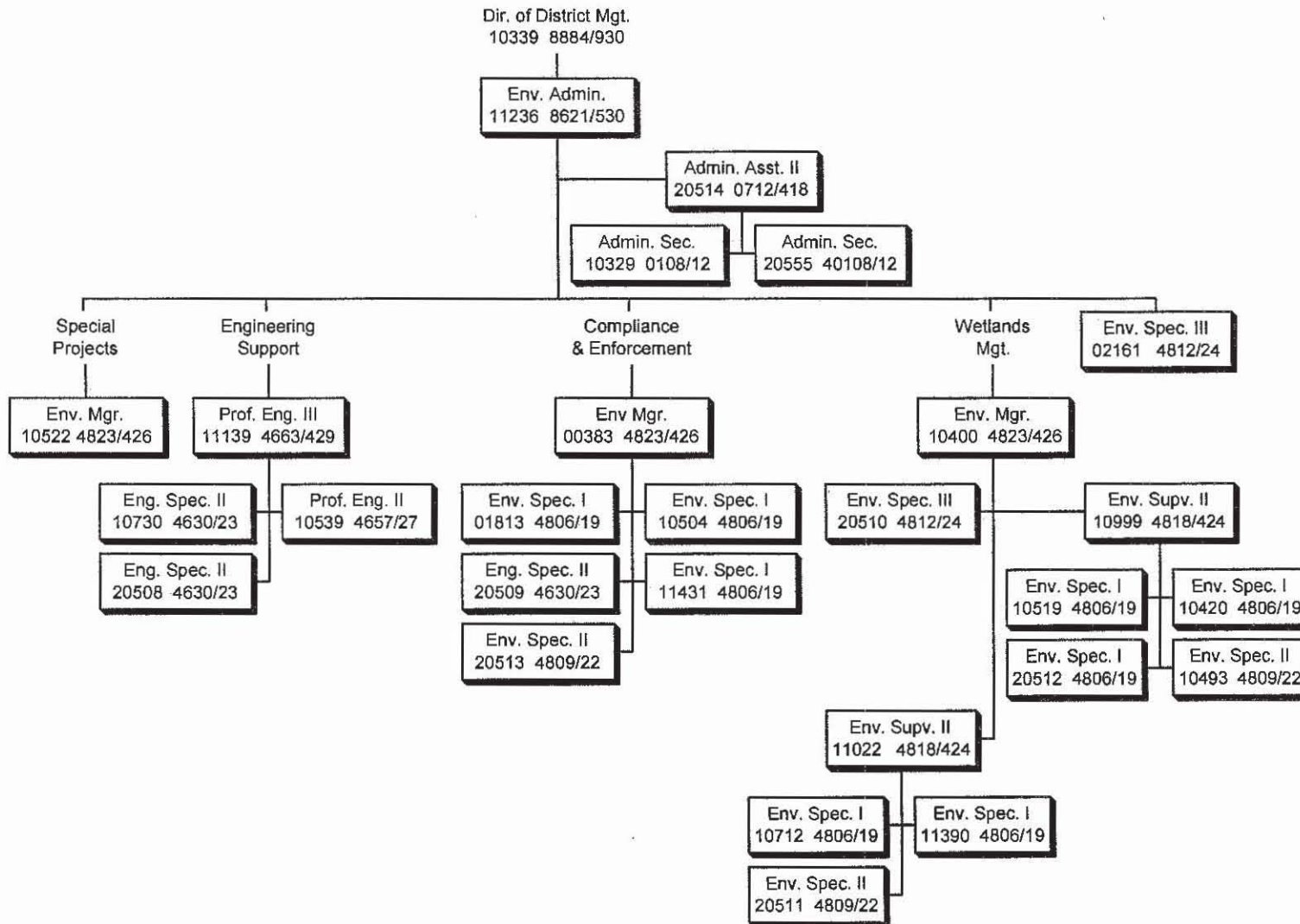
Panama City
 Branch Office
 Tallahassee
 Branch Office
 Water
 Facilities
 Waste
 Management
 Environmental
 Resource Permitting



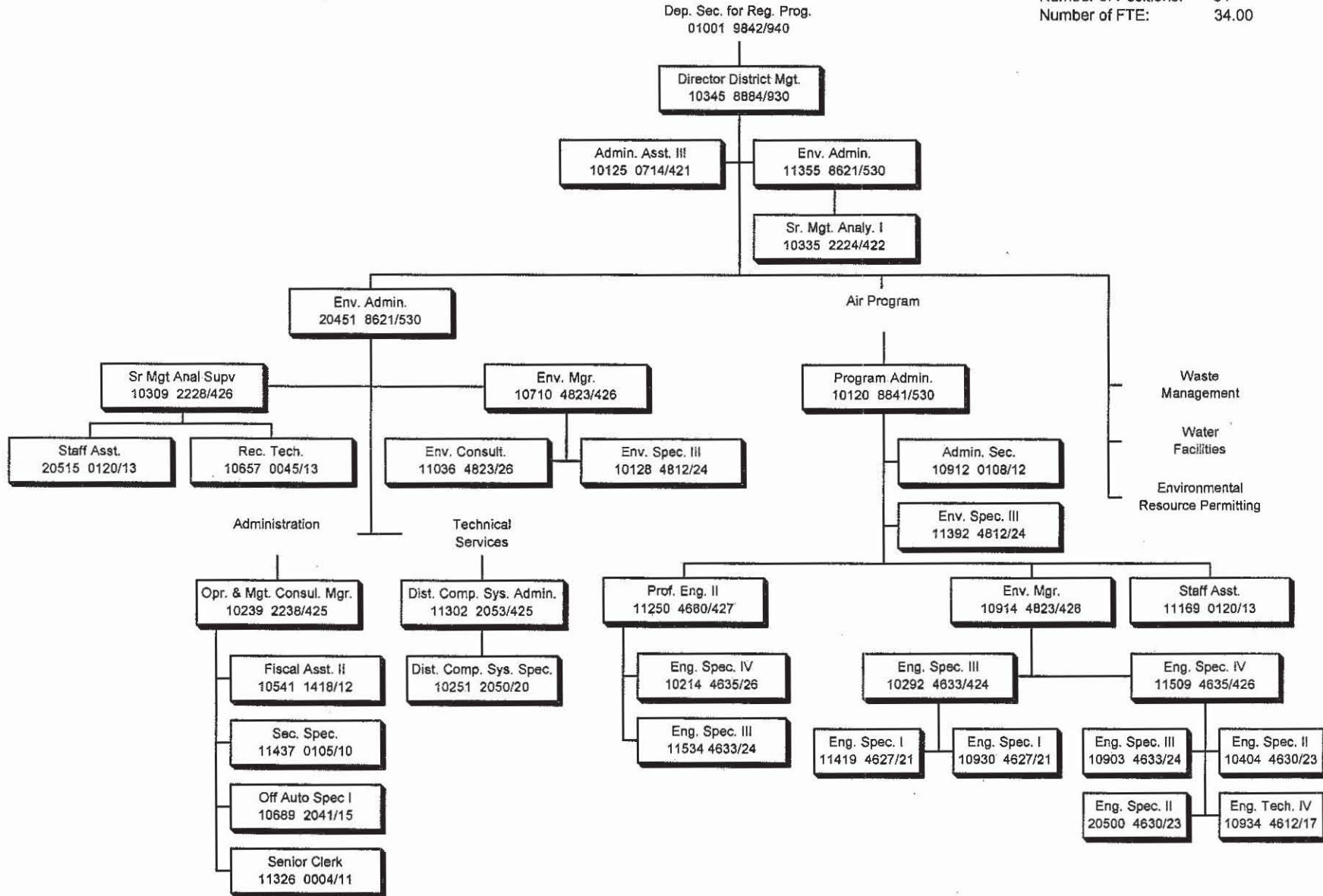


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 Number of Positions: 22
 Number of FTE: 22.00

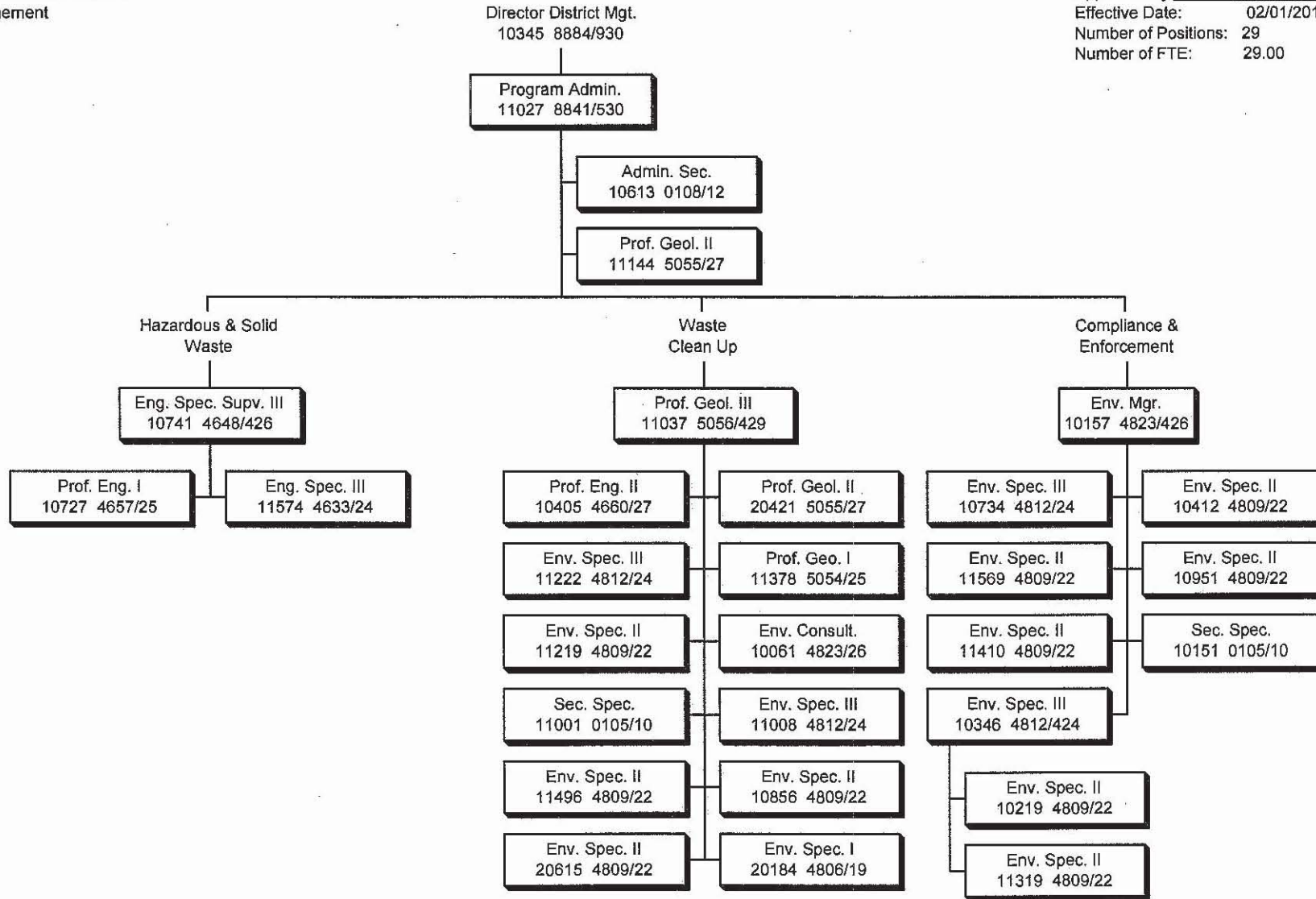


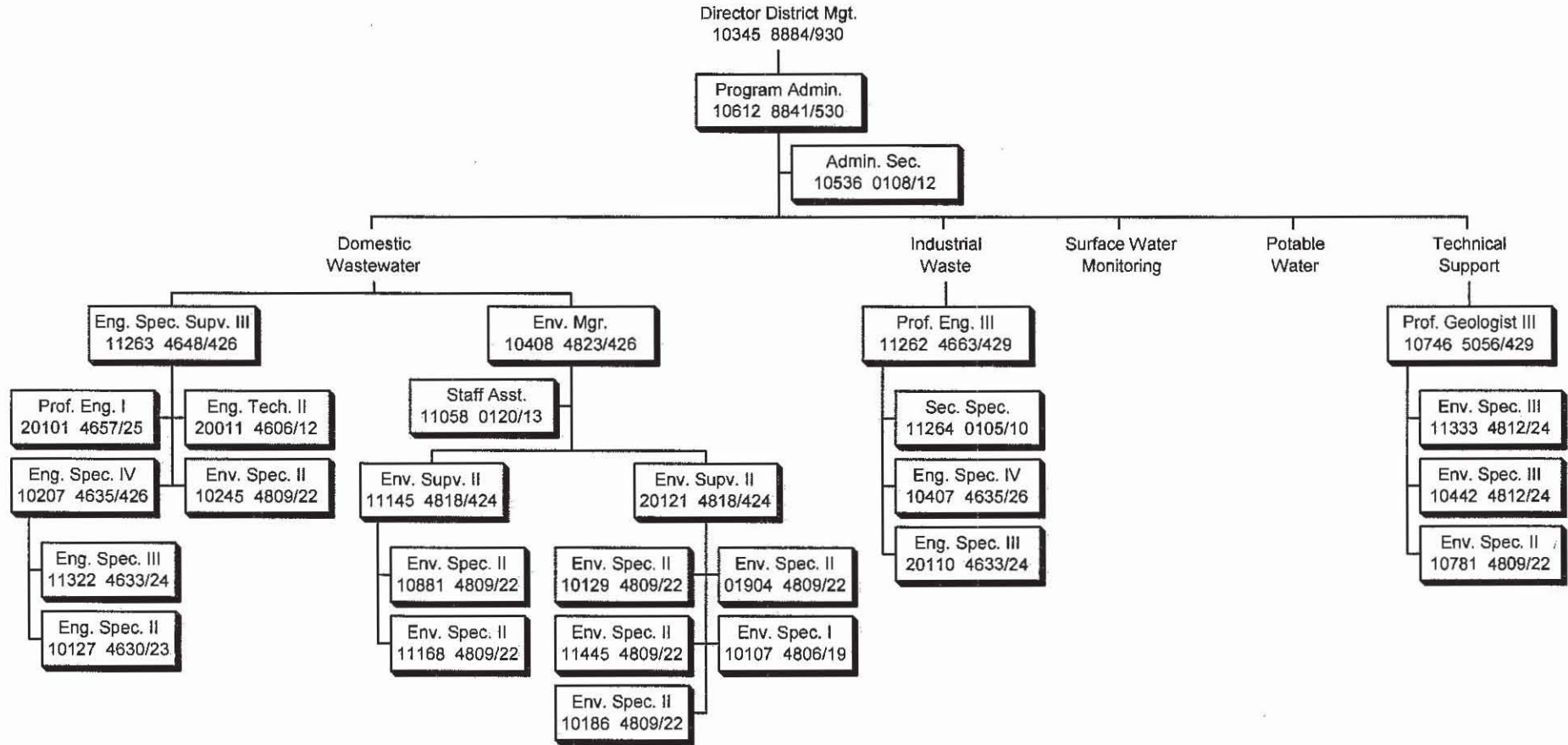


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 Number of FTE: 34.00

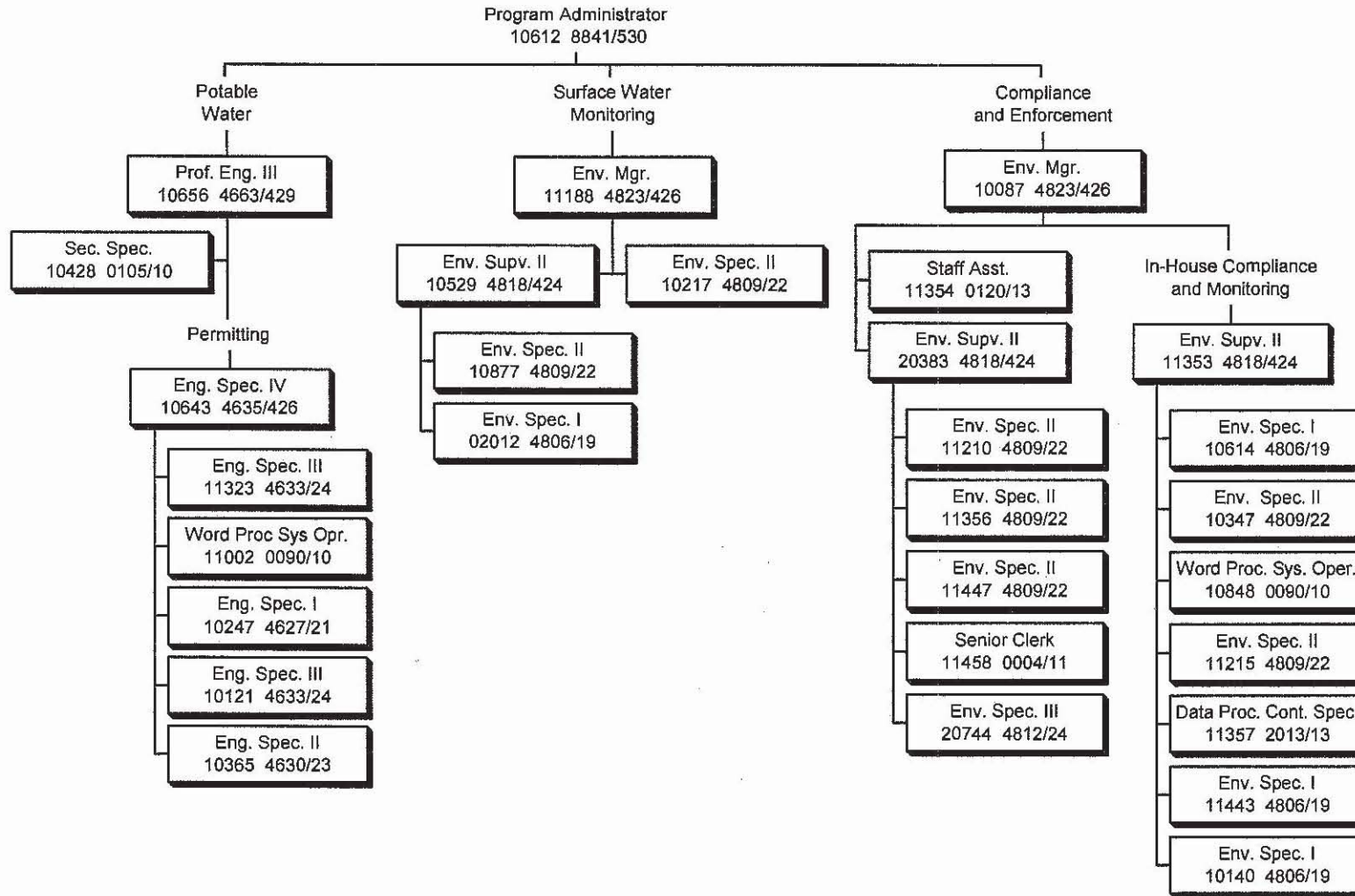


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 Number of FTE: 29.00

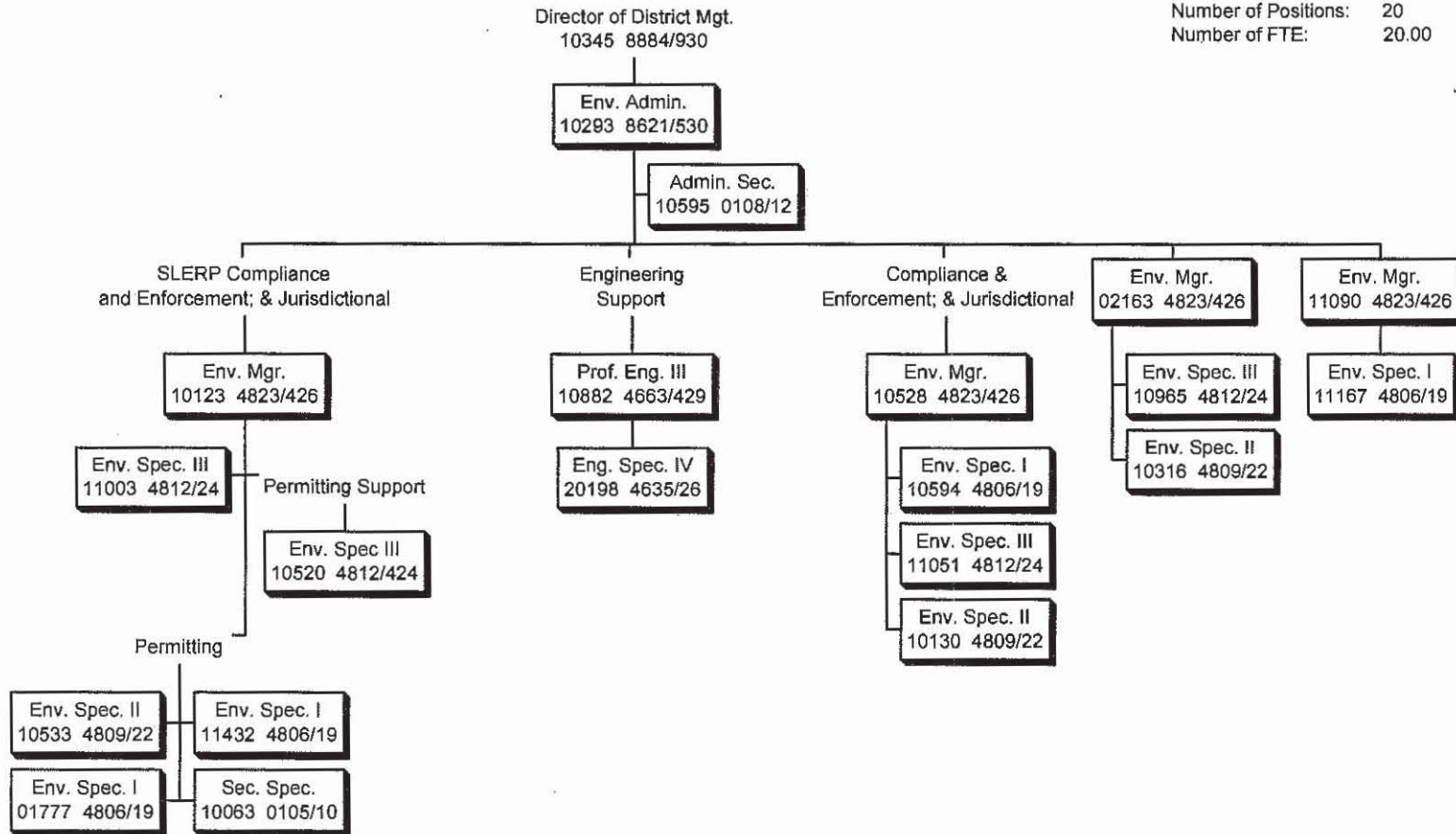


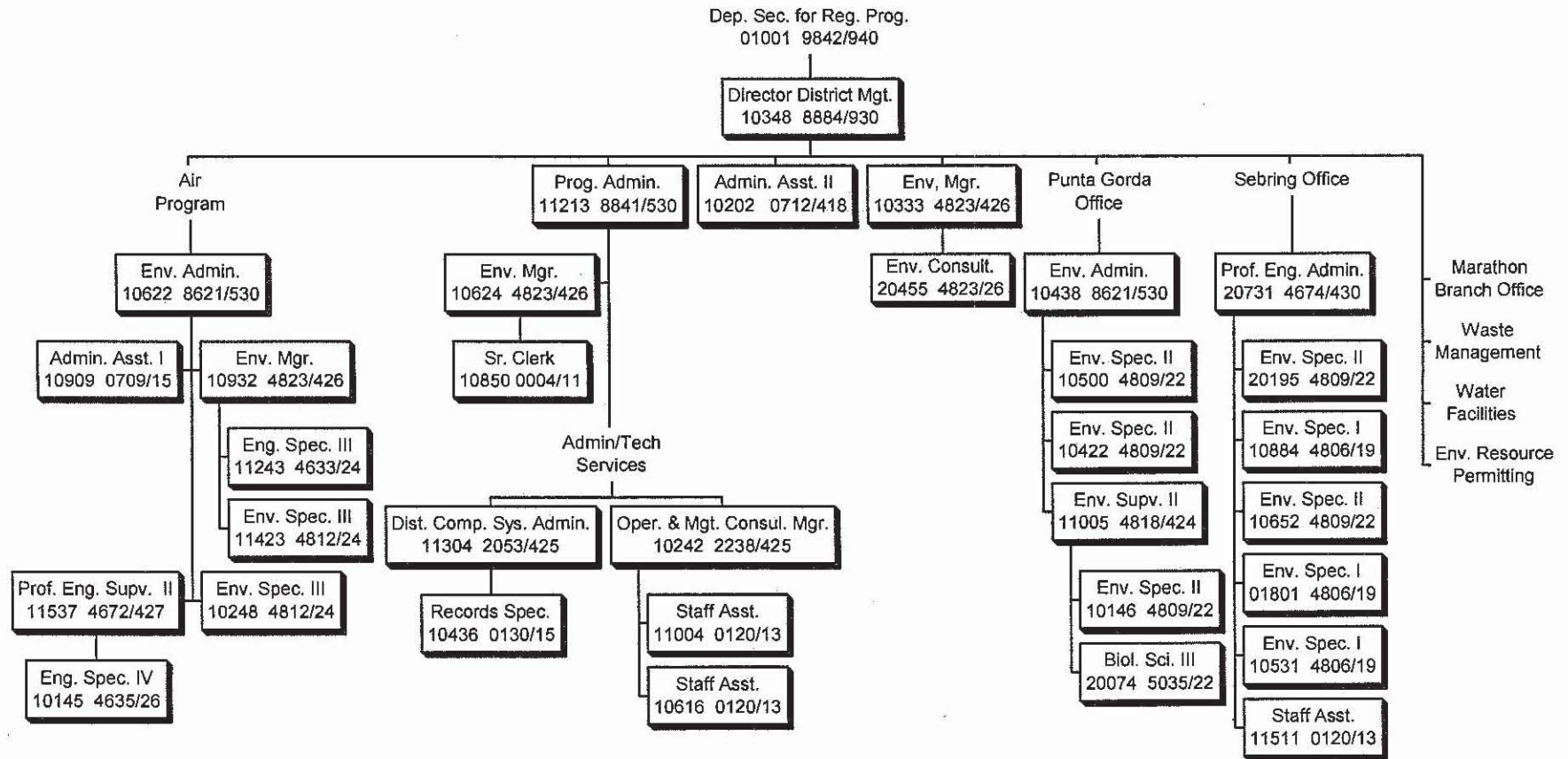


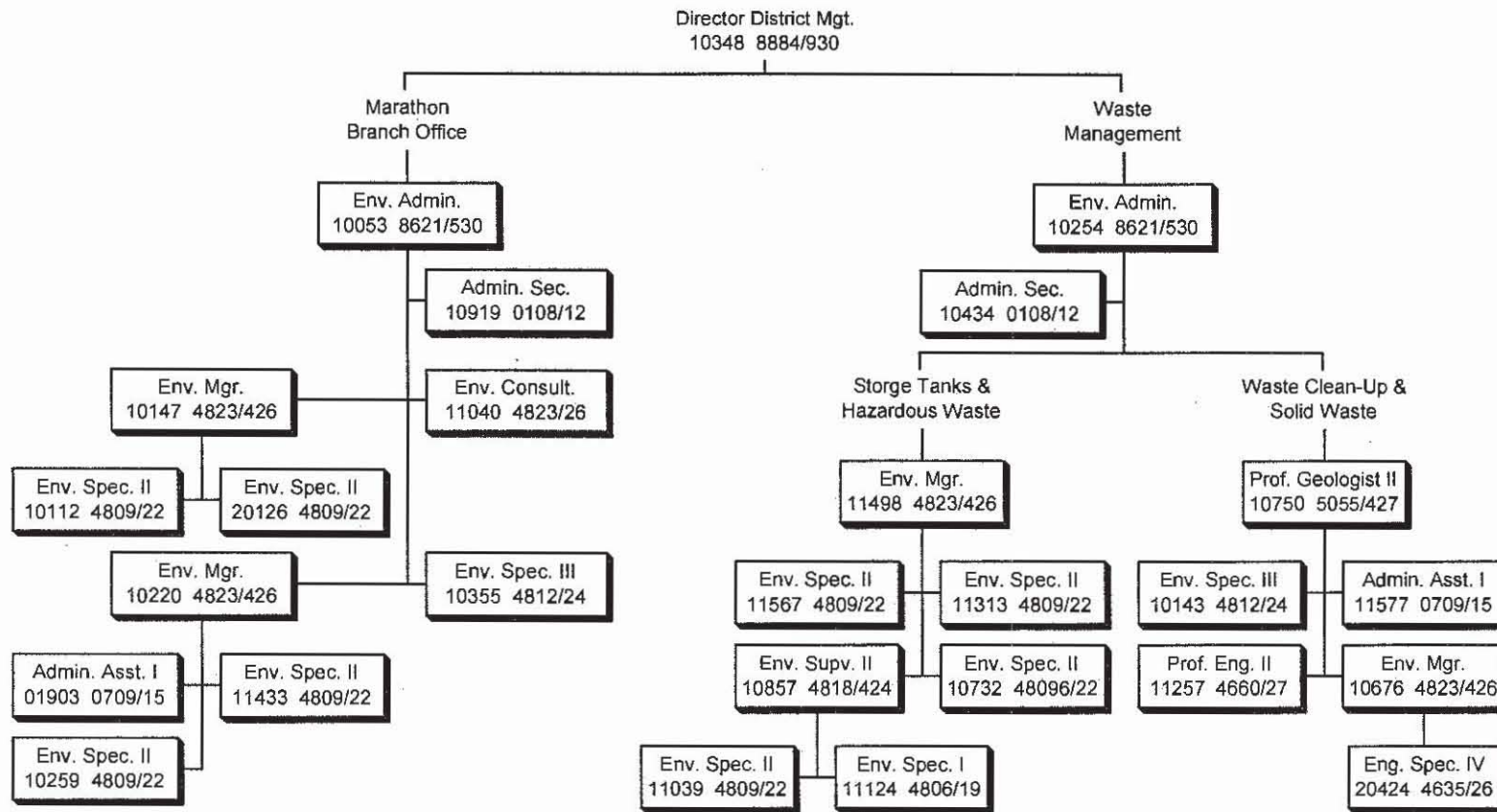
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 Number of Positions: 29
 Number of FTE: 29.00

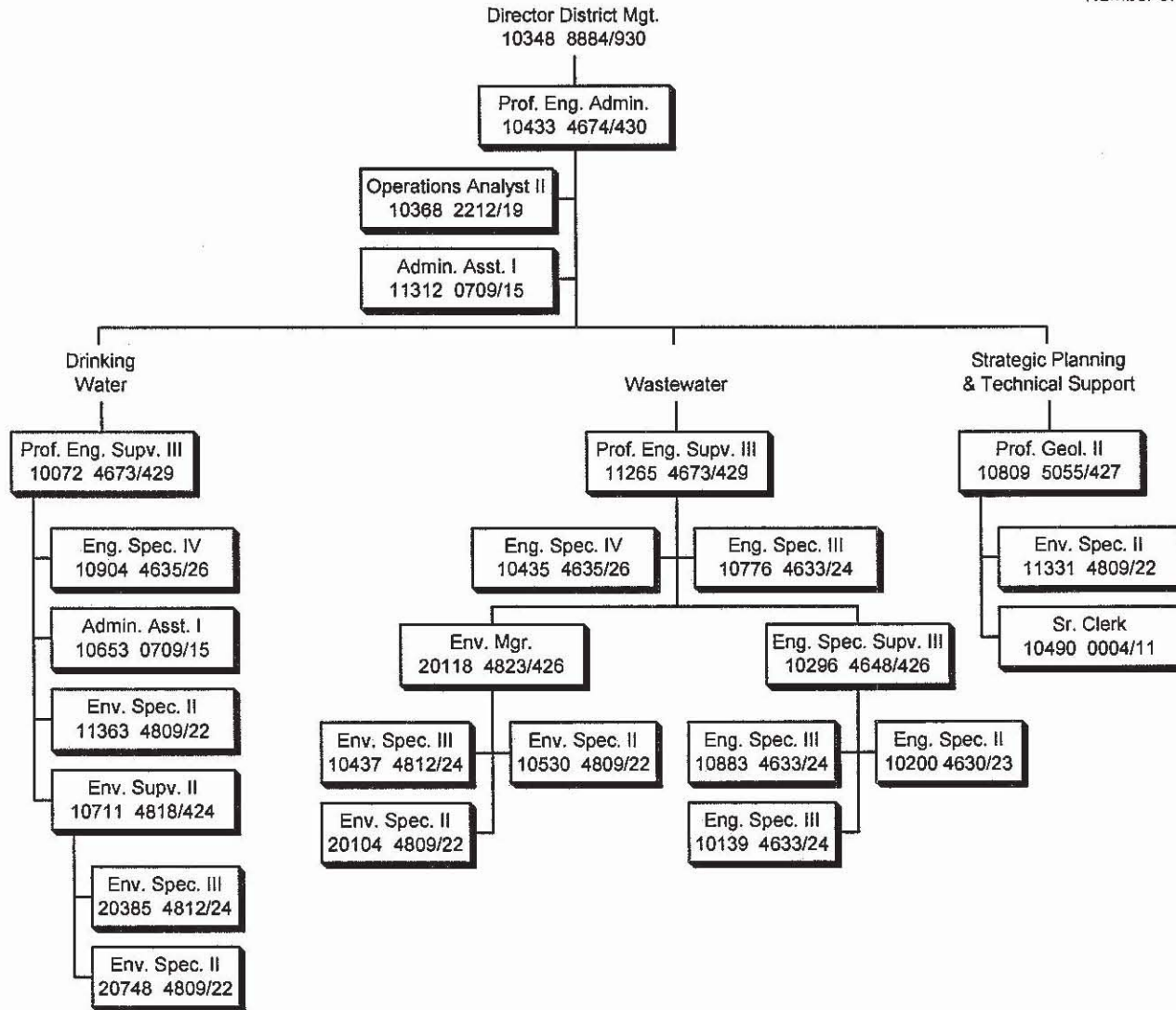


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 Number of FTE: 20.00

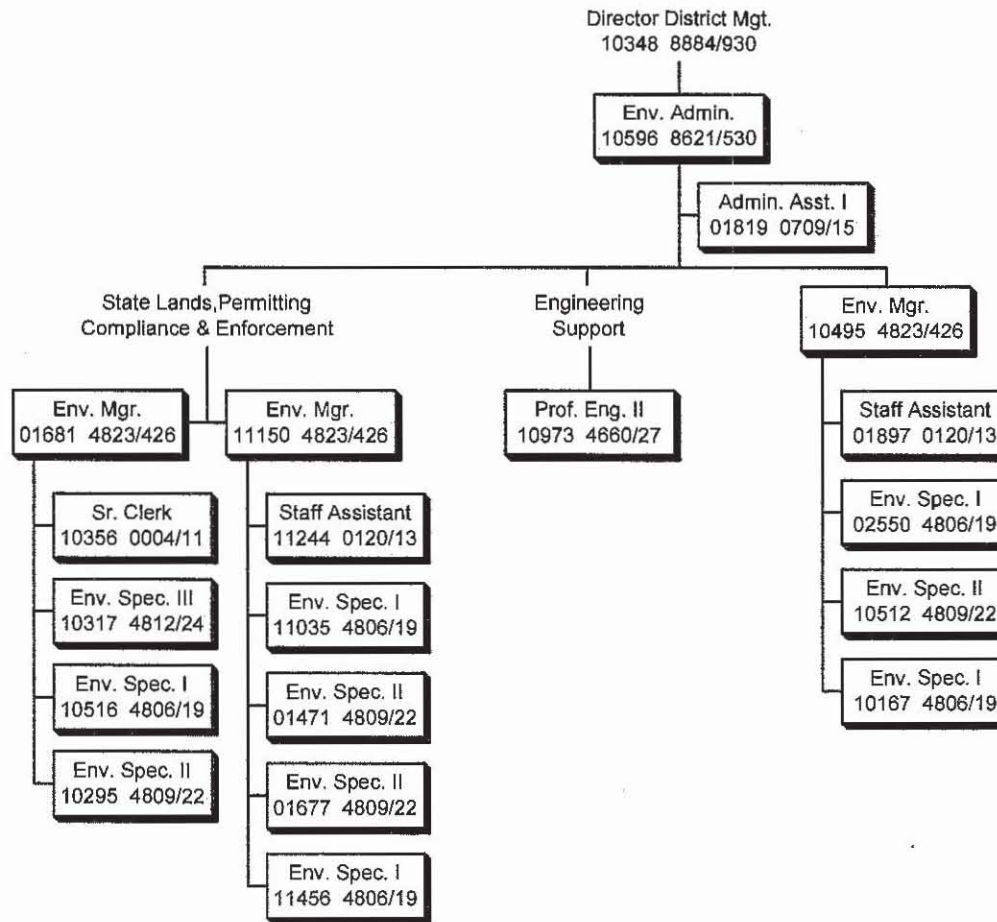


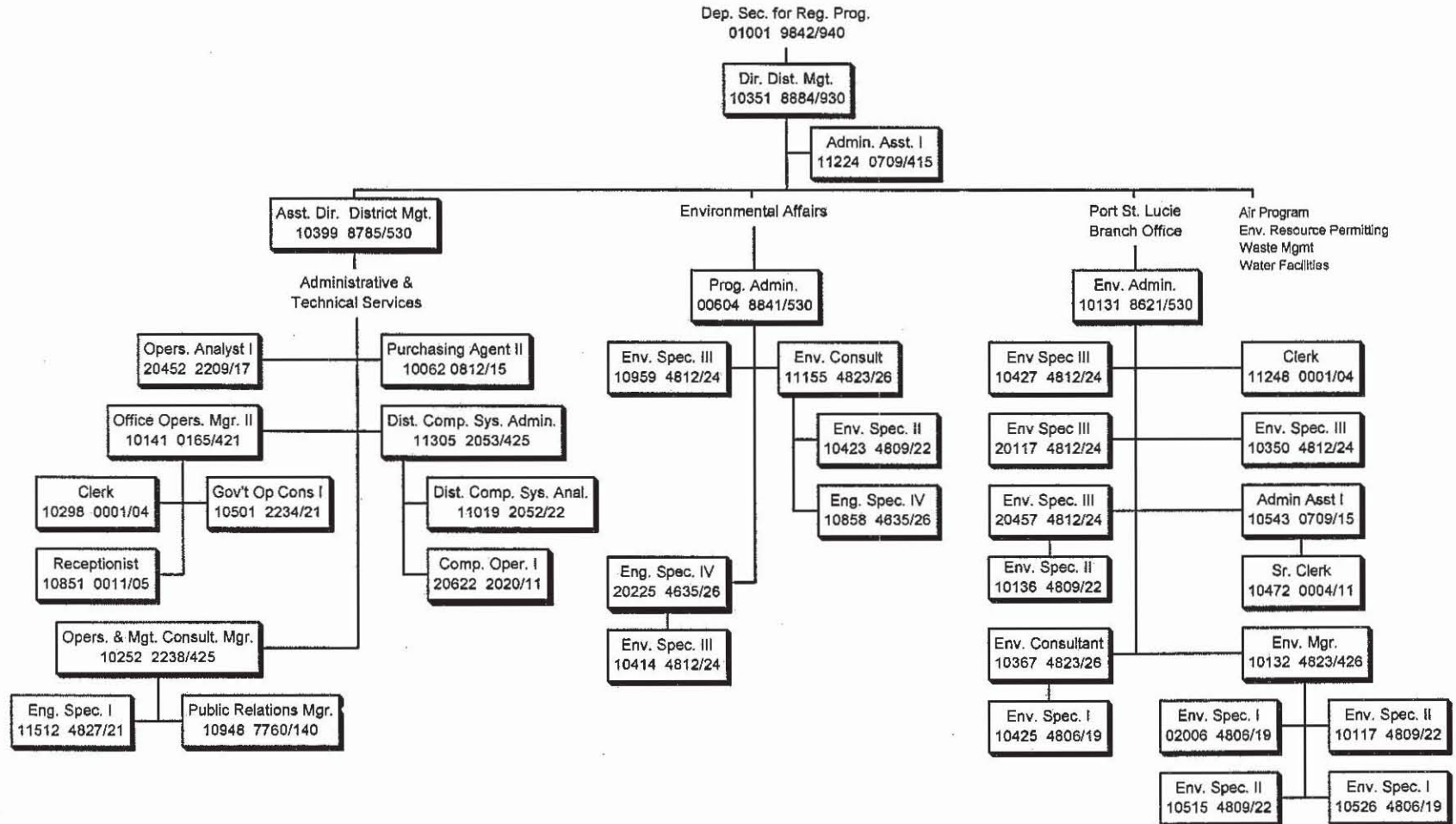




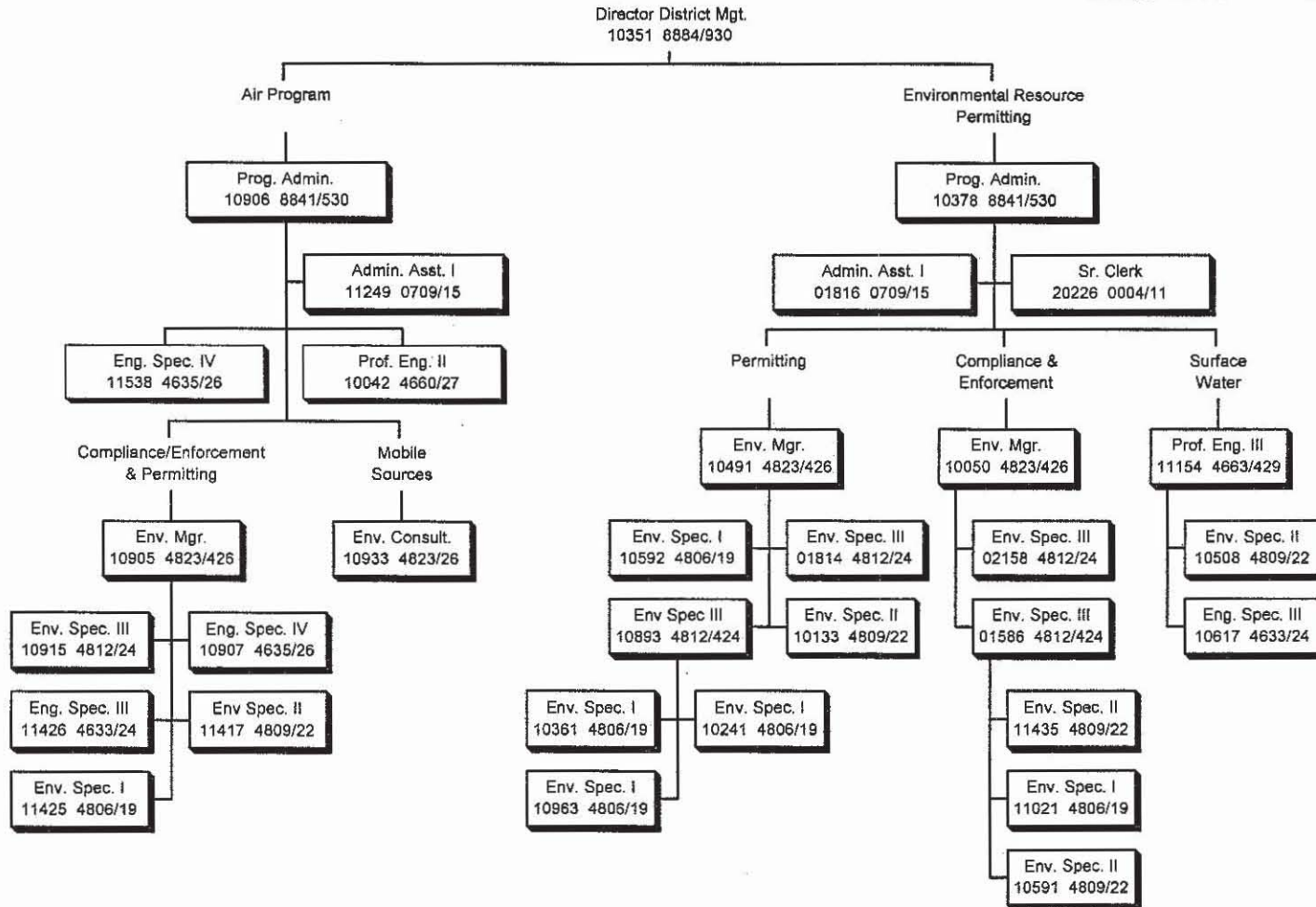


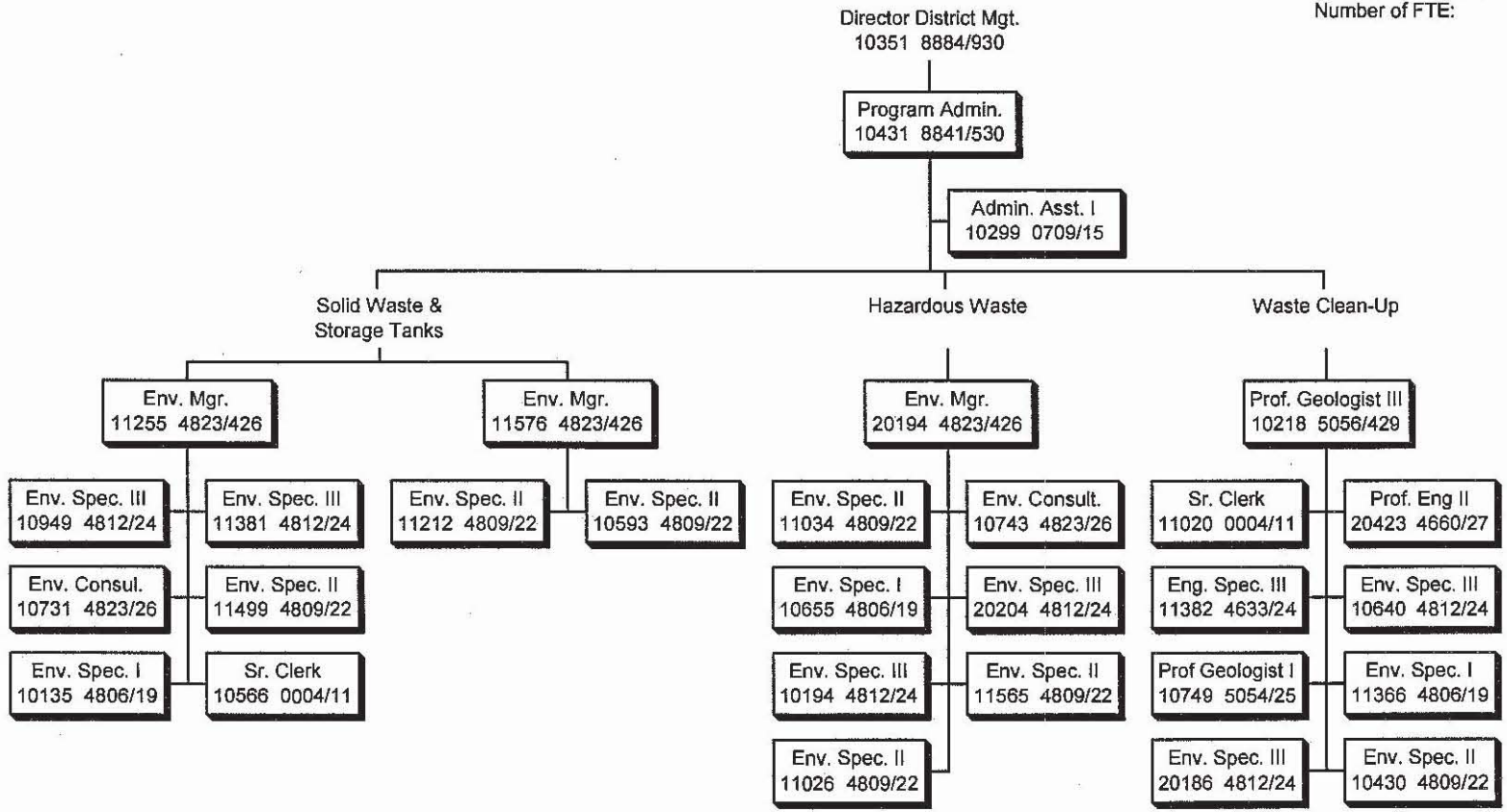
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Number of Positions: 19
Number of FTE: 19.00

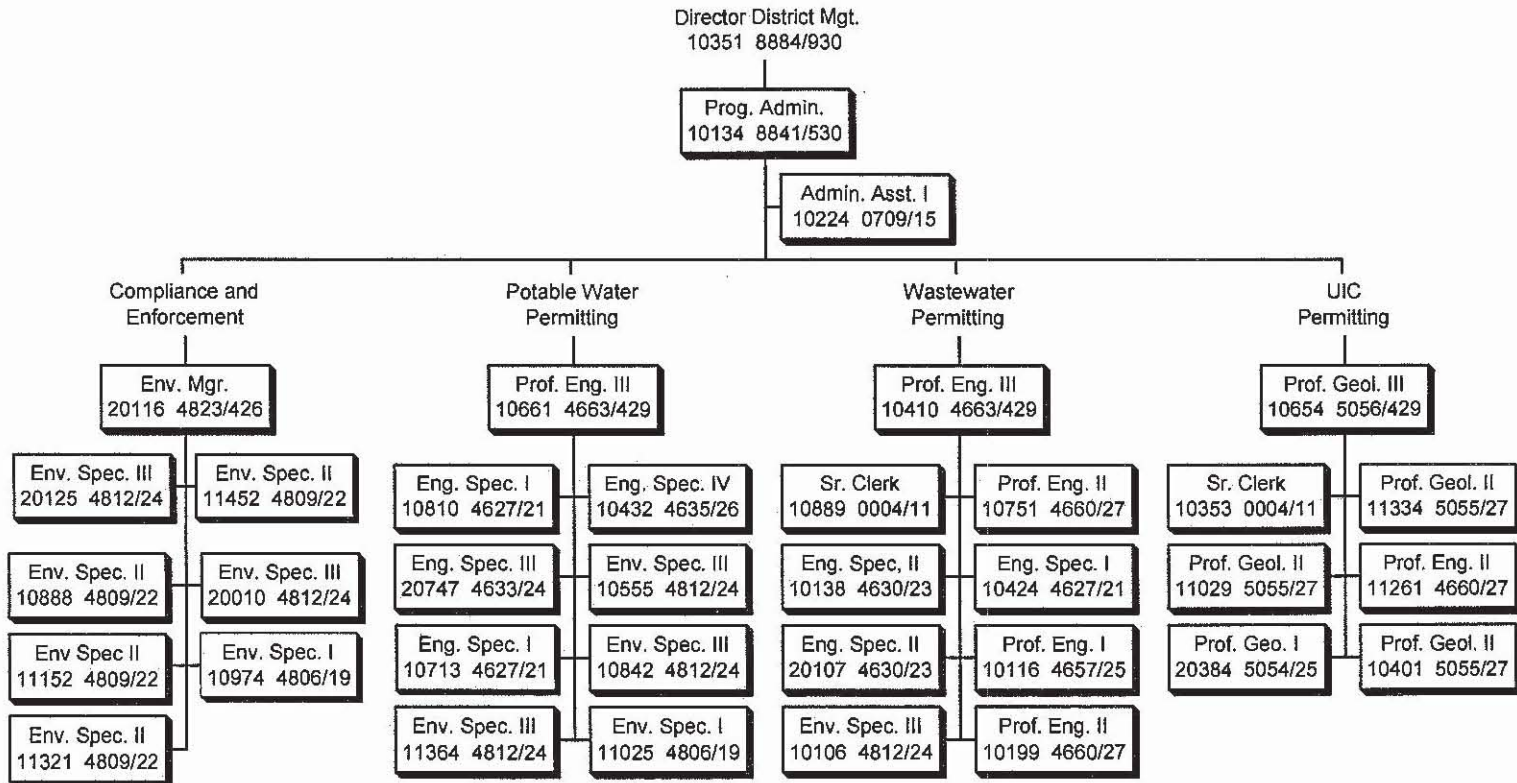




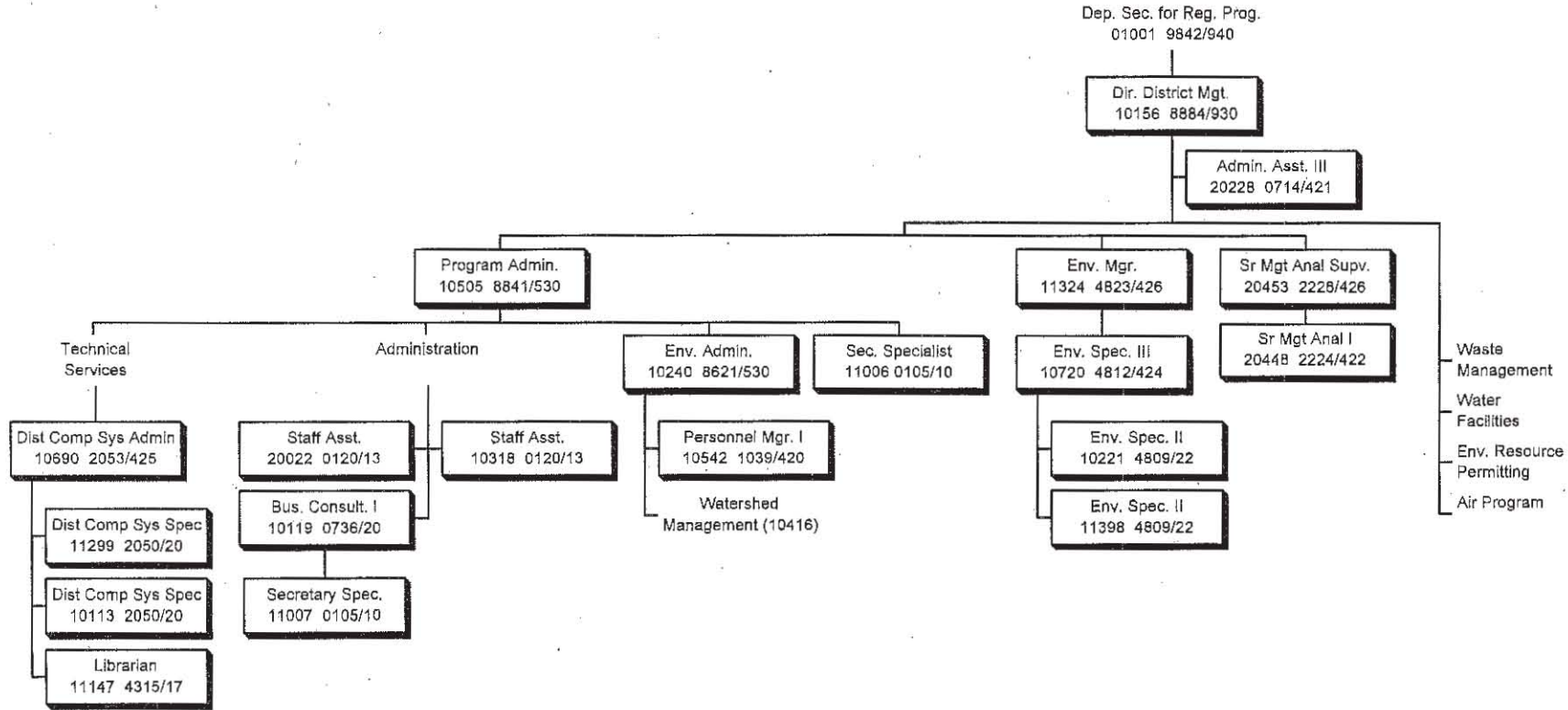
Policy Making Position:
 10948

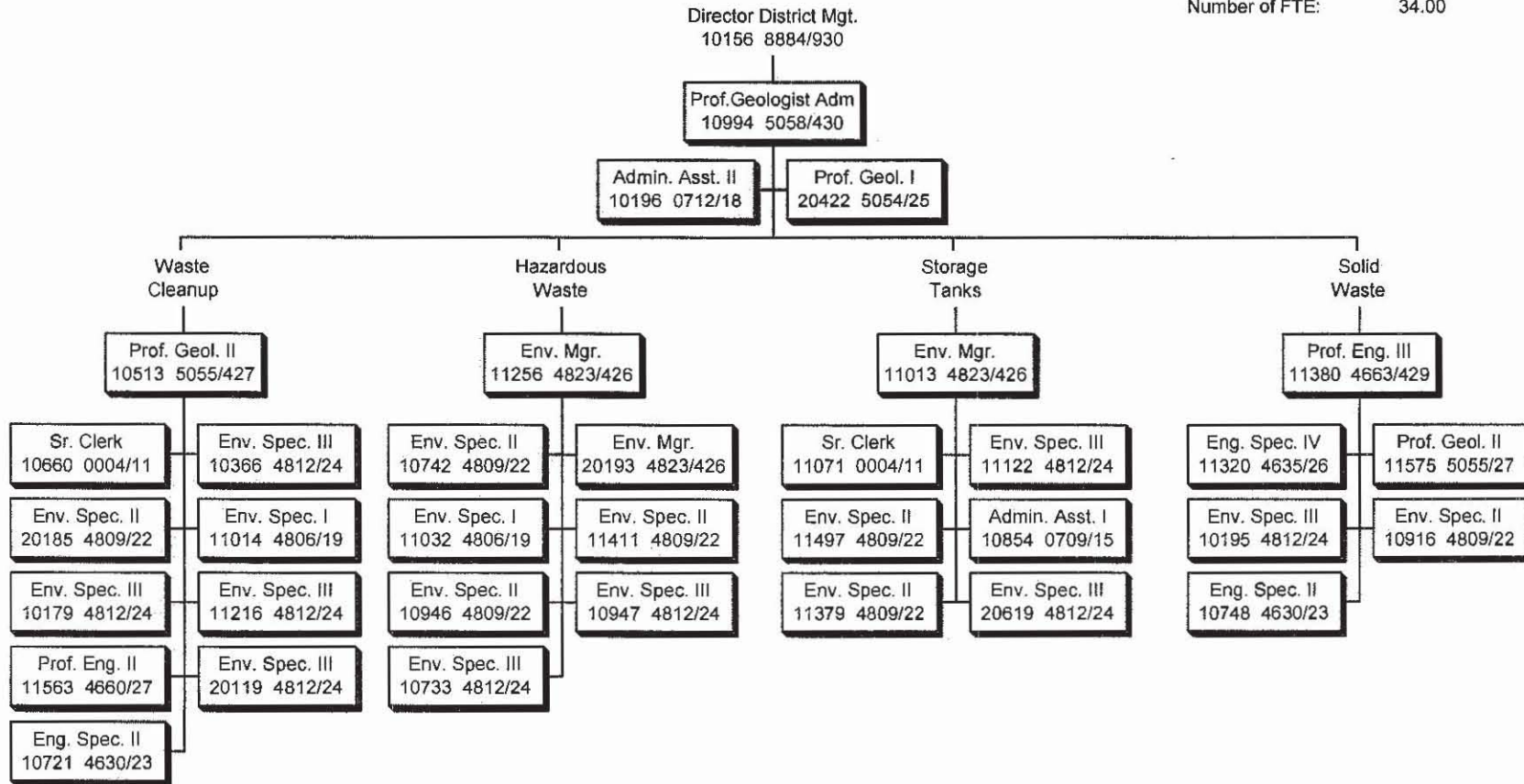




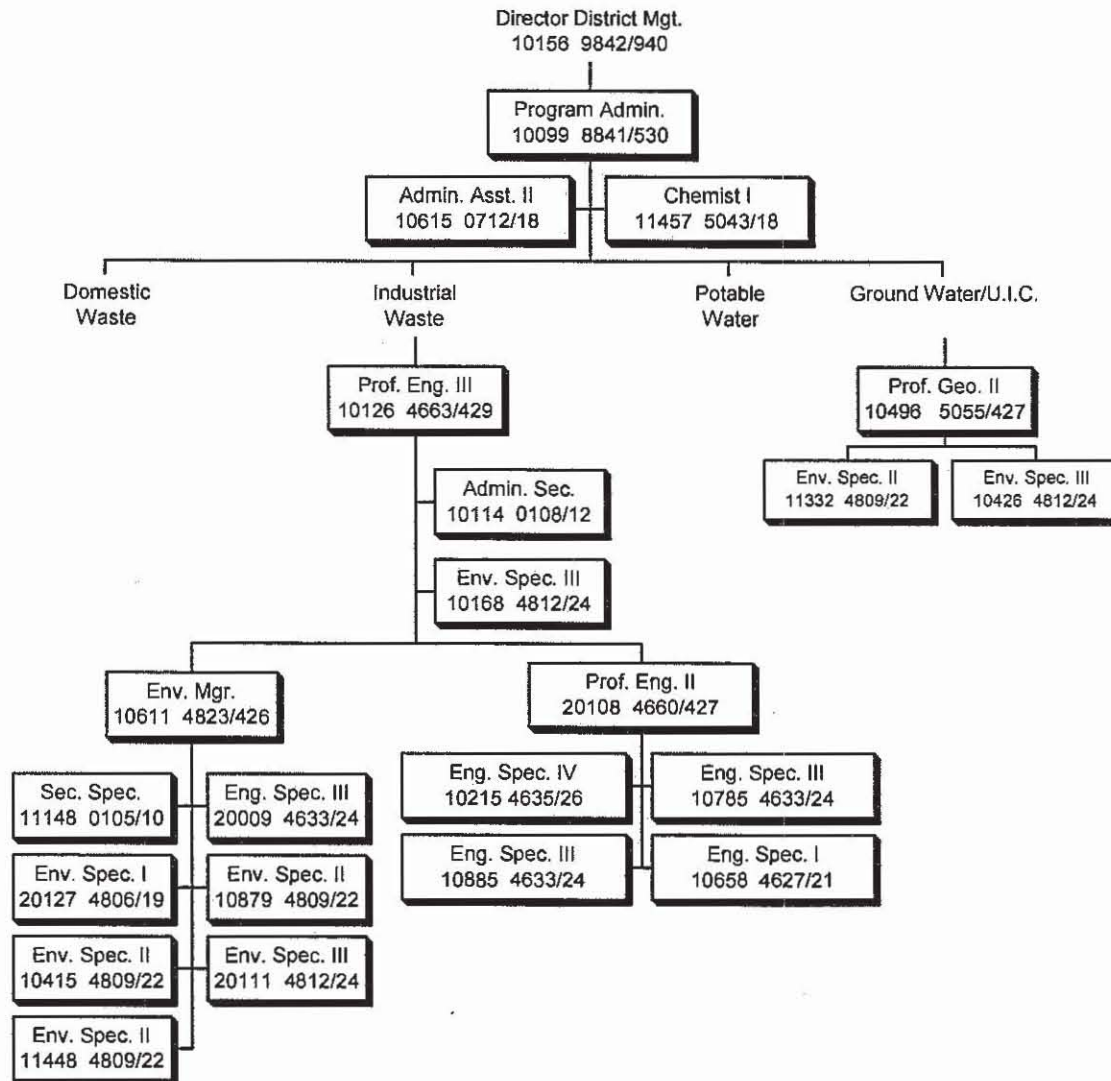


Approved By: _____
 Effective Date: 08/27/2010
 Number of Positions: 20
 Number of FTE: 20.00

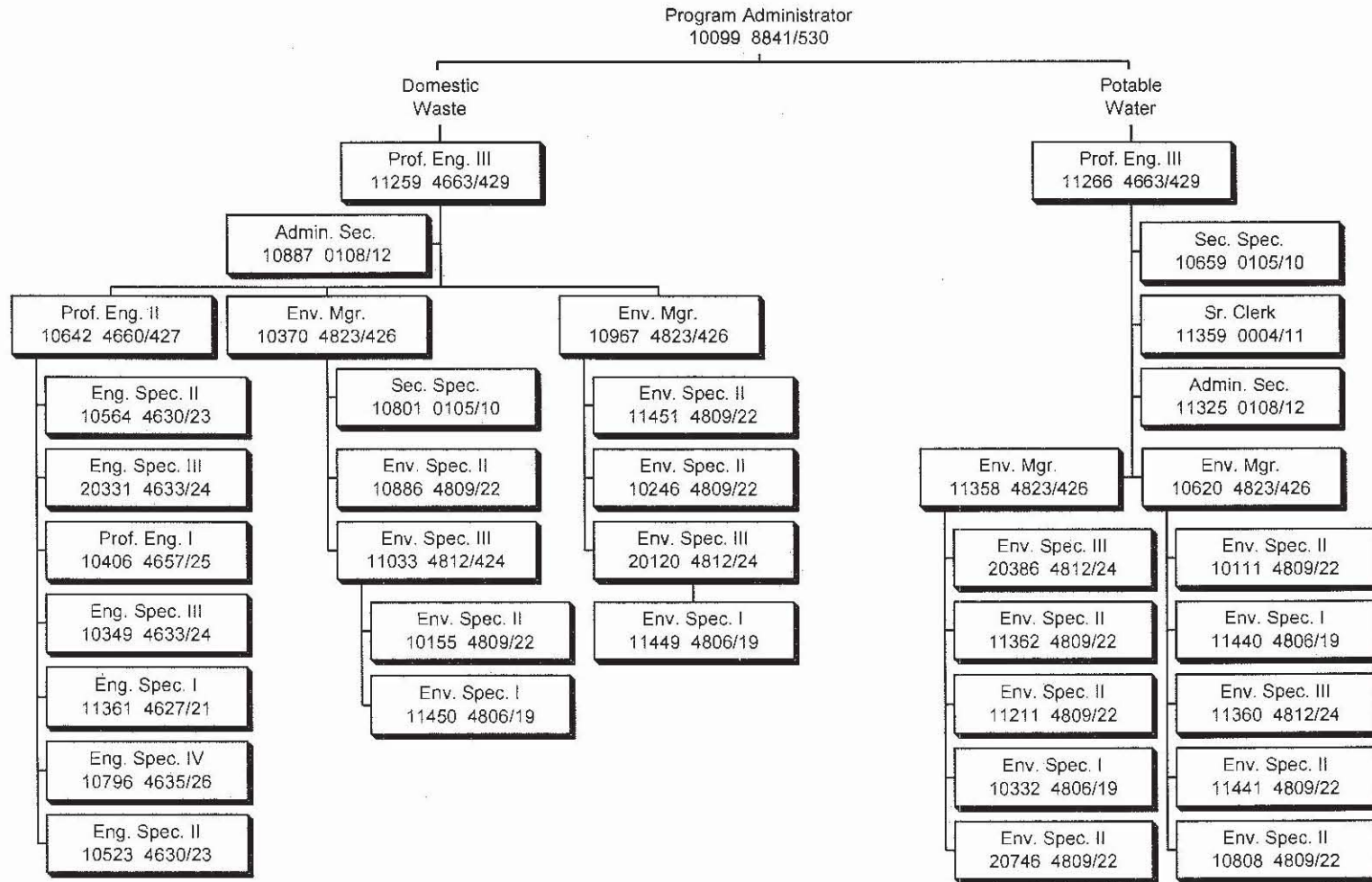


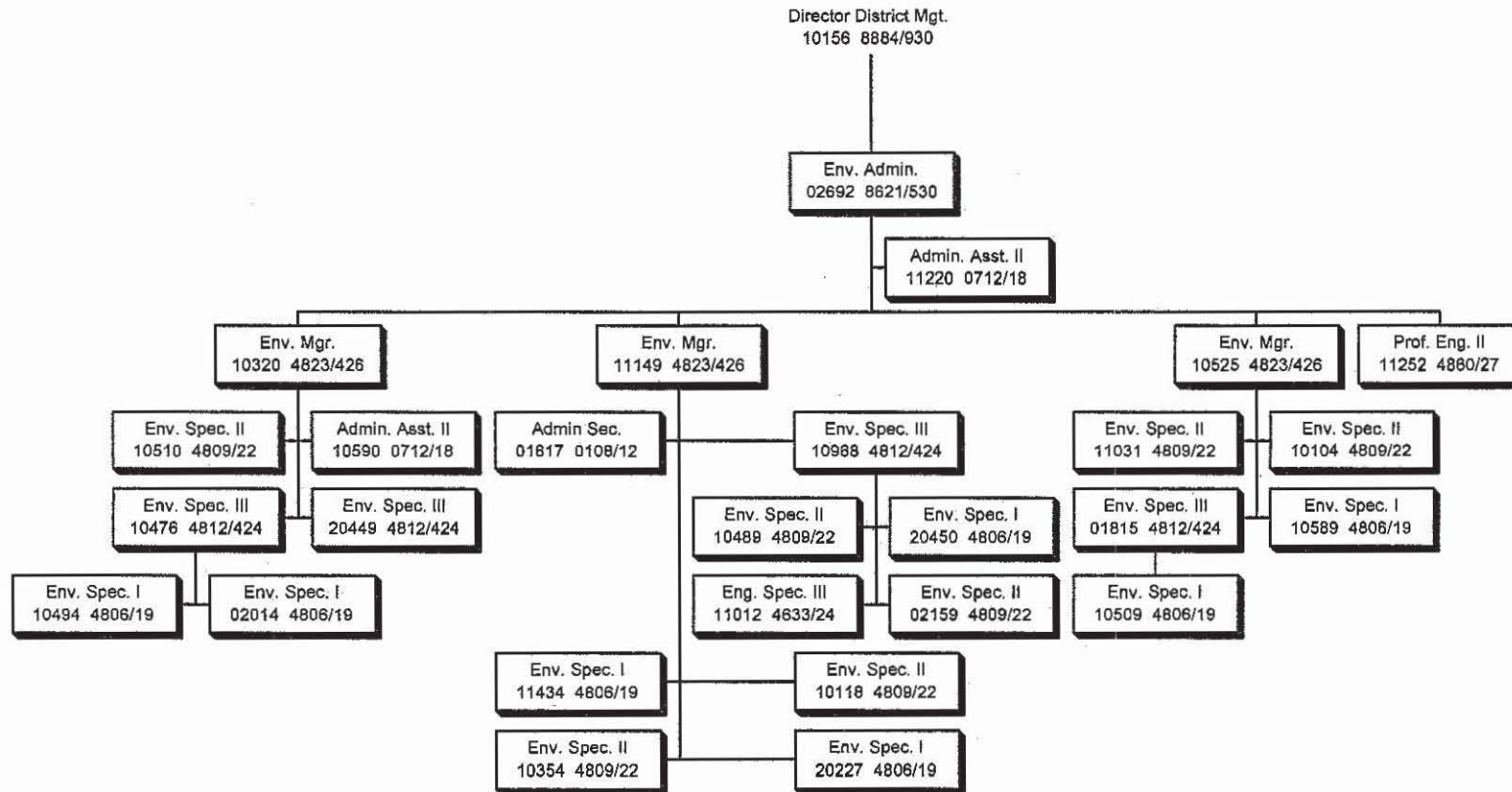


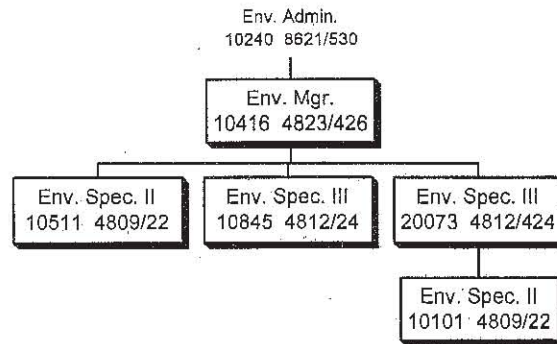
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 Number of Positions: 22
 Number of FTE: 22.00

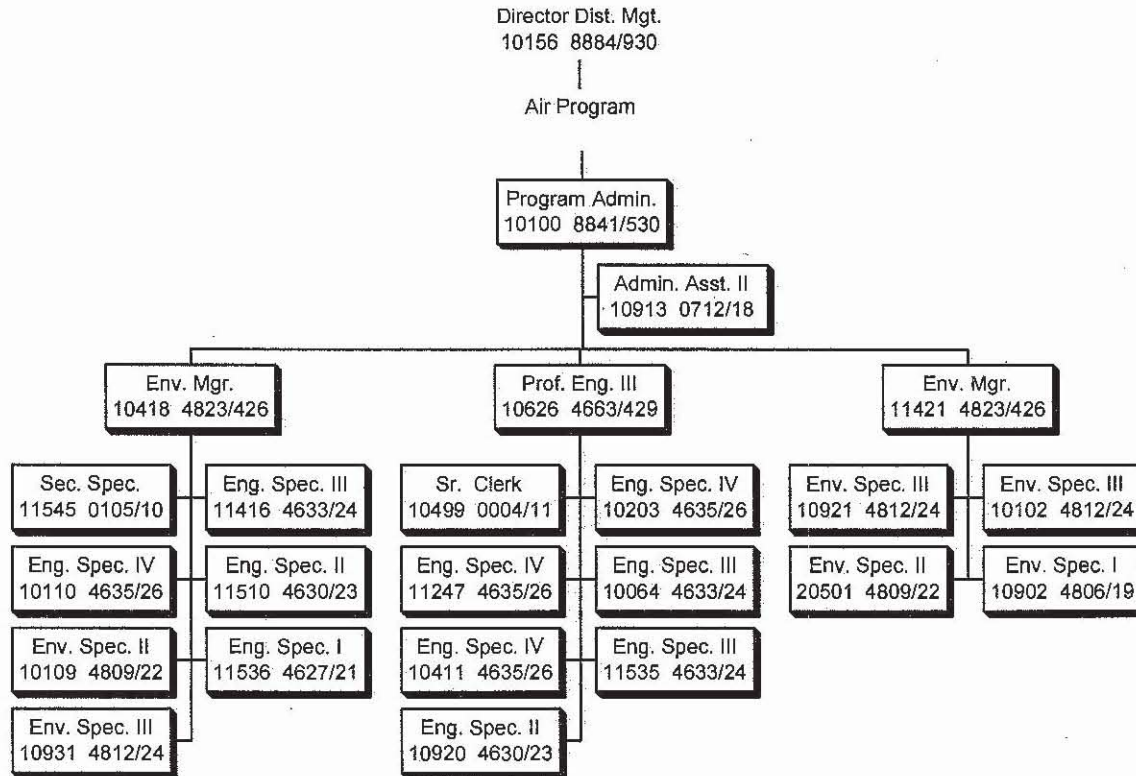


Approved By: _____
 Effective Date: 03/01/2010
 Number of Positions: 37
 Number of FTE: 37.00

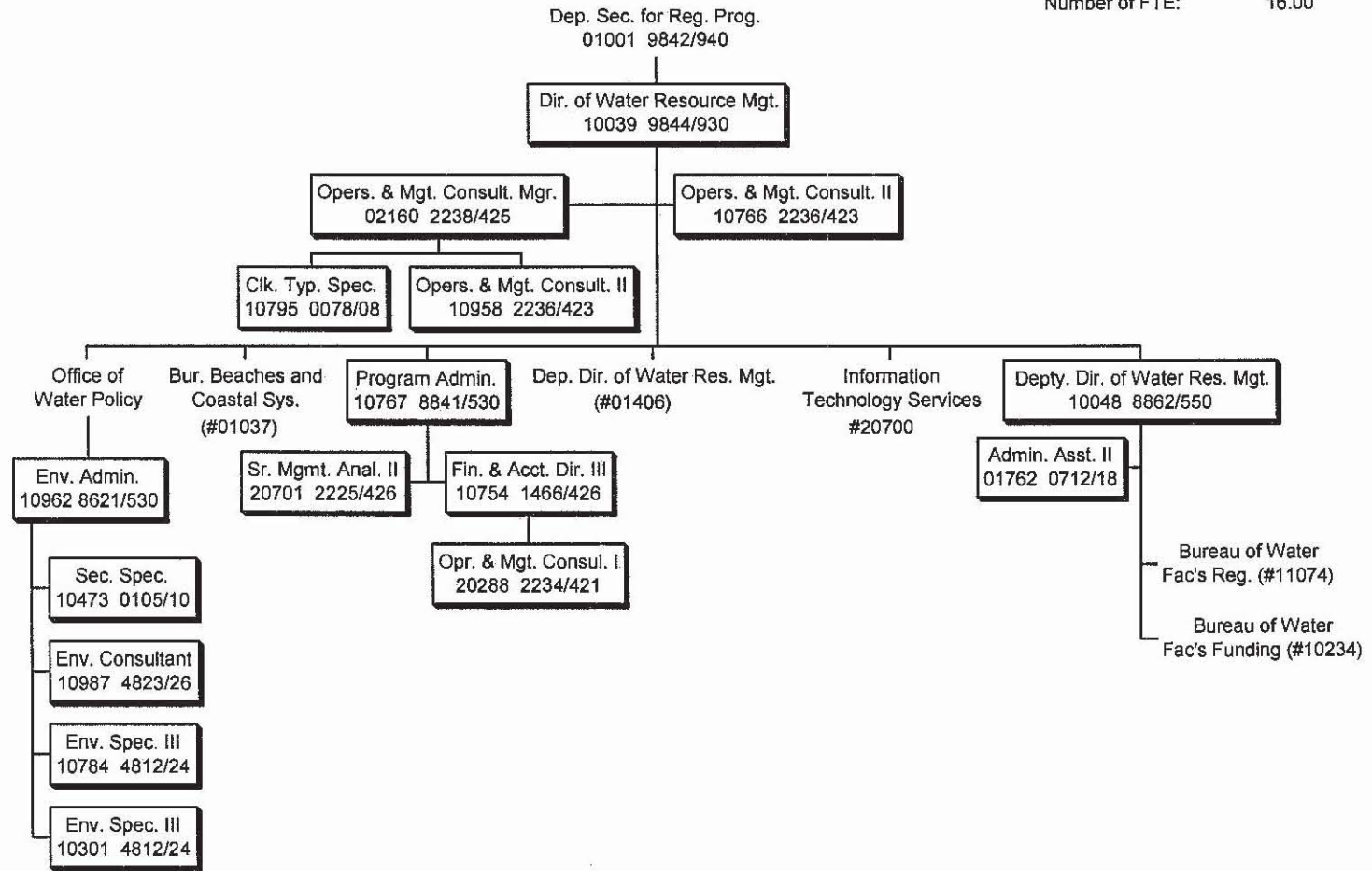


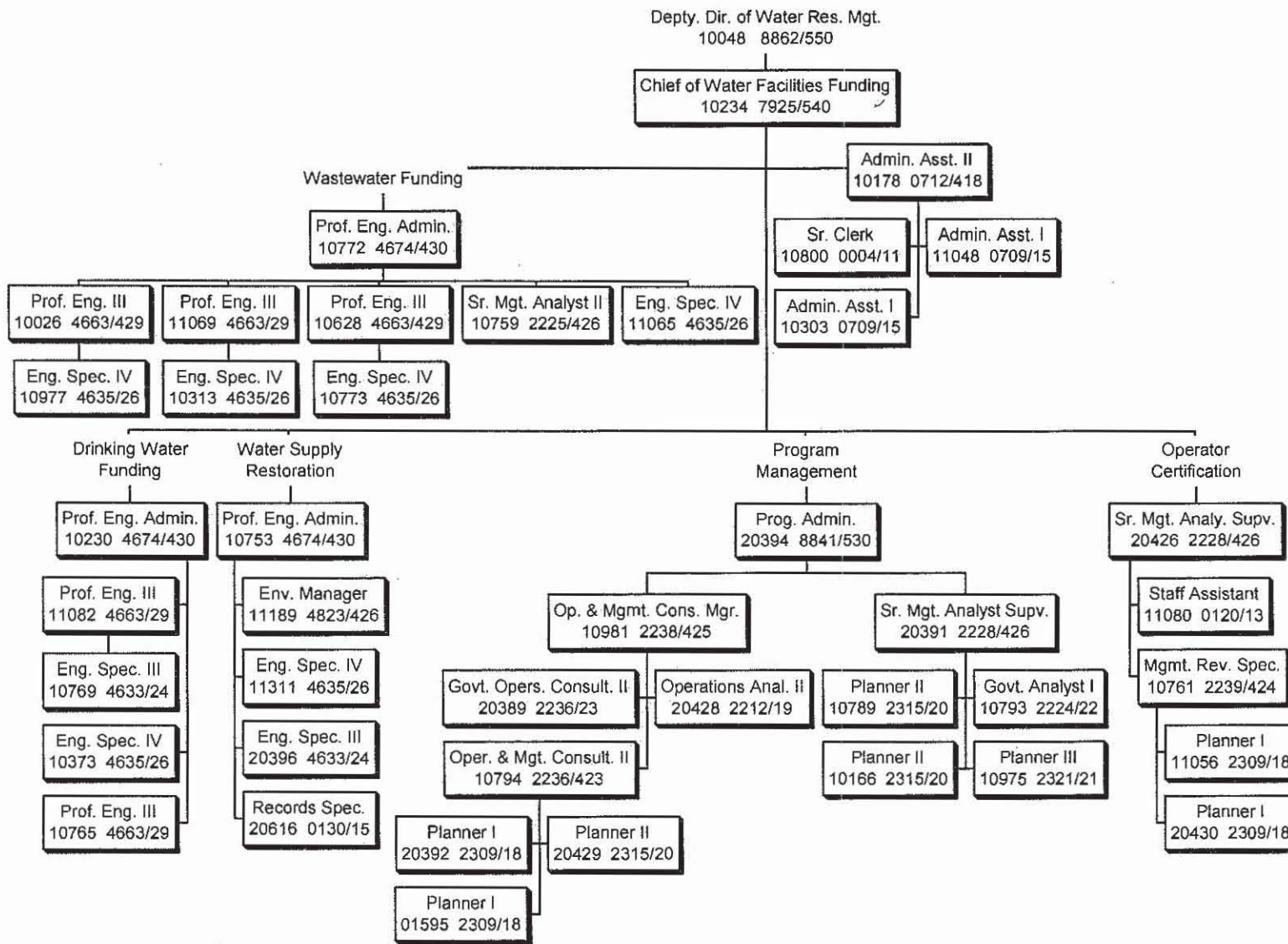


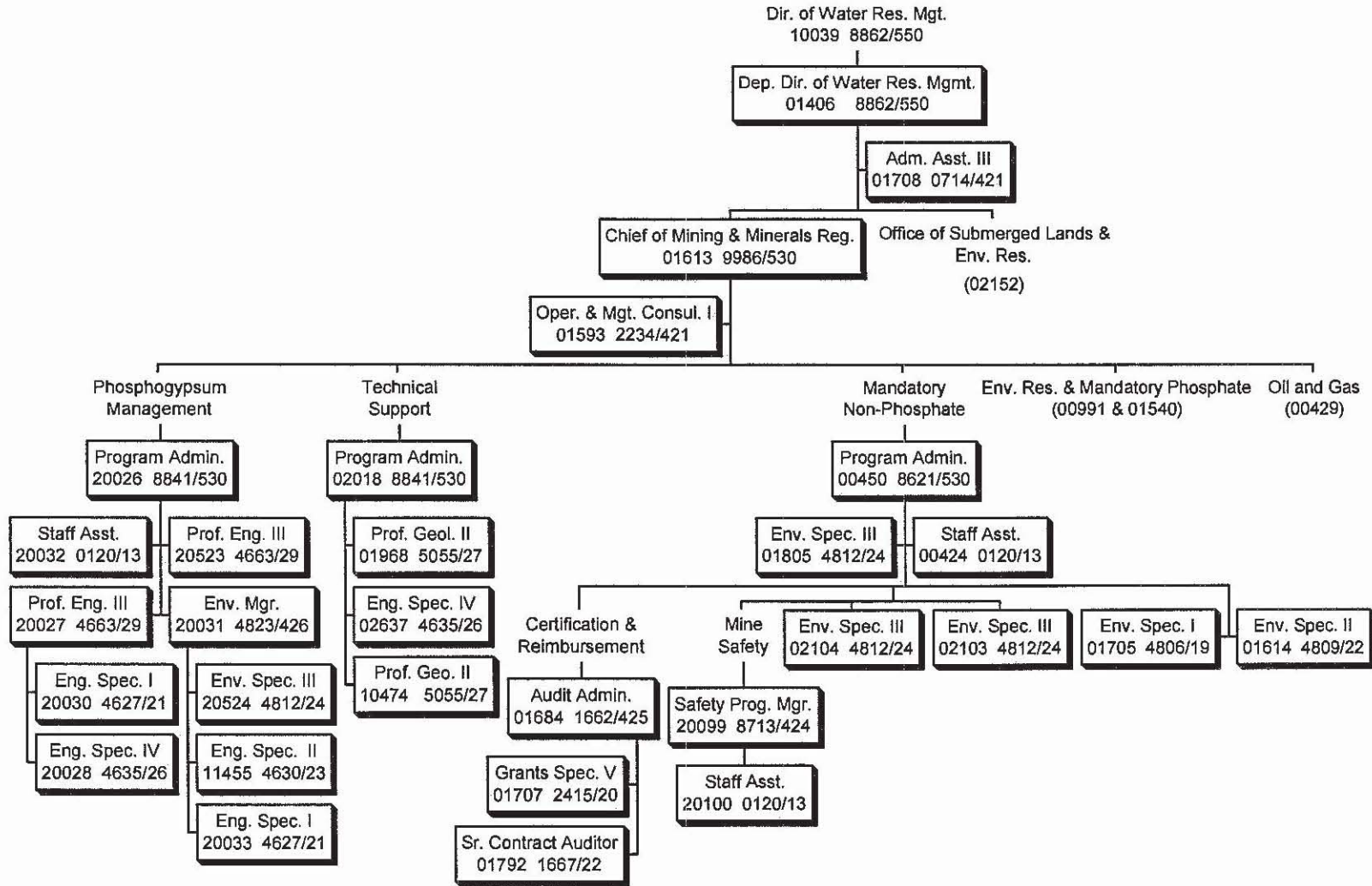


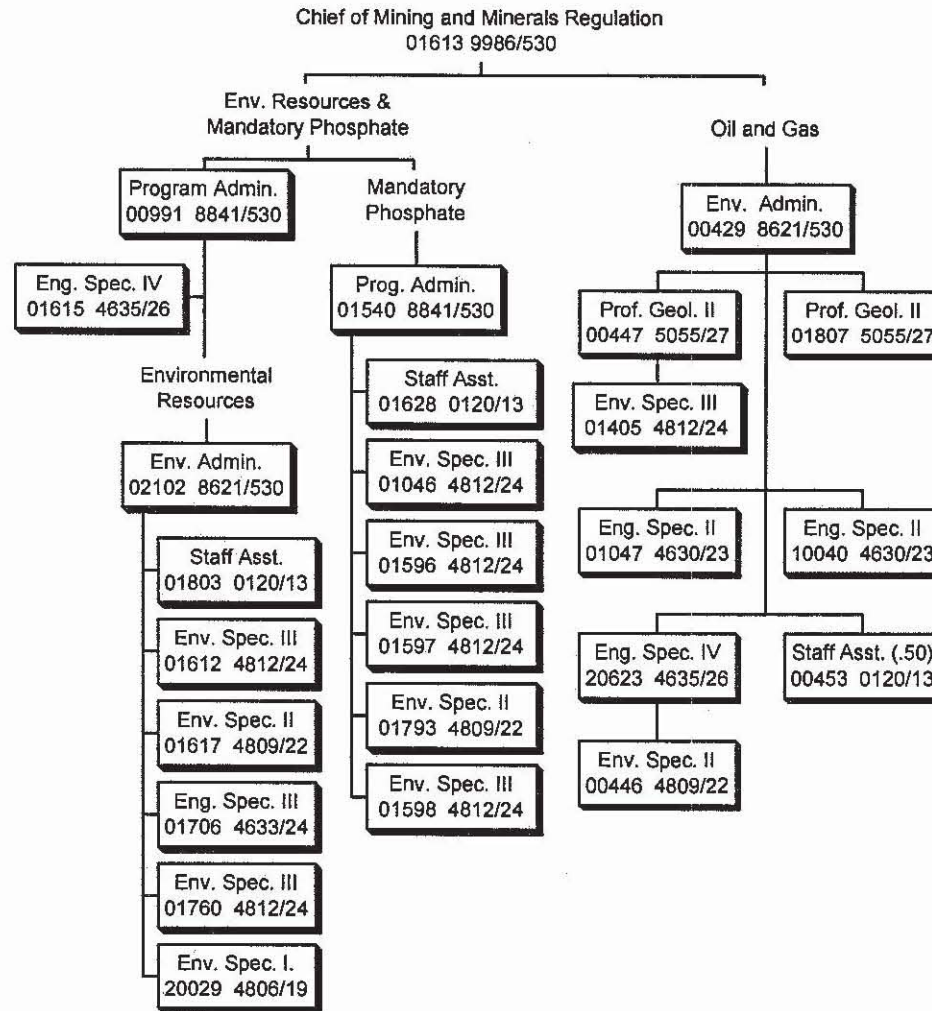


Approved By: _____
 Effective Date: 07/01/2010
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 Number of FTE: 16.00

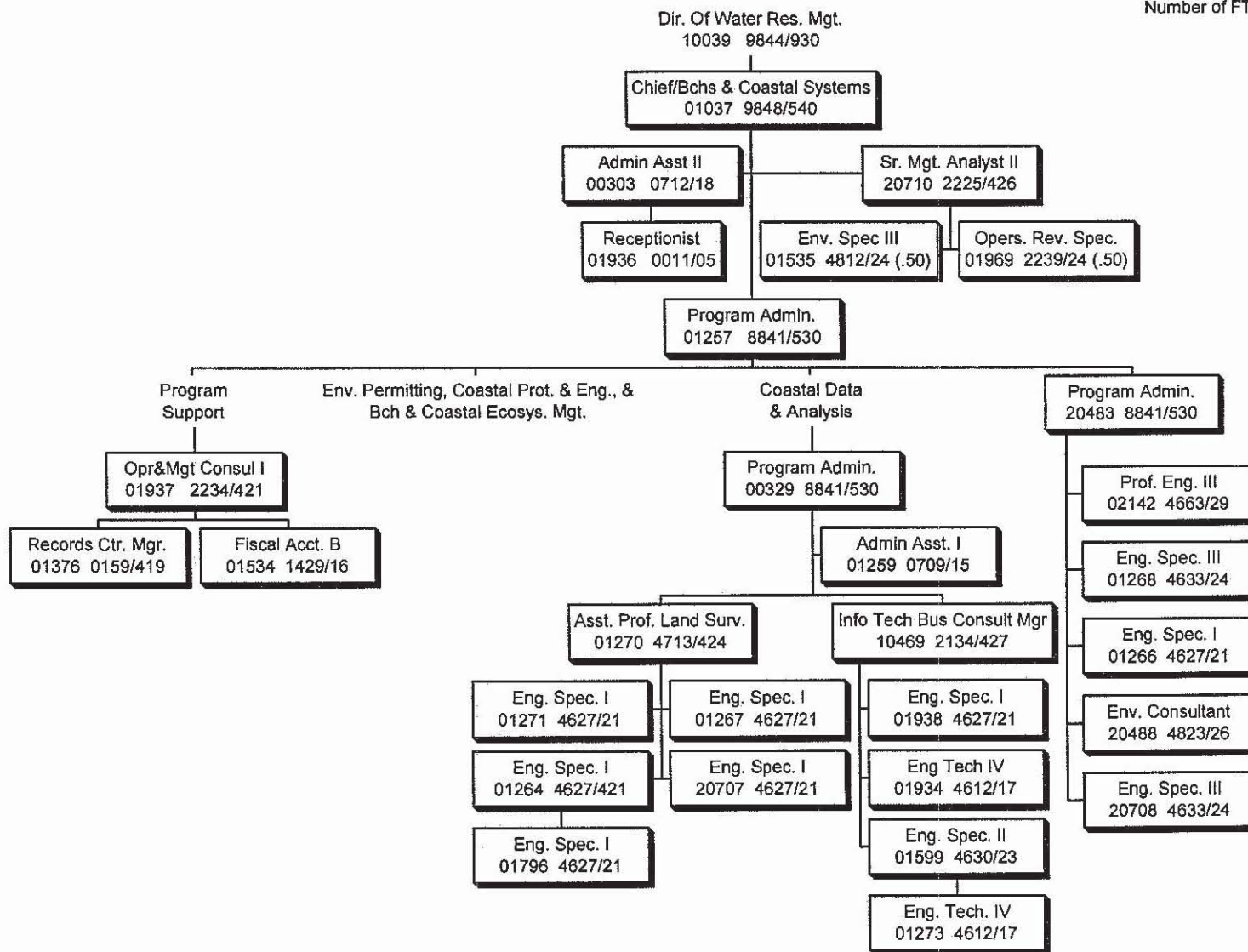




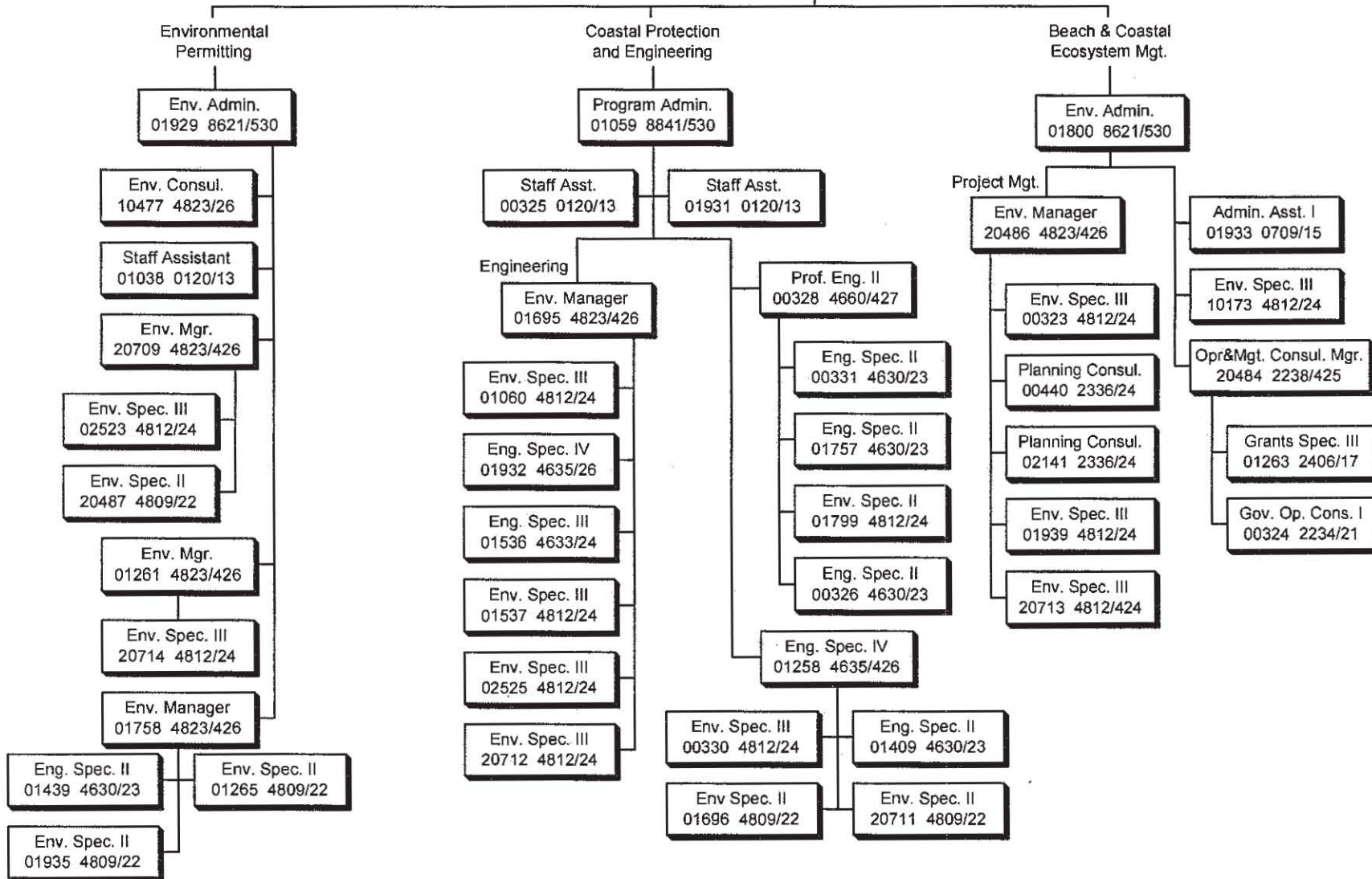




Approved By: _____
 Effective Date: 07/01/2010 (1)
 Number of Positions: 29
 Number of FTE: 28.00

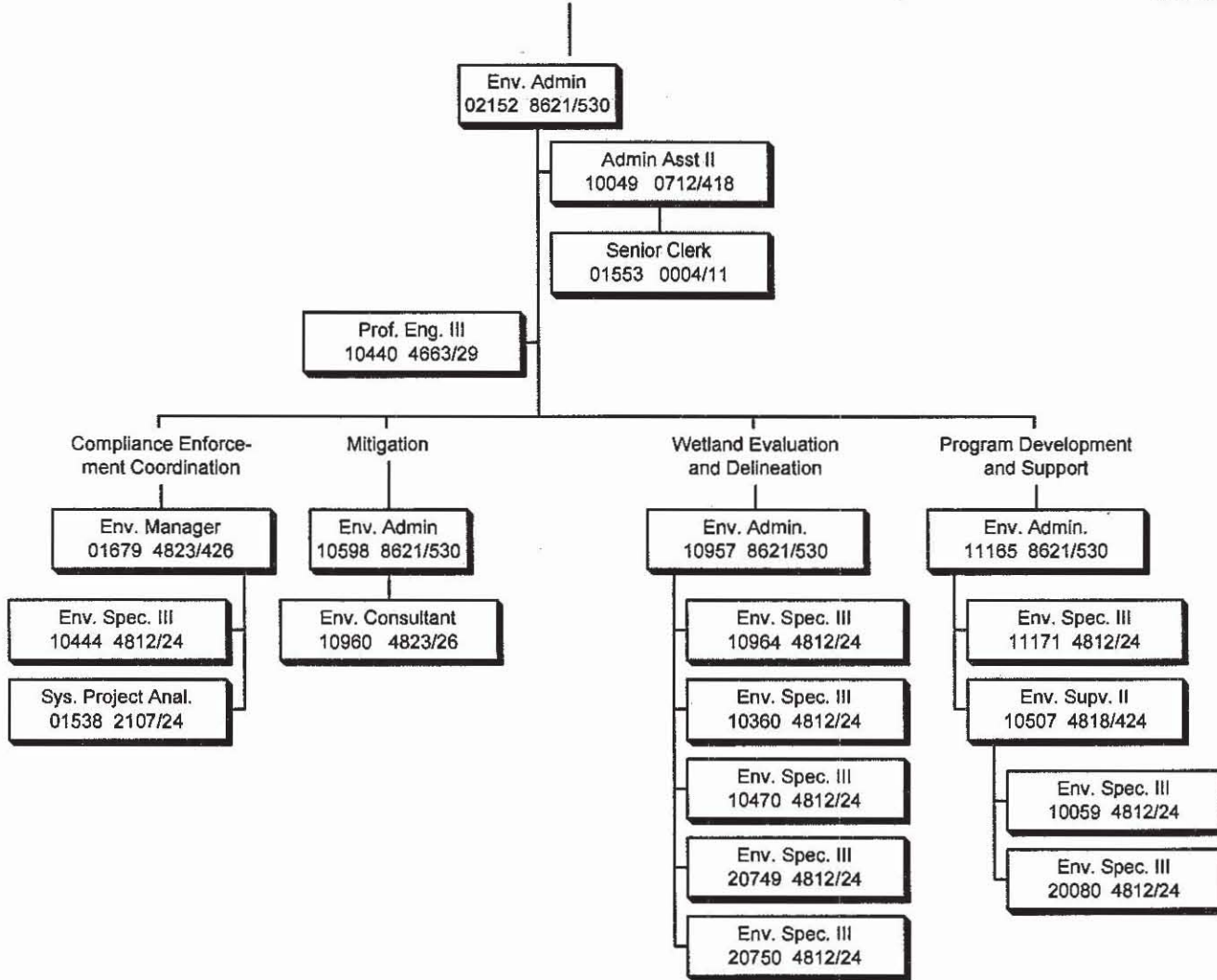


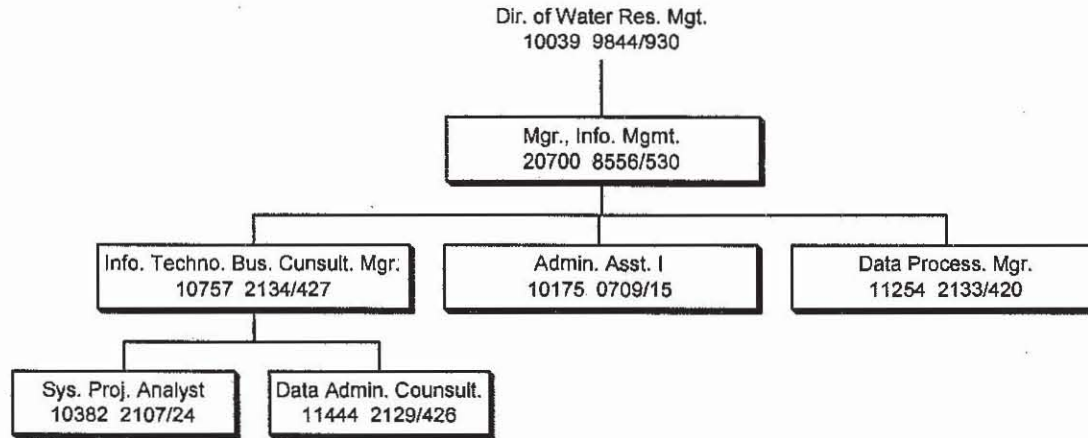
Program Administrator
 01257 8841/530

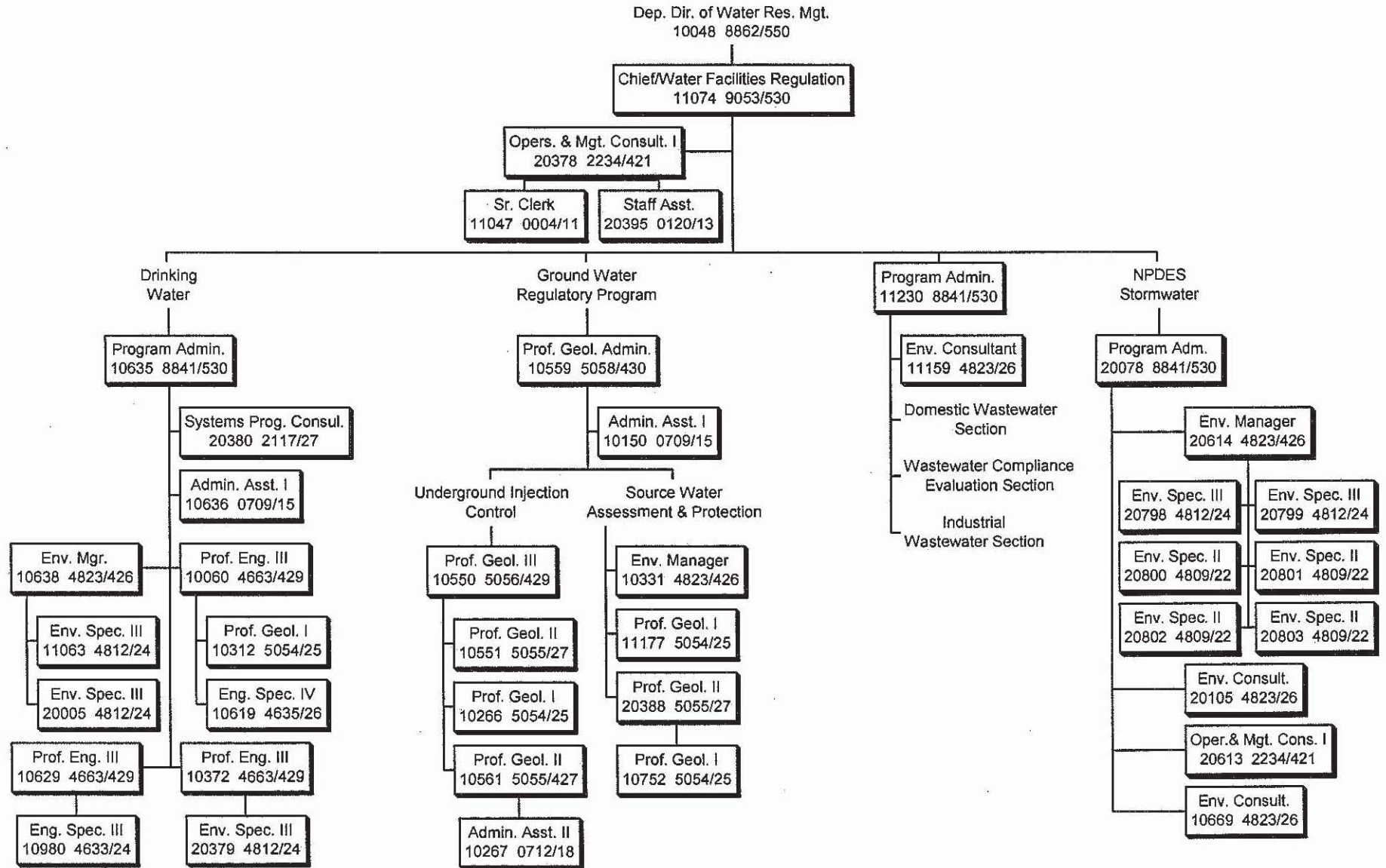


Deputy Dir. of Water Res. Mgmt.
01406 8862/550

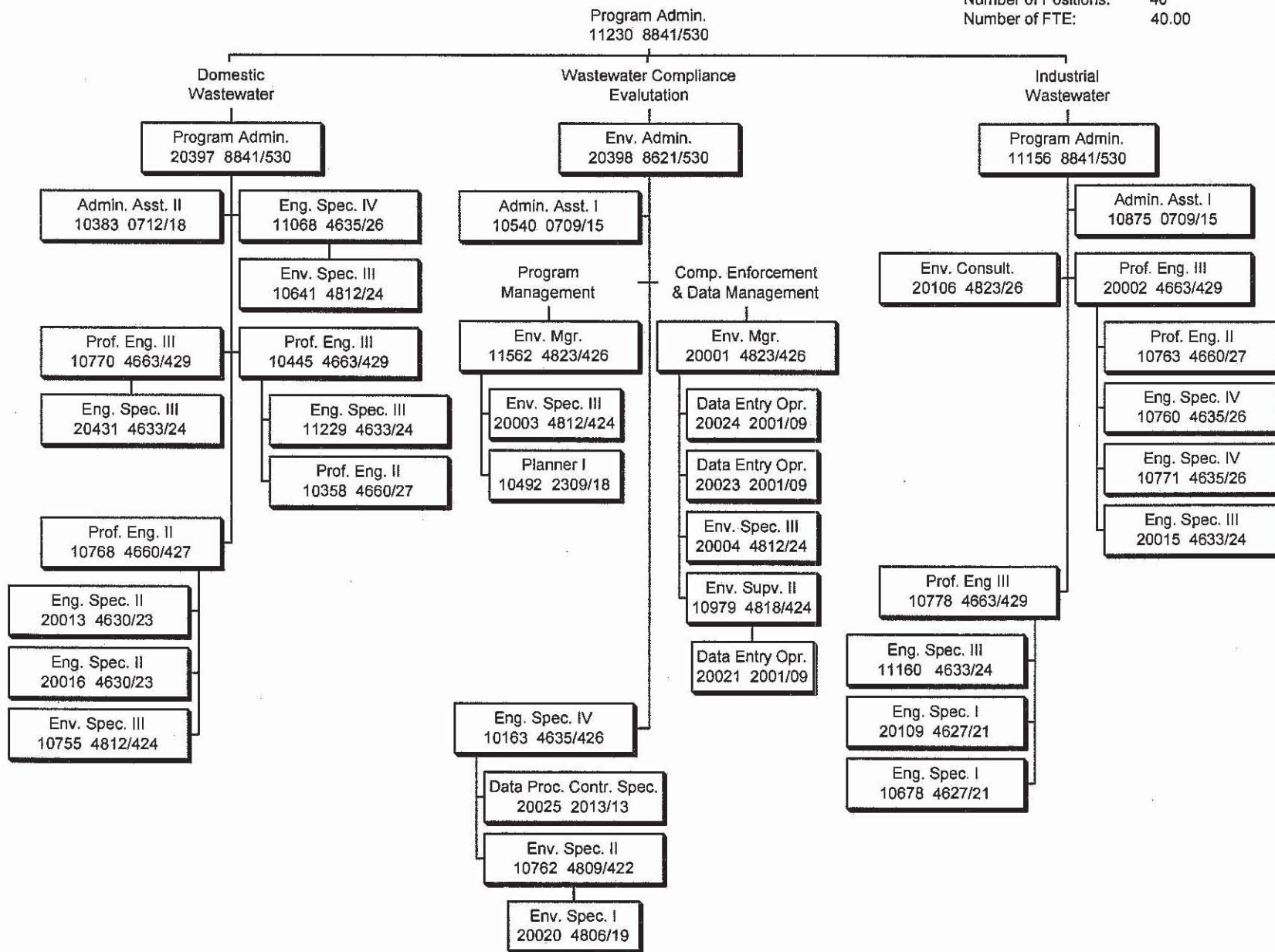
Approved By: _____
Effective Date: 08/01/2010
Number of Positions: 20
Number of FTE: 20.0



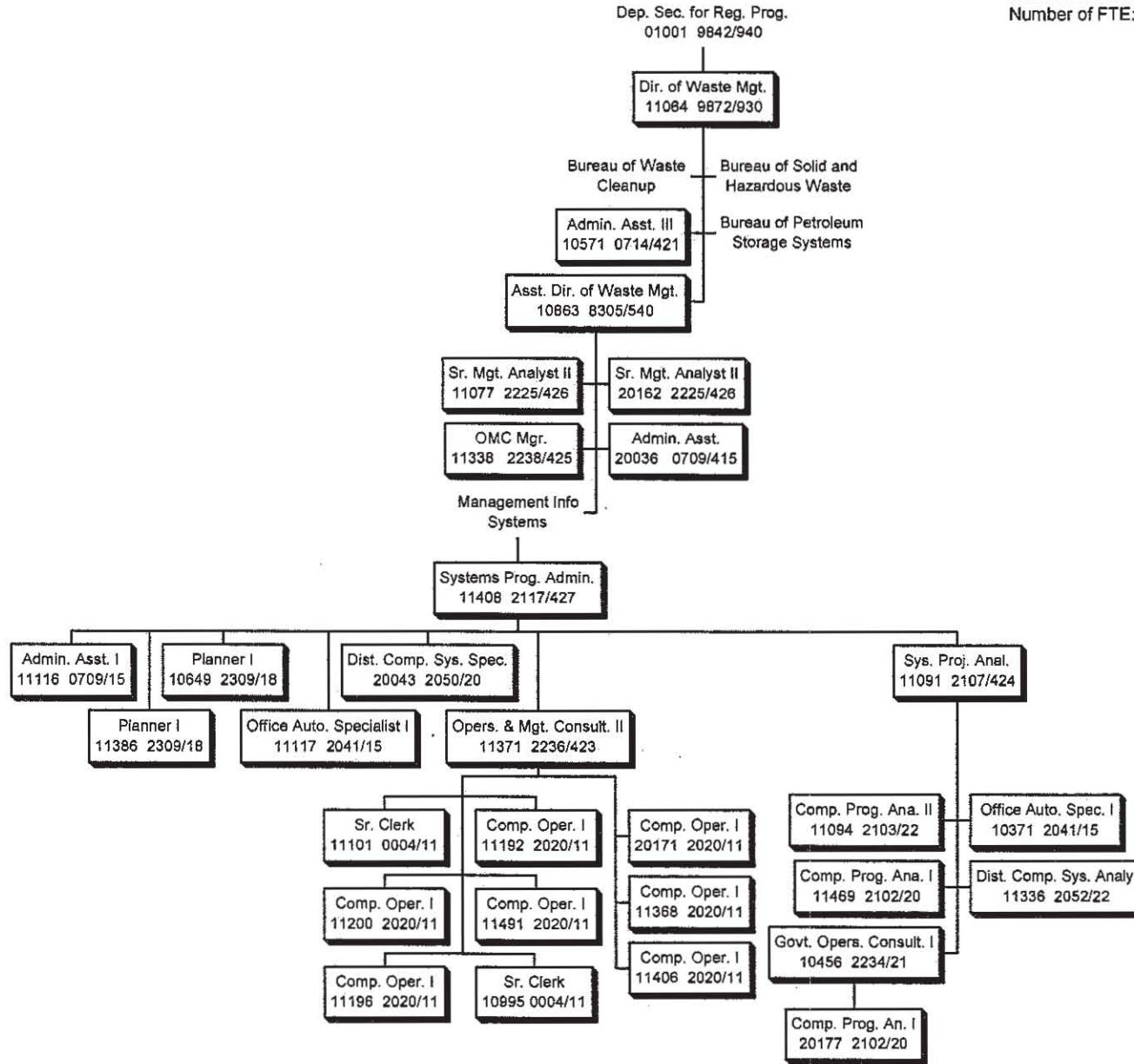


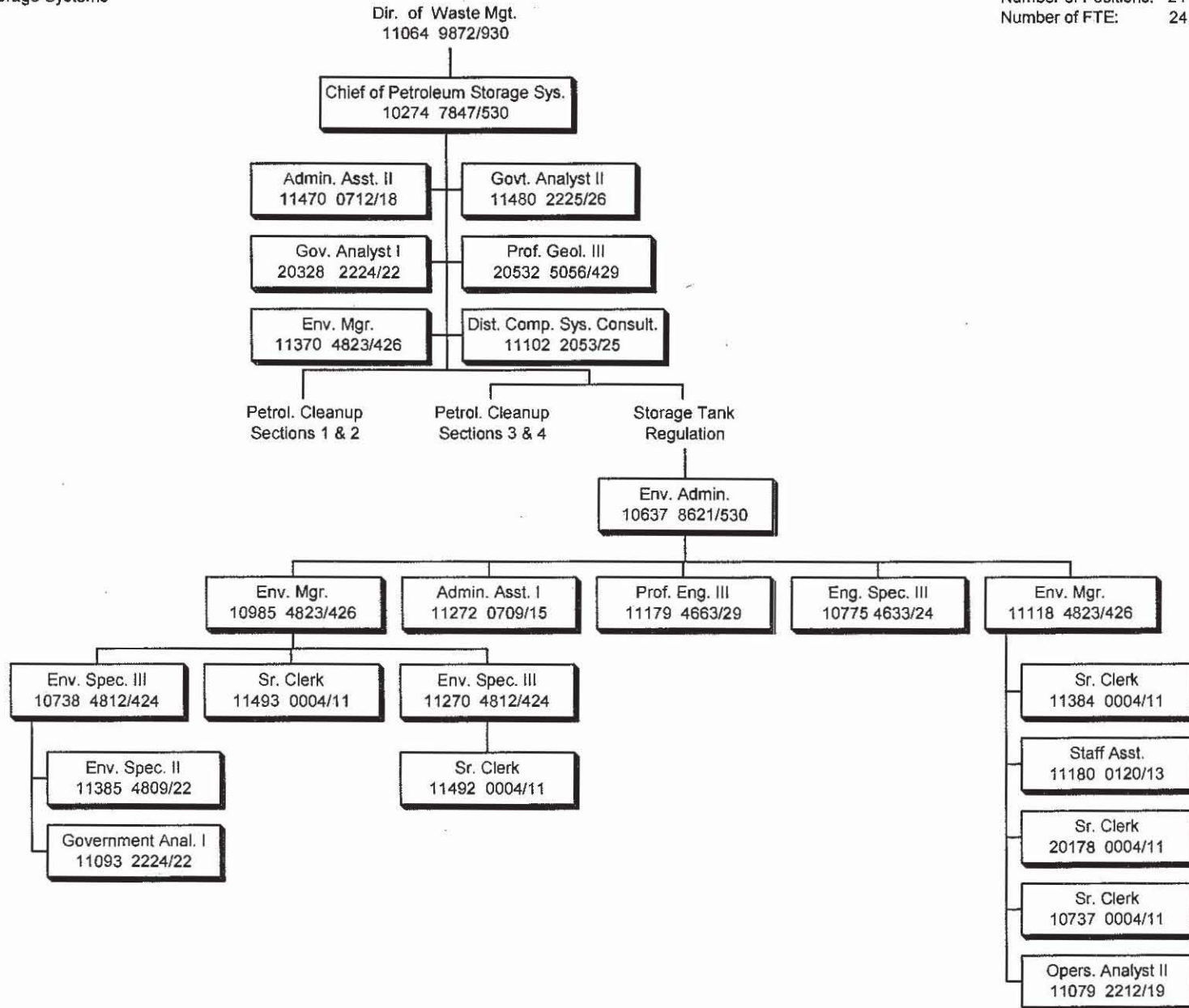


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 Number of FTE: 40.00

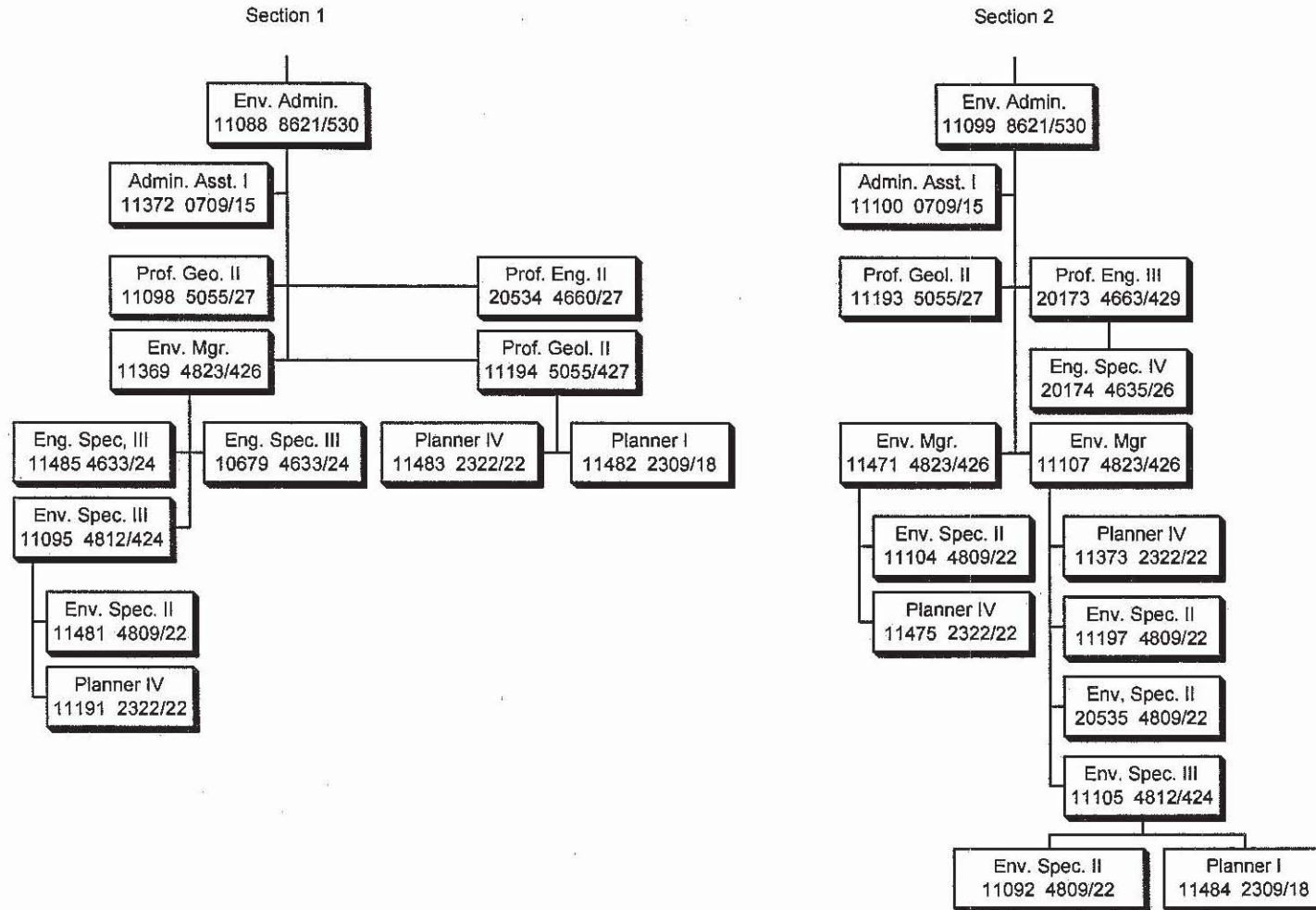


Approved By: _____
 Effective Date: 07/01/2010
 Number of Positions: 30
 Number of FTE: 30.00

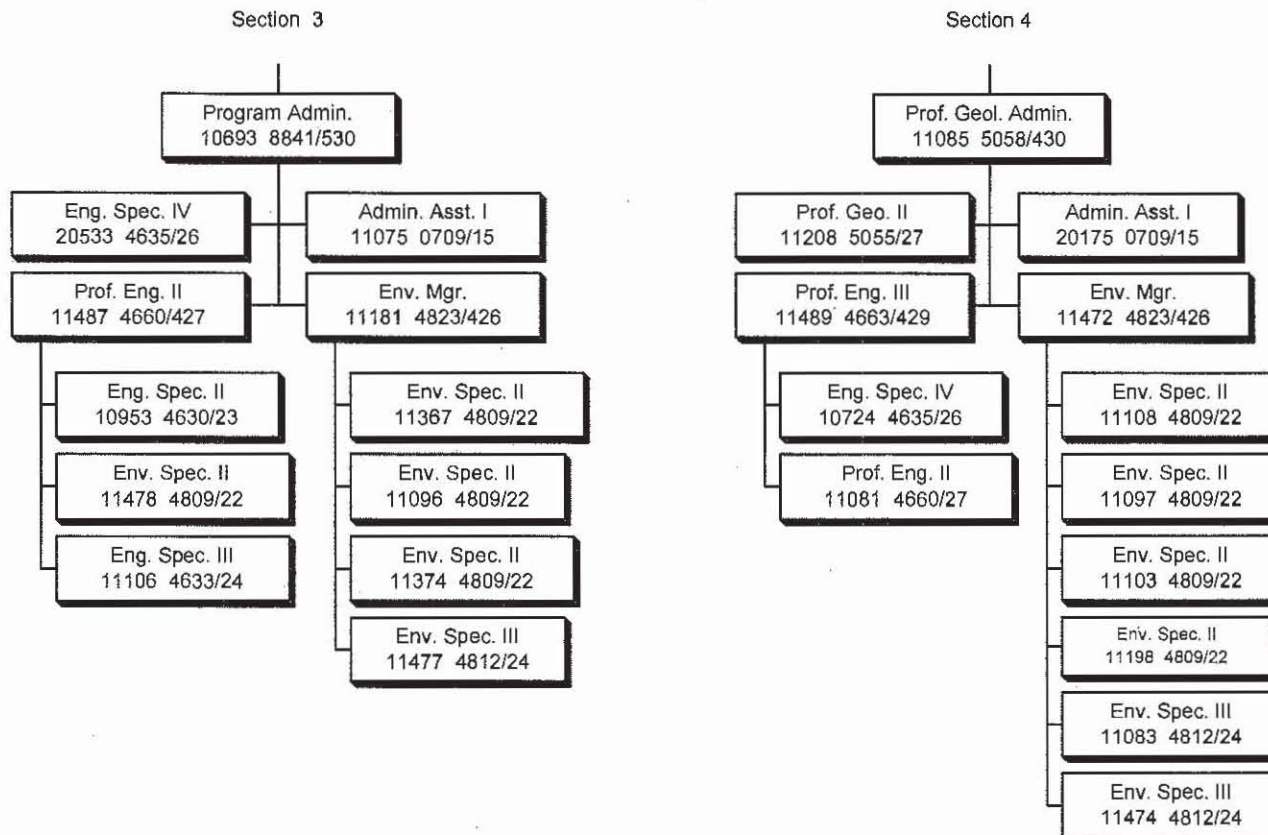




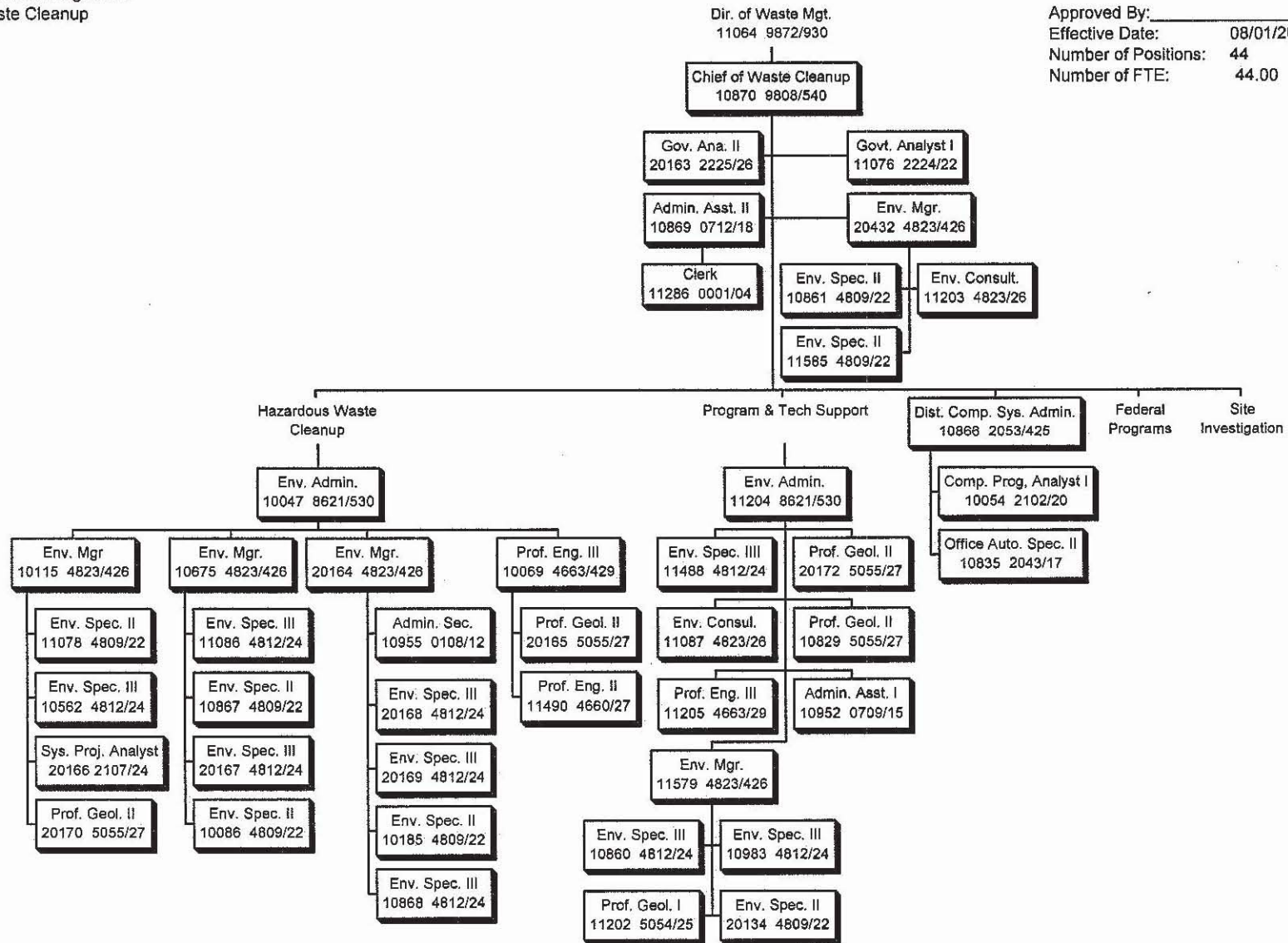
Chief of Petro. Storage Sys.
 10274 7847/530



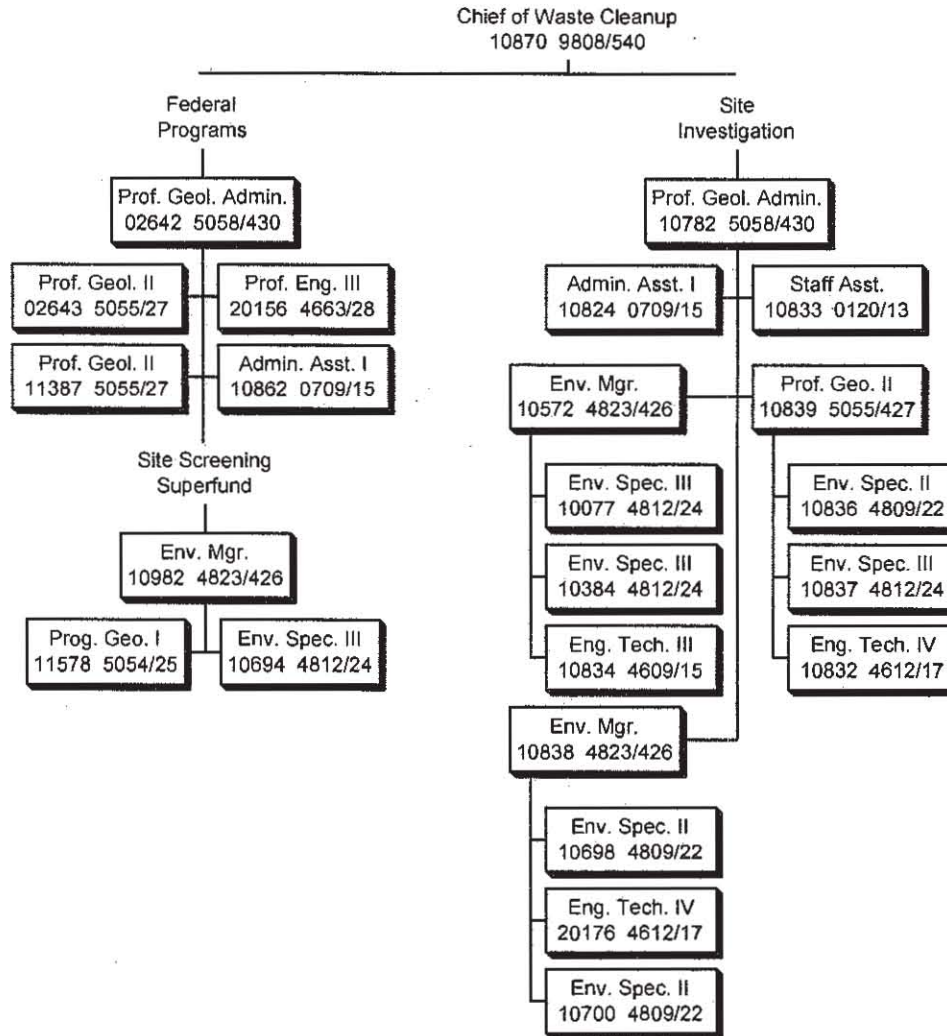
Chief of Petro. Storage Sys.
 10274 7847/530



Approved By: _____
 Effective Date: 08/01/2009
 Number of Positions: 44
 Number of FTE: 44.00



Approved By: _____
 Effective Date: 10/16/2008
 Number of Positions: 23
 Number of FTE: 23.0



Dir. of Waste Mgt.
 11064 9872/930

Chief of Solid & Haz. Waste
 10264 7926/540

Gov. Anal. II
 10038 2225/26

Env. Mgr.
 11288 4823/426

Eng. Spec. III
 11287 4633/424

Office Auto. Spec. I
 10702 2041/15

Sr. Clerk
 20067 0004/11

Planner I
 20045 2309/18

Env. Spec. III
 11283 4812/424

Office Auto. Spec. I
 10703 2041/15

Admin. Asst. I
 11290 0709/15

Comp. Prog. An. I
 11407 2102/20

Comp. Prog. Anal. I
 11274 2101/20

Syst. Proj. Analyst
 20191 2107/24

Data Proc. Contr. Spec.
 11296 2013/13

Env. Spec. III
 11231 4812/24

Admin. Asst. II
 10984 0712/18

Waste Reduction

Hazardous Waste Regulation

Solid Waste Management

Env. Admin.
 10229 8621/530

Env. Mgr.
 11394 4823/423

Env. Mgr.
 20041 4823/426

Admin. Asst. I
 11583 0709/15

Env. Spec. II
 20044 4809/22

Env. Spec. III
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Env. Spec. II
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Env. Spec. III
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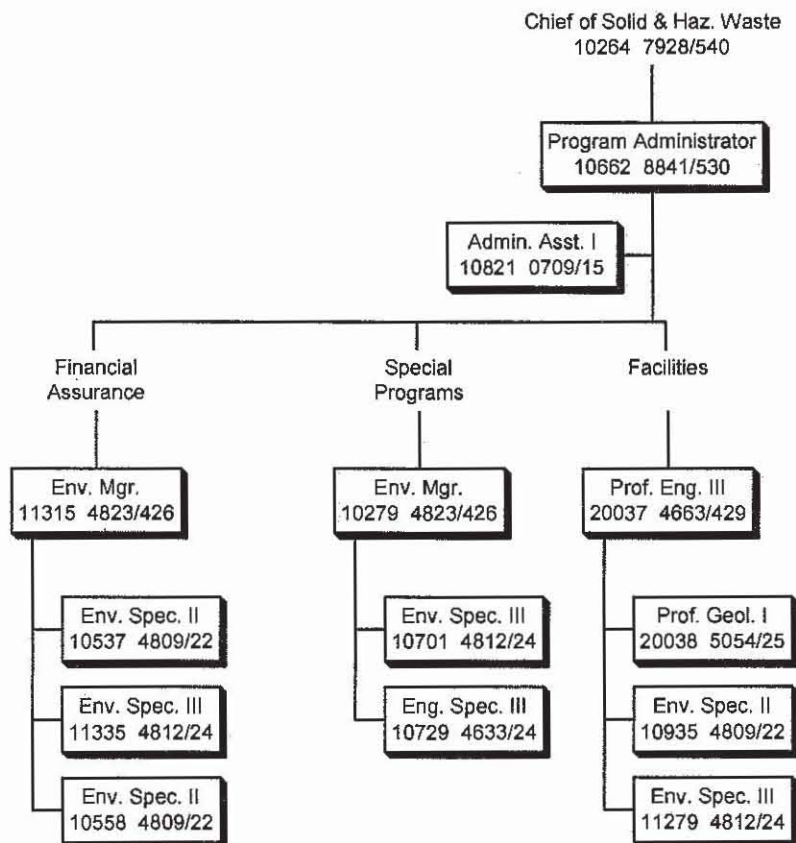
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Grants

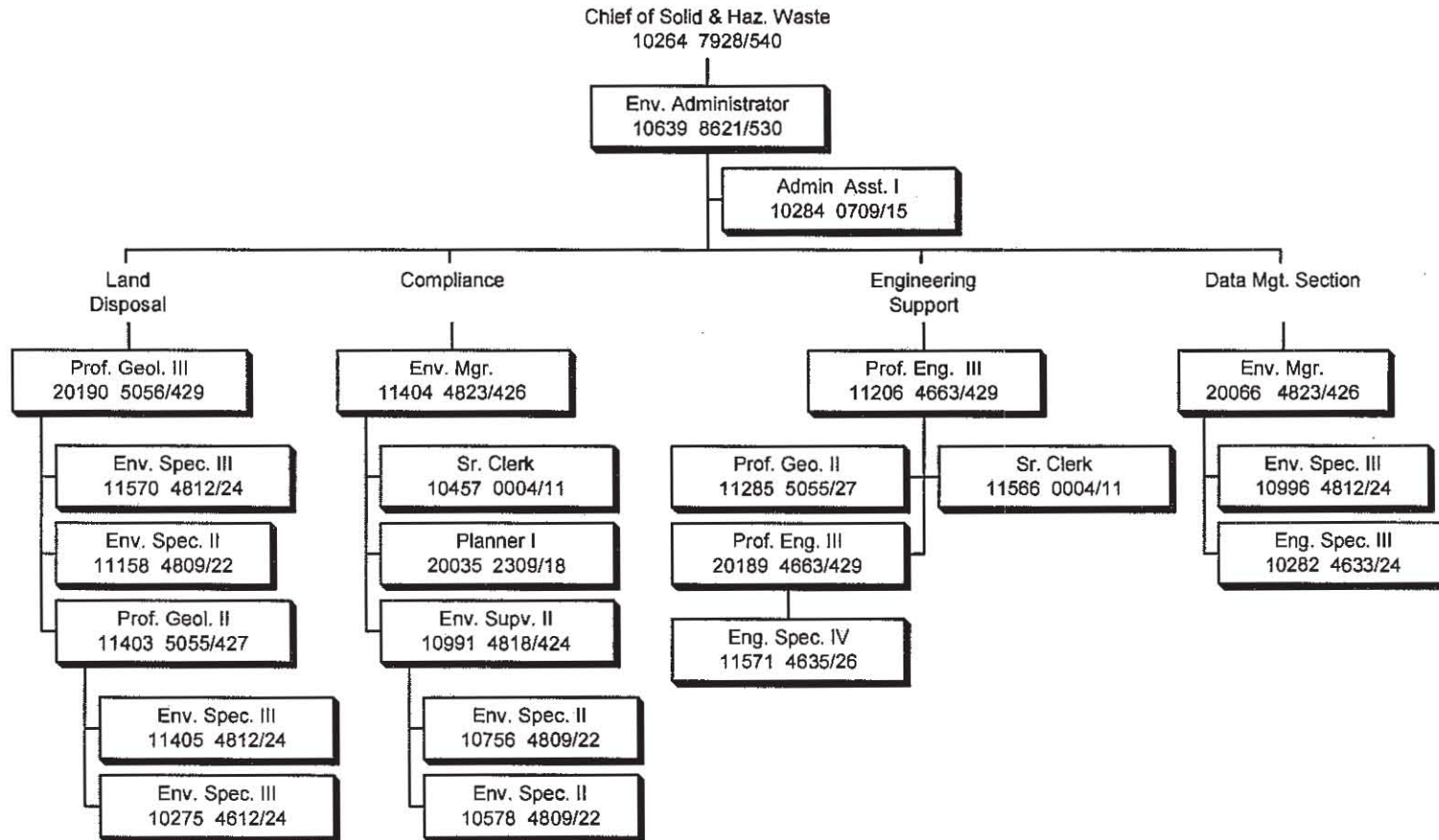
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Grants Spec. V
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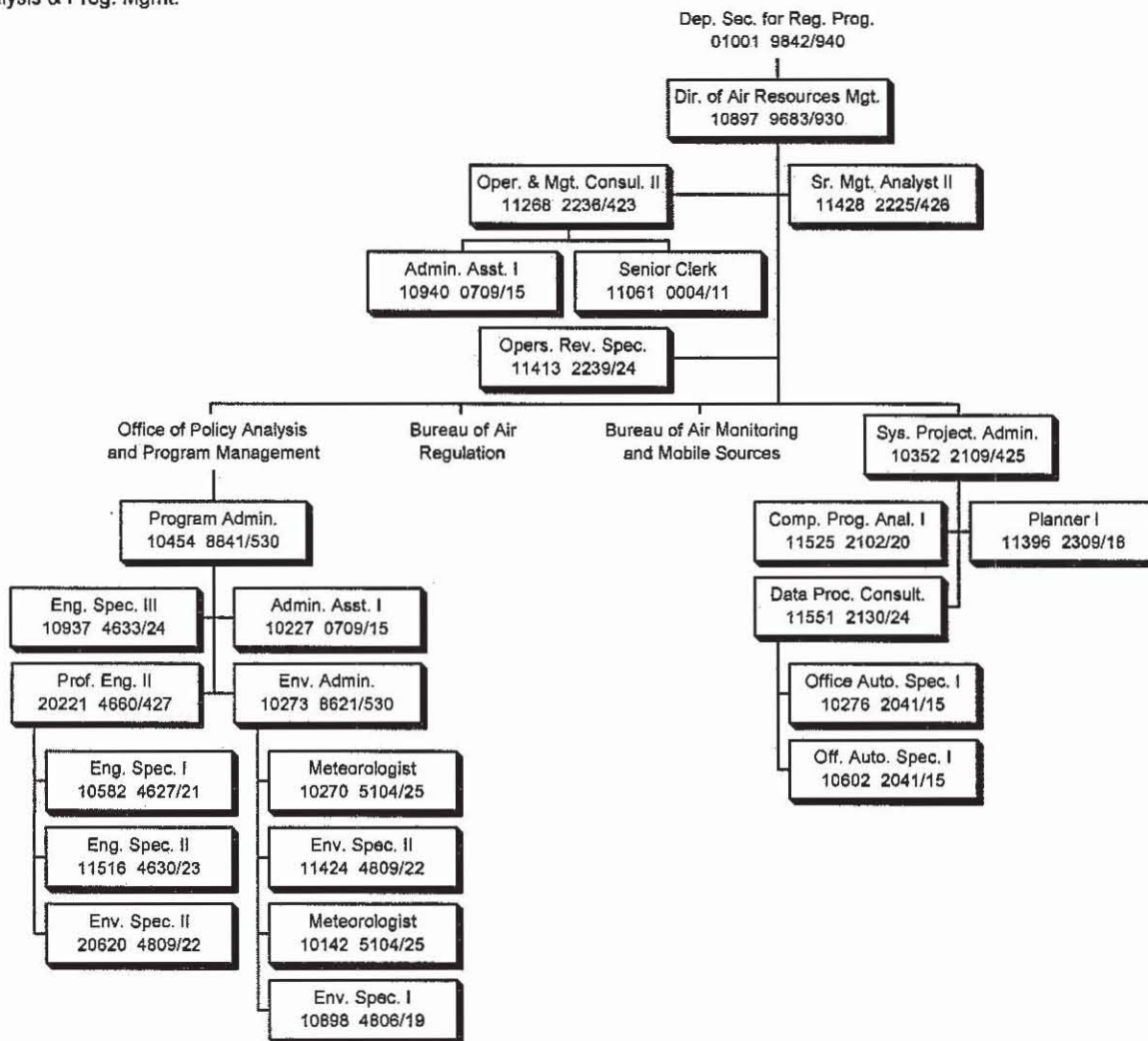
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Effective Date: 02/01/2010
Number of Positions: 13
Number of FTE: 13.00



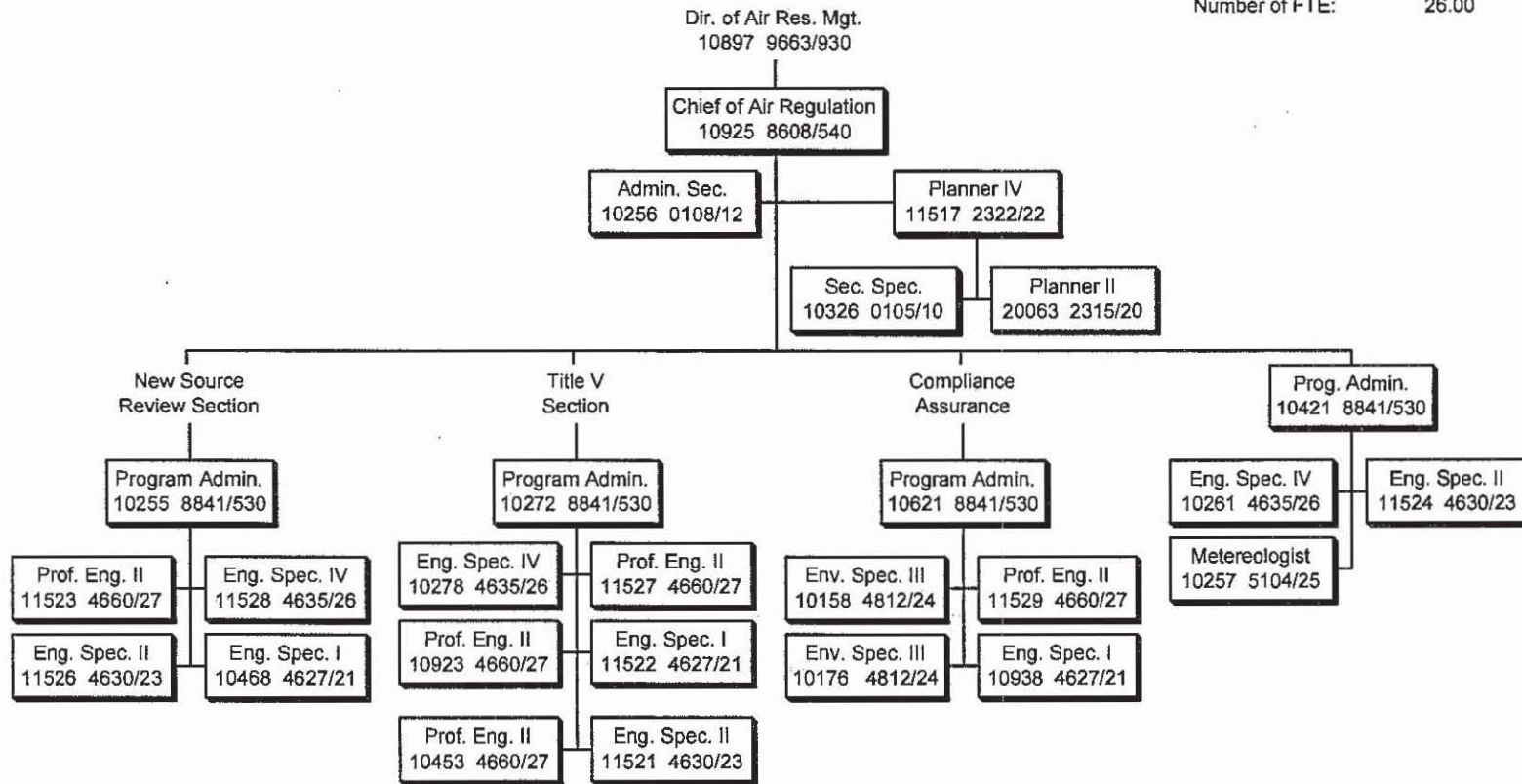
Approved By: _____
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 Number of Positions: 22
 Number of FTE: 22.00



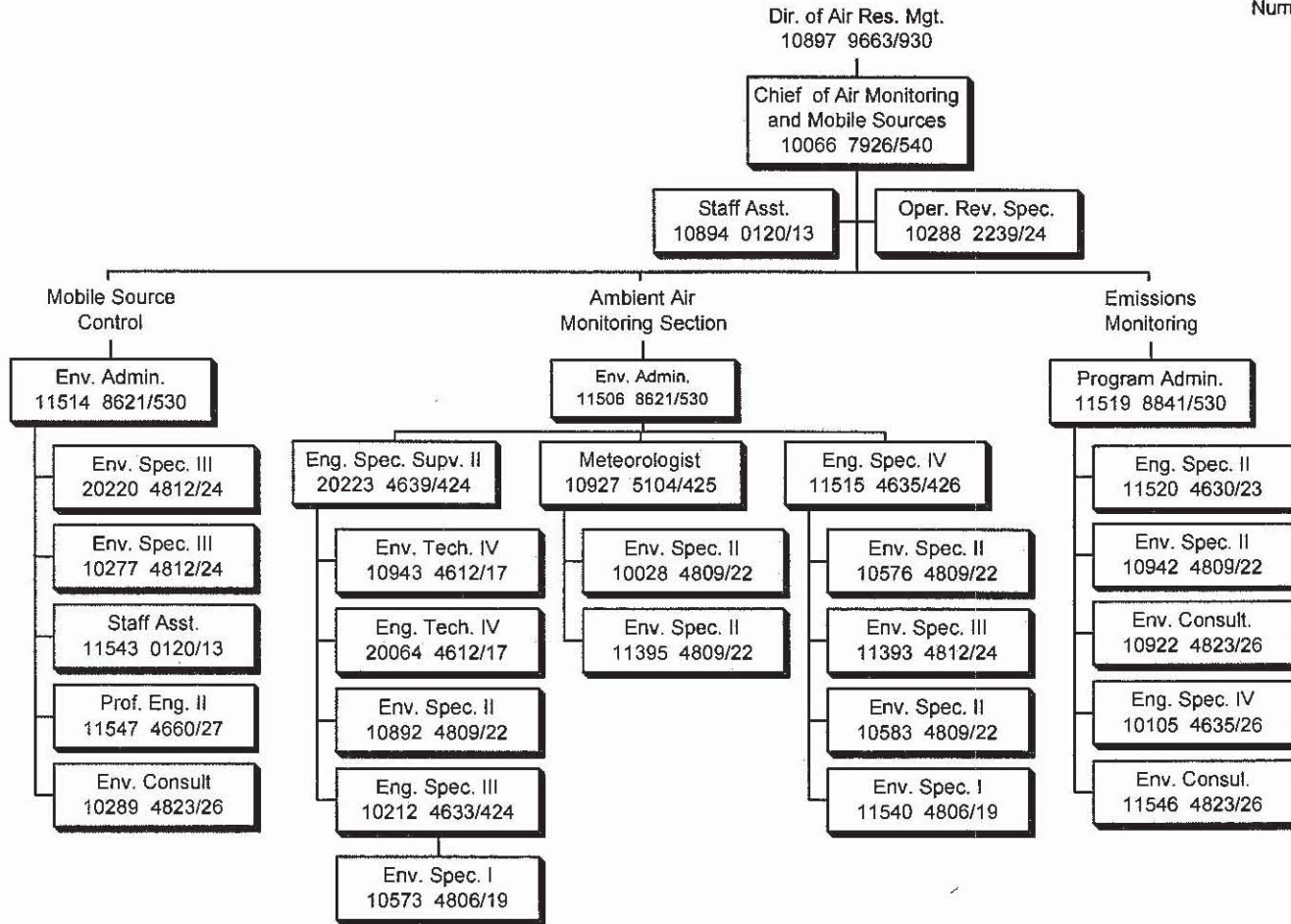
Approved By: _____
 Effective Date: 07/01/210
 Number of Positions: 24
 Number of FTE: 24 .00



Approved By: _____
 Effective Date: 07/01/2010
 Number of Positions: 26
 Number of FTE: 26.00



Approved by: _____
 Effective Date: 04/01/2010
 Number of Positions: 30
 Number of FTE: 30.0



ENVIRONMENTAL PROTECTION, DEPARTMENT OF		FISCAL YEAR 2009-10			
SECTION I: BUDGET		OPERATING		FIXED CAPITAL OUTLAY	
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT			453,993,013	893,098,915	
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)			96,006,933	43,759,036	
FINAL BUDGET FOR AGENCY			549,999,946	936,857,951	
SECTION II: ACTIVITIES * MEASURES		Number of Units	(1) Unit Cost	(2) Expenditures (Allocated)	(3) FCO
Executive Direction, Administrative Support and Information Technology (2)					2,261,610
Coordinate And Evaluate Land Management Plans * Number of projects/ proposals evaluated and corresponding acres		23	52,093.22	1,198,144	
Conduct Appraisals * Number of appraisals completed on projects on current list (as amended)		93	9,463.31	880,088	
Survey And Map Lands For Purchase * Number of mapping products completed on projects on current list (as amended) and corresponding acres		56	21,235.09	1,189,165	
Conduct Land Acquisition Negotiations * Number of parcels (ownerships) negotiated and corresponding acres.		18	34,152.06	614,737	
Perform Closings On State Land Acquisitions * Number of parcels (ownerships) closed and corresponding acres		36	66,185.50	2,382,678	489,265,213
Public Land Leasing * Number of instruments executed.		1,141	8,834.82	10,080,526	
Surplusing Property * Number of parcels sold.		54	12,273.13	662,749	
Habitat Restoration * Area of estuarine habitat restored (hundreds of square feet)		337	498.59	168,024	
Manage The Downtown Orlando Site Cleanup Through State Funding And Responsible Party Enforcement Action * Number of meetings with responsible parties		12	15,697.17	188,366	
Oversee Responsible Party Cleanups Through Enforcement * Number of known contaminated sites being cleaned up by responsible parties		3,462	918.39	3,179,474	
Process Water Resource Permits * Number of permits processed		17,881	1,495.92	26,748,458	
Assure Compliance With Statutory Requirements * Number of regulatory inspections		16,477	1,214.18	20,006,052	
Provide Technical Assistance, Public Education And Outreach * Number of technical assistance, public education and outreach contacts		19,450	173.77	3,379,760	
Fund Priority Public Health And Water Resource Protection And Restoration Projects * Number of projects funded		61	238,715.25	14,561,630	300,459,410
Establish Water Quality Criteria And Standards * Number of water quality standards established		6	380,467.50	2,282,805	
Monitor, Assess And Prioritize Impaired Surface And Ground Waters * Number of stations monitored annually in the statewide water quality status monitoring network		693	6,889.67	4,774,544	
Develop Total Maximum Daily Load Determinations For Impaired Waters * Number of total maximum daily loads adopted		82	35,862.55	2,940,729	1,000,000
Fund Mine Reclamation Projects * Number of mine reclamation projects underway		25	102,549.48	2,563,737	
Authorize/Encourage (or Require) Reuse Of Reclaimed Water Through Department And Water Management District Permitting Programs * Reclaimed water capacity in average millions of gallons per day		1,536	2,752.87	4,228,407	
Fund Eligible Alternative Water Supply Projects Through The State Revolving Fund And Other Funding Programs * Number of projects funded		19	21,522.11	408,920	
Implement Design And Construction Projects * Miles of critically eroding beach under a management plan		214	71,374.09	15,274,056	15,000,000
Monitor Beach Erosion * Miles of beaches monitored		273	6,790.29	1,853,750	
Review And Approve Permits * Number of permits issued		1,252	1,560.13	1,953,286	
Compliance Assurance For Beach Management * Enforcement or compliance inspections conducted		6,503	151.12	982,722	
Intergovernmental Programs And Coastal Management * Number of proposed federal and non-federal activities reviewed and/or comments obtained from state/regional agencies, including review of consistency determinations		523	2,854.58	1,492,943	2,200,000
Manage Government-funded Cleanups Of Hazardous Waste Contaminated Sites * Number of known contaminated sites being cleaned up		136	28,199.73	3,835,163	5,000,000
Manage Government-funded Cleanups Of Drycleaning Contaminated Sites * Number of known contaminated sites being cleaned up		189	4,800.04	907,207	8,700,000
Manage Government-funded Cleanups Of Petroleum Contaminated Sites * Number of known contaminated sites being cleaned up		2,661	42,130.19	112,108,440	
Process Solid And Hazardous Waste Permit Applications, Variances, Exemptions, Certifications And Registrations * Number of solid and hazardous waste permits, variances, exemptions, certifications and registrations processed		3,448	1,789.12	6,168,895	
Conduct Solid And Hazardous Waste Compliance Assurance * Number of inspections conducted		4,331	2,959.35	12,816,940	
Conduct Petroleum Storage Systems Compliance Assurance * Number of inspections conducted		19,183	750.14	14,389,871	
Reduce Waste * Number of local household hazardous waste collection center grants funded		22	126,746.36	2,788,420	
Conduct Site Investigations * Number of site investigations conducted annually		36	27,370.81	985,349	
Conduct Site Technical Reviews * Number of technical reviews conducted annually		1,158	3,462.29	4,009,335	

Fund Waste Management Projects * Number of projects funded	33	15,447.58	509,770	2,600,000
Monitor Ambient Air Quality * Number of quality assurance audit activities performed on ambient monitoring operations	882	9,291.59	8,195,182	
Analyze Air Quality And Emissions * Number of emission points reviewed and analyzed	6,470	159.08	1,029,217	
Implement The Federal Clean Air Act * Number of Clean Air Act plans produced	19	22,930.05	435,671	
Review And Approve Air Resource Permits * Number of air resource permits issued	1,200	6,915.83	8,298,991	
Air Compliance Assurance * Number of facility inspections	6,347	1,543.53	9,796,788	
Small Business Assistance * Number of Small Business Assistance Program contacts per year	22,686	2.83	64,110	
Coordination Of Siting Acts, Other Certifications And Report Reviews * Number of certifications and follow-ups of specified facilities	77	6,891.95	530,680	
Conduct Geologic Research Projects * Number of projects completed	156	21,002.22	3,276,347	
Analyze Biological And Chemical Samples * Number of analyses completed	144,883	50.78	7,356,626	
Interpret Environmental Data * Number of man hours expended	17,195	96.60	1,661,014	
Resource Management * Number of acres managed	793,592	30.04	23,842,446	7,263,134
Visitor Services/Recreation * Number of visitors	20,783,458	4.38	91,071,388	18,112,584
Provide Grants And Technical Assistance To Local Governments * Number of technical assistance consultations	5,415	327.57	1,773,799	1,000,000
Conduct Criminal Investigations * Number of investigations conducted	850	4,920.71	4,182,606	
Conduct Public Education And Training * Number of days training events are conducted	320	1,518.54	485,932	
Patrol State Lands * Number of patrol hours	99,207	85.26	8,458,370	
On-site Emergency Response, Off-site Coordination And Assistance And Cost Recovery * Number of incidents reported	2,023	1,942.79	3,930,275	42,500,000

TOTAL			456,904,582	895,361,951
SECTION III: RECONCILIATION TO BUDGET				
PASS THROUGHS				
TRANSFER - STATE AGENCIES			59,901,327	
AID TO LOCAL GOVERNMENTS				
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS				
OTHER				
REVERSIONS			33,194,104	41,496,000
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)			550,000,013	936,857,951
SCHEDULE XI/EXHIBIT VI: AGENCY-LEVEL UNIT COST SUMMARY				

(1) Some activity unit costs may be overstated due to the allocation of double budgeted items.

(2) Expenditures associated with Executive Direction, Administrative Support and Information Technology have been allocated based on FTE. Other allocation methodologies could result in significantly different unit costs per activity.

(3) Information for FCO depicts amounts for current year appropriations only. Additional information and systems are needed to develop meaningful FCO unit costs.

(4) Final Budget for Agency and Total Budget for Agency may not equal due to rounding.

Note - The activity "Resource Management" is shared by the Office of Greenways and Trails (37500100), State Park Operations (37500300) and the Office of Coastal and Aquatic Managed Areas (37500400).

In budget entities 37500100 and 37500300 the output measure is "Number of acres managed", as shown. However, in budget entity 37500400 the output measure used is "Number of upland/submerged acres restored". Therefore, of the data shown above, 1,622 of the output is actually "Number of upland/submerged acres restored", and \$6,691,879 of the cost is associated with that output.

AUDIT

IUCSSP03 LAS/PBS SYSTEM
BUDGET PERIOD: 2001-2012
STATE OF FLORIDA

SP 09/30/2010 09:56
SCHED XI: AGENCY-LEVEL UNIT COST SUMMARY
AUDIT REPORT ENVIR PROTECTION, DEPT OF

ACTIVITY ISSUE CODES SELECTED:

TRANSFER-STATE AGENCIES ACTIVITY ISSUE CODES SELECTED:

1-8: ACT1310 ACT2560 ACT5210

AID TO LOCAL GOVERNMENTS ACTIVITY ISSUE CODES SELECTED:

1-8:

THE FOLLOWING STATEWIDE ACTIVITIES (ACT0010 THROUGH ACT0490) HAVE AN OUTPUT STANDARD (RECORD TYPE 5) AND SHOULD NOT:

*** NO ACTIVITIES FOUND ***

THE FCO ACTIVITY (ACT0210) CONTAINS EXPENDITURES IN AN OPERATING CATEGORY AND SHOULD NOT:
(NOTE: THIS ACTIVITY IS ROLLED INTO EXECUTIVE DIRECTION, ADMINISTRATIVE SUPPORT AND INFORMATION TECHNOLOGY)

*** NO OPERATING CATEGORIES FOUND ***

THE FOLLOWING ACTIVITIES DO NOT HAVE AN OUTPUT STANDARD (RECORD TYPE 5) AND ARE REPORTED AS 'OTHER' IN SECTION III: (NOTE: 'OTHER' ACTIVITIES ARE NOT 'TRANSFER-STATE AGENCY' ACTIVITIES OR 'AID TO LOCAL GOVERNMENTS' ACTIVITIES. ALL ACTIVITIES WITH AN OUTPUT STANDARD (RECORD TYPE 5) SHOULD BE REPORTED IN SECTION II.)

*** NO ACTIVITIES FOUND ***

TOTALS FROM SECTION I AND SECTIONS II + III:

DEPARTMENT: 37	EXPENDITURES	FCO
FINAL BUDGET FOR AGENCY (SECTION I):	549,999,946	936,857,951
TOTAL BUDGET FOR AGENCY (SECTION III):	550,000,013	936,857,951
	-----	-----
DIFFERENCE:	67-	
(MAY NOT EQUAL DUE TO ROUNDING)	=====	=====

**SCHEDULE XIIB: MAJOR OUTSOURCING AND PRIVATIZATION INITIATIVES
INITIALLY UNDERTAKEN IN THE LAST FIVE YEARS**

Schedule XII-B Cover Sheet and Agency Project Approval	
Agency:	Schedule XII-B Submission Date:
Project Name:	Is this project included in the Agency's LRPP? _____ Yes _____ No
FY 2010-2011 LBR Issue Code:	FY 2011-2012 LBR Issue Title:
Agency Contact for Schedule XII-B (Name, Phone #, and E-mail address):	
AGENCY APPROVAL SIGNATURES	
I am submitting the attached Schedule XII-B in support of our legislative budget request. I have reviewed and agree with the information in the attached Schedule XII-B.	
Agency Head:	Date:
Printed Name:	
Agency Chief Information Officer: <i>(If applicable)</i>	Date:
Printed Name:	
Budget Officer:	Date:
Printed Name:	
Planning Officer:	Date:
Printed Name:	
Project Sponsor:	Date:
Printed Name:	

**SCHEDULE XIIB-1: MAJOR OUTSOURCING AND PRIVATIZATION INITIATIVES
INITIALLY UNDERTAKEN IN THE LAST FIVE YEARS – BACKGROUND
INFORMATION**

Background Information	
<p>1. Provide a narrative summary describing the agency’s decision to outsource or privatize the service or activity.</p>	<p>Attach to Schedule X II-B copies of the original business case and cost benefit analysis. If these documents are unavailable, attach any documents which state the original intention of the outsourcing or privatization initiative that will detail its goals, objectives, and expected outcomes. Such documents may include (a) original legislative budget requests, (b) original budget amendments, (c) legislative presentations, or (d) agency planning documents.</p>
<p>The Division of Recreation and Parks received its first appropriation of Outsourcing funds in FY 98-99.</p>	
<p>2. Have the anticipated cost savings and benefits of the initiative been realized? Explain.</p>	<p>The primary purpose of outsourcing state park maintenance activities has not necessarily been for cost savings purposes. Outsourcing of such services has allowed park staff to increase resource management and interpretive services for the benefit of park services. Therefore, the division's outsourcing efforts have been beneficial and will likely be expanded in the future. Outsourcing has also enabled the Division’s workload to grow without having to add a considerable number of FTE positions.</p>
<p>3. Provide a narrative description of the type of procurement method used to outsource or privatize the service or activity.</p>	<p>Attach a copy of any solicitation documents, requests for quote, or similar document issued by the agency for this procurement.</p>
<p>The individual parks solicit bids, or quotes, for the various activities outsourced as required by state purchasing laws and rules.</p>	
<p>4. Section 287.057(14), <i>Florida Statutes</i>, allows contracts for commodities and contractual services to be renewed for a period that may not exceed 3 years or the term of the original contract, whichever period is longer. Such renewals are contingent upon satisfactory performance evaluations by the agency and subject to the availability of funds.</p>	<p>For the outsourced or privatized service or activity, identify the number of times the contract has been renewed and specify the renewal period of each. Attach a copy of the documentation verifying the contractor’s satisfactory performance compliance required prior to each renewal.</p>
<p>The Division of Recreation and Parks has entered into hundreds of small contracts over the years. While the intent of this exercise is to examine those contracts with a cumulative total of \$10 million over five years, the division has spent over \$20 million on Outsourcing activities spread over hundreds of contracts. The division is spending over \$4.8 million in FY 09-10 on nearly 200 activities, an average of nearly \$16,000 per contract. The remaining funds are spent on various fees and other items due to changes in Florida law that went into effect July 2006 that prohibits the use of certain expenditures to be paid from the</p>	

Expense category that have been shifted to the division's Outsourcing category.

Information regarding the number of times a contract has been renewed and the renewal period for each is not available at this time.

5. For the outsourced or privatized service or activity, has the contractor satisfactorily complied with all service level requirements? Provide a narrative summary describing service level requirements compliance or noncompliance.

As stated above, the division has entered into hundreds of small contracts over the years. In some cases, the level of contractor satisfaction has been unsatisfactory and services have been outsourced to other vendors.

6. Describe any unexpected benefits from outsourcing or privatization of the service or activity.

The division outsources cleaning and mowing at most parks. These contracts typically involve the service and the commodities (gas, mowers, fertilizer, paper supplies in restrooms, etc.) associated with the services. In these cases, the division saves on Expense dollars by not purchasing supplies and saves on OCO funds by having to purchase fewer mowers and other equipment.

7. Describe any unexpected problems or issues with the outsourcing or privatization of the service or activity.

Many state parks are located in isolated areas, far away from areas that may have a number of vendors vying for contracts. In some cases, a vendor may not want to drive fifty miles round trip to mow or clean facilities. In some places, there may be a great deal of competition for such services that costs may be greater in these areas than other areas.

8. Briefly describe your agency's overall level of satisfaction with the results of outsourcing or privatization of the service or activity.

The division has been pleased with outsourcing and will likely request to increase funding in the future.

9. What lessons learned should be shared with other agencies considering the outsourcing or privatization of a similar service or activity?

The division typically requests new FTE's for those services/activities where the employee would likely be in contact with the public. For those activities where no public interaction is required, outsourcing makes sense and the state saves on the cost of buying supplies, equipment, insurance and retirement costs.

SCHEDULE XIIB-2: MAJOR OUTSOURCING AND PRIVATIZATION INITIATIVES EXCEEDING \$10 MILLION INITIALLY UNDERTAKEN IN THE LAST FIVE YEARS - COST AND DELIVERABLES DATA

Section I: Cost Data

For each outsourced or privatized service or activity, complete the cost analysis below:

Fiscal Year	Planned Costs	Actual/Revised Costs	Planned Savings	Actual/Revised Savings
FY 2006-2007	\$4,611,903	\$4,488,173	\$230,595	\$224,409
FY 2007-2008	\$4,771,903	\$4,663,324	\$238,595	\$233,166
FY 2008-2009	\$4,832,303	\$4,795,234	\$241,615	\$239,762
FY 2009-2010	\$4,891,303	\$4,826,797	\$244,565	\$241,340
FY 2010-2011	\$4,891,303	tbd	\$244,565	tbd

Variance	Reasons			
Cost/Savings				
<p>All appropriated funds were allotted but not spent. Various factors may cause a park not to spend all funds. Dry weather can reduce the need to mow, thus reducing the amount of funds that were thought needed to spend on mowing. On the other hand, bad weather can limit visitation and reduce the need to clean park facilities and overnight accommodations, thus reducing expenditures in these areas also. It is difficult to quantify exactly what our savings might be. Outsourcing services has allowed the employees who previously mowed and cleaned facilities to spend more time on assisting park visitors and managing the park's resources. Outsourcing has also allowed the division to avoid purchasing such as mowers and cleaning supplies. It has also reduced worker's compensation costs. Finally, outsourcing funds have reduced our need to request FTE positions for these activities.</p>				

Section II: Deliverables and Milestones Schedule

For each outsourced or privatized service or activity, complete the deliverables and milestones schedule below:

Deliverables and Milestones	Original	Actual Date/ Revised Date
The Division of Recreation and Parks does not enter into contracts having deliverable or milestones. Since FY 06-07, the division has spent \$23,553,315 for the following purposes:		
Temporary/Seasonal Employees	\$6,484,094	
Cleaning/Janitorial of day use facilities	\$4,543,848	
Labor costs for Repairs	\$2,346,258	
Banking Srvcs (allows visitors to use credit cards)	\$2,200,815	
Mowing/Grounds maintenance	\$1,799,861	
Cleaning/Linen Service for cabins/lodge	\$1,466,975	
Wastewater Treatment/Water Sampling	\$1,087,305	
Utilities/Garbage Collection	\$853,784	
Lifeguards	\$728,365	
Soc Security contrib - temp/season employees	\$474,388	
Inmate Labor	\$438,104	
Miscellaneous Services	\$1,129,518	

Variance	Reasons			
Schedule	N/A			

Schedule XIV
Variance from Long Range Financial Outlook

Agency: Department of Environmental Protection **Contact:** Sue Oshesky

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 2010 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 2011-2012 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 2011-2012 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	ENVIRONMENTAL PROGRAMS FUNDED WITH DOCUMENTARY STAMP TAXES	R/B	100,400,000	101,745,751
b	DEBT SERVICES	R/B	2,137,500,000 (Entire State - DEP portion not known)	460,855,121
c	ENVIRONMENTAL LAND ACQUISITION	R/B	235,800,000	65,000,000
d	OTHER AGRICULTURE AND ENVIRONMENTAL PROGRAMS	R/B	164,200,000	263,823,365
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.

Environmental Programs Funded with Documentary Stamp Taxes - The financial outlook provides for a total of \$111.1 million, of which \$100.4 million is attributed to DEP. This consists of \$8.5 million for Total Maximum Daily Loads (TMDLs), \$23.8 million for Greenways/Parks and CAMA maintenance and development, \$44.3 for CARL land management, \$20.8 million for beach restoration, and \$3 million for non-point source activities. The Department's total for comparable items is \$101.7 million. Included in this is \$49.5 million for CARL land management, \$13.4 million for Greenways/Parks and CAMA maintenance and repair, \$6.4 million for TMDLs, \$2.4 million for non-point source activities, and \$30 million in GR for beach restoration.

Debt Service - The financial outlook provides the total existing debt service for entire State, which totals \$2.1 billion. It is not specific as to the portion of that debt comprised by DEP. The Department's LBR includes only DEP's debt service requirements, which total \$460.9 million. This includes both continuation and the estimated adjustments needed to fund new issues.

Environmental Land Acquisition - The financial outlook projects a total of \$235.8 million for environmental land acquisition. Of this, \$158.3 million is for Florida Forever and \$77.5 million for Everglades restoration. The LBR includes \$50 million for Everglades restoration and a total of \$15 million for Florida Forever, based on anticipated available revenues.

Other Agriculture and Environmental Programs - The financial outlook projects \$164.2 million for this driver. Included is \$28.4 million for Water Projects, \$53.2 million for the Drinking Water program, and \$82.6 million for the Wastewater Program. The Department's total for comparable amounts is \$263.8 million, which includes a total of \$90.8 million for Drinking Water and \$173 million for Wastewater.

* R/B = Revenue or Budget Driver

Office of Policy and Budget - July 2010

ADMINISTRATIVE SERVICES
Exhibits or Schedules



ADMINISTRATIVE SERVICES
Schedule I Series

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: Environmental Protection
Budget Entity: Executive Direction and Support Services
Fund: Administrative Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>Internal transfers from other Department</u>	985,114	-	-
<u>trust funds; interest earnings</u>			
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TOTALS*	985,114	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012 Department of Environmental Protection
Trust Fund Title:	Administrative Trust Fund
Budget Entity:	Administration - 37 01 00 00
LAS/PBS Fund Number:	2-021

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	59,913.22	(A)		59,913.22
ADD: Other Cash (See Instructions)	150.00	(B)		150.00
ADD: Investments 1,170,630.97		(C)		1,170,630.97
ADD: Outstanding Accounts Receivable	496,892.31	(D)		496,892.31
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,727,586.50	(F)		1,727,586.50
LESS Allowances for Uncollectibles	(70.91)	(G)		(70.91)
LESS Approved "A" Certified Forwards	(267,834.80)	(H)		(267,834.80)
Approved "B" Certified Forwards	(207,080.91)	(H)		(207,080.91)
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(267,485.60)	(I)		(267,485.60)
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/10	985,114.28	(K)		985,114.28 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Administrative Trust Fund</u>
LAS/PBS Fund Number:	<u>2-021</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(976,861.60)"/> (A)
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Add/Subtract:

Prior Year Financial Statement Adjustment	<input type="text" value="(8,252.68)"/> (B)
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Other Adjustment(s):

<input type="text"/>	(C)
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<input type="text"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(985,114.28)"/> (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="985,114.28"/> (E)
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DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)		229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)		0.00
ADD: Investments 51,424,427.77			51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)		15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)		43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)		110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)		(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)		(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)		(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)		(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)		(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="58,784,460.13"/>	(B)
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Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(43,051,624.17)"/>	(B)
--	--	-----

Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="(59,289,860.13)"/>	(C)
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<input type="text" value="0.00"/>	(C)
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<input type="text" value="0.00"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(43,557,024.17)"/>	(D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="43,557,024.17"/>	(E)
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DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>State Grants, State Contacts</u>	302,897	0	0
<u>City/County/Other Grants, Non-State</u>			
<u>Grants Transferred from Other State</u>			
<u>Agencies, Interest Earnings</u>			
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TOTALS*	302,897	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)		14,126,555.46
ADD: Other Cash (See Instructions)			
ADD: Investments 24,636,735.94			24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)		2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)		26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)		67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)		-171
LESS Approved "A" Certified Forwards	(26,161.61) (H)		(26,161.61)
Approved "B" Certified Forwards	0.00 (H)		0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)		(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)		(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)		2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Grants & Donations Trust Fund</u>
LAS/PBS Fund Number:	<u>2-339</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 162,348.79 (A)

Prior Year Financial Statement Adjustment 162,348.79 (B)

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances 28,674,309.40 (B)

Estimated Grant Awards for (26,477,206.01) (B)

Certified Forward Appropriations
Other Adjustment(s):

Other Fund Balance Reserves 0.00 (C)

FCO Appropriation held in Departmental Reserve (2,500,000.00) (C)

ADJUSTED BEGINNING TRIAL BALANCE: **(302,896.61) (D)**

UNRESERVED FUND BALANCE, SCHEDULE IC **302,896.61 (E)**

DIFFERENCE: **(0.00) (F)***

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)		229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)		0.00
ADD: Investments 51,424,427.77			51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)		15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)		43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)		110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)		(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)		(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)		(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)		(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)		(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="58,784,460.13"/>	(B)
--	--	-----

Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(43,051,624.17)"/>	(B)
--	--	-----

Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="(59,289,860.13)"/>	(C)
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<input type="text" value="0.00"/>	(C)
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<input type="text" value="0.00"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(43,557,024.17)"/>	(D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="43,557,024.17"/>	(E)
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DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>State Grants, State Contacts</u>	302,897	0	0
<u>City/County/Other Grants, Non-State</u>			
<u>Grants Transferred from Other State</u>			
<u>Agencies, Interest Earnings</u>			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	302,897	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)		14,126,555.46
ADD: Other Cash (See Instructions)			
ADD: Investments 24,636,735.94			24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)		2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)		26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)		67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)		-171
LESS Approved "A" Certified Forwards	(26,161.61) (H)		(26,161.61)
Approved "B" Certified Forwards	0.00 (H)		0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)		(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)		(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)		2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Grants & Donations Trust Fund</u>
LAS/PBS Fund Number:	<u>2-339</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 162,348.79 (A)

Prior Year Financial Statement Adjustment 162,348.79 (B)

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances 28,674,309.40 (B)

Estimated Grant Awards for (26,477,206.01) (B)

Certified Forward Appropriations
Other Adjustment(s):

Other Fund Balance Reserves 0.00 (C)

FCO Appropriation held in Departmental Reserve (2,500,000.00) (C)

ADJUSTED BEGINNING TRIAL BALANCE: **(302,896.61) (D)**

UNRESERVED FUND BALANCE, SCHEDULE IC **302,896.61 (E)**

DIFFERENCE: **(0.00) (F)***

***SHOULD EQUAL ZERO.**

Example

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011-12

Department: 37 Environmental Protection
Budget Entity: 37010200 Florida Geological Survey
Fund: 2499 Minerals Trust Fund

<u>FUNDING SOURCE - STATE</u>	<u>ACTUAL FY 2009 - 08</u>	<u>ESTIMATED FY 2010 - 11</u>	<u>REQUEST FY 2011 - 12</u>
All fees charged permittees under ss 377.24,	1,297,474	617,025	109,106
377.2408, and 377.2425 , the transfer of			
severance tax revenues from the			
Department of Revenu (211.31 & 211.06),			
and interest earnings on the investment			
of idle cash.			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTAL*	1,297,474	617,025	109,106

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Minerals Trust Fund
LAS/PBS Fund Number:	Program: Water Resource Management 37 35 00 00
	2-499

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	59,830.70 (A)		59,830.70
ADD: Other Cash (See Instructions)			
ADD: Investments 1,115,084.19			1,115,084.19
ADD: Outstanding Accounts Receivable	146,198.94 (D)		146,198.94
ADD: _____			
Total Cash plus Accounts Receivable	1,321,113.83 (F)		1,321,113.83
LESS Allowances for Uncollectibles			0.00
LESS Approved "A" Certified Forwards	(7,482.58) (H)		(7,482.58)
Approved "B" Certified Forwards			
Approved "FCO" Certified Forwards			
LESS: Other Accounts Payable (Nonoperating)	(16,157.04) (I)		(16,157.04)
LESS: _____			
Unreserved Fund Balance, 07/01/10	1,297,474.21 (K)		1,297,474.21 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Minerals Trust Fund</u>
LAS/PBS Fund Number:	<u>2-499</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(1,297,474.21)"/> (A)
---	---

Add/Subtract:	<input type="text"/> (B)
----------------------	--------------------------

Other Adjustment(s):	<input type="text"/> (C)
	<input type="text"/> (C)

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(1,297,474.21)"/> (D)
--	---

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="1,297,474.21"/> (E)
---	---

DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Environmental Protection
Budget Entity: 37010300 Technology & Information Services
Fund: 2792 Working Capital Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
Intra-agency transfers from other trust	246,794	-	-
funds, refunds and interest earnings on			
the investment of idle cash.			
TOTALS*	246,794	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Working Capital Trust Fund
LAS/PBS Fund Number:	Executive Direction & Support Services - 37 01 00 00
	2-792

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	55,292.82	(A)		55,292.82
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments 672,208.13		(C)		672,208.13
ADD: Outstanding Accounts Receivable	41,088.27	(D)		41,088.27
ADD: _____		(E)		
Total Cash plus Accounts Receivable	768,589.22	(F)		768,589.22
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(405,463.39)	(H)		(405,463.39)
Approved "B" Certified Forwards	(109,815.81)	(H)		(109,815.81)
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(6,515.65)	(I)		(6,515.65)
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/10	246,794.37	(K)		246,794.37 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Working Capital Trust Fund</u>
LAS/PBS Fund Number:	<u>2-792</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(5,019,125.26)"/> (A)
---	---

Add/Subtract:

Other Adjustment(s):

Leasehold Improvements	<input type="text" value="108,328.65"/> (C)
------------------------	---

Furniture and Equipment	<input type="text" value="4,987,000.35"/> (C)
-------------------------	---

Other Fixed Assets	<input type="text" value="55,998.12"/> (C)
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Reserve for Encumbrances	<input type="text" value="109,815.81"/> (C)
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Compensated Absenses	<input type="text" value="(488,812.04)"/> (C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(246,794.37)"/> (D)
--	---

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="246,794.37"/> (E)
---	---

DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

STATE LANDS
Exhibits or Schedules



STATE LANDS
Schedule I Series

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: State Lands, Division of
Fund: Save Our Everglades Trust Fund (2221)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Bond proceeds, transfer from Florida</u>	2,280,479	1,776,214	2,253,714
<u>Preservation 2000 Trust Fund, transfer</u>			
<u>from General Revenue, transfer from</u>			
<u>Florida Forever Trust Fund and interest on</u>			
<u>investments</u>			
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<u>FUNDING SOURCE - NON-STATE</u>			
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TOTALS*	2,280,479	1,776,214	2,253,714

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Save Our Everglades Trust Fund
LAS/PBS Fund Number:	Program: State Lands 37 10 00 00
	2-221

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	0.00 (A)		0.00
ADD: Other Cash (See Instructions)			
ADD: Investments	105,517,585.35 (C)		105,517,585.35
ADD: Outstanding Accounts Receivable	282,557.32 (D)		282,557.32
ADD: _____			
Total Cash plus Accounts Receivable	105,800,142.67 (F)		105,800,142.67
LESS Allowances for Uncollectibles			
LESS Approved "A" Certified Forwards			
Approved "B" Certified Forwards			
Approved "FCO" Certified Forwards	(103,509,134.70) (H)		(103,509,134.70)
LESS: Other Accounts Payable (Nonoperating)	(10,528.80) (I)		(10,528.80)
LESS: _____			
Unreserved Fund Balance, 07/01/10	2,280,479.17 (K)		2,280,479.17 **

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: 2011 - 2012

Department Title: Department of Environmental Protection
Trust Fund Title: Save Our Everglades Trust Fund
LAS/PBS Fund Number: 2-221

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 (A)

Add/Subtract:

(B)

Other Adjustment(s):

(C)

(C)

ADJUSTED BEGINNING TRIAL BALANCE: (D)

UNRESERVED FUND BALANCE, SCHEDULE IC (E)

DIFFERENCE: (F)*

***SHOULD EQUAL ZERO.**

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: State Lands, Division of
Fund: Florida Forever Trust Fund (2348)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Bond proceeds and interest on	59,233,722	6,555,002	7,049,823
investments			
TOTALS*	59,233,722	6,555,002	7,049,823

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Florida Forever Trust Fund
LAS/PBS Fund Number:	Program: State Lands 37 10 00 00
	2-348

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	[]	(A)	[]	0.00
ADD: Other Cash (See Instructions)	[]	(B)	[]	[]
ADD: Investments	231,519,805.42	(C)	[]	231,519,805.42
ADD: Outstanding Accounts Receivable	591,792.01	(D)	[]	591,792.01
ADD: Anticipated Revenue-Bond Sale Series 2009	[]	(E)	[]	0.00
Total Cash plus Accounts Receivable	232,111,597.43	(F)	[]	232,111,597.43
LESS Allowances for Uncollectibles	[]	(G)	[]	[]
LESS Approved "A" Certified Forwards	[]	(H)	[]	[]
Approved "B" Certified Forwards	[]	(H)	[]	[]
Approved "FCO" Certified Forwards	(172,854,271.31)	(H)	[]	(172,854,271.31)
LESS: Other Accounts Payable (Nonoperating)	(23,604.01)	(I)	[]	(23,604.01)
LESS:	[]	(J)	[]	[]
Unreserved Fund Balance, 07/01/10	59,233,722.11	(K)	[]	59,233,722.11 **

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: 2011 - 2012

Department Title: Department of Environmental Protection
Trust Fund Title: Florida Forever Trust Fund
LAS/PBS Fund Number: 2-348

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 (A)

Add/Subtract:

Prior Year Financial Statement Adjustment

Other Adjustment(s):

(C)

ADJUSTED BEGINNING TRIAL BALANCE: (D)

UNRESERVED FUND BALANCE, SCHEDULE IC (E)

DIFFERENCE: (F)*

***SHOULD EQUAL ZERO.**

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: State Lands, Division of
Fund: Water Management Lands Trust Fund (2776)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Documentary stamp tax, interest on</u>	12,481,156	-	12,760,461
<u>investments, fines, forfeits and</u>			
<u>judgements</u>			
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<u>FUNDING SOURCE - NON-STATE</u>			
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TOTALS*	12,481,156	-	12,760,461

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Water Management Lands Trust Fund
LAS/PBS Fund Number:	State Lands - 37 10 00 00
	2-776

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	[]	(A)	[]	[]
ADD: Other Cash (See Instructions)	[]	(B)	[]	[]
ADD: Investments	74,066,399.05	(C)	[]	74,066,399.05
ADD: Outstanding Accounts Receivable	1,085,560.79	(D)	[]	1,085,560.79
ADD: _____	[]	(E)	[]	[]
Total Cash plus Accounts Receivable	75,151,959.84	(F)	[]	75,151,959.84
LESS Allowances for Uncollectibles	[]	(G)	[]	[]
LESS Approved "A" Certified Forwards	(200,000.00)	(H)	[]	(200,000.00)
Approved "B" Certified Forwards	[]	(H)	[]	[]
Approved "FCO" Certified Forwards	(48,943,190.79)	(H)	[]	(48,943,190.79)
LESS: Other Accounts Payable (Nonoperating)	(106,891.42)	(I)	[]	(106,891.42)
LESS: Other Reserve for Debt Service	(13,420,721.26)	(J)	[]	(13,420,721.26)
	[]	(J)	[]	[]
Unreserved Fund Balance, 07/01/10	12,481,156.37	(K)	[]	12,481,156.37 **

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: 2011 - 2012

Department Title:	Department of Environmental Protection
Trust Fund Title:	Water Management Lands Trust Fund
LAS/PBS Fund Number:	2-776

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	(5,813,762.06) (A)
---	---------------------------

Add/Subtract:

Prior Year Financial Statement Adjustment	(6,667,394.31) (B)
---	---------------------------

Other Adjustment(s):

	_____ (C)
--	-----------

	_____ (C)
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ADJUSTED BEGINNING TRIAL BALANCE:	(12,481,156.37) (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	12,481,156.37 (E)
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DIFFERENCE:	0.00 (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection
Budget Entity: Land Administration - 37100200

Budget Period 2011 - 2012

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt	(A) 27,482,900	11,235,975	7,916,175
Principal	(B) 131,915,000	62,225,000	65,765,000
Repayment of Loans	(C) 0	0	0
Fiscal Agent or Other Fees	(D) 61,025	0	0
Other Debt Service	(E) 19,678,742	0	0
Total Debt Service	(F) 179,137,667	73,460,975	73,681,175

Explanation:

SECTION II

ISSUE: Preservation 2000 Revenue Bonds 1997A

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.75% - 6.00%	July 1, 2013	300,000,000	75,795,000	75,795,000
(6)	(7)	(8)	(9)	
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt	(G) 3,029,875	0	0	
Principal	(H) 22,700,000	0	0	
Fiscal Agent or Other Fees	(I) 0	0	0	
Other	(J) 0	0	0	
Total Debt Service	(K) 25,729,875	0	0	

ISSUE: Preservation 2000 Revenue Bonds 1997B (refunds Series 1992A)

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.0% - 6.0%	July 1, 2013	202,595,000	45,570,000	23,470,000
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt	(G) 5,158,800	3,982,800	2,734,200	
Principal	(H) 19,600,000	20,810,000	22,100,000	
Fiscal Agent or Other Fees	(I) 0	0	0	
Other	(J) 0	0	0	
Total Debt Service	(K) 24,758,800	24,792,800	24,834,200	

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection
Budget Entity: Land Administration - 37100200

Budget Period 2011 - 2012

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt	(A) <input type="text"/>	<input type="text"/>	<input type="text"/>
Principal	(B) <input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans	(C) <input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees	(D) <input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service	(E) <input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service	(F) <input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation:

SECTION II

ISSUE: Preservation 2000 Revenue Bonds 1998A (replaces Series 1992A)

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.0% - 6.0%	July 1, 2013	200,020,000	45,515,000	66,245,000
(6)	(7)	(8)	(9)	
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt	(G) <input type="text" value="5,054,075"/>	<input type="text" value="3,974,700"/>	<input type="text" value="2,730,900"/>	
Principal	(H) <input type="text" value="19,625,000"/>	<input type="text" value="20,730,000"/>	<input type="text" value="22,020,000"/>	
Fiscal Agent or Other Fees	(I) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Other	(J) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Total Debt Service	(K) <input type="text" value="24,679,075"/>	<input type="text" value="24,704,700"/>	<input type="text" value="24,750,900"/>	

ISSUE: Preservation 2000 Revenue Bonds 1998B

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.50% - 5.75%	July 1, 2013	300,000,000	100,000,000	76,700,000
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt	(G) <input type="text" value="2,625,000"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Principal	(H) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Fiscal Agent or Other Fees	(I) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Other	(J) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Total Debt Service	(K) <input type="text" value="2,625,000"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection
Budget Entity: Land Administration - 37100200

Budget Period 2011 - 2012

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt	(A) <input type="text"/>	<input type="text"/>	<input type="text"/>
Principal	(B) <input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans	(C) <input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees	(D) <input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service	(E) <input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service	(F) <input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II

ISSUE: Preservation 2000 Revenue Bonds 1999A

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.000% - 5.375%	July 1, 2013	300,000,000	103,925,000	79,660,000
(6)	(7)	(8)	(9)	
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt	(G) <input type="text" value="3,411,194"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Principal	(H) <input type="text" value="24,265,000"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Fiscal Agent or Other Fees	(I) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Other	(J) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Total Debt Service	(K) <input type="text" value="27,676,194"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	

ISSUE: Preservation 2000 Revenue Bonds 2000A

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.75% - 5.75%	July 1, 2013	300,000,000	86,860,000	86,860,000
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt	(G) <input type="text" value="4,725,718"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Principal	(H) <input type="text" value="26,160,000"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Fiscal Agent or Other Fees	(I) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Other	(J) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Total Debt Service	(K) <input type="text" value="30,885,718"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection
Budget Entity: Land Administration - 37100200

Budget Period 2011 - 2012

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt	(A)		
Principal	(B)		
Repayment of Loans	(C)		
Fiscal Agent or Other Fees	(D)		
Other Debt Service	(E)		
Total Debt Service	(F)		

Explanation: _____

SECTION II

ISSUE: Preservation 2000 Revenue Bonds 2001A (replaces Series 1993A)

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.00% - 5.50%	July 1, 2013	185,240,000	44,565,000	65,250,000
(6)	(7)	(8)	(9)	(9)
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	REQUEST FY 2011 - 2012
Interest on Debt	(G)	3,478,238	3,278,475	2,451,075
Principal	(H)	19,565,000	20,685,000	21,645,000
Fiscal Agent or Other Fees	(I)	0	0	0
Other	(J)	0	0	0
Total Debt Service	(K)	23,043,238	23,963,475	24,096,075

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (A)	94,107,430	107,768,664	97,060,654
Principal (B)	136,235,000	236,155,000	246,775,000
Repayment of Loans (C)	0	0	0
Fiscal Agent or Other Fees (D)	187,713	0	236,609
Other Debt Service (E)	-1,370,429	11,203,296	0
Total Debt Service (F)	229,159,714	355,126,960	344,072,263

Explanation: The 1999 Legislature created the Florida Forever Act to allow for increased acquisition of lands for public use and to protect the integrity of ecological systems and preservation of fish and wildlife habitat, recreational space and recharge areas. The program is financed through the issuance of revenue bonds and payable from funds transferred to the Land Acquisition Trust Fund.

Section II
ISSUE: Florida Forever Revenue Bonds 2001A

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	FY 2009 - 2010	June 30, 2011	June 30, 2012
3.50% - 5.2500%	July 1, 2021	50,000,000	45,450,000	43,020,000
(6)	(7)	(8)	(9)	(10)
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt (G)	1,713,456	1,621,675	1,522,863	
Principal (H)	2,225,000	2,325,000	2,430,000	
Fiscal Agent or Other Fees (I)	0	0	0	
Other (J)	0	0	0	
Total Debt Service (K)	3,938,456	3,946,675	3,952,863	

ISSUE: Florida Forever Revenue Bonds 2001B (1st Series - 2nd Issue and partial refund of P2000 Series 1995A)

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	FY 2009 - 2010	June 30, 2011	June 30, 2012
4.0% - 5.0%	July 1, 2021	268,640,000	110,055,000	81,635,000
(6)	(7)	(8)	(9)	(10)
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt (G)	7,917,194	6,634,944	5,285,444	
Principal (H)	25,645,000	26,990,000	28,420,000	
Fiscal Agent or Other Fees (I)	0	0	0	
Other (J)	0	0	0	
Total Debt Service (K)	33,562,194	33,624,944	33,705,444	

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II

ISSUE: Florida Forever Revenue Bonds 2002A (1st Series - 3rd Issue)

(1)	(2)	(3)	June 30, 2011	June 30, 2012
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT		
3.375% - 5.375%	July 1, 2021	150,000,000	93,985,000	86,610,000
(6)	(7)	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (G)		5,490,178	5,217,579	4,927,094
Principal (H)		6,815,000	7,085,000	7,375,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		12,305,178	12,302,579	12,302,094

ISSUE: Florida Forever Revenue Bonds 2002B (2nd Series - 1st Issue)

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
3.50% - 5.25%	July 1, 2022	150,000,000	100,815,000	93,740,000
		ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (G)		5,888,200	5,552,725	5,199,663
Principal (H)		6,390,000	6,725,000	7,075,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		12,278,200	12,277,725	12,274,663

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
SECTION I	ACTUAL	ESTIMATED	REQUEST
	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation:

SECTION II

ISSUE: Florida Forever Revenue Bonds 2003A (2nd Series - 2nd Issue)

(1)	(2)	(3)	June 30, 2011	June 30, 2012
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT		
3.0% - 5.0%	July 1, 2023	138,540,000	98,450,000	92,245,000
(6)		(7)	(8)	(9)
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (G)		5,328,775	5,047,525	4,752,025
Principal (H)		5,625,000	5,910,000	6,205,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		10,953,775	10,957,525	10,957,025

ISSUE: Florida Forever Revenue Bonds 2003B (partially refunding P2000 Series 1994A)

(1)	(2)	(3)	June 30, 2011	June 30, 2012
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT		
5.0% - 6.0%	July 1, 2013	157,140,000	40,650,000	20,760,000
(6)		(7)	(8)	(9)
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (G)		3,896,250	2,983,500	2,032,500
Principal (H)		18,255,000	19,020,000	19,890,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		22,151,250	22,003,500	21,922,500

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
SECTION I	ACTUAL	ESTIMATED	REQUEST
	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II

ISSUE: Florida Forever Revenue Bonds 2003C (3rd Series - 1st Issue)

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.0% - 6.0%	July 1, 2023	142,985,000	102,355,000	95,895,000
(6)		(7)	(8)	(9)
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (G)		5,550,813	5,244,738	4,922,388
Principal (H)		5,830,000	6,140,000	6,460,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		11,380,813	11,384,738	11,382,388

ISSUE: Florida Forever Revenue Bonds 2004A (partially refunding P2000 Series 1996A)

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
3.0% - 5.0%	July 1, 2013	148,455,000	47,860,000	24,550,000
(6)		(7)	(8)	(9)
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (G)		4,545,500	3,497,750	2,393,000
Principal (H)		20,955,000	22,095,000	23,310,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		25,500,500	25,592,750	25,703,000

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
SECTION I	ACTUAL	ESTIMATED	REQUEST
	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II

ISSUE: Florida Forever Revenue Bonds 2005A (3rd Series - 2nd Issue)

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
3.0% - 5.0%	July 1, 2025	95,460,000	75,715,000	71,850,000
(6)		(7)	(8)	(9)
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (G)		4,038,613	3,863,363	3,679,363
Principal (H)		3,505,000	3,680,000	3,865,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		7,543,613	7,543,363	7,544,363

ISSUE: Florida Forever Revenue Bonds 2005B (4th Series - 1st Issue)

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
3.2% - 5.0%	July 1, 2025	142,420,000	114,370,000	108,535,000
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (G)		6,261,000	5,996,250	5,718,500
Principal (H)		5,295,000	5,555,000	5,835,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		11,556,000	11,551,250	11,553,500

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection
Budget Entity: Land Administration - 37100200

Budget Period 2011 - 2012

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II

ISSUE: Florida Forever Revenue Bonds 2006A

(1)	(2)	(3)	June 30, 2011	June 30, 2012
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT		
4.375% - 5.000%	July 1, 2026	144,580,000	120,655,000	115,060,000
(6)		(7)	(8)	(9)
		ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (G)		6,418,250	6,164,500	5,898,000
Principal (H)		5,075,000	5,330,000	5,595,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		11,493,250	11,494,500	11,493,000

ISSUE: Florida Forever Revenue Bonds 2007A

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.50% - 5.00%	July 1, 2026	142,350,000	121,060,000	115,445,000
		ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (G)		6,417,025	6,162,275	5,894,775
Principal (H)		5,095,000	5,350,000	5,615,000
Fiscal Agent or Other Fees (I)		0	0	0
Other (J)		0	0	0
Total Debt Service (K)		11,512,025	11,512,275	11,509,775

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
SECTION I	ACTUAL	ESTIMATED	REQUEST
	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II

ISSUE: Florida Forever Revenue Bonds 2007B

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.0% - 5.0%	July 1, 2027	141,435,000	124,375,000	119,110,000
(6)		(7)	(8)	(9)
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (G)		<input type="text" value="6,671,300"/>	<input type="text" value="6,478,500"/>	<input type="text" value="6,227,750"/>
Principal (H)		<input type="text" value="4,820,000"/>	<input type="text" value="5,015,000"/>	<input type="text" value="5,265,000"/>
Fiscal Agent or Other Fees (I)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other (J)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Debt Service (K)		<input type="text" value="11,491,300"/>	<input type="text" value="11,493,500"/>	<input type="text" value="11,492,750"/>

ISSUE: Florida Forever Revenue Bonds 2008A

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
4.125% - 5.000%	July 1, 2028	144,525,000	131,120,000	126,010,000
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt (G)		<input type="text" value="6,882,675"/>	<input type="text" value="6,650,925"/>	<input type="text" value="6,407,675"/>
Principal (H)		<input type="text" value="4,635,000"/>	<input type="text" value="4,865,000"/>	<input type="text" value="5,110,000"/>
Fiscal Agent or Other Fees (I)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other (J)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Debt Service (K)		<input type="text" value="11,517,675"/>	<input type="text" value="11,515,925"/>	<input type="text" value="11,517,675"/>

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
SECTION I			
Interest on Debt	(A) <input type="text"/>	<input type="text"/>	<input type="text"/>
Principal	(B) <input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans	(C) <input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees	(D) <input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service	(E) <input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service	(F) <input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II

ISSUE: Florida Forever Revenue Bonds October 2008B

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
3.50% 5.25%	July 1, 2028	50,000,000	40,345,000	34,800,000
		ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt	(G)	<input type="text" value="7,767,725"/>	<input type="text" value="7,516,475"/>	<input type="text" value="7,252,475"/>
Principal	(H)	<input type="text" value="5,025,000"/>	<input type="text" value="5,280,000"/>	<input type="text" value="5,545,000"/>
Fiscal Agent or Other Fees	(I)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other	(J)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Debt Service	(K)	<input type="text" value="12,792,725"/>	<input type="text" value="12,796,475"/>	<input type="text" value="12,797,475"/>

ISSUE:

(1)	(2)	(3)	June 30, 2011	June 30, 2012
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
(6)		(7)	(8)	(9)
		ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt	(G)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Principal	(H)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Fiscal Agent or Other Fees	(I)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other	(J)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Debt Service	(K)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200
 (1) (2) (3) (4)

SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II
ISSUE: Florida Forever Revenue Bonds 2010A

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
2.0% -5.0%	July 1, 2025	100,000,000	90,740,000	81,110,000
		ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (G)		<input type="text" value="1,520,389"/>	<input type="text" value="3,499,438"/>	<input type="text" value="3,131,838"/>
Principal (H)		<input type="text" value="3,900,000"/>	<input type="text" value="9,260,000"/>	<input type="text" value="9,630,000"/>
Fiscal Agent or Other Fees (I)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other (J)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Debt Service (K)		<input type="text" value="5,420,389"/>	<input type="text" value="12,759,438"/>	<input type="text" value="12,761,838"/>

ISSUE: Florida Forever Revenue Bonds 2010B

(1) INTEREST RATE	(2) MATURITY DATE	(3) ISSUE AMOUNT	June 30, 2011	June 30, 2012
5.306% -7.045%	July 1, 2029	100,000,000	100,000,000	100,000,000
(6)		(7) ACTUAL FY 2009 - 2010	(8) ESTIMATED FY 2010 - 2011	(9) REQUEST FY 2011 - 2012
Interest on Debt (G)		<input type="text" value="4,778,831"/>	<input type="text" value="11,244,304"/>	<input type="text" value="11,244,304"/>
Principal (H)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Fiscal Agent or Other Fees (I)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other (J)		<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Debt Service (K)		<input type="text" value="4,778,831"/>	<input type="text" value="11,244,304"/>	<input type="text" value="11,244,304"/>

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (A)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Principal (B)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans (C)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees (D)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service (E)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service (F)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation: _____

SECTION II
ISSUE: Florida Forever Revenue Bonds October 2010C

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
2.0% -5.0%	July 1, 2013	87,910,000	64,915,000	41,185,000

	(6)	(7)	(8)	(9)
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt (G)	<input type="text" value="1,578,408"/>	<input type="text" value="3,571,000"/>	<input type="text" value="2,651,200"/>	
Principal (H)	<input type="text" value="7,145,000"/>	<input type="text" value="22,995,000"/>	<input type="text" value="23,730,000"/>	
Fiscal Agent or Other Fees (I)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Other (J)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Total Debt Service (K)	<input type="text" value="8,723,408"/>	<input type="text" value="26,566,000"/>	<input type="text" value="26,381,200"/>	

ISSUE: Florida Forever Revenue Bonds October 2010D

(1)	(2)	(3)	June 30, 2011	June 30, 2012
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT		
4.00% -5.250%	July 1, 2013	227,160,000	154,625,000	79,205,000

(6)	(7)	(8)	(9)
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt (G)	<input type="text" value="1,442,849"/>	<input type="text" value="10,821,200"/>	<input type="text" value="7,919,800"/>
Principal (H)	<input type="text" value="0"/>	<input type="text" value="72,535,000"/>	<input type="text" value="75,420,000"/>
Fiscal Agent or Other Fees (I)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other (J)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Debt Service (K)	<input type="text" value="1,442,849"/>	<input type="text" value="83,356,200"/>	<input type="text" value="83,339,800"/>

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department:	37 Environmental Protection		Budget Period 2011 - 2012	
Budget Entity:	Land Administration - 37100200		(3)	(4)
	(2)			
(1)	ACTUAL	ESTIMATED	REQUEST	
SECTION I	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012	
Interest on Debt	(A) 5,219,170	6,911,110	6,660,436	
Principal	(B) 4,015,000	9,705,000	10,085,000	
Repayment of Loans	(C) 0	0	0	
Fiscal Agent or Other Fees	(D) 0	0	0	
Other Debt Service	(E) 2,835,065	2,724,240	2,649,018	
Total Debt Service	(F) 12,069,235	19,340,350	19,394,454	

Explanation: The 2002 Legislature authorized the issuance of Everglades Restoration bonds to finance or refinance the cost of acquisition and improvement of land, water areas, and related property interests and resources for the purpose of implementing the Comprehensive Everglades Restoration Plan. Bonds will be paid by documentary stamp tax revenue transferred to the Save Our Everglades Trust Fund.

SECTION II

ISSUE:	Save Our Everglades Restoration Bonds 2007A			
(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
5.00% - 5.16%	July 1, 2027	50,000,000	43,380,000	41,370,000
(6)		(7)	(8)	(9)
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt	(G) 0	99,704	95,436	
Principal	(H) 0	1,940,000	2,010,000	
Fiscal Agent or Other Fees	(I) 0	0	0	
Other	(J) 0	0	0	
Total Debt Service	(K) 0	2,039,704	2,105,436	

ISSUE:	Save Our Everglades Restoration Bonds 2007B			
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
5.16%	July 1, 2027	50,000,000	43,380,000	41,370,000
		ACTUAL	ESTIMATED	REQUEST
		FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt	(G) 0	108,768	104,112	
Principal	(H) 0	1,940,000	2,010,000	
Fiscal Agent or Other Fees	(I) 0	0	0	
Other	(J) 0	0	0	
Total Debt Service	(K) 0	2,048,768	2,114,112	

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection
Budget Entity: Land Administration - 37100200

Budget Period 2011 - 2012

(1)	(2)	(3)	(4)
SECTION I	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012
Interest on Debt	(A) <input type="text"/>	<input type="text"/>	<input type="text"/>
Principal	(B) <input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans	(C) <input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees	(D) <input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service	(E) <input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service	(F) <input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation:

SECTION II

ISSUE: Save Our Everglades Restoration Bonds 2008A

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
3.00% -5.00%	July 1, 2025	98,490,000	85,865,000	81,485,000
(6)	(7)	(8)	(9)	
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt	(G) <input type="text" value="4,621,300"/>	<input type="text" value="4,460,700"/>	<input type="text" value="4,251,950"/>	
Principal	(H) <input type="text" value="4,015,000"/>	<input type="text" value="4,175,000"/>	<input type="text" value="4,380,000"/>	
Fiscal Agent or Other Fees	(I) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Other	(J) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Total Debt Service	(K) <input type="text" value="8,636,300"/>	<input type="text" value="8,635,700"/>	<input type="text" value="8,631,950"/>	

ISSUE: Save Our Everglades Restoration Bonds 2010A

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
2.00% -4.00%	July 1, 2017	12,730,000	11,080,000	9,395,000
	ACTUAL FY 2009 - 2010	ESTIMATED FY 2010 - 2011	REQUEST FY 2011 - 2012	
Interest on Debt	(G) <input type="text" value="122,519"/>	<input type="text" value="459,350"/>	<input type="text" value="426,350"/>	
Principal	(H) <input type="text" value="0"/>	<input type="text" value="1,650,000"/>	<input type="text" value="1,685,000"/>	
Fiscal Agent or Other Fees	(I) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Other	(J) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Total Debt Service	(K) <input type="text" value="122,519"/>	<input type="text" value="2,109,350"/>	<input type="text" value="2,111,350"/>	

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 37 Environmental Protection **Budget Period 2011 - 2012**
Budget Entity: Land Administration - 37100200

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>SECTION I</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt	(A) <input type="text"/>	<input type="text"/>	<input type="text"/>
Principal	(B) <input type="text"/>	<input type="text"/>	<input type="text"/>
Repayment of Loans	(C) <input type="text"/>	<input type="text"/>	<input type="text"/>
Fiscal Agent or Other Fees	(D) <input type="text"/>	<input type="text"/>	<input type="text"/>
Other Debt Service	(E) <input type="text"/>	<input type="text"/>	<input type="text"/>
Total Debt Service	(F) <input type="text"/>	<input type="text"/>	<input type="text"/>

Explanation:

SECTION II

ISSUE: Save Our Everglades Restoration Bonds 2010B

(1)	(2)	(3)	(4)	(5)
INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
5.00%-6.45%	July 1, 2029	30,885,000	30,885,000	30,885,000
(6)	(7)	(8)	(9)	
	ACTUAL	ESTIMATED	REQUEST	
	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012	
Interest on Debt	(G) <input type="text" value="475,351"/>	<input type="text" value="1,782,588"/>	<input type="text" value="1,782,588"/>	
Principal	(H) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Fiscal Agent or Other Fees	(I) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Other	(J) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
Total Debt Service	(K) <input type="text" value="475,351"/>	<input type="text" value="1,782,588"/>	<input type="text" value="1,782,588"/>	

ISSUE: _____

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	June 30, 2011	June 30, 2012
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

	ACTUAL	ESTIMATED	REQUEST
	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest on Debt	(G) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Principal	(H) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Fiscal Agent or Other Fees	(I) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Other	(J) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Debt Service	(K) <input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

TRUTH IN BONDING

FY 2011-2012

Save Our Everglades Bonds

The State of Florida is proposing to issue \$50 million of debt or obligation for the purpose of acquisition and improvement of land, water areas, and related property interests and resources in the public interest for the Everglades Restoration Program. This debt or obligation is expected to be repaid over a period of 20 years. At a forecasted interest rate of 5.16%, total interest paid over the life of the debt or obligation will be \$125.3 million.

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: State Lands, Division of
Fund: Conservation and Recreation Lands TF (2131)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Interest on investments, severance tax,</u>	31,756,668	12,731,639	35,581
<u>documentary stamp tax and proceeds</u>			
<u>of surplus land sales</u>			
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TOTALS*	31,756,668	12,731,639	35,581

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Conservation & Recreation Lands Trust Fund
LAS/PBS Fund Number:	Program: State Lands 37 10 00 00
	2-131

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	51,005.53 (A)		51,005.53
ADD: Other Cash (See Instructions)	151,000.00 (B)		151,000.00
ADD: Investments	40,956,956.49 (C)		40,956,956.49
ADD: Outstanding Accounts Receivable	899,566.43 (D)		899,566.43
ADD: _____	(E)		
Total Cash plus Accounts Receivable	42,058,528.45 (F)		42,058,528.45
LESS Allowances for Uncollectibles	(G)		
LESS Approved "A" Certified Forwards	(320,355.95) (H)		(320,355.95)
Approved "B" Certified Forwards	(16,431.51) (H)		(16,431.51)
Approved "FCO" Certified Forwards	(9,840,867.63) (H)		(9,840,867.63)
LESS: Other Accounts Payable (Nonoperating)	(124,205.06) (I)		(124,205.06)
LESS: Financial Statement Adj.-Unrecorded A/P	(J)		
Unreserved Fund Balance, 07/01/10	31,756,668.30 (K)	0.00	31,756,668.30 **

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: 2011 - 2012

Department Title:	Department of Environmental Protection
Trust Fund Title:	Conservation & Recreation Lands Trust Fund
LAS/PBS Fund Number:	2-131

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(31,756,668.30)"/> (A)
---	--

Add/Subtract:

<input type="text"/>	(B)
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Adjusted Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(31,756,668.30)"/>
---	--

Other Adjustment(s):

<input type="text"/>	(C)
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<input type="text"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(31,756,668.30)"/> (D)
--	--

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="31,756,668.30"/> (E)
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DIFFERENCE:	<input type="text" value="0.00"/> (F)*
--------------------	--

***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>State Grants, State Contacts</u>	302,897	0	0
<u>City/County/Other Grants, Non-State</u>			
<u>Grants Transferred from Other State</u>			
<u>Agencies, Interest Earnings</u>			
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<u>FUNDING SOURCE - NON-STATE</u>			
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TOTALS*	302,897	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)	[]	14,126,555.46
ADD: Other Cash (See Instructions)	[] (B)	[]	[]
ADD: Investments	24,636,735.94 (C)	[]	24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)	[]	2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)	[]	26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)	[]	67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)	[]	-171
LESS Approved "A" Certified Forwards	(26,161.61) (H)	[]	(26,161.61)
Approved "B" Certified Forwards	0.00 (H)	[]	0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)	[]	(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)	[]	(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)	[]	2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	Department of Environmental Protection
Trust Fund Title:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	2-339

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	(162,348.79) (A)
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Prior Year Financial Statement Adjustment	162,348.79 (B)
---	----------------

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	28,674,309.40 (B)
--	-------------------

Estimated Grant Awards for Certified Forward Appropriations	(26,477,206.01) (B)
--	---------------------

Other Adjustment(s):

Other Fund Balance Reserves	0.00 (C)
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FCO Appropriation held in Departmental Reserve	(2,500,000.00) (C)
--	--------------------

ADJUSTED BEGINNING TRIAL BALANCE:	(302,896.61) (D)
--	-------------------------

UNRESERVED FUND BALANCE, SCHEDULE IC	302,896.61 (E)
---	-----------------------

DIFFERENCE:	(0.00) (F)*
--------------------	--------------------

***SHOULD EQUAL ZERO.**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: Environmental Protection (37) **Budget Period: 2011 - 2012**
Program: State Lands, Division of
Fund: Internal Improvement TF (2408)

Specific Authority: Chapters 253, 270 and 370, Florida Statutes
Purpose of Fees Collected: Fees are collected to fund activities of the Division concerning the acquisition, disposal and management of real property whose title is vested with the Board of Trustees of the Internal Improvement Trust Fund.

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

<input type="checkbox"/>	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 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Receipts:</u>			
<u>Fees collected from agriculture, marina, dock and commercial upland leases, proceeds from sale of surplus lands, and various fees from land transactions</u>	26,337,525	17,587,700	16,767,300
Total Fee Collection to Line (A) - Section III	26,337,525	17,587,700	16,767,300

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	8,066,352	9,025,512	9,490,375
Other Personal Services	956,143	1,008,332	1,008,332
Expenses	1,182,828	1,289,209	1,289,209
Operating Capital Outlay	-	42,941	42,941
<u>Other Operating Costs</u>	4,043,889	4,197,791	4,200,639
Indirect Costs Charged to Trust Fund	7,889,893	1,887,915	1,635,314
Total Full Costs to Line (B) - Section III	22,139,105	17,451,700	17,666,810

Basis Used: Indirect costs are a prorated share of transfers to support the Administrative Trust Fund and data processing services. A cost allocation plan was used to provide a proportionate share.

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	26,337,525	16,767,300
TOTAL SECTION II	(B)	22,139,105	17,666,810
TOTAL - Surplus/Deficit	(C)	4,198,420	(899,510)

EXPLANATION of LINE C:

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: State Lands, Division of
Fund: Internal Improvement Trust Fund (2408)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Agriculture, marina, dock and commercial</u>	5,500,100	4,199,209	1,471,854
<u>upland leases, proceeds from sale of</u>			
<u>surplus lands, fines, interest on</u>			
<u>investments and various fees from land</u>			
<u>transactions</u>			
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<u>FUNDING SOURCE - NON-STATE</u>			
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TOTALS*	5,500,100	4,199,209	1,471,854

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Internal Improvement Trust Fund
LAS/PBS Fund Number:	Program: State Lands 37 10 00 00
	2-408

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	277,883.65 (A)		277,883.65
ADD: Other Cash (See Instructions)			
ADD: Investments	6,215,352.60 (C)		6,215,352.60
ADD: Outstanding Accounts Receivable	3,213,219.14 (D)		3,213,219.14
ADD:			
Total Cash plus Accounts Receivable	9,706,455.39 (F)		9,706,455.39
LESS Allowances for Uncollectibles	(2,446,351.50) (G)		(2,446,351.50)
LESS Approved "A" Certified Forwards	(684,468.29) (H)		(684,468.29)
Approved "B" Certified Forwards			0.00
Approved "FCO" Certified Forwards	(500,000.00) (H)		(500,000.00)
LESS: Other Accounts Payable (Nonoperating)	(575,535.50) (I)		(575,535.50)
LESS: Other Fund Balance Reserves			0.00
Unreserved Fund Balance, 07/01/10	5,500,100.10 (K)		5,500,100.10 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Internal Improvement Trust Fund</u>
LAS/PBS Fund Number:	<u>2-408</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(5,400,252.10)"/> (A)
---	---

Add/Subtract:

Prior Year Financial Statement Adjustment	<input type="text" value="(99,848.00)"/> (B)
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Other Adjustment(s):

 (C) (C)

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(5,500,100.10)"/> (D)
--	---

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="5,500,100.10"/> (E)
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DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
N-0910DEP-054	DEP Operational Audit	State Lands	10/1/2009	Finding 1: The Department did not always enforce the terms and conditions of lease agreements for sovereignty submerged lands. Recommendation: The Auditor General recommended that the Department take steps to ensure that lessees materially comply with the terms and conditions of lease agreements. The Department should also consider the assessment of a penalty upon a lessee's failure to submit an annual Revenue Report.	The Department is working to ensure that the terms and conditions of the lease are being met and enforced. In its collection efforts, the Department has enhanced its data system, Submerged and Upland Public Revenue System (SUPRS), on November 1, 2009. The Department created a report of interest invoice recipients and mailed 12% interest invoices on past due accounts on January 4, 2010. Also, a "Notice to Correct" has been developed, pursuant to the lease terms, and was sent on January 4, 2010, to any lessee with lease fees 90 days in arrears. This notice provides a list of reasons the lease is out of compliance, including failure to submit an annual Revenue Report if applicable.	
N-0910DEP-054	DEP Operational Audit	State Lands	10/8/2009	Finding 2: The Department lacked adequate controls to ensure that all sovereignty submerged land leased sites were timely inspected, that adequate follow-up was performed on noted noncompliance, and that information regarding lease inspections was correctly entered in the Integrated Land Management System (ILMS). Recommendation: The Auditor General recommended that the Department enhance procedures to ensure that each sovereignty submerged land lease, including extended term leases, receives an on-site inspection at least once every 5 years as required by Board rules, that fines and penalties are assessed for leased sites not brought into compliance timely, and that information regarding on-site inspections is correctly recorded in ILMS.	The Department has updated its ILMS database report queries to capture all leases, including extended term leases that originally were not being accounted for, in order to conduct timely inspections pursuant to rule. A three-day planning meeting was held between the district offices, the environmental resource permitting staff and DSL staff to develop improvements to the site inspection process as well as the compliance and enforcement process. The improvements include holding a quarterly teleconference to discuss issues that affect lease compliance and designating a single person to be responsible for the data entry of the site inspection information.	
N-0910DEP-054	DEP Operational Audit	State Lands	10/1/2009	Finding 3: The Department did not bring under lease all grandfathered facilities on sovereignty submerged lands. Recommendation: The Auditor General recommended that the Department inspect these sites, and where appropriate, ensure that all registered grandfathered structures are brought under lease.	The Department has provided a list of grandfathered facilities to each of the district offices for them to review and determine if there is still a need for a lease. (Note, however, that these are now referenced as "unauthorized use of sovereignty submerged land".) The number of outstanding grandfathered facilities is now down to 57 from the original list of 599. District staff is working with these facilities and DSL is monitoring their progress through regular updates.	

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
(N-0910DEP-054)	DEP Operational Audit	State Lands	10/1/2009	<p>Finding 4: The Department did not always timely receive and properly review the required annual or operational reports for upland commercial leases to verify lessee compliance with applicable laws and rules.</p> <p>Recommendation: The Auditor General recommended that the Department amend its commercial upland leases to require each lessee to submit an annual or operational report in accordance with applicable Board of Trustees' rules. The Auditor General also recommended that the Department update its policies and procedures to ensure that required annual or operational reports are properly received and reviewed for compliance with applicable Board of Trustees' rules. Additionally, the Auditor General recommended that the Department conduct periodic on-site inspections for each commercial upland lease.</p>	<p>There are 546 leases due for inspection over the time period of July 1, 2009 to June 30, 2010. Of these, 369 have already been performed and the others are expected to be completed on time.</p>	
(N-0910DEP-054)	DEP Operational Audit	State Lands	10/1/2009	<p>Finding 5: The Department did not receive required land management and land use plans, or attempt to obtain delinquent plans from land managers.</p> <p>Recommendation: The Auditor General recommended that the Department update its policies and procedures to reflect current law and to ensure that required land management and land use plans are timely received and properly reviewed.</p>	<p>A review of policies and procedures was initiated in January 2009 and completed in January 2010. A new form for entities leasing non-conservation lands was developed and is now in use. Additionally, the Division initiated an electronic mail-out to all holders of non-conservation land leases in order to obtain data verification and notify lessees if their land use plans were overdue.</p> <p>There is a 45-day deadline for return of delinquent land use plans. After that deadline, a second letter will be issued. Failure to meet the requirement after the second mailing will result in steps that could culminate in revocation of lease. A document for conservation lands less than 160 acres is in development, and a mail-out to those overdue is to be completed. All conservation lands larger than 160 acres are currently in compliance or in process.</p>	

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
(N-0910DEP-054)	DEP Operational Audit	State Lands	10/1/2009	Finding 6: Department procedures for conducting hunting camp site inspections, including steps to be taken to terminate the leases of non-complying lessees, could be improved. Recommendation: The Auditor General recommended that the Department update its policies and procedures to include the establishment of a risk-based inspection schedule, address the enforcement of the termination provisions of lease agreements should lessees fail to timely remedy noncompliance, and require appropriate documentation of circumstances preventing timely on-site inspections, as well as decisions not to pursue lease termination.	Staff will continue to make every attempt to accomplish the inspections annually to assure no significant violations have occurred and to assure leases are significantly in compliance. Extreme weather or other unforeseen natural conditions can delay access to these areas, which makes scheduling specific dates and times for inspections very difficult. Therefore, this and other circumstances will be factors considered on scheduling inspections. In the future, any circumstances preventing timely on-site inspections, as well as information regarding lease terminations, will be documented in the database and spreadsheet. DSL will continue to work with the Office of General Counsel on enforcement of those that are significantly out of compliance. DSL updated the procedures manual due to recent changes.	
(N-0910DEP-054)		State Lands	10/1/2009	Finding 7: The Department was unable to provide documentation to support the reasonableness of assessed fees. The Auditor General recommended that the Department conduct periodic cost analyses of the actual cost of administering and managing leases and easements to use as a basis for recommendations to the Board of Trustees for changes in fee assessments.	In May 2005 staff recommended, and the Board of Trustees adopted, changes to Rule 18-21, F.A.C., which includes increasing application fees from \$200 to \$500 for all facilities other than private, single-family docks. The recommendation was based in part on estimated DEP staff costs at that time of nearly \$900 per lease. There have not been salary increases provided by the Legislature, no major employee rate changes, or rule changes that have made a significant difference since 2005.	

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
(N-0910DEP-054)	DEP Operational Audit	State Lands	10/1/2009	Finding 8: The Department lacked adequate controls to ensure the assessment of interest charges on overdue invoices, documentation of collection efforts, and proper recording of accounts receivable and related allowances for doubtful accounts. The Auditor General recommended that the Department continue its efforts to properly assess interest charges on overdue invoices in accordance with Board rules and lease agreement provisions. The Auditor General also recommended that the Department improve its controls to accurately record all accounts receivable and related allowances for doubtful accounts in FLAIR for land leases and easements. Additionally, the Auditor General recommended that the Department enhance its collection efforts. Such efforts may include termination of the lease, recording of a Notice of Violation in the applicable county's public records, following DFS procedures for the reporting of delinquent accounts receivable, and enhancing Submerged and Uplands Public Revenue system (SUPRS) to document Department collection efforts.	The Department has enhanced its data system, SUPRS, in its collection efforts and began sending 12 percent interest invoices on past due accounts in November 2009. A "Notice to Correct" has been instituted and is sent if no payment is received 30 days after receipt of the interest invoice. Twenty days after the "Notice to Correct" is sent to the overdue lessee, the account is turned over to the Department's Bureau of Finance and Accounting for submittal to the contracted collection agency. When this occurs, the Department will have no further contact with the lessee and will not receive payments from the lessee. The eviction process should start at this time. The Department has improved its controls to accurately record all accounts receivable with the use of Crystal Reporting.	

DISTRICT OFFICES
Exhibits or Schedules



DISTRICT OFFICES
Schedule I Series

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)		229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)		0.00
ADD: Investments 51,424,427.77	(C)		51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)		15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)		43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)		110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)		(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)		(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)		(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)		(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)		(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="58,784,460.13"/>	(B)
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Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(43,051,624.17)"/>	(B)
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Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="(59,289,860.13)"/>	(C)
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<input type="text" value="0.00"/>	(C)
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<input type="text" value="0.00"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(43,557,024.17)"/>	(D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="43,557,024.17"/>	(E)
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DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>State Grants, State Contacts</u>	302,897	0	0
<u>City/County/Other Grants, Non-State</u>			
<u>Grants Transferred from Other State</u>			
<u>Agencies, Interest Earnings</u>			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	302,897	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)		14,126,555.46
ADD: Other Cash (See Instructions)			
ADD: Investments 24,636,735.94			24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)		2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)		26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)		67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)		-171
LESS Approved "A" Certified Forwards	(26,161.61) (H)		(26,161.61)
Approved "B" Certified Forwards	0.00 (H)		0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)		(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)		(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)		2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Grants & Donations Trust Fund</u>
LAS/PBS Fund Number:	<u>2-339</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 162,348.79 (A)

Prior Year Financial Statement Adjustment 162,348.79 (B)

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances 28,674,309.40 (B)

Estimated Grant Awards for (26,477,206.01) (B)

Certified Forward Appropriations
Other Adjustment(s):

Other Fund Balance Reserves 0.00 (C)

FCO Appropriation held in Departmental Reserve (2,500,000.00) (C)

ADJUSTED BEGINNING TRIAL BALANCE: **(302,896.61) (D)**

UNRESERVED FUND BALANCE, SCHEDULE IC **302,896.61 (E)**

DIFFERENCE: **(0.00) (F)***

***SHOULD EQUAL ZERO.**

SCHEDULE 1A: DETAIL OF FEE AND RELATED PROGRAM COSTS

Department: Environmental Protection **Budget Period: 2011-12**
Program: Water Resources
Fund: Permit Fee Trust Fund 2526

Specific Authority: Sections 403.0871,161.041,161.053,161.0535, 403.087(6),403.861(8), F.S.
Purpose of Fees Collected: To provide funding for the operating cost of permitting, field services, and support activities.

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

<input checked="" type="checkbox"/>	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 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>	<u>ACTUAL</u>	<u>ESTIMATED</u>	<u>REQUEST</u>
	<u>FY 2009 - 10</u>	<u>FY 2010 - 11</u>	<u>FY 2011 - 12</u>
<u>Receipts:</u>			
<u>Water Facilities - Permit Fees</u>	6,771,774	7,000,000	7,000,000
<u>Water NPDES - Permit Fees</u>	4,114,565	4,150,000	4,150,000
<u>Beach - Permit Fees</u>	821,503	825,000	825,000
<u>Air & Waste Permit Fees and others</u>	1,761,031	1,200,000	1,150,000
Total Fee Collection to Line (A) - Section III	13,468,873	13,175,000	13,125,000

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	11,594,820	9,394,189	9,423,840
Other Personal Services			-
Expenses	382,052	1,311,281	1,311,281
Operating Capital Outlay	-	4,597	4,597
<u>G/A & Special Categories</u>	333,368	1,158,597	1,158,597
		-	-
Indirect Costs Charged to Trust Fund	1,260	1,400	548,359
Total Full Costs to Line (B) - Section III	12,311,500	11,870,064	12,446,674

Basis Used: Indirect cost:Tr/Admin. TF/ Tr to WC for data center, TR Environ Labs, Assessment on investment and the service charge to G.R.

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	13,468,873	13,125,000
TOTAL SECTION II	(B)	12,311,500	12,446,674
TOTAL - Surplus/Deficit	(C)	1,157,373	678,326

EXPLANATION: of LINE C
This program is also supported by fines, forfeits, interest earnings on investments, and miscellaneous charges. The fund also has a carry forward balance in the prior, current years

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Enviromental Protection
Budget Entity: 37350200 Water Resource Protection and Res
Fund: 2526 Permit Fee Trust Fund

	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	<u>FY 2009 -10</u>	<u>FY 2010 - 11</u>	<u>FY 2011-2012</u>
Permit Fees Water Facilities,	457,643	428,496	1,522
Permit Fees Water NPDES,			
Permit Fees Beach Management,			
Permit Fees Air,			
Permit Fees Waste,			
Fees/Charges Power Plant Siting,			
Interest Earnings on Investments,			
Fines, Forfeitures, Judgements,			
Refunds Prior Year Warrant Cancelations,			
<u>FUNDING SOURCE - NON-STATE</u>			

TOTALS*	457,643	428,496	1,522

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Permit Fee Trust Fund
LAS/PBS Fund Number:	Division of Water Resource Management - 37 35 00 00
	2-526

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	67,847.49	(A)		67,847.49
ADD: Other Cash (See Instructions)	15,569.50	(B)		15,569.50
ADD: Investments 965,065.76		(C)		965,065.76
ADD: Outstanding Accounts Receivable	147,881.08	(D)		147,881.08
ADD: _____		(E)		
Total Cash plus Accounts Receivable	1,196,363.83	(F)		1,196,363.83
LESS Allowances for Uncollectibles	(66,329.00)	(G)		(66,329.00)
LESS Approved "A" Certified Forwards	(94,942.51)	(H)		(94,942.51)
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(577,448.33)	(I)		(577,448.33)
LESS:		(J)		
Unreserved Fund Balance, 07/01/10	457,643.99	(K)		457,643.99 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Permit Fee Trust Fund</u>
LAS/PBS Fund Number:	<u>2-526</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(457,643.99)"/> (A)
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Add/Subtract:

<input type="text"/>	(B)
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Other Adjustment(s):

<input type="text"/>	(C)
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<input type="text"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(457,643.99)"/> (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="457,643.99"/> (E)
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DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

ENVIRONMENTAL ASSESSMENT AND RESTORATION
Exhibits or Schedules



ENVIRONMENTAL ASSESSMENT AND RESTORATION
Schedule I Series

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Environmental Protection
Budget Entity: 37300100 Water Science and Laboratory Svcs
Fund: 2050 Environmental Laboratory Trust Fun

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>Contracts with Water Management</u>	493,394		
<u>Districts and transfers from other</u>			
<u>DEP trust funds, and interest earnings</u>			
<u>on the investment of idle cash.</u>			
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TOTALS*	493,394		

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Environmental Lab Trust Fund
LAS/PBS Fund Number:	Environmental Assessment & Restoration - 37 30 00 00
	2-050

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	35,728.86	(A)		35,728.86
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments 606,274.89		(C)		606,274.89
ADD: Outstanding Accounts Receivable	62,858.88	(D)		62,858.88
ADD: _____		(E)		
Total Cash plus Accounts Receivable	704,862.63	(F)		704,862.63
LESS Allowances for Uncollectibles		(G)		0.00
LESS Approved "A" Certified Forwards	(171,302.73)	(H)		(171,302.73)
Approved "B" Certified Forwards	(30,632.15)	(H)		(30,632.15)
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(9,533.92)	(I)		(9,533.92)
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/10	493,393.83	(K)		493,393.83 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Environmental Lab Trust Fund</u>
LAS/PBS Fund Number:	<u>2-050</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(493,393.83)"/> (A)
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Add/Subtract:	<input type="text" value="0.00"/> (B)
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Other Adjustment(s):	<input type="text"/> (C)
	<input type="text"/> (C)

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(493,393.83)"/> (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="493,393.83"/> (E)
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DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)	0.00	229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)	0.00	0.00
ADD: Investments	51,424,427.77 (C)	0.00	51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)	0.00	15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)	0.00	43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)	0.00	110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)	0.00	(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)	0.00	(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)	0.00	(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)	0.00	(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)	0.00	(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	Department of Environmental Protection
Trust Fund Title:	Federal Grants Trust Fund
LAS/PBS Fund Number:	2-261

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	0.00 (A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	58,784,460.13 (B)
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Estimated Grant Awards for Certified Forward Appropriations	(43,051,624.17) (B)
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Other Adjustment(s):

Other Fund Balance Reserves	(59,289,860.13) (C)
-----------------------------	---------------------

	0.00 (C)
--	----------

	0.00 (C)
--	----------

ADJUSTED BEGINNING TRIAL BALANCE:	(43,557,024.17) (D)
--	----------------------------

UNRESERVED FUND BALANCE, SCHEDULE IC	43,557,024.17 (E)
---	--------------------------

DIFFERENCE:	0.00 (F)*
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***SHOULD EQUAL ZERO.**

WATER RESOURCE MANAGEMENT
Exhibits or Schedules



WATER RESOURCE MANAGEMENT
Schedule I Series

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Enviromental Protection
Budget Entity: 37350200 Water Resource Protection and Rest
Fund: 2193 Ecosystem Management and Restoration

	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	<u>FY 2009 -10</u>	<u>FY 2010 - 11</u>	<u>FY 2011-12</u>
Inerest on Investments,	6,717,050	1,469,544	2,183,953
Fines, Forfeits, Judgements,			
Interest/ Loans/ Cont. Advances,			
Transfer From General Revenue,			
Transfer from LATF,			
Dot/Mit/Program Credit,			
Transfer Water Protection and Sustainabilly,			
Transfer from DOR 0.2% Sales Tax,			
Transfer From Doc. Stamps 201.15,			
Warrant Cancelations,			
Fines, Forfeits Coral Reefs,			
Transfer From GR Beach Projects,			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	6,717,050	1,469,544	2,183,953

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Ecosystem Management & Restoration Trust Fund
LAS/PBS Fund Number:	Water Resource Management - 37 35 00 00
	2-193

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	184,989.72	(A)		184,989.72
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments	153,921,964.19	(C)		153,921,964.19
ADD: Outstanding Accounts Receivable	20,322,282.87	(D)		20,322,282.87
ADD: Other Loans & Notes Receivables		(E)		
Total Cash plus Accounts Receivable	174,429,236.78	(F)		174,429,236.78
LESS Allowances for Uncollectibles	(17,206,869.59)	(G)		(17,206,869.59)
LESS Approved "A" Certified Forwards	(33,480.61)	(H)		(33,480.61)
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards	(148,048,894.93)	(H)		(148,048,894.93)
LESS: Other Accounts Payable (Nonoperating)	(1,613,041.45)	(I)		(1,613,041.45)
LESS: Fund Balance Reserve for Reef Groundings	(349,979.38)	(J)		(349,979.38)
LESS: Advances from Other Funds Between Depts.		(J)		0.00
LESS: Fund Balance Reserve-Court Ordered Restituti	(459,920.03)	(J)		(459,920.03)
Unreserved Fund Balance, 07/01/10	6,717,050.79	(K)		6,717,050.79 **

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: 2011 - 2012

Department Title: Department of Environmental Protection
Trust Fund Title: Ecosystem Management & Restoration Trust Fund
LAS/PBS Fund Number: 2-193

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 (A)

Add/Subtract: (B)

Other Adjustment(s):

ADJUSTED BEGINNING TRIAL BALANCE: (D)

UNRESERVED FUND BALANCE, SCHEDULE IC (E)

DIFFERENCE: (F)*

***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Enviromental Protection
Budget Entity: 37350200 Water Resource Protection and Res
Fund: 2044 Drinking Water Rev. Loan Trust Fund

	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	<u>FY 2009 -10</u>	<u>FY 2010 - 11</u>	<u>FY 2011-2012</u>
Interest Earnings,	6,875,646	-	-
General Revenue Match,			
Trans Internal Improvement TF,			
Repayment of Loans,			
<u>FUNDING SOURCE - NON-STATE</u>			
American Recovery and Reinvestment Act,			
Grant Revenue DWSRF FY 07/08 & FY 09-10,			
Grant Revenue FY 6/7,			
Grant Revenue DWSRF FY 09/10,			
TOTALS*	6,875,646	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Drinking Water Revolving Loan Trust Fund
LAS/PBS Fund Number:	Division of Water Resource Management - 37 35 00 00
	2-044

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	66,630.01 (A)		66,630.01
ADD: Other Cash (See Instructions)			
ADD: Investments	58,952,186.05 (C)		58,952,186.05
ADD: Outstanding Accounts Receivable	6,177,792.46 (D)		6,177,792.46
ADD: Estimated Grant Receivable	26,808,876.00 (E)		26,808,876.00
ADD: American Recovery and Reinvestment Act of 2009	53,806,134.00 (E)		53,806,134.00
ADD: _____			
Total Cash plus Accounts Receivable	145,811,618.52 (F)		145,811,618.52
LESS Allowances for Uncollectibles			
LESS Approved "A" Certified Forwards			
Approved "B" Certified Forwards			
Approved "FCO" Certified Forwards	(138,930,194.00) (H)		(138,930,194.00)
LESS: Other Accounts Payable (Nonoperating)	(5,778.13) (I)		(5,778.13)
Unreserved Fund Balance, 07/01/10	6,875,646.39 (K)		6,875,646.39 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Drinking Water Revolving Loan Trust Fund</u>
LAS/PBS Fund Number:	<u>2-044</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
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Add/Subtract:

Other Adjustment(s):

Estimated Grant Receivable	<input type="text" value="(26,808,876.00)"/>	(C)
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FY 2010/11 Loan Repayments recorded in Flair as FY 2009/10 Accounts Receivable	<input type="text" value="27,496,937.00"/>	(C)
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American Recovery and Reinvestment Act of 2009	<input type="text" value="(53,806,134.00)"/>	(C)
--	--	-----

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="46,242,426.61"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(6,875,646.39)"/>	(D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="6,875,646.39"/>	(E)
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DIFFERENCE:	<input type="text" value="(0.00)"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)	0.00	229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)	0.00	0.00
ADD: Investments	51,424,427.77 (C)	0.00	51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)	0.00	15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)	0.00	43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)	0.00	110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)	0.00	(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)	0.00	(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)	0.00	(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)	0.00	(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)	0.00	(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="58,784,460.13"/>	(B)
--	--	-----

Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(43,051,624.17)"/>	(B)
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Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="(59,289,860.13)"/>	(C)
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<input type="text" value="0.00"/>	(C)
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<input type="text" value="0.00"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(43,557,024.17)"/>	(D)
--	--	-----

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="43,557,024.17"/>	(E)
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DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>State Grants, State Contacts</u>	302,897	0	0
<u>City/County/Other Grants, Non-State</u>			
<u>Grants Transferred from Other State</u>			
<u>Agencies, Interest Earnings</u>			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	302,897	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)	0.00	14,126,555.46
ADD: Other Cash (See Instructions)	0.00 (B)	0.00	0.00
ADD: Investments	24,636,735.94 (C)	0.00	24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)	0.00	2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)	0.00	26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)	0.00	67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)	0.00	-171.00
LESS Approved "A" Certified Forwards	(26,161.61) (H)	0.00	(26,161.61)
Approved "B" Certified Forwards	0.00 (H)	0.00	0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)	0.00	(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)	0.00	(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)	0.00	2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Grants & Donations Trust Fund</u>
LAS/PBS Fund Number:	<u>2-339</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 162,348.79 (A)

Prior Year Financial Statement Adjustment 162,348.79 (B)

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances 28,674,309.40 (B)

Estimated Grant Awards for (26,477,206.01) (B)

Certified Forward Appropriations
Other Adjustment(s):

Other Fund Balance Reserves 0.00 (C)

FCO Appropriation held in Departmental Reserve (2,500,000.00) (C)

ADJUSTED BEGINNING TRIAL BALANCE: **(302,896.61) (D)**

UNRESERVED FUND BALANCE, SCHEDULE IC **302,896.61 (E)**

DIFFERENCE: **(0.00) (F)***

***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Enviromental Protection
Budget Entity: 37350200 Water Resource Protection and Res
Fund: 2506 Non-Mandatory Lands Reclamation TF

	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	<u>FY 2009 -10</u>	<u>FY 2010 - 11</u>	<u>FY 2011-2012</u>
Interest Earnings on Investments,	12,382,090	4,536,118	626,577
Refunds,			
Transfer Phosphate Surcharge,			
Transfer DOR/ Phosphate/Min/Tax,			
Prior Year Warrant,			

<u>FUNDING SOURCE - NON-STATE</u>			

TOTALS*	12,382,090	4,536,118	626,577

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011- 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Nonmandatory Land Reclamation Trust Fund
LAS/PBS Fund Number:	Program: Water Resource Mgt 37 35 00 00
	2-506

	Balance as of 6/30/2010	(A)	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	48,215.74			48,215.74
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments	44,784,716.17	(C)		44,784,716.17
ADD: Outstanding Accounts Receivable	5,281,046.36	(D)		5,281,046.36
ADD:		(E)		
Total Cash plus Accounts Receivable	50,113,978.27	(F)		50,113,978.27
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(12,278.02)	(H)		(12,278.02)
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards	(37,684,185.06)	(H)		(37,684,185.06)
LESS: Other Accounts Payable (Nonoperating)	(35,424.75)	(I)		(35,424.75)
LESS:		(J)		
Unreserved Fund Balance, 07/01/10	12,382,090.44	(K)		12,382,090.44 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Nonmandatory Land Reclamation Trust Fund</u>
LAS/PBS Fund Number:	<u>2-506</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(12,382,090.44)"/> (A)
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Add/Subtract:

<input type="text"/>	(B)
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<input type="text"/>	
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Other Adjustment(s):

<input type="text"/>	(C)
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<input type="text"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(12,382,090.44)"/> (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="12,382,090.44"/> (E)
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DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Enviromental Protection
Budget Entity: 37350200 Water Resource Protection and Restor:
Fund: 2603 Water Protection & Sustainability Program T

<u>FUNDING SOURCE - STATE</u>	<u>ACTUAL FY 2009 -10</u>	<u>ESTIMATED FY 2010 - 11</u>	<u>REQUEST FY 2011-2012</u>
Interest on Investments,	52,660		
Transfer from DOR Doc. Stamps,			
Interest on Program Advances,			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	52,660	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012 Department of Environmental Protection
Trust Fund Title:	Water Protection & Sustainability Program Trust Fund
Budget Entity:	Water Resources - 37 35 00 00
LAS/PBS Fund Number:	2-603

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	7,512.21	(A)		7,512.21
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments	39,077,554.04	(C)		39,077,554.04
ADD: Outstanding Accounts Receivable	128,465.73	(D)		128,465.73
ADD: _____		(E)		
Total Cash plus Accounts Receivable	39,213,531.98	(F)		39,213,531.98
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards	(39,106,480.36)	(H)		(39,106,480.36)
LESS: Other Accounts Payable (Nonoperating)	(54,391.54)	(I)		(54,391.54)
LESS:		(I)		
LESS: Other Reserves		(J)		
		(J)		
Unreserved Fund Balance, 07/01/10	52,660.08	(K)		52,660.08 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Water Protection & Sustainability Program Trust Fund</u>
LAS/PBS Fund Number:	<u>2-603</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(52,660.08)"/> (A)
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Add/Subtract:

<input type="text" value="0.00"/> (B)

Other Adjustment(s):

<input type="text"/> (C)

<input type="text"/> (C)

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(52,660.08)"/> (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="52,660.08"/> (E)
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DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Waste Water Treatment Storm Water Mgmt. Revolving Loan Trust Fund
LAS/PBS Fund Number:	Division of Water Resource Management - 37 35 00 00
	2-661

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	104,540.06 (A)		104,540.06
ADD: Other Cash (See Instructions)			
ADD: Investments	106,273,696.42 (C)		106,273,696.42
ADD: Outstanding Accounts Receivable	7,478,381.89 (D)		7,478,381.89
ADD: American Recovery and Reinvestment Act of 2009	80,113,058.00 (E)		80,113,058.00
Total Cash plus Accounts Receivable	193,969,676.37 (F)		193,969,676.37
LESS Allowances for Uncollectibles			
LESS Approved "A" Certified Forwards			
Approved "B" Certified Forwards			
Approved "FCO" Certified Forwards	(194,708,341.26) (H)		(194,708,341.26)
LESS: Other Accounts Payable (Nonoperating)	(11,335.11) (I)		(11,335.11)
LESS: FCO Appropriation held in Departmental Reserve	750,000.00 (J)		750,000.00
Unreserved Fund Balance, 07/01/2010	0.00 (K)		0.00 **

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: 2011 - 2012

Department Title:	Department of Environmental Protection
Trust Fund Title:	Waste Water Treatment Storm Water Mgmt. Revolving Loan Trust Fund
LAS/PBS Fund Number:	2-661

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
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Add/Subtract:

Other Adjustment(s):

American Recovery and Reinvestment Act of 2009	<input type="text" value="(80,113,058.00)"/>	(C)
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FY 2010/11 Loan Repayments recorded in Flair as FY 2009/10 Accounts Receivable	<input type="text" value="62,185,610.00"/>	(C)
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Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="18,677,448.00"/>	(C)
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FCO Appropriation held in Departmental Reserve	<input type="text" value="(750,000.00)"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="0.00"/>	(D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="0.00"/>	(E)
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DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Enviromental Protection
Budget Entity: 37350200 Water Resource Protection and Res
Fund: 2890 Lake Okeechobee Protection Trust Fund

	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	<u>FY 2009 -10</u>	<u>FY 2010 - 11</u>	<u>FY 2011-12</u>
Interest Earnings,	-		
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	-	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
A-0809DEP-002	Audit of Operator Certification Program	Water Resource Management	10/8/2009	<p>Finding 1: Compliance and Enforcement Data should be captured in the Operator Certification Program (OCP) Database. Items indicating possible weaknesses in the areas of enforcement and communication include the following: The Program reported to EPA compliance and enforcement actions in 17 operator cases. OGC had documentation of 19 cases. Also, Wastewater inspection forms have an optional field to capture operator information. This could be a mandatory field capturing operator license number and name. Recommendation: The Operator Certification Program should continue to work with the Office of General Counsel and the Regulatory Programs to ensure more accurate and reliable information regarding access to water and domestic wastewater letters and orders. The Operator Certification Program should populate its own database from these documents and maintain documentation control in its compliance and enforcement reporting. Entering data into the database from the Program-maintained enforcement documents would be the first step required to become more reliable. If the Program had access to the LCTS and FEDS information, OGC enforcement data could be <i>referenced and included, if needed</i>. The Program's database should be more accurate and reliable with the understanding that the regulatory offices and Office of General Counsel continue their information sharing with the Operator Certification Program on all water</p>	<p>The Program's database has key triggers built into the programming to capture enforcement data. Previously data entry errors bypassed these triggers allowing the information to not automatically activate the triggers. That is why only four of the 17 cases were retrievable directly from its database. This situation was corrected in August 2009 and should not be a reoccurring issue. The Program will continue to work with senior management of the Division of Water Resource Management to change the operator license review from optional to mandatory on wastewater inspections.</p>	

WASTE MANAGEMENT
Exhibits or Schedules



WASTE MANAGEMENT
Schedule I Series

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: Environmental Protection (37) **Budget Period: 2011 - 2012**
Program: Waste Management, Division of
Fund: Inland Protection TF (2212)

Specific Authority: Section 376.3071, Florida Statutes
Purpose of Fees Collected: Fees are collected to investigate and assess contaminated sites, restore or replace potable water supplies, cleanup and rehabilitate contaminated sites, maintain and monitor contaminated sites and supervise storage tank compliance verification program.

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

<input checked="" type="checkbox"/>	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 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 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Receipts:</u>			
<u>Storage Tank Registration Fees</u>	984,969	1,300,000	1,300,000
<u>Other Licenses and Permits</u>	49,651	200,000	200,000
<u> </u>			
<u> </u>			
Total Fee Collection to Line (A) - Section III	1,034,620	1,500,000	1,500,000

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	9,610,158	9,801,630	9,831,849
Other Personal Services	102,889	133,780	133,780
Expenses	2,059,123	2,257,935	2,257,935
Operating Capital Outlay	4,730	9,929	9,929
<u>Other Operating Costs</u>	116,794,301	34,797,631	34,897,631
<u> </u>			
Indirect Costs Charged to Trust Fund	3,696,218	3,661,539	9,282,616
Total Full Costs to Line (B) - Section III	132,267,419	50,662,444	56,413,740

Basis Used: Indirect costs are a prorated share of transfers to support the Administrative Trust Fund and data processing services. A cost allocation plan was used to provide a proportionate share.

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	1,034,620	1,500,000
TOTAL SECTION II	(B)	132,267,419	56,413,740
TOTAL - Surplus/Deficit	(C)	(131,232,799)	(54,913,740)

EXPLANATION of LINE C:
Pollutant tax transfers from the Department of Revenue supplements the fees.

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: Waste Management, Division of
Fund: Inland Protection Trust Fund (2212)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Sections 206.9935, 376.11 and 376.3071, Florida</u>	9,462,784	6,189,288	18,847,805
<u>Statutes: To investigate, assess, restore and</u>			
<u>rehabilitate petroleum contaminated sites,</u>			
<u>restore or replace potable water supplies and</u>			
<u>to supervise the storage tank compliance</u>			
<u>verification program. Funding through fees,</u>			
<u>excise taxes on pollutants and interest earnings.</u>			
<u> </u>			
<u>FUNDING SOURCE - NON-STATE</u>			
<u> </u>			
<u> </u>			
<u> </u>			
<u> </u>			
<u> </u>			
<u> </u>			
<u> </u>			
<u> </u>			
TOTALS*	9,462,784	6,189,288	18,847,805

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Inland Protection Trust Fund
LAS/PBS Fund Number:	Waste Management 37 45 00 00
	2-212

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	126,337.79	(A)		126,337.79
ADD: Other Cash (See Instructions)		(B)		0.00
ADD: Investments	54,600,874.84	(C)		54,600,874.84
ADD: Outstanding Accounts Receivable	17,922,071.79	(D)		17,922,071.79
ADD: Other Loans & Notes Receivable		(E)		
Total Cash plus Accounts Receivable	72,649,284.42	(F)		72,649,284.42
LESS Allowances for Uncollectibles	(568,512.00)	(G)		(568,512.00)
LESS Approved "A" Certified Forwards	(2,160,888.50)	(H)		(2,160,888.50)
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards	(54,993,994.40)	(H)		(54,993,994.40)
LESS: Other Accounts Payable (Nonoperating)	(463,105.39)	(I)		(463,105.39)
LESS: Fund Balance Reserved Brownfield Loan	(5,000,000.00)	(J)		(5,000,000.00)
Unreserved Fund Balance, 07/01/10	9,462,784.13	(K)		9,462,784.13 **

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: 2011 - 2012

Department Title: Department of Environmental Protection
Trust Fund Title: Inland Protection Trust Fund
LAS/PBS Fund Number: 2-212

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 (A)

Add/Subtract: (B)

Other Adjustment(s): (C)

ADJUSTED BEGINNING TRIAL BALANCE: (D)

UNRESERVED FUND BALANCE, SCHEDULE IC (E)

DIFFERENCE: (F)*

***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2261 - Federal Grants Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>FUNDING SOURCE - NON-STATE</u>			
<u>Federal Grants, Federal Reimbursements,</u>	4,288,054	0	0
<u>Interest Earnings</u>			
TOTALS*	4,288,054	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)	0.00	229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)	0.00	0.00
ADD: Investments	51,424,427.77 (C)	0.00	51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)	0.00	15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)	0.00	43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)	0.00	110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)	0.00	(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)	0.00	(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)	0.00	(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)	0.00	(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)	0.00	(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	Department of Environmental Protection
Trust Fund Title:	Federal Grants Trust Fund
LAS/PBS Fund Number:	2-261

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	0.00 (A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	58,784,460.13 (B)
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Estimated Grant Awards for Certified Forward Appropriations	(43,051,624.17) (B)
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Other Adjustment(s):

Other Fund Balance Reserves	(59,289,860.13) (C)
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	0.00 (C)
--	----------

	0.00 (C)
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ADJUSTED BEGINNING TRIAL BALANCE:	(43,557,024.17) (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	43,557,024.17 (E)
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DIFFERENCE:	0.00 (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: Waste Management, Division of
Fund: Solid Waste Management Trust Fund (2644)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Sections 212.202, 403.7186 and 403.709, Florida</u>	1,781,322	2,086,541	2,757,329
<u>Statutes: For solid waste management activities</u>			
<u>of the Department, including grants and</u>			
<u>technical assistance to local governments,</u>			
<u>educational programs and regulation and</u>			
<u>enforcement. Waste tire fees and interest</u>			
<u>earnings.</u>			
<u> </u>			
<u>FUNDING SOURCE - NON-STATE</u>			
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<u> </u>			
<u> </u>			
TOTALS*	1,781,322	2,086,541	2,757,329

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Solid Waste Management Trust Fund
LAS/PBS Fund Number:	Waste Management 37 45 00 00
	2-644

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	49,185.34	(A)		49,185.34
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments	4,884,638.78	(C)		4,884,638.78
ADD: Outstanding Accounts Receivable	1,598,889.46	(D)		1,598,889.46
ADD: Other Receivables		(E)		
Total Cash plus Accounts Receivable	6,532,713.58	(F)		6,532,713.58
LESS Allowances for Uncollectibles	(115.00)	(G)		(115.00)
LESS Approved "A" Certified Forwards	(46,281.01)	(H)		(46,281.01)
Approved "B" Certified Forwards		(H)		0.00
Approved "FCO" Certified Forwards	(4,553,892.85)	(H)		(4,553,892.85)
LESS: Other Accounts Payable (Nonoperating)	(151,101.81)	(I)		(151,101.81)
LESS: _____		(J)		
Unreserved Fund Balance, 07/01/10	1,781,322.91	(K)		1,781,322.91 **

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: 2011 - 2012

Department Title: Department of Environmental Protection
Trust Fund Title: Solid Waste Management Trust Fund
LAS/PBS Fund Number: 2-644

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 (A)

Add/Subtract:

(B)

Other Adjustment(s):

(C)

(C)

ADJUSTED BEGINNING TRIAL BALANCE: (D)

UNRESERVED FUND BALANCE, SCHEDULE IC (E)

DIFFERENCE: (F)*

***SHOULD EQUAL ZERO.**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: Environmental Protection (37) **Budget Period: 2011 - 2012**
Program: Waste Management, Division of
Fund: Water Quality Assurance TF (2780)

Specific Authority: Chapter 2004-111, Laws of Florida
Purpose of Fees Collected: Fees are collected to provide dedicated funding for the monitoring and maintenance for the cleanup and restoration of potable water of any site involving spills, discharges, or escapes of pollutants or hazardous substances which occur as a result of procedures taken by private and governmental entities involving the storage, transportation, and disposal of such products.

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

<input checked="" type="checkbox"/>	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 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 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Receipts:</u>			
Fees and Charges	278,498	250,000	250,000
Licenses and Permits	298,943	890,000	340,000
Total Fee Collection to Line (A) - Section III	577,441	1,140,000	590,000

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	12,034,748	11,624,997	11,660,461
Other Personal Services	220,079	330,326	330,326
Expenses	1,226,322	1,545,712	1,545,712
Operating Capital Outlay	689	30,861	30,861
Other Operating Costs	6,815,954	9,718,479	7,718,479
Indirect Costs Charged to Trust Fund	2,743,601	3,015,282	2,230,482
Total Full Costs to Line (B) - Section III	23,041,393	26,265,657	23,516,321

Basis Used: Indirect costs are a prorated share of transfers to support the Administrative Trust Fund and data processing services. A cost allocation plan was used to provide a proportionate share.

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	577,441	1,140,000
TOTAL SECTION II	(B)	23,041,393	26,265,657
TOTAL - Surplus/Deficit	(C)	(22,463,952)	(25,125,657)

EXPLANATION of LINE C:
 Transfers from other agencies and trust funds supplement the fees.

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: Waste Management, Division of
Fund: Water Quality Assurance Trust Fund (2780)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Sections 206.9935, 206.9945, 376.303, 376.70,</u>	4,212,525	3,934,096	4,821,628
<u>376.3078, 403.7185, 403.871 and 403.860, Florida</u>			
<u>Statutes: Excise tax on pollutants, lead acid</u>			
<u>battery taxes, registration fees, drycleaning fees</u>			
<u>and taxes, operator certification, permit and fees,</u>			
<u>and interest earnings. (Totals include Operator</u>			
<u>Certification, Drycleaning Solvent, Non-Ag.</u>			
<u>Non-point Source and Total Maximum Daily</u>			
<u>Load reserves for these programs.)</u>			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	4,212,525	3,934,096	4,821,628

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Water Quality Assurance Trust Fund
LAS/PBS Fund Number:	Waste Management 37 45 00 00
	2-780

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	107,819.25	(A)		107,819.25
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments	48,825,208.84	(C)		48,825,208.84
ADD: Outstanding Accounts Receivable	3,427,835.54	(D)		3,427,835.54
ADD: Other Loans & Notes Receivable		(E)		
Total Cash plus Accounts Receivable	52,360,863.63	(F)		52,360,863.63
LESS Allowances for Uncollectibles	(537,122.52)	(G)		(537,122.52)
LESS Approved "A" Certified Forwards	(270,567.44)	(H)		(270,567.44)
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards	(47,260,574.10)	(H)		(47,260,574.10)
LESS: Other Accounts Payable (Nonoperating)	(80,074.18)	(I)		(80,074.18)
Unreserved Fund Balance, 07/01/10	4,212,525.39	(K)		4,212,525.39 **

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: 2011 - 2012

Department Title:	Department of Environmental Protection
Trust Fund Title:	Water Quality Assurance Trust Fund
LAS/PBS Fund Number:	2-780

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	(2,519,577.37) (A)
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Add/Subtract:

Prior Year Financial Statement Adjustment	102,489.70 (B)
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Other Adjustment(s):

Operator Certification Fund Balance	(1,795,437.72) (C)
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	(C)
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	(C)
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	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	(4,212,525.39) (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	4,212,525.39 (E)
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DIFFERENCE:	0.00 (F)*
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***SHOULD EQUAL ZERO.**

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
IA02122009-035	Contract GC620 Alachua County Board of County Commissioners	Waste Management	7/14/2009	Finding 1: The County charged \$2,805.76 for goods and services that did not benefit the Contract. Recommendation: The Office of Inspector General recommends that the Bureau direct the County to reimburse the costs of \$2,805.76 back to the cleanup Contract GC620. When costs are attributed to the cleanup program but are expended for other program efforts, it distorts the cost of the cleanup program as well as the other programs and limits the availability of funds for cleanup efforts.	The Bureau directed the County to reimburse the costs of \$2,805.76 back to the cleanup contract GC620. The corrected financial statements were submitted.	
IA02122009-073	Sarasota County Site Cleanup Management Services	Waste Management	7/14/2009	Finding 1: The County erroneously charged \$1,652.19 to the cleanup program for a vehicle assigned to and used by the tank compliance program/ Recommendation: OIG recommends that the Department direct the County to make the necessary corrections to its records and submit corrected Financial Statements to the Department.	The Bureau has discussed this finding with the County and directed the County to make the necessary corrections and submit an amended Financial Statement. The County has provided the corrected financial statements.	
IA02122009-073	Sarasota County Site Cleanup Management Services	Waste Management	7/14/2009	Finding 2: The County overstated their receipts on the Financial Statement for task 5 in the amount of \$1,034.14. Recommendation: OIG recommends that the Department directs the County to submit amended Financial Statements for tasks 5, 6, and 7.	The Bureau has discussed this finding with the County and directed the County to make the necessary corrections and submit an amended Financial Statement. The County submitted corrected financial statements. .	
A-0910DEP-082	Columbia County Verification Program - GC700	Waste Management	11/16/2009	Finding 1: The data supporting the year end financial statement submitted by the County for Contract GC700, task 1, was not accounted for in a separate fund or cost center and expenditures were inadequately documented. Recommendation: The Division should direct the County to establish a separate fund or cost center for each of their contracts to account for funds as required by both contracts. Also, the calculation for salaries and benefits should be made using actual year end gross salary as recorded in the accounting records; the allocation of salaries to the two contracts should be based on estimates of actual time spent on the contracts by all personnel charging time to the contract; the overhead rate should be agreed upon by both parties to the contract and should disclose the items to be funded by this rate; and lastly, the OIG recommends that all costs incurred should be recorded accurately, be supported by documentation and be included in the financial statement to present an accurate record of the cost for providing the service. When this has been accomplished, the County should submit an amended financial statement for the period July 1, 2007 through June 30, 2008.	The Division received the appropriate amended financial statements.	

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
A-0910DEP-086	Audit of Citrus County Compliance Verification Services - Contract 712	Waste Management	2/16/2010	Finding 1: The financial statements were inaccurate. There were minor discrepancies between the accounting record and the financial statements totaling \$3,763.44 which contributed to a total overstatement of the ending fund balance of \$4,129.45. Also, a Pharmacy charge of \$366.01 was inadvertently charged to the compliance program; and, the County's policy is not to charge their indirect costs to the contract if it would cause the expenses to exceed the amount of the task assignment; thus, the true cost of the compliance verification program if not reported. Recommendation: The Bureau of Petroleum Storage Systems should remind County management to pay more attention in the preparation of these Statements for future contracts.	The Bureau advised County to pay more attention to allowable items and the preparation of the Year End Financial Statements.	
A-0910DEP-069	Audit of Nassau County Petroleum Tank Compliance Inspection Services (GC677)	Waste Management	3/15/2010	Finding 1: The OIG does not have a recommendation concerning the minor over(under) statements which affected the financial statement fund balances, as the County provided revised financial statements for both fiscal years on December 10, 2009 which corrected the findings noted above and brought the June 30, 2009 fund balance to zero. The OIG does recommend that the County should maintain supporting documentation for indirect costs charged to the contract and obtain approval for the rate charged to the contract.	Bureau contacted the county about the indirect cost rate, county has received approval from Bureau for the indirect cost rate and was advised by the Bureau that any changes to the rate must be approved	
A-0910DEP-076	Remediation Equipment Management Contracts Audit GC 617 and GC 674	Waste Management	5/21/2010	Finding 1: The County overstated the expenditures on their annual financial statement by \$14,176.21 for the 7/1/07 – 6/30/08 year (Task 1). Recommendation: The OIG recommends that the County submit revised financial statements for both task 1 and task 2. The County should also either refund the unspent fund balance moneys to Department as of June 30, 2009 (Task 2) or submit a written proposal to Department with its amended task 2 financial statement outlining its plan for the excess funds and negotiate with Department on a settlement.	The Division received a revised Year End Financial Statement with the corrections made.	
A-0910DEP-081	St. Johns County Verification Program - GA708	Waste Management	5/21/2010	Finding 1: The County overstated the expenditures on their annual financial statements for Salaries and Benefits and All Other Expenditures by \$21,998.26 for the 7/1/07 – 6/30/08 year (Task 1) and \$19,222.67 for the 7/1/08 – 6/30/09 year (Task 2). The OIG recommends that the County submit revised financial statements for both task 1 and task 2. The County should also either refund the moneys to DEP in excess of the 10% threshold as of June 30, 2009 (Task 2) or submit a written proposal to DEP with its amended task 2 financial statement outlining its plan for the excess funds and negotiate with DEP on a settlement.	The Division has received the Year End Financial Statement with the appropriate corrections.	
A-0910DEP-076	Remediation Equipment Management Contracts Audit GC 617 and GC 674	Waste Management	6/4/2010	Finding 1: The annual inventory process was incomplete and could be more efficient. First, the property accounting section needs to correct the FLAIR system to print all the site facility numbers. Second, the Department needs to hold its local program and other inventory personnel accountable for the verification of all the equipment on their inventory listings.	The Division of Waste Management requested a follow-up audit to verify recent changes in procedures to improve property management. The OIG is currently performing the audit.	

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
A-0910DEP-076	Remediation Equipment Management Contracts Audit GC 617 and GC 674	Waste Management	6/4/2010	Finding 2: The Certification for the disposal of surplus equipment was untimely and incomplete. Program management needs to take action when it finds that these certifications are not being completed. Inasmuch as all the personnel (WRS, DEP, and Local Programs) are paid to perform this service, the Department should consider withholding of funds as necessary to ensure completion of contracted tasks.	The Division of Waste Management requested a follow-up audit to verify recent changes in procedures to improve property management. The OIG is currently performing the audit.	
A-0910DEP-076	Remediation Equipment Management Contracts Audit GC 617 and GC 674	Waste Management	6/4/2010	Finding 3: The web-based listing of reusable equipment was not current. Recommendation: Program management needs pay more attention to the activities being paid for.	The Division of Waste Management requested a follow-up audit to verify recent changes in procedures to improve property management. The OIG is currently performing the audit.	
A-0910DEP-076	Remediation Equipment Management Contracts Audit GC 617 and GC 674	Waste Management	6/4/2010	Finding 4: Documentation to support 3-years of processing of equipment was not provided during the audit period. Recommendation: Program management needs pay more attention to the activities being paid for as three years went by before any corrective action was taken. Accountability could be improved through the use of a checklist for all serviceable equipment to include what was tested and the results of the test. Processing logs should be kept at the facility where the equipment is processed rather than in Tallahassee.	The Division of Waste Management requested a follow-up audit to verify recent changes in procedures to improve property management. The OIG is currently performing the audit.	

RECREATION AND PARKS
Exhibits or Schedules



RECREATION AND PARKS
Schedule I Series

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)		229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)		0.00
ADD: Investments 51,424,427.77	(C)		51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)		15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)		43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)		110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)		(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)		(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)		(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)		(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)		(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
---	-----------------------------------	-----

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="58,784,460.13"/>	(B)
--	--	-----

Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(43,051,624.17)"/>	(B)
--	--	-----

Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="(59,289,860.13)"/>	(C)
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<input type="text" value="0.00"/>	(C)
-----------------------------------	-----

<input type="text" value="0.00"/>	(C)
-----------------------------------	-----

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(43,557,024.17)"/>	(D)
--	--	-----

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="43,557,024.17"/>	(E)
---	--	-----

DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>State Grants, State Contacts</u>	302,897	0	0
<u>City/County/Other Grants, Non-State</u>			
<u>Grants Transferred from Other State</u>			
<u>Agencies, Interest Earnings</u>			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	302,897	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)		14,126,555.46
ADD: Other Cash (See Instructions)			
ADD: Investments 24,636,735.94			24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)		2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)		26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)		67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)		-171
LESS Approved "A" Certified Forwards	(26,161.61) (H)		(26,161.61)
Approved "B" Certified Forwards	0.00 (H)		0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)		(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)		(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)		2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Grants & Donations Trust Fund</u>
LAS/PBS Fund Number:	<u>2-339</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 162,348.79 (A)

Prior Year Financial Statement Adjustment 162,348.79 (B)

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances 28,674,309.40 (B)

Estimated Grant Awards for (26,477,206.01) (B)

Certified Forward Appropriations
Other Adjustment(s):

Other Fund Balance Reserves 0.00 (C)

FCO Appropriation held in Departmental Reserve (2,500,000.00) (C)

ADJUSTED BEGINNING TRIAL BALANCE: **(302,896.61) (D)**

UNRESERVED FUND BALANCE, SCHEDULE IC **302,896.61 (E)**

DIFFERENCE: **(0.00) (F)***

***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)	0.00	229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)	0.00	0.00
ADD: Investments	51,424,427.77 (C)	0.00	51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)	0.00	15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)	0.00	43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)	0.00	110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)	0.00	(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)	0.00	(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)	0.00	(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)	0.00	(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)	0.00	(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="58,784,460.13"/>	(B)
--	--	-----

Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(43,051,624.17)"/>	(B)
--	--	-----

Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="(59,289,860.13)"/>	(C)
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<input type="text" value="0.00"/>	(C)
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<input type="text" value="0.00"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(43,557,024.17)"/>	(D)
--	--	-----

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="43,557,024.17"/>	(E)
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DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)	0.00	229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)	0.00	0.00
ADD: Investments	51,424,427.77 (C)	0.00	51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)	0.00	15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)	0.00	43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)	0.00	110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)	0.00	(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)	0.00	(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)	0.00	(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)	0.00	(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)	0.00	(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
---	-----------------------------------	-----

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="58,784,460.13"/>	(B)
--	--	-----

Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(43,051,624.17)"/>	(B)
--	--	-----

Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="(59,289,860.13)"/>	(C)
-----------------------------	--	-----

<input type="text" value="0.00"/>	(C)
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<input type="text" value="0.00"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(43,557,024.17)"/>	(D)
--	--	-----

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="43,557,024.17"/>	(E)
---	--	-----

DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
<u>FUNDING SOURCE - STATE</u>	ACTUAL FY 2009 - 10	ESTIMATED FY 2010 - 11	REQUEST FY 2011 - 12
State Grants, State Contacts	302,897	0	0
City/County/Other Grants, Non-State			
Grants Transferred from Other State			
Agencies, Interest Earnings			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	302,897	-	-

*Must agree to amounts on Schedule I, Section IV, Line I.

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)	0.00	14,126,555.46
ADD: Other Cash (See Instructions)	0.00 (B)	0.00	0.00
ADD: Investments	24,636,735.94 (C)	0.00	24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)	0.00	2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)	0.00	26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)	0.00	67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)	0.00	-171
LESS Approved "A" Certified Forwards	(26,161.61) (H)	0.00	(26,161.61)
Approved "B" Certified Forwards	0.00 (H)	0.00	0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)	0.00	(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)	0.00	(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)	0.00	2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Grants & Donations Trust Fund</u>
LAS/PBS Fund Number:	<u>2-339</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(162,348.79)"/> (A)
---	---

Prior Year Financial Statement Adjustment	<input type="text" value="162,348.79"/> (B)
---	---

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="28,674,309.40"/> (B)
--	--

Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(26,477,206.01)"/> (B)
--	--

Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="0.00"/> (C)
-----------------------------	---------------------------------------

FCO Appropriation held in Departmental Reserve	<input type="text" value="(2,500,000.00)"/> (C)
--	---

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(302,896.61)"/> (D)
--	---

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="302,896.61"/> (E)
---	---

DIFFERENCE:	<input type="text" value="(0.00)"/> (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: Recreation and Parks, Division of
Fund: Land Acquisition Trust Fund (2423)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
Interest Earnings and Documentary Stamp	68,475,549	9,012,879	12,280,866
Tax Revenue			
TOTALS*	68,475,549	9,012,879	12,280,866

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Land Acquisition Trust Fund
LAS/PBS Fund Number:	Program: Recreation & Parks 37 50 00 00
	2-423

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	65,952.43 (A)		65,952.43
ADD: Other Cash (See Instructions)			
ADD: Investments	99,423,084.00 (C)		99,423,084.00
ADD: Outstanding Accounts Receivable	2,612,013.58 (D)		2,612,013.58
ADD:			
Total Cash plus Accounts Receivable	102,101,050.01 (F)		102,101,050.01
LESS Allowances for Uncollectibles	(62.28) (G)		(62.28)
LESS Approved "A" Certified Forwards	(580,804.90) (H)		(580,804.90)
Approved "B" Certified Forwards	(6,161.75) (H)		(6,161.75)
Approved "FCO" Certified Forwards	(32,735,618.93) (H)		(32,735,618.93)
LESS: Other Accounts Payable (Nonoperating)	(302,853.11) (I)		(302,853.11)
Unreserved Fund Balance, 07/01/10	68,475,549.04 (K)		68,475,549.04 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Land Acquisition Trust Fund</u>
LAS/PBS Fund Number:	<u>2-423</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(68,475,549.04)"/> (A)
---	--

Add/Subtract:	<input type="text"/> (B)
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Other Adjustment(s):	<input type="text"/> (C)
	<input type="text"/> (C)

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(68,475,549.04)"/> (D)
--	--

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="68,475,549.04"/> (E)
---	--

DIFFERENCE:	<input type="text" value="0.00"/> (F)*
--------------------	--

***SHOULD EQUAL ZERO.**

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: Environmental Protection
Budget Entity: 3750 - Recreation and Parks

Budget Period 2011 - 12

(1) <u>SECTION I</u>	(2) ACTUAL FY 2009 - 10	(3) ESTIMATED FY 2010 - 11	(4) REQUEST FY 2011 - 12
Interest on Debt	1,380,551	759,526	312,731
Principal	12,030,000	8,730,000	7,710,000
Repayment of Loans	0		
Fiscal Agent or Other Fees/Admin Exp	(5,247,967)		773
Other Debt Service/Bk Chrgs/Sink Fd	0		
Total Debt Service	8,162,584	9,489,526	8,023,504

Explanation: _____

SECTION II

(1) **ISSUE:** Save Our Coast Refunding Revenue Bonds, Series 1998A

(2) INTEREST RATE	(3) MATURITY DATE	(4) ISSUE AMOUNT	(5) JUNE 30, 2010	(6) JUNE 30, 2011
3.00-3.25%	7/1/2010	75,385,000	10,699,575	0
		(7) ACTUAL FY 2009 - 10	(9) REQUEST FY 2010 - 11	(9) REQUEST FY 2011 - 12
Interest on Debt		206,850		
Principal		3,940,000		
Fiscal Agent or Other Fees/Admin Exp		(2,625,463)		
Other - Sinking Fund				
Total Debt Service		1,521,387	0	0

SCHEDULE VI: DETAIL OF DEBT SERVICE

SECTION II

(1) **ISSUE:** Save Our Coast Refunding Revenue Bonds, Series 2003A

(2) INTEREST RATE	(3) MATURITY DATE	(4) ISSUE AMOUNT	(5) JUNE 30, 2011	(6) JUNE 30, 2012
3.00-3.25%	7/1/2012	74,575,000	11,380,755	0
		(7) ACTUAL FY 2009 - 10	(9) REQUEST FY 2010 - 11	(9) REQUEST FY 2011 - 12
Interest on Debt		730,263	454,763	155,512
Principal		5,510,000	5,985,000	4,785,000

Fiscal Agent or Other Fees/Admin Exp	(2,625,465)		481
Other - Sinking Fund			
Total Debt Service	3,614,798	6,439,763	4,940,993

ISSUE: Conservation and Recreation Bonds

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	JUNE 30, 2011	JUNE 30, 2012
	7/1/2012	27,420,000	6,132,274	3,387,274

	ACTUAL FY 2009 - 10	ESTIMATED FY 2010 - 11	REQUEST FY 2011 - 12
Interest on Debt	443,438	304,763	157,219
Principal	2,580,000	2,745,000	2,925,000
Fiscal Agent or Other Fees/Admin Exp	(5,852)		292
Other - Sinking Fund			
Total Debt Service	3,017,586	3,049,763	3,082,511

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: Environmental Protection **Budget Period:** **2011- 2012**
Program: State Park Operations
Fund: State Park Trust Fund

Specific Authority: Section 258.014 and 258.034, F. S.
Purpose of Fees Collected: To support the operation of the State Park System

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

<input type="checkbox"/>	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 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Receipts:</u>			
<u>Park Fees, Donations, Sales and</u>	53,480,547	49,992,360	49,992,360
<u>Concession, taxes collection, timber</u>			
<u>sales and grants</u>			
Total Fee Collection to Line (A) - Section III	53,480,547	49,992,360	49,992,360

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	46,522,342	47,007,593	47,206,637
<u>Other Personal Services</u>	4,023,305	3,900,805	3,900,805
<u>Expenses</u>	12,741,467	12,750,173	12,750,173
<u>Operating Capital Outlay</u>	425,173	82,673	82,673
<u>Distr of Surcharge Fees</u>	581,700	700,000	700,000
<u>Disburse Donations and Outsourcing</u>	5,072,374	5,141,903	5,141,903
<u>Indirect Costs Charged to Trust Fund</u>	13,419,819	13,364,078	9,352,592
Total Full Costs to Line (B) - Section III	82,786,180	82,947,225	79,134,783

Basis Used: Indirect costs are a prorated share of transfers to support the Administrative and Working Capital allocations and 8% General Revenue Surcharge.

<u>SECTION III - SUMMARY</u>				
TOTAL SECTION I	(A)	53,480,547	49,992,360	49,992,360
TOTAL SECTION II	(B)	82,786,180	82,947,225	79,134,783
TOTAL - Surplus/Deficit	(C)	(29,305,633)	(32,954,865)	(29,142,423)

EXPLANATION of LINE C:

Charging park patrons the levels of fees necessary to support 100% of the cost for operating the state park system would severely limit public access to these parks and recreational areas. The fees have been set at a level which has been determined optional for maximizing attendance. Emphasis has also been placed on establishing revenue producing programs that provide service to visitors who choose to take advantage of visiting the facility. These include park stores, equipment rentals, cabins, etc. Land Acquisition Trust Fund support these costs which exceed the park fees.

SCHEDULE IB: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: Environmental Protection (37)
Budget Entity: Recreation and Parks, Division of
Fund: State Park TF (2675)

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 2010	FY 2010 - 2011	FY 2011 - 2012
<u>Entrance Fees, Cabins and Equipment</u>	1,260,414	-	-
<u>Rentals, Miscellaneous Fees, and</u>			
<u>Transfer from Land Acquisition Trust Fund</u>			
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TOTALS*	1,260,414	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	State Park Trust Fund
LAS/PBS Fund Number:	Program: Recreation & Parks 37 50 00 00
	2-675

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	177,951.23 (A)	[]	177,951.23
ADD: Other Cash (See Instructions)	698,404.61 (B)	[]	698,404.61
ADD: Investments	1,922,666.12 (C)	[]	1,922,666.12
ADD: Outstanding Accounts Receivable	1,062,148.15 (D)	[]	1,062,148.15
ADD: _____	[] (E)	[]	[]
Total Cash plus Accounts Receivable	3,861,170.11 (F)	[]	3,861,170.11
LESS Allowances for Uncollectibles	(43,707.48) (G)	[]	(43,707.48)
LESS Approved "A" Certified Forwards	(1,018,190.68) (H)	[]	(1,018,190.68)
Approved "B" Certified Forwards	[] (H)	[]	[]
Approved "FCO" Certified Forwards	[] (H)	[]	[]
LESS: Other Accounts Payable (Nonoperating)	(1,538,857.99) (I)	[]	(1,538,857.99)
LESS: _____	[] (J)	[]	[]
Unreserved Fund Balance, 07/01/10	1,260,413.96 (K)	[]	1,260,413.96 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>State Park Trust Fund</u>
LAS/PBS Fund Number:	<u>2-675</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(1,260,413.96)"/>
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Add/Subtract:

<input type="text"/>	(B)
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Other Adjustment(s):

<input type="text"/>

<input type="text" value="0.00"/>	(C)
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<input type="text"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(1,260,413.96)"/> (D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="1,260,413.96"/> (E)
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DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)		229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)		0.00
ADD: Investments 51,424,427.77	(C)		51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)		15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)		43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)		110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)		(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)		(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)		(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)		(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)		(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	0.00	(A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	58,784,460.13	(B)
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Estimated Grant Awards for Certified Forward Appropriations	(43,051,624.17)	(B)
--	-----------------	-----

Other Adjustment(s):

Other Fund Balance Reserves	(59,289,860.13)	(C)
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	0.00	(C)
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	0.00	(C)
--	------	-----

ADJUSTED BEGINNING TRIAL BALANCE:	(43,557,024.17)	(D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	43,557,024.17	(E)
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DIFFERENCE:	0.00	(F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>State Grants, State Contacts</u>	302,897	0	0
<u>City/County/Other Grants, Non-State</u>			
<u>Grants Transferred from Other State</u>			
<u>Agencies, Interest Earnings</u>			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	302,897	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)		14,126,555.46
ADD: Other Cash (See Instructions)			
ADD: Investments 24,636,735.94			24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)		2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)		26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)		67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)		-171
LESS Approved "A" Certified Forwards	(26,161.61) (H)		(26,161.61)
Approved "B" Certified Forwards	0.00 (H)		0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)		(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)		(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)		2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Grants & Donations Trust Fund</u>
LAS/PBS Fund Number:	<u>2-339</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(162,348.79)"/>	(A)
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Prior Year Financial Statement Adjustment	<input type="text" value="162,348.79"/>	(B)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="28,674,309.40"/>	(B)
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Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(26,477,206.01)"/>	(B)
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Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="0.00"/>	(C)
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FCO Appropriation held in Departmental Reserve	<input type="text" value="(2,500,000.00)"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(302,896.61)"/>	(D)
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UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="302,896.61"/>	(E)
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DIFFERENCE:	<input type="text" value="(0.00)"/>	(F)*
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***SHOULD EQUAL ZERO.**

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
A-0910DEP-080	Audit of Ybor City Citizen Support Organization	Recreation and Parks	12/1/2009	Finding 1: Deposits were not always made at reasonable intervals. Recommendation: The OIG recommends that the Division of Recreation of Parks require that the Citizen Support Organization ensure deposits are made within reasonable intervals and consistent with policy requirements.	The Citizen Support Organization has completed this recommended action and deposits are now made bi-weekly in compliance with the Citizen Support Organization cash handling policy.	
A-0809DEP-001	Audit of Ybor City Citizen Support Organization	Recreation and Parks	12/1/2009	Finding 2: The Citizen Support Organization did not have a separate accounting for grant expenditures. Recommendation: The OIG recommends that the Division of Recreation and Parks require the Citizen Support Organization to establish appropriate accounting codes or subaccounts to identify grant expenditures.	The Citizen Support Organization now tracks their grants in Quick Book using a chart of accounts with established accounts to code grant income and expenditures. Back-up documentation is also retained.	
A-0809DEP-001	Audit of Ybor City Citizen Support Organization	Recreation and Parks	12/1/2009	Finding 3: The Citizen Support Organization did not maintain support for capital improvements. Recommendation: Since \$175,000 in improvements represents a large portion of the Citizen Support Organization's assets and results, the Division should request that the Citizen Support Organization provide detailed documentation to support the improvements recorded.	The Citizen Support Organization has verified the value of the building improvements and documented it for park management	
A-0809DEP-001	Audit of FRDAP Grant to the City of Midway	Recreation and Parks	2/16/2010	Finding 1: The audit found a Lack of Bid Documentation and Related Approvals from the City Manager and City Council. Recommendation: The Division should require the city to maintain and follow their adopted procurement procedures. Any future expenditures of grant funds should be well documented with formal bids and approvals as required.	The Division sent the City of Midway a letter that specified that all future FRDAP grants to the city will require back-up documentation of all expenditures requested for reimbursement.	
A-0809DEP-001	Audit of FRDAP Grant to the City of Midway	Recreation and Parks	2/16/2010	Finding 2 : Insufficient Grant Expenditure Documentation and Questionable Vague Invoices were found. Recommendation. The Division should require the city to obtain and maintain all invoices to substantiate actual grant expenditures. These invoices should provide sufficient detail to support the actual work performed on grant projects. If the city cannot provide support for the \$27,218.68, then the funds should be returned to the Department.	The City of Midway has provided the Division with detailed invoice documentation and cancelled checks to support their grant expenditures of \$27,218.68	
A-0809DEP-001	Audit of FRDAP Grant to the City of Midway	Recreation and Parks	2/16/2010	Finding 3: There were excessive planning expenses Recommendation: The Division should track expenditures to ensure restricted categories, such as planning, do not exceed allowable costs. This should be emphasized to the city so that they manage planning expenses more effectively.	The Division has received and deposited the \$5,600 check from the City of Midway to refund the overpaid engineering fees claimed and reimbursed to the City. The Division has also set-up procedures to monitor grant planning expenditures.	
A-0809DEP-001	Audit of FRDAP Grant to the City of Midway	Recreation and Parks	2/16/2010	Finding 4: The audit found the City used unlicensed contractors. Recommendation: In order to minimize risk, the Division should ensure that the City and other grantees are using only licensed contractors and licensed professionals for actual construction and professional work. A tracking method could include the addition of a license number column on the DEP Contractual Services Purchases Schedule.	The Division has revised its Form (FPS-A040) to include a column for the contractors name and license number.	

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
A-0910DEP-086	Financial and Compliance Audit of Citizen Support Organization, Hontoon Island Foundation	Recreation and Parks	3/31/2010	Finding 1: The Citizen Support Organization does not maintain an annual budget for park projects or major expenditures. In addition, the goals set forth for FY 2007-08 should be more specific. Best practices for Not-for-Profits require that periodic budgets be developed that consistent with clear goals and objectives. Recommendation(s): The Citizen Support Organization should draft an annual budget on a consistent basis and communicate this to Park Management. The Citizen Support Organization should also create specific goals that are measurable.	The Citizen Support Organization now has an Annual Budget and written list of Hontoon Island State Park Goals.	
A-0910DEP-086	Financial and Compliance Audit of Citizen Support Organization, Hontoon Island Foundation	Recreation and Parks	3/31/2010	Finding 2: The Citizen Support Organization does not have a written policy for cash handling or revenue collection. There are no separation of duties related to collecting, recording, depositing, and reconciling cash collected from donations and store sales. Policies and procedures and proper segregation of duties are necessary internal controls used to prevent misuse of funds. Recommendation(s): The Citizen Support Organization should develop a policy & procedure manual in order to provide consistent guidance to board members and volunteers with regards to individual's role, responsibility, and actions. The manual should address important issues such as cash handling, recording, deposits, inventory, collection of donations, approved expenditures, check writing requirements, tax reporting, and accounting method. Store sales should be recorded by the Citizen Support Organization and verified by the Park Manager on a monthly basis. The cash register tapes, daily sales sheets, and bank deposit slips should be reconciled to ensure all money generated from store sales has been properly and accurately accounted for. Collection of funds from designated donation points should be supervised and collected by the Park Manager or Ranger and a Citizen Support Organization member. Collections should be documented by the Citizen Support	The Citizen Support Organization has completed a policy and procedure manual addressing all audit recommended issues listed.	

AIR RESOURCES MANAGEMENT
Exhibits or Schedules



AIR RESOURCES MANAGEMENT
Schedule I Series

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011-12

Department: 37 Environmental Protection
Budget Entity: 37550100 Air Assessment
Fund: 2035 Air Pollution Control Trust Fund

	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	<u>FY 2009-10</u>	<u>FY 2010-11</u>	<u>FY 2011-12</u>
Lics/permits Title V,	5,492,436	5,085,135	2,270,768
Lics/permits other,			
Lic/ permits Asbestos,			
Interest on Investments,			
Prior Year Warrant Cancelations,			
Transfer DHSMV Motor Vehicle Registrations,			
<u>FUNDING SOURCE - NON-STATE</u>			
Federal Grants,			
American Recovery and Reinvestment Act,			
TOTALS*	5,492,436	5,085,135	2,270,768

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012 Department of Environmental Protection
Trust Fund Title:	Air Pollution Control Trust Fund
Budget Entity:	Air Resource Management 37 55 00 00
LAS/PBS Fund Number:	2-035

	Balance as of 6/30/2010		SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	344,170.33	(A)		344,170.33
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments	11,534,826.73	(C)		11,534,826.73
ADD: Outstanding Accounts Receivable	1,159,413.82	(D)		1,159,413.82
ADD: _____		(E)		
Total Cash plus Accounts Receivable	13,038,410.88	(F)		13,038,410.88
LESS Allowances for Uncollectibles	(31,900.00)	(G)		(31,900.00)
LESS Approved "A" Certified Forwards	(2,362,310.71)	(H)		(2,362,310.71)
Approved "B" Certified Forwards	(821,730.10)	(H)		(821,730.10)
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(353,118.80)	(I)		(353,118.80)
LESS:		(J)		
Unreserved Fund Balance, 07/01/10	9,469,351.27	(K)		9,469,351.27 **

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: 2011 - 2012

Department Title: Department of Environmental Protection
Trust Fund Title: Air Pollution Control Trust Fund
LAS/PBS Fund Number: 2-035

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 **(5,731,506.05)** (A)

Add/Subtract:

Prior Year Financial Statement Adjustment **239,069.78** (B)

Other Adjustment(s):

LESS: Fund Balance Reserve - Title V **(3,976,915.00)** (C)

(C)

ADJUSTED BEGINNING TRIAL BALANCE: **(9,469,351.27)** (D)

UNRESERVED FUND BALANCE, SCHEDULE IC **9,469,351.27** (E)

DIFFERENCE: **0.00** (F)*

***SHOULD EQUAL ZERO.**

Schedule IX - Major Findings and Recommendations (Budget Period 2009-10)

Project Number	Project Title	Area/Unit	Period Ending	Summary of Finding and Recommendations	Summary of Corrective Actions	Issue Code
A-0809DEP-002	Audit of Title V Program	Air Resource Management	11/10/2009	Finding 1: The audit found that Title V Salary costs for the Jacksonville/Duval County were not supported by timesheets. Recommendation: The Division of Air Resource Management should take steps to ensure that reimbursement requests contain the appropriate documentation to support amounts requested for reimbursement by Title V contractors. The Division should require that reports from the database supporting actual Title V hours worked be provided as backup for the reimbursement requests. Reports should include a calculation of the amount of salary and fringe costs that are associated with the recorded hours and should also evidence approval by a third party of the hours entered into the system. Any amounts billed in excess of the costs associated with actual hours worked for the billing period should be denied.	Starting FY 2010, Duval County is reporting actual hours/salaries spent on Title V Activities in its payment requests. In addition, Duval's Grant agreement contains a fringe and indirect rate as opposed to allowing the county to bill for what it considered "actual costs" for the positions it has assigned to the Title V Program. To satisfy Duval County's accounting policies and systems, the county still only charges the Department for the amounts that cover the personnel costs for the positions "assigned" to Title V Program. The division believes the county can use this option as long as the amount charged does not exceed the actual costs incurred for the Title V program.	

LAW ENFORCEMENT
Exhibits or Schedules



LAW ENFORCEMENT
Schedule I Series

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 2012

Department: 37 Environmental Protection
Budget Entity: Various - Agency Wide
Fund: 2339 - Grants and Donations Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>State Grants, State Contacts</u>	302,897	0	0
<u>City/County/Other Grants, Non-State</u>			
<u>Grants Transferred from Other State</u>			
<u>Agencies, Interest Earnings</u>			
<u>FUNDING SOURCE - NON-STATE</u>			
TOTALS*	302,897	-	-

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Grants & Donations Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-339

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	14,126,555.46 (A)		14,126,555.46
ADD: Other Cash (See Instructions)			
ADD: Investments 24,636,735.94			24,636,735.94
ADD: Outstanding Accounts Receivable	2,687,730.62 (D)		2,687,730.62
ADD: Estimated Grant Awards	26,477,206.01 (E)		26,477,206.01
Total Cash plus Accounts Receivable	67,928,228.03 (F)		67,928,228.03
LESS Allowances for Uncollectibles	(171.00) (G)		-171
LESS Approved "A" Certified Forwards	(26,161.61) (H)		(26,161.61)
Approved "B" Certified Forwards	0.00 (H)		0.00
Approved "FCO" Certified Forwards	(66,902,934.37) (H)		(66,902,934.37)
LESS: Other Accounts Payable (Nonoperating)	(3,196,064.44) (I)		(3,196,064.44)
LESS: FCO Appropriation Held in Departmental Reserve	2,500,000.00 (J)		2,500,000.00
Unreserved Fund Balance, 07/01/10	302,896.61 (K)	0.00	302,896.61 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Grants & Donations Trust Fund</u>
LAS/PBS Fund Number:	<u>2-339</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10 162,348.79 (A)

Prior Year Financial Statement Adjustment 162,348.79 (B)

Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances 28,674,309.40 (B)

Estimated Grant Awards for (26,477,206.01) (B)

Certified Forward Appropriations
Other Adjustment(s):

Other Fund Balance Reserves 0.00 (C)

FCO Appropriation held in Departmental Reserve (2,500,000.00) (C)

ADJUSTED BEGINNING TRIAL BALANCE: **(302,896.61) (D)**

UNRESERVED FUND BALANCE, SCHEDULE IC **302,896.61 (E)**

DIFFERENCE: **(0.00) (F)***

***SHOULD EQUAL ZERO.**

SCHEDULE 1B: DETAIL OF UNRESERVED FUND BALANCES

Budget Period: 2011 - 12

Department: 37 Environmental Protection
Budget Entity: 37600300 Emergency Response
Fund: 2099 Coastal Protection Trust Fund

(1)	(2)	(3)	(4)
	ACTUAL	ESTIMATED	REQUEST
<u>FUNDING SOURCE - STATE</u>	FY 2009 - 10	FY 2010 - 11	FY 2011 - 12
<u>Penalties, judgements, damages</u>	1,980,186	1,554,518	960,688
<u>recovered pursuant to Section 376.121;</u>			
<u>fuel excise tax revenues levied, collected</u>			
<u>and credited pursuant to F.S. 206.9935</u>			
<u>and 206.9945, and interest earnings on the</u>			
<u>investment of idle cash.</u>			
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<u>FUNDING SOURCE - NON-STATE</u>			
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TOTALS*	1,980,186	1,554,518	960,688

***Must agree to amounts on Schedule I, Section IV, Line I.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012 Department of Environmental Protection
Trust Fund Title:	Coastal Protection Trust Fund
Budget Entity:	Law Enforcement - 37 60 00 00
LAS/PBS Fund Number:	2-099

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	64,201.81 (A)		64,201.81
ADD: Other Cash (See Instructions)	1,000.00 (B)		1,000.00
ADD: Investments 8,741,381.49	(C)		8,741,381.49
ADD: Outstanding Accounts Receivable	1,692,506.32 (D)		1,692,506.32
ADD: _____	(E)		
Total Cash plus Accounts Receivable	10,499,089.62 (F)		10,499,089.62
LESS Allowances for Uncollectibles	(332,177.36) (G)		(332,177.36)
LESS Approved "A" Certified Forwards	(200,532.30) (H)		(200,532.30)
Approved "B" Certified Forwards	(H)		
Approved "FCO" Certified Forwards	(H)		0.00
LESS: Other Accounts Payable (Nonoperating)	(7,986,193.51) (I)		(7,986,193.51)
LESS: Prior Year Expenditure Correction	(J)		0.00
Unreserved Fund Balance, 07/01/10	1,980,186.45 (K)		1,980,186.45 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Coastal Protection Trust Fund</u>
LAS/PBS Fund Number:	<u>2-099</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="(1,980,186.45)"/> (A)
---	---

Add/Subtract:	<input type="text"/> (B)
----------------------	--------------------------

Other Adjustment(s):	<input type="text"/> (C)
	<input type="text"/> (C)

ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(1,980,186.45)"/> (D)
--	---

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="1,980,186.45"/> (E)
---	---

DIFFERENCE:	<input type="text" value="0.00"/> (F)*
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***SHOULD EQUAL ZERO.**

SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

Department Title:	Budget Period: 2011 - 2012
Trust Fund Title:	Department of Environmental Protection
Budget Entity:	Federal Grants Trust Fund
LAS/PBS Fund Number:	Department of Environmental Protection 37 00 00 00
	2-261

	Balance as of 6/30/2010	SWFS* Adjustments	Adjusted Balance
Chief Financial Officer's (CFO) Cash Balance	229,477.60 (A)		229,477.60
ADD: Other Cash (See Instructions)	0.00 (B)		0.00
ADD: Investments 51,424,427.77	(C)		51,424,427.77
ADD: Outstanding Accounts Receivable	15,408,228.96 (D)		15,408,228.96
ADD: Estimated Grant Receivables	43,051,624.17 (E)		43,051,624.17
Total Cash plus Accounts Receivable	110,113,758.50 (F)		110,113,758.50
LESS Allowances for Uncollectibles	(502,581.94) (G)		(502,581.94)
LESS Approved "A" Certified Forwards	(694,586.79) (H)		(694,586.79)
Approved "B" Certified Forwards	(2,046.27) (H)		(2,046.27)
Approved "FCO" Certified Forwards	(65,039,797.89) (H)		(65,039,797.89)
LESS: Other Accounts Payable (Nonoperating)	(317,721.44) (I)		(317,721.44)
Unreserved Fund Balance, 07/01/10	43,557,024.17 (K)	0.00	43,557,024.17 **

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: 2011 - 2012

Department Title:	<u>Department of Environmental Protection</u>
Trust Fund Title:	<u>Federal Grants Trust Fund</u>
LAS/PBS Fund Number:	<u>2-261</u>

BEGINNING TRIAL BALANCE:

Unreserved Fund Balance Per Trial Balance, 07-01-10	<input type="text" value="0.00"/>	(A)
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Add/Subtract:

Adjustment to the FCO Reserve for Encumbrances	<input type="text" value="58,784,460.13"/>	(B)
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Estimated Grant Awards for Certified Forward Appropriations	<input type="text" value="(43,051,624.17)"/>	(B)
--	--	-----

Other Adjustment(s):

Other Fund Balance Reserves	<input type="text" value="(59,289,860.13)"/>	(C)
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<input type="text" value="0.00"/>	(C)
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<input type="text" value="0.00"/>	(C)
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ADJUSTED BEGINNING TRIAL BALANCE:	<input type="text" value="(43,557,024.17)"/>	(D)
--	--	-----

UNRESERVED FUND BALANCE, SCHEDULE IC	<input type="text" value="43,557,024.17"/>	(E)
---	--	-----

DIFFERENCE:	<input type="text" value="0.00"/>	(F)*
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***SHOULD EQUAL ZERO.**

Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): Environmental Protection / Executive Direction and Support Services; Florida Geological Survey; Information Technology Services

Agency Budget Officer/OPB Analyst Name: Sue Oshesky / Mike Atchley

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)				
	37010100	37010200	37010300		

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1, V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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		

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y		
1.4 Has security been set correctly? (CSDR, CSA)	Y	Y	Y		
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					

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 56 of the LBR Instructions?	Y	Y	Y		
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y		
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y	Y	Y		
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y	Y	Y		

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and 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.	N/A	Y	N/A		
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Action	Program or Service (Budget Entity Codes)				
	37010100	37010200	37010300		

3.2 Are the 33XXXX0 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 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	Y	Y	N/A		
---	---	---	-----	--	--

AUDITS:

3.3 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity 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		
--	---	---	---	--	--

3.4 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		
--	---	---	---	--	--

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 sub-title "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, the 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 59 of the LBR Instructions?	Y	Y	Y		
--	---	---	---	--	--

4.2 Is the program component code and title used correct?	Y	Y	Y		
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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		
--	---	---	---	--	--

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		
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Action	Program or Service (Budget Entity Codes)				
	37010100	37010200	37010300		

5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y		
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	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 2009-10 approved budget. Amounts should be positive.					
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.					

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		
TIP	Exhibit D-3 is no longer 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)

7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y	Y	Y		
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y	Y	Y		
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 of the LBR Instructions?	N/A	N/A	N/A		
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?	N/A	N/A	N/A		

Action		Program or Service (Budget Entity Codes)				
		37010100	37010200	37010300		
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 and E-5 of the LBR Instructions.)	N/A	N/A	N/A		
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.	N/A	N/A	N/A		
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.	Y	Y	N/A		
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	N/A	N/A	N/A		
7.9	Does the issue narrative reference the specific county(ies) where applicable?	N/A	N/A	N/A		
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 #11-006?	N/A	N/A	N/A		
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	N/A	N/A	N/A		
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A	N/A	N/A		

Action		Program or Service (Budget Entity Codes)				
		37010100	37010200	37010300		
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	Y		
7.14	Do the amounts reflect appropriate FSI assignments?	N/A	N/A	Y		
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A	N/A	N/A		
7.16	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, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A	N/A	N/A		
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A	N/A		
AUDIT:						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y	Y	Y		
7.19	Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	N/A	N/A	N/A		
7.20	Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	N/A	N/A	N/A		
7.21	Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	N/A	N/A	N/A		
7.22	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	N/A	N/A		
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 64 through 70 of the LBR Instructions.					

	Program or Service (Budget Entity Codes)				
Action	37010100	37010200	37010300		

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 2009-10 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.	

Action	Program or Service (Budget Entity Codes)				
	37010100	37010200	37010300		

8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y		
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?	Y	Y	Y		
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y	Y		
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	N/A	N/A	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)?	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		
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?	N/A	N/A	N/A		
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A	N/A	N/A		
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)?	Y	Y	Y		
8.10	Are the statutory authority references correct?	Y	Y	Y		
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y	Y		
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	N/A	Y	Y		
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	Y		
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used? The agency can provide a list of	N/J	N/J	N/A		
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	N/A	Y	N/A		

Action	Program or Service (Budget Entity Codes)				
	37010100	37010200	37010300		

8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y		
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	N/A	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		
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?	N/A	N/A	N/A		
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y		
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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		
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y		
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y		
8.25	Are current year September operating reversions appropriately shown in column A02?	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		
8.27	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		
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y		
AUDITS:						
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y		
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y	Y		

Action	Program or Service (Budget Entity Codes)				
	37010100	37010200	37010300		
8.31 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		
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 125 of the LBR Instructions.)					
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 157 of the LBR Instructions.)	N/A	Y	N/A		
10. SCHEDULE III (PSCR, SC3)					
10.1 Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)	N/A	N/A	N/A		

Action	Program or Service (Budget Entity Codes)				
	37010100	37010200	37010300		
10.2 Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	Y	Y	N/A		
11. SCHEDULE IV (EADR, SC4)					
11.1 Are the correct Information Technology (IT) issue codes used?	N/A	N/A	N/A		
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	Y	Y	Y		
13. SCHEDULE VIIIB-1 (EADR, S8B1)					
13.1 Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y	N/A	Y		
14. SCHEDULE VIIIB-2 (EADR, S8B2)					
14.1 Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y	Y	Y		
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)					
15.1 Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y		
15.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?	Y	Y	Y		
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:					
15.3 Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y		
15.4 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	N/A			
15.5 Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	N/A	Y		

Action	Program or Service (Budget Entity Codes)				
	37010100	37010200	37010300		
15.6 Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y		
15.7 Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") Only difference is due to rounding	N/J	N/J	N/J		
TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					

Action	Program or Service (Budget Entity Codes)				
	37010100	37010200	37010300		

16. MANUALLY PREPARED EXHIBITS & SCHEDULES

16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y		
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y		
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y		

AUDITS - GENERAL INFORMATION

TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.					

17. CAPITAL IMPROVEMENTS PROGRAM (CIP)

17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	N/A	N/A		
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A	N/A	N/A		
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	N/A	N/A		
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	N/A	N/A		
17.5	Are the appropriate counties identified in the narrative?	N/A	N/A	N/A		
17.6	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	N/A	N/A		
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.					

18. FLORIDA FISCAL PORTAL

18.1	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		
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Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): Environmental Protection/Division of State Lands
Agency Budget Officer/OPB Analyst Name: Sue Oshesky/Mike Atchley

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.

	Program or Service (Budget Entity Codes)			
Action	37100200	37100300		

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1, V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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		

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y		
1.4 Has security been set correctly? (CSDR, CSA)	Y	Y		
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.				

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 56 of the LBR Instructions?	Y	Y		
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y		
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y	Y		
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y	Y		

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and 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.	N/A	N/A		
3.2 Are the 33XXX0 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 33XXX0 - a unique issue should be used for issues that net to zero or a positive amount.	N/A	N/A		

AUDITS:

Action		Program or Service (Budget Entity Codes)			
		37100200	37100300		
3.3	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? (NACR, NAC - Report should print "No Negative Appropriation Categories Found")	Y	Y		
3.4	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		
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 sub-title "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, the 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 59 of the LBR Instructions?	Y	Y		
4.2	Is the program component code and title used correct?	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		
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		
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y		
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y		

		Program or Service (Budget Entity Codes)			
Action		37100200	37100300		
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 2009-10 approved budget. Amounts should be positive.				
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.				
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		
TIP	Exhibit D-3 is no longer 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)					
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y	Y		
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y	Y		
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 of the LBR Instructions?	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		
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 and E-5 of the LBR Instructions.)	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.	N/A	N/A		
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.	Y	Y		

Action		Program or Service (Budget Entity Codes)			
		37100200	37100300		
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y	Y		
7.9	Does the issue narrative reference the specific county(ies) where applicable?	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 #11-006?	N/A	N/A		
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	N/A	N/A		
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A	N/A		

Action		Program or Service (Budget Entity Codes)			
		37100200	37100300		
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A		
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y		
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A	N/A		
7.16	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A	N/A		
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A		
AUDIT:					
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y	Y		
7.19	Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	N/A	N/A		
7.20	Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	N/A	N/A		
7.21	Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	N/A	N/A		
7.22	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		
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 64 through 70 of the LBR Instructions.				
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.				

	Program or Service (Budget Entity Codes)			
Action	37100200	37100300		
<p>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).</p>				
<p>TIP If an appropriation made in the FY 2009-10 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.</p>				

		Program or Service (Budget Entity Codes)			
Action		37100200	37100300		
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)					
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y		
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?	Y	Y		
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y		
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	N/A	N/A		
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)?	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		
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?	N/A	N/A		
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A	N/A		
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)?	Y	Y		
8.10	Are the statutory authority references correct?	Y	Y		
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y		
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	Y	Y		
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y		
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	N/J	N/J		
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y		
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y		
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y		

Action		Program or Service (Budget Entity Codes)			
		37100200	37100300		
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		
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		
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y		
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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		
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y		
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y		
8.25	Are current year September operating reversions appropriately shown in column A02?	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		
8.27	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		
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y		
AUDITS:					
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y		
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y		
8.31	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		
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 125 of the LBR Instructions.)				

		Program or Service (Budget Entity Codes)			
Action		37100200	37100300		
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 157 of the LBR Instructions.)	N/A	N/A		
10. SCHEDULE III (PSCR, SC3)					
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)	N/A	N/A		

		Program or Service (Budget Entity Codes)			
Action		37100200	37100300		
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	Y	Y		
11. SCHEDULE IV (EADR, SC4)					
11.1	Are the correct Information Technology (IT) issue codes used?	Y	Y		
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	Y	Y		
13. SCHEDULE VIIIB-1 (EADR, S8B1)					
13.1	Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y	Y		
14. SCHEDULE VIIIB-2 (EADR, S8B2)					
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y	Y		
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)					
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y		
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?	Y	Y		
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:					
15.3	Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y		
15.4	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")	N/A	N/A		
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y		

		Program or Service (Budget Entity Codes)			
Action		37100200	37100300		
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	N/A	N/A		
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") Only difference is due to rounding	NJ	NJ		
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.				

	Program or Service (Budget Entity Codes)			
Action	37100200	37100300		

16. MANUALLY PREPARED EXHIBITS & SCHEDULES					
16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y		
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y		
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y		

AUDITS - GENERAL INFORMATION					
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.				

17. CAPITAL IMPROVEMENTS PROGRAM (CIP)					
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y		
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y		
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y		
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y		
17.5	Are the appropriate counties identified in the narrative?	Y	Y		
17.6	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		
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.				

18. FLORIDA FISCAL PORTAL					
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y		

Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): Department of Environmental Protection/District Offices						
Agency Budget Officer/OPB Analyst Name: Sue Oshesky/Mike Atchley						
A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification						
	Program or Service (Budget Entity Codes)					
Action	37150100	37150200	37150300	37150400	37150500	37150600

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1,V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y	Y	Y	Y
1.4 Has security been set correctly? (CSDR, CSA)	Y	Y	Y	Y	Y	Y
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.						

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 56 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 27)? Do they clearly describe the issue?	Y	Y	Y	Y	Y	Y
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y	Y	Y	Y	Y	Y

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and 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
3.2 Are the 33XXXX0 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 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.						

AUDITS:

3.3 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity 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
3.4 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

Action	Program or Service (Budget Entity Codes)					
	37150100	37150200	37150300	37150400	37150500	37150600
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 sub-title "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, the 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 59 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 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 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 2009-10 approved budget. Amounts should be positive.						
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.						
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)						

Action		Program or Service (Budget Entity Codes)					
		37150100	37150200	37150300	37150400	37150500	37150600
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	Y	Y
TIP	Exhibit D-3 is no longer 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)							
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 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 page 65 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 66 through 69 of the LBR Instructions?	NA	NA	NA	NA	NA	NA
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?	NA	NA	NA	NA	NA	NA
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 and E-5 of the LBR Instructions.)	NA	NA	NA	NA	NA	NA
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.	NA	NA	NA	NA	NA	NA
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.	NA	NA	NA	NA	NA	NA
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 #11-006?	NA	NA	NA	NA	NA	NA
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	NA	NA	NA	NA	NA	NA
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	NA	NA	NA	NA	NA	NA

Action		Program or Service (Budget Entity Codes)					
		37150100	37150200	37150300	37150400	37150500	37150600
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	NA	NA	NA	NA	NA	NA
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	Y	Y	Y	Y
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	NA	NA	NA	NA	NA	NA
7.16	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, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	NA	NA	NA	NA	NA	NA
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	NA	NA	NA	NA	NA	NA
AUDIT:							
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y	Y	Y	Y	Y	Y
7.19	Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	NA	NA	NA	NA	NA	NA
7.20	Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	NA	NA	NA	NA	NA	NA
7.21	Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	NA	NA	NA	NA	NA	NA
7.22	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
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 64 through 70 of the LBR Instructions.						
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).						

	Program or Service (Budget Entity Codes)					
Action	37150100	37150200	37150300	37150400	37150500	37150600

TIP	If an appropriation made in the FY 2009-10 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.						
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Action	Program or Service (Budget Entity Codes)					
	37150100	37150200	37150300	37150400	37150500	37150600

8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)

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 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 IB, 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)?	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?	NA	NA	NA	NA	NA	NA
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	NA	NA	NA	NA	NA	NA
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)?	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 Chapter 2009-78, Laws of Florida, 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
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used? The agency can provide a list of individual Grants	NJ	NJ	NJ	NJ	NJ	NJ
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

Action		Program or Service (Budget Entity Codes)					
		37150100	37150200	37150300	37150400	37150500	37150600
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 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?	Y	Y	Y	Y	Y	Y
8.25	Are current year September operating reversions appropriately shown in column A02?	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	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
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y	Y	Y
AUDITS:							
8.29	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
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y	Y	Y	Y	Y
8.31	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
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 125 of the LBR Instructions.)						
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 157 of the LBR Instructions.)	NA	NA	NA	NA	NA	NA
10. SCHEDULE III (PSCR, SC3)							

Action	Program or Service (Budget Entity Codes)					
	37150100	37150200	37150300	37150400	37150500	37150600

10.1	Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)	NA	NA	NA	NA	NA	NA
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Action	Program or Service (Budget Entity Codes)					
	37150100	37150200	37150300	37150400	37150500	37150600
10.2 Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	NA	NA	NA	NA	NA	NA
11. SCHEDULE IV (EADR, SC4)						
11.1 Are the correct Information Technology (IT) issue codes used?	NA	NA	NA	NA	NA	NA
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	NA	NA	NA	NA	NA	NA
13. SCHEDULE VIIIB-1 (EADR, S8B1)						
13.1 Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y	Y	Y	Y	Y	Y
14. SCHEDULE VIIIB-2 (EADR, S8B2)						
14.1 Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y	Y	Y	Y	Y	Y
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)						
15.1 Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4) (b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y	Y	Y	Y
15.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?						
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
15.3 Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y	Y	Y	Y
15.4 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
15.5 Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y	Y	Y	Y	Y
15.6 Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y	Y	Y	Y
15.7 Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") Only difference is due to rounding	NJ	NJ	NJ	NJ	NJ	NJ

	Program or Service (Budget Entity Codes)					
Action	37150100	37150200	37150300	37150400	37150500	37150600

TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.						
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Action	Program or Service (Budget Entity Codes)					
	37150100	37150200	37150300	37150400	37150500	37150600

16. MANUALLY PREPARED EXHIBITS & SCHEDULES

16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y	Y	Y	Y
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y	Y	Y	Y
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y	Y	Y	Y

AUDITS - GENERAL INFORMATION

TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.						

17. CAPITAL IMPROVEMENTS PROGRAM (CIP)

17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A	N/A	N/A	N/A	N/A	N/A
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	NA	NA	NA	NA	NA	NA
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	NA	NA	NA	NA	NA	NA
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	NA	NA	NA	NA	NA	NA
17.5	Are the appropriate counties identified in the narrative?	Y	Y	Y	Y	Y	Y
17.6	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?	NA	NA	NA	NA	NA	NA
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.						

18. FLORIDA FISCAL PORTAL

18.1	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
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Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): Water Science & Laboratory Services

Agency Budget Officer/OPB Analyst Name: Sue Oshesky/Mike Atchley

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.

	Program or Service (Budget Entity Code)		
Action	37300100		

1. GENERAL

1.1	Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1, V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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		

AUDITS:

1.3	Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y		
1.4	Has security been set correctly? (CSDR, CSA)	Y		
TIP	The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.			

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 56 of the LBR Instructions?	Y		
2.2	Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y		
2.3	Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y		
2.4	Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y		

3. EXHIBIT B (EXBR, EXB)

3.1	Is it apparent that there is a fund shift and 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		
3.2	Are the 33XXXX0 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 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	Y		

AUDITS:

		Program or Service (Budget Entity Code)		
Action		37300100		
3.3	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? (NACR, NAC - Report should print "No Negative Appropriation Categories Found")	Y		
3.4	Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? (EXBR, EXBC - Report should print "Records Selected Net To Zero")	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 sub-title "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, the 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 59 of the LBR Instructions?	Y		
4.2	Is the program component code and title used correct?	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		
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		
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y		
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y		

		Program or Service (Budget Entity Code)		
Action		37300100		
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 2009-10 approved budget. Amounts should be positive.			
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.			
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		
TIP	Exhibit D-3 is no longer 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)				
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y		
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y		
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 of the LBR Instructions?	N/A		
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?	N/A		
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 and E-5 of the LBR Instructions.)	N/A		
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.	N/A		
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.	Y		

		Program or Service (Budget Entity Code)		
Action		37300100		
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y		
7.9	Does the issue narrative reference the specific county(ies) where applicable?	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 #11-006?	N/A		
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	N/A		
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A		

		Program or Service (Budget Entity Code)		
Action		37300100		
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	Y		
7.14	Do the amounts reflect appropriate FSI assignments?	Y		
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A		
7.16	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, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A		
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A		
AUDIT:				
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y		
7.19	Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	N/A		
7.20	Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	N/A		
7.21	Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	N/A		
7.22	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		
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 64 through 70 of the LBR Instructions.			
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.			

	ogram or Service (Budget Entity Code)		
Action	37300100		
<p>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).</p>			
<p>TIP If an appropriation made in the FY 2009-10 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.</p>			

	ogram or Service (Budget Entity Code)		
Action	37300100		

8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)

8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y		
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?	Y		
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?	Y		
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	N/A		
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)?	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		
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?	N/A		
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A		
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)?	Y		
8.10	Are the statutory authority references correct?	Y		
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y		
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	Y		
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y		
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used? The agency can provide a list of individual grants	NJ		
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y		
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y		
8.17	If applicable, are nonrecurring revenues entered into Column A04?	N/A		

		Program or Service (Budget Entity Code)		
Action		37300100		
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		
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		
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y		
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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		
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y		
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y		
8.25	Are current year September operating reversions appropriately shown in column A02?	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		
8.27	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		
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y		
AUDITS:				
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y		
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y		
8.31	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		
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 125 of the LBR Instructions.)			

		Program or Service (Budget Entity Code)		
Action		37300100		
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 157 of the LBR Instructions.)	Y		
10. SCHEDULE III (PSCR, SC3)				
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)	Y		

		Program or Service (Budget Entity Code)		
Action		37300100		
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	Y		
11. SCHEDULE IV (EADR, SC4)				
11.1	Are the correct Information Technology (IT) issue codes used?	N/A		
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	Y		
13. SCHEDULE VIIIB-1 (EADR, S8B1)				
13.1	Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y		
14. SCHEDULE VIIIB-2 (EADR, S8B2)				
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y		
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)				
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y		
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?	Y		
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:				
15.3	Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y		
15.4	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		
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y		

		Program or Service (Budget Entity Code)		
Action		37300100		
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y		
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") Only difference is due to rounding	N/J		
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.			

	ogram or Service (Budget Entity Code)		
Action	37300100		

16. MANUALLY PREPARED EXHIBITS & SCHEDULES

16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y		
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y		
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y		

AUDITS - GENERAL INFORMATION

TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.			

17. CAPITAL IMPROVEMENTS PROGRAM (CIP)

17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y		
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A		
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y		
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y		
17.5	Are the appropriate counties identified in the narrative?	N/A		
17.6	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		
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.			

18. FLORIDA FISCAL PORTAL

18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y		
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Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): Environmental Protection / Beach Mgt, Water Res. Prot. & Rest., Water Supply

Agency Budget Officer/OPB Analyst Name: Sue Oshesky / Mike Atchley

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.

	Program or Service (Budget Entity Code)		
Action	37350100	37350200	37350300

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1, V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y
1.4 Has security been set correctly? (CSDR, CSA)	Y	Y	Y
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.			

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 56 of the LBR Instructions?	Y	Y	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y	Y	Y
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y	Y	Y

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and 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
3.2 Are the 33XXXX0 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 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.			

AUDITS:

Action		Program or Service (Budget Entity Code)		
		37350100	37350200	37350300
3.3	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity 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
3.4	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
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 sub-title "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, the 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 59 of the LBR Instructions?	Y	Y	Y
4.2	Is the program component code and title used correct?	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
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
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y	Y

		Program or Service (Budget Entity Code)		
Action		37350100	37350200	37350300
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 2009-10 approved budget. Amounts should be positive.			
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.			
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
TIP	Exhibit D-3 is no longer 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)				
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y	Y	Y
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y	Y	Y
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 of the LBR Instructions?	NA	NA	NA
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?	NA	NA	NA
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 and E-5 of the LBR Instructions.)	NA	NA	NA
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.	NA	NA	NA
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.	NA	NA	NA

Action		Program or Service (Budget Entity Co		
		37350100	37350200	37350300
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y	Y	Y
7.9	Does the issue narrative reference the specific county(ies) where applicable?	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 #11-006?	NA	NA	NA
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	NA	NA	NA
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	NA	NA	NA

		Program or Service (Budget Entity Co		
Action		37350100	37350200	37350300
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	NA	NA	NA
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	Y
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	NA	NA	NA
7.16	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	NA	NA	NA
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	NA	NA	NA
AUDIT:				
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y	Y	Y
7.19	Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	NA	NA	NA
7.20	Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	NA	NA	NA
7.21	Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	NA	NA	NA
7.22	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
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 64 through 70 of the LBR Instructions.			
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.			

		Program or Service (Budget Entity Co		
Action		37350100	37350200	37350300
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 2009-10 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.			

		Program or Service (Budget Entity Code)		
Action		37350100	37350200	37350300
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)				
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?	Y	Y	Y
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?	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
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)?	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
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?	NA	NA	NA
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	NA	NA	NA
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)?	Y	Y	Y
8.10	Are the statutory authority references correct?	Y	Y	Y
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y	Y
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	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
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used? The agency can provide a list of individual Grants	NJ	NJ	NJ
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y	Y
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y

Action		Program or Service (Budget Entity Code)		
		37350100	37350200	37350300
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
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
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y
8.25	Are current year September operating reversions appropriately shown in column A02?	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
8.27	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
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y
AUDITS:				
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y	Y
8.31	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
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 125 of the LBR Instructions.)			

		Program or Service (Budget Entity Co		
Action		37350100	37350200	37350300
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 157 of the LBR Instructions.)	NA	NA	NA
10. SCHEDULE III (PSCR, SC3)				
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)	NA	NA	NA

		Program or Service (Budget Entity Co		
Action		37350100	37350200	37350300
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	NA	NA	NA
11. SCHEDULE IV (EADR, SC4)				
11.1	Are the correct Information Technology (IT) issue codes used?	NA	NA	NA
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	NA	NA	NA
13. SCHEDULE VIIIB-1 (EADR, S8B1)				
13.1	Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y	Y	Y
14. SCHEDULE VIIIB-2 (EADR, S8B2)				
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y	Y	Y
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)				
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?			
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:				
15.3	Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y
15.4	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
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y	Y

		Program or Service (Budget Entity Co		
Action		37350100	37350200	37350300
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") Only difference is due to rounding	NJ	NJ	NJ
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.			

		Program or Service (Budget Entity Co		
Action		37350100	37350200	37350300
16. MANUALLY PREPARED EXHIBITS & SCHEDULES				
16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y
AUDITS - GENERAL INFORMATION				
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.			
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)				
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	N/A
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	NA	NA	NA
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	NA
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	NA
17.5	Are the appropriate counties identified in the narrative?	Y	Y	Y
17.6	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	NA
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.			
18. FLORIDA FISCAL PORTAL				
18.1	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

Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): Environmental Protection/Division of Waste Management
Agency Budget Officer/OPB Analyst Name: Sue Oshesky/Mike Atchley

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.

	Program or Service (Budget Entity Codes)			
Action	37450100	37450200		

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1, V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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		

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y		
1.4 Has security been set correctly? (CSDR, CSA)	Y	Y		
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.				

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 56 of the LBR Instructions?	Y	Y		
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y		
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y	Y		
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y	Y		

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and 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		
3.2 Are the 33XXXX0 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 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	N/A	N/A		

AUDITS:

Action		Program or Service (Budget Entity Codes)			
		37450100	37450200		
3.3	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? (NACR, NAC - Report should print "No Negative Appropriation Categories Found")	Y	Y		
3.4	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		
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 sub-title "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, the 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 59 of the LBR Instructions?	Y	Y		
4.2	Is the program component code and title used correct?	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		
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		
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y		
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y		

		Program or Service (Budget Entity Codes)			
Action		37450100	37450200		
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 2009-10 approved budget. Amounts should be positive.				
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.				
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		
TIP	Exhibit D-3 is no longer 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)					
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y	Y		
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y	Y		
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 of the LBR Instructions?	N/A	N/A		
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?	N/A	N/A		
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 and E-5 of the LBR Instructions.)	N/A	N/A		
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.	N/A	N/A		
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.	Y	Y		

Action		Program or Service (Budget Entity Codes)			
		37450100	37450200		
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	N/A	N/A		
7.9	Does the issue narrative reference the specific county(ies) where applicable?	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 #11-006?	N/A	N/A		
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	N/A	N/A		
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A	N/A		

Action		Program or Service (Budget Entity Codes)			
		37450100	37450200		
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A		
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y		
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A	N/A		
7.16	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A	N/A		
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A		
AUDIT:					
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y	Y		
7.19	Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	N/A	N/A		
7.20	Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	N/A	N/A		
7.21	Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	N/A	N/A		
7.22	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		
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 64 through 70 of the LBR Instructions.				
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.				

	Program or Service (Budget Entity Codes)			
Action	37450100	37450200		
<p>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).</p>				
<p>TIP If an appropriation made in the FY 2009-10 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.</p>				

		Program or Service (Budget Entity Codes)			
Action		37450100	37450200		
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)					
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y		
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?	Y	Y		
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?	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		
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)?	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		
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?	N/A	N/A		
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A	N/A		
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)?	Y	Y		
8.10	Are the statutory authority references correct?	Y	Y		
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y		
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	Y	Y		
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y		
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	N/J	N/J		
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y		
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y		
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y		

Action		Program or Service (Budget Entity Codes)			
		37450100	37450200		
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		
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		
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y		
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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		
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y		
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y		
8.25	Are current year September operating reversions appropriately shown in column A02?	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		
8.27	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		
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y		
AUDITS:					
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y		
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y		
8.31	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		
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 125 of the LBR Instructions.)				

		Program or Service (Budget Entity Codes)			
Action		37450100	37450200		
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 157 of the LBR Instructions.)	N/A	N/A		
10. SCHEDULE III (PSCR, SC3)					
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)	N/A	N/A		

		Program or Service (Budget Entity Codes)			
Action		37450100	37450200		
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	N/A	N/A		
11. SCHEDULE IV (EADR, SC4)					
11.1	Are the correct Information Technology (IT) issue codes used?	Y	Y		
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	Y	Y		
13. SCHEDULE VIIIB-1 (EADR, S8B1)					
13.1	Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y	Y		
14. SCHEDULE VIIIB-2 (EADR, S8B2)					
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y	Y		
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)					
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y		
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?	Y	Y		
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:					
15.3	Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y		
15.4	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")	N/A	N/A		
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y		

		Program or Service (Budget Entity Codes)			
Action		37450100	37450200		
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	N/A	N/A		
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") Only difference is due to rounding	NJ	NJ		
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.				

	Program or Service (Budget Entity Codes)			
Action	37450100	37450200		

16. MANUALLY PREPARED EXHIBITS & SCHEDULES					
16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y		
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y		
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y		

AUDITS - GENERAL INFORMATION					
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.				

17. CAPITAL IMPROVEMENTS PROGRAM (CIP)					
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y		
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y		
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y		
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y		
17.5	Are the appropriate counties identified in the narrative?	Y	Y		
17.6	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		
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.				

18. FLORIDA FISCAL PORTAL					
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y		

Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): Environmental Protection/Recreation and Parks
Agency Budget Officer/OPB Analyst Name: Sue Oshesky/Mike Atchley

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)			
	37500100	37500200	37500300	37500400

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1, V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y	Y
1.4 Has security been set correctly? (CSDR, CSA)	Y	Y	Y	Y
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.				

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 56 of the LBR Instructions?	Y	Y	Y	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	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 27)? Do they clearly describe the issue?	Y	Y	Y	Y
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y	Y	Y	Y

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and 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
3.2 Are the 33XXXX0 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 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	Y	Y	Y	Y

AUDITS:

3.3 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity 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
--	---	---	---	---

Action		Program or Service (Budget Entity Codes)				
		37500100	37500200	37500300	37500400	
3.4	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	
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 sub-title "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, the 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 59 of the LBR Instructions?	Y	Y	Y	Y	
4.2	Is the program component code and title used correct?	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	
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	
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y	Y	
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	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 2009-10 approved budget. Amounts should be positive.					

Action	Program or Service (Budget Entity Codes)				
	37500100	37500200	37500300	37500400	
<p>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.</p>					
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	
<p>TIP Exhibit D-3 is no longer 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.</p>					
7. EXHIBIT D-3A (EADR, ED3A)					
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)				
	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 page 65 of the LBR Instructions.)				
	Y	Y	Y	Y	
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 of the LBR Instructions?				
	N/A	N/A	N/A	N/A	
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?				
	N/A	N/A	N/A	N/A	
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 and E-5 of the LBR Instructions.)				
	N/A	N/A	N/A	N/A	
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.				
	N/A	N/A	N/A	N/A	
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.				
	Y	Y	Y	Y	
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?				
	N/A	Y	Y	N/A	
7.9	Does the issue narrative reference the specific county(ies) where applicable?				
	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 #11-006?				
	N/A	N/A	Y	Y	
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)				
	N/A	N/A	N/A	N/A	
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?				
	N/A	N/A	N/A	N/A	

Action	Program or Service (Budget Entity Codes)				
	37500100	37500200	37500300	37500400	
7.13 Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	N/A	N/A	
7.14 Do the amounts reflect appropriate FSI assignments?	Y	Y	Y	Y	
7.15 Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A	N/A	N/A	N/A	
7.16 Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A	N/A	N/A	N/A	
7.17 Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A	N/A	N/A	
AUDIT:	N/A	N/A	N/A	N/A	
7.18 Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	N/A	N/A	N/A	N/A	
7.19 Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	N/A	N/A	N/A	N/A	
7.20 Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	N/A	N/A	N/A	N/A	
7.21 Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	N/A	N/A	N/A	N/A	
7.22 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	N/A	
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 64 through 70 of the LBR Instructions.					
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).					

	Program or Service (Budget Entity Codes)				
Action	37500100	37500200	37500300	37500400	
<p>TIP If an appropriation made in the FY 2009-10 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.</p>					

Action		Program or Service (Budget Entity Codes)			
		37500100	37500200	37500300	37500400
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)					
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y	Y
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?	Y	Y	Y	Y
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?	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
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)?	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
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?	N/A	N/A	N/A	N/A
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	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)?	Y	Y	Y	Y
8.10	Are the statutory authority references correct?	Y	Y	Y	Y
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	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
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	Y	Y
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	N/J	N/J	N/J	N/J
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	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
8.17	If applicable, are nonrecurring revenues entered into Column A04?	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

Action	Program or Service (Budget Entity Codes)			
	37500100	37500200	37500300	37500400
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
8.20 Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y	Y
8.21 Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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
8.23 Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y
8.24 Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y	Y
8.25 Are current year September operating reversions appropriately shown in column A02?	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
8.27 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
8.28 Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y
AUDITS:	Y	Y	Y	Y
8.29 Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y	Y
8.30 Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y	Y	Y
8.31 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
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 125 of the LBR Instructions.)				
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:				

Action	Program or Service (Budget Entity Codes)				
	37500100	37500200	37500300	37500400	
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 157 of the LBR Instructions.)	N/A	N/A	N/A	N/A	
10. SCHEDULE III (PSCR, SC3)					
10.1 Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)					

Action	Program or Service (Budget Entity Codes)			
	37500100	37500200	37500300	37500400
10.2 Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	N/A	N/A	N/A	N/A
11. SCHEDULE IV (EADR, SC4)				
11.1 Are the correct Information Technology (IT) issue codes used?	N/A	N/A	N/A	N/A
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	N/A	N/A	N/A	Y
13. SCHEDULE VIIIB-1 (EADR, S8B1)				
13.1 Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y	Y	Y	Y
14. SCHEDULE VIIIB-2 (EADR, S8B2)				
14.1 Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y	Y	Y	Y
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)				
15.1 Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y	Y
15.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?	Y	Y	Y	Y
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:				
15.3 Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y	Y
15.4 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")	N/A	N/A	N/A	N/A
15.5 Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y	Y	Y
15.6 Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y	Y
15.7 Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found")	N/J	N/J	N/J	N/J

	Program or Service (Budget Entity Codes)				
Action	37500100	37500200	37500300	37500400	

<p>TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.</p>	
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Action	Program or Service (Budget Entity Codes)			
	37500100	37500200	37500300	37500400

16. MANUALLY PREPARED EXHIBITS & SCHEDULES					
16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y	Y
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y	Y
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y	Y

AUDITS - GENERAL INFORMATION					
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.				

17. CAPITAL IMPROVEMENTS PROGRAM (CIP)					
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	N/A
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y	Y	N/A
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	Y	N/A
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	Y	N/A
17.5	Are the appropriate counties identified in the narrative?	Y	Y	Y	N/A
17.6	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	N/A
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.				

18. FLORIDA FISCAL PORTAL					
18.1	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

Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): _____

Agency Budget Officer/OPB Analyst Name: _____

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.

	Program or Service (Budget Entity Code)		
Action	37550100	37550200	37550300

1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1, V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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

AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y
1.4 Has security been set correctly? (CSDR, CSA)	Y	Y	Y
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.			

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 56 of the LBR Instructions?	Y	Y	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y	Y	Y
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y	Y	Y

3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift and 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
3.2 Are the 33XXXX0 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 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.			

AUDITS:

		Program or Service (Budget Entity Code)		
Action		37550100	37550200	37550300
3.3	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity 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
3.4	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
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 sub-title "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, the 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 59 of the LBR Instructions?	Y	Y	Y
4.2	Is the program component code and title used correct?	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
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
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y	Y

Action		Program or Service (Budget Entity Code)		
		37550100	37550200	37550300
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 2009-10 approved budget. Amounts should be positive.			
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.			
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
TIP	Exhibit D-3 is no longer 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)				
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y	Y	Y
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y	Y	Y
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 of the LBR Instructions?	NA	NA	NA
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?	NA	NA	NA
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 and E-5 of the LBR Instructions.)	NA	NA	NA
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.	NA	NA	NA
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.	NA	NA	NA

Action		Program or Service (Budget Entity Co		
		37550100	37550200	37550300
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y	Y	Y
7.9	Does the issue narrative reference the specific county(ies) where applicable?	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 #11-006?	NA	NA	NA
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	NA	NA	NA
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	NA	NA	NA

		Program or Service (Budget Entity Co		
Action		37550100	37550200	37550300
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	NA	NA	NA
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	Y
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	NA	NA	NA
7.16	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	NA	NA	NA
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	NA	NA	NA
AUDIT:				
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y	Y	Y
7.19	Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	NA	NA	NA
7.20	Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	NA	NA	NA
7.21	Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	NA	NA	NA
7.22	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
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 64 through 70 of the LBR Instructions.			
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.			

		Program or Service (Budget Entity Co		
Action		37550100	37550200	37550300
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 2009-10 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.			

		Program or Service (Budget Entity Code)		
Action		37550100	37550200	37550300
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)				
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?	Y	Y	Y
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?	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
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)?	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
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?	NA	NA	NA
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	NA	NA	NA
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)?	Y	Y	Y
8.10	Are the statutory authority references correct?	Y	Y	Y
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y	Y
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	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
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used? The agency can provide a list of individual Grants	NJ	NJ	NJ
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y	Y
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y

Action		Program or Service (Budget Entity Code)		
		37550100	37550200	37550300
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
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
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y
8.25	Are current year September operating reversions appropriately shown in column A02?	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
8.27	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
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y
AUDITS:				
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y	Y
8.31	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
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 125 of the LBR Instructions.)			

		Program or Service (Budget Entity Co		
Action		37550100	37550200	37550300
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 157 of the LBR Instructions.)	NA	NA	NA
10. SCHEDULE III (PSCR, SC3)				
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)	NA	NA	NA

		Program or Service (Budget Entity Co		
Action		37550100	37550200	37550300
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	NA	NA	NA
11. SCHEDULE IV (EADR, SC4)				
11.1	Are the correct Information Technology (IT) issue codes used?	NA	NA	NA
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	NA	NA	NA
13. SCHEDULE VIIIB-1 (EADR, S8B1)				
13.1	Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y	Y	Y
14. SCHEDULE VIIIB-2 (EADR, S8B2)				
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y	Y	Y
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)				
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?			
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:				
15.3	Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y
15.4	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
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y	Y

		Program or Service (Budget Entity Co		
Action		37550100	37550200	37550300
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") Only difference is due to rounding	NJ	NJ	NJ
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.			

		Program or Service (Budget Entity Co		
Action		37550100	37550200	37550300
16. MANUALLY PREPARED EXHIBITS & SCHEDULES				
16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y
AUDITS - GENERAL INFORMATION				
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.			
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)				
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	N/A
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	NA	NA	NA
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	NA
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	NA
17.5	Are the appropriate counties identified in the narrative?	Y	Y	Y
17.6	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	NA
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.			
18. FLORIDA FISCAL PORTAL				
18.1	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

Fiscal Year 2011-12 LBR Technical Review Checklist (Rev. 10-13-2010)

Department/Budget Entity (Service): Environmental Investigations, Patrol on State Lands, Emergency Response

Agency Budget Officer/OPB Analyst Name: Sue Oshesky/Mike Atchley

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 Code)		
	37600100	37600200	37600300

1. GENERAL

1.1	Are Columns A01, A02, A04, A05, A36, A90, A91, A92, A93, A94, A95, IA1, IA4, IA5, IP1, V1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? (CSDI)	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

AUDITS:

1.3	Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)	Y	Y	Y
1.4	Has security been set correctly? (CSDR, CSA)	Y	Y	Y
TIP	The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.			

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 56 of the LBR Instructions?	Y	Y	Y
2.2	Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y
2.3	Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y	Y	Y
2.4	Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 27) been followed?	Y	Y	Y

3. EXHIBIT B (EXBR, EXB)

3.1	Is it apparent that there is a fund shift and 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.	N/A	N/A	N/A
3.2	Are the 33XXXX0 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 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	N/A	N/A	N/A

AUDITS:

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
3.3	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity 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
3.4	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
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 sub-title "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, the 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 59 of the LBR Instructions?	Y	Y	Y
4.2	Is the program component code and title used correct?	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
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
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y	Y

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
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 2009-10 approved budget. Amounts should be positive.			
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.			
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
TIP	Exhibit D-3 is no longer 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)				
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y	Y	Y
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y	Y	Y
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 69 of the LBR Instructions?	N/A	N/A	N/A
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?	N/A	N/A	N/A
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 and E-5 of the LBR Instructions.)	N/A	N/A	N/A
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.	N/A	N/A	N/A
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.	Y	Y	Y

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y	Y	Y
7.9	Does the issue narrative reference the specific county(ies) where applicable?	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 #11-006?	N/A	N/A	N/A
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	N/A	N/A	N/A
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A	N/A	N/A

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	Y	Y	Y
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	Y
7.15	Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A	N/A	N/A
7.16	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, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A	N/A	N/A
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A	N/A
AUDIT:				
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. (EADR, FSIA - Report should print "No Records Selected For Reporting")	Y	Y	Y
7.19	Does the General Revenue for 160XXXX issues net to zero? (GENR, LBR1)	N/A	N/A	N/A
7.20	Does the General Revenue for 180XXXX issues net to zero? (GENR, LBR2)	N/A	N/A	N/A
7.21	Does the General Revenue for 200XXXX issues net to zero? (GENR, LBR3)	N/A	N/A	N/A
7.22	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))	N/A	N/A	N/A
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 64 through 70 of the LBR Instructions.			
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.			

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
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 2009-10 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.			

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)				
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?	Y	Y	Y
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y	Y
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	N/A	N/A	N/A
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)?	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
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?	N/A	N/A	N/A
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 <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A	N/A	N/A
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)?	Y	Y	Y
8.10	Are the statutory authority references correct?	Y	Y	Y
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y	Y
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	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
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	N/A	N/A	N/A
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	N/A	N/A	N/A
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	N/A	N/A	N/A

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
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
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
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y
8.25	Are current year September operating reversions appropriately shown in column A02?	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
8.27	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
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y
AUDITS:				
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? (SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")	Y	Y	Y
8.31	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
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 125 of the LBR Instructions.)			

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
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 157 of the LBR Instructions.)	Y	Y	Y
10. SCHEDULE III (PSCR, SC3)				
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 87 of the LBR Instructions.)	Y	Y	Y

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 94 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
11. SCHEDULE IV (EADR, SC4)				
11.1	Are the correct Information Technology (IT) issue codes used?	N/A	N/A	N/A
TIP If IT issues are not coded correctly (with "C" in 6th position), 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 VIII-A? Are the priority narrative explanations adequate?	Y	Y	Y
13. SCHEDULE VIIIB-1 (EADR, S8B1)				
13.1	Do the reductions comply with the instructions provided on pages 98 through 101 of the LBR Instructions regarding a 5% reduction in recurring and nonrecurring General Revenue and Trust Funds?	Y	Y	Y
14. SCHEDULE VIIIB-2 (EADR, S8B2)				
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 15% reduction in recurring General Revenue and Trust Funds?	Y	Y	Y
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)				
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?	Y	Y	Y
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:				
15.3	Does the FY 2009-10 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y
15.4	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
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y	Y

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") Only difference is due to rounding	N/J	N/J	N/J
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.			

		Program or Service (Budget Entity Code)		
Action		37600100	37600200	37600300
16. MANUALLY PREPARED EXHIBITS & SCHEDULES				
16.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y
AUDITS - GENERAL INFORMATION				
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions 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.			
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)				
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A	N/A	N/A
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A	N/A	N/A
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A	N/A	N/A
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	Y
17.5	Are the appropriate counties identified in the narrative?	N/A	N/A	N/A
17.6	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
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.			
18. FLORIDA FISCAL PORTAL				
18.1	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