



THE STATE OF FLORIDA  
JUSTICE ADMINISTRATIVE COMMISSION

Post Office Box 1654 (32302)  
227 North Bronough Street, Suite 2100  
Tallahassee, Florida 32301



Alton L. "Rip" Colvin, Jr.  
Executive Director

(850) 488-2415  
Toll Free (866) 355-7902  
FAX (850) 488-8944  
Toll Free FAX (866) 355-7906

[www.justiceadmin.org](http://www.justiceadmin.org)

COMMISSIONERS

Dennis Roberts, Chair  
*Public Defender*  
Diamond R. Litty  
*Public Defender*  
Jerry Hill  
*State Attorney*  
Brad King  
*State Attorney*

LEGISLATIVE BUDGET REQUEST

Justice Administration  
Tallahassee, Florida

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Terry Rhodes, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Department of Justice Administration 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 2012-13 Fiscal Year. This submission is being provided by me as Executive Director of the Justice Administrative Commission on behalf of all agencies within the Department.

Sincerely,

Alton L. "Rip" Colvin Jr.

The Justice Administrative Commission administratively serves the offices of State Attorneys, Public Defenders, Capital Collateral Regional Counsels, the Statewide Guardian ad Litem Program, Criminal Conflict and Civil Regional Counsels, and the Clerks of Court Operations Corporation; and, provides compliance and financial review of court appointed attorney due process costs.



**Honorable Richard Weiss**

Polk County  
*Chair*

**Honorable Bob Inzer**

Leon County  
*Vice Chairman*

**Honorable Sharon Bock**

Palm Beach Clerk  
*Secretary/Treasurer*

**Honorable John Crawford**

Nassau County

**Honorable Buddy Irby**

Alachua County

**Honorable Mitch Needelman**

Brevard County

**Honorable Harvey Ruvlin**

Dade County

**Honorable Tim Sanders**

Madison County

**Honorable Joseph Farina**

Judge

**Senate**

**Honorable Pat Frank**

Hillsborough County

**House**

**Honorable Lydia Gardner**

Orange County

**Joe Boyd**

General Counsel

**John Dew**

Executive Director

2560-102 Barrington Circle  
Tallahassee, Florida 32308

Phone: 850.386.2223  
Fax: 850.386.2224

August 11, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Florida Clerks of Court Operations Corporation 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 2012-13 Fiscal Year. This submission is being provided by me as Executive Director of the CCOC.

Sincerely,

A handwritten signature in blue ink that reads "John D. Dew". The signature is stylized with a large, looping initial "J".

John D. Dew  
Executive Director



Florida Statewide Guardian ad Litem Office  
Alan F. Abramowitz, Executive Director

LEGISLATIVE BUDGET REQUEST

Justice Administration  
Statewide Guardian ad Litem  
Tallahassee, Florida

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-0001

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-0001

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Statewide Guardian ad Litem Program 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 2012-2013 Fiscal Year.

This submission has been approved by me as Executive Director of the Statewide Guardian ad Litem Program.

Sincerely, Alan F. Abramowitz  
Executive Director

---

600 South Calhoun Street  
The Holland Building  
Suite 274  
Tallahassee, Florida 32399

Phone: 850-922-7213  
Fax: 850-922-7211  
[alan.abramowitz@gal.fl.gov](mailto:alan.abramowitz@gal.fl.gov)  
[www.guardianadlitem.org](http://www.guardianadlitem.org)

WILLIAM "BILL" EDDINS  
STATE ATTORNEY



P.O. Box 12726  
Pensacola, FL 32591  
Telephone: (850) 595-4200  
Website: <http://sao1.co.escambia.fl.us>

OFFICE OF  
**STATE ATTORNEY**  
FIRST JUDICIAL CIRCUIT OF FLORIDA

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

LEGISLATIVE BUDGET REQUEST  
Fiscal Year 2012-2013

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the State Attorney Office, First Judicial Circuit, 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 2012-13 Fiscal Year. This submission has been approved by William Eddins, State Attorney.

Should you have any questions, please call me or my Executive Director, Greg Marcille, at (850) 595-4761.

Sincerely,

A handwritten signature in black ink, appearing to read "William Eddins", written over a horizontal line.

William Eddins,  
State Attorney

WILLIAM N. MEGGS  
STATE ATTORNEY



LEON COUNTY COURTHOUSE  
301 S. MONROE STREET  
TALLAHASSEE, FLORIDA 32399-2550  
TELEPHONE (850) 488-6701

OFFICE OF  
**STATE ATTORNEY**  
SECOND JUDICIAL CIRCUIT OF FLORIDA

LEGISLATIVE BUDGET REQUEST

State Attorney Second Judicial Circuit  
Tallahassee, Florida

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Office of the State Attorney, Second Judicial Circuit 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 2012-13 Fiscal Year. This submission has been approved by William N. Meggs, State Attorney

Sincerely,

A handwritten signature in cursive script that reads "Carl J. Whitley".

Carl J. (Joe) Whitley  
Executive Director

Enclosures



Watuson Lamar  
**State Attorney**  
Ninth Judicial Circuit of Florida  
415 North Orange Avenue  
Post Office Box 1673  
Orlando, Florida 32802  
407-836-2400

LEGISLATIVE BUDGET REQUEST

State Attorney's Office, Ninth Judicial Circuit  
Orlando

September 15, 2011

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

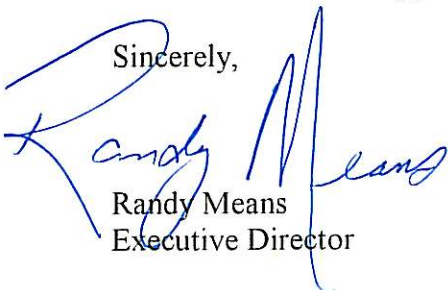
JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the State Attorney's Office, Ninth Judicial Circuit 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 2012-13 Fiscal Year. (Include any other pertinent information you wish to include with this submittal). This submission has been approved by Randy Means, Executive Director.

Sincerely,

  
Randy Means  
Executive Director

OFFICE OF THE STATE ATTORNEY, TENTH JUDICIAL CIRCUIT  
State Attorney Jerry Hill

Polk, Highlands, and Hardee Counties

—————  
*Main Office*  
255 North Broadway Avenue, 2nd Floor  
Drawer SA, P.O. Box 9000  
Bartow, Florida 33831-9000 • (863) 534-4800  
www.sao10.com



—————  
*Lakeland Branch Office*  
930 East Parker Street, Suite 238  
Lakeland, Florida 33801 • (863) 802-6240

—————  
*Winter Haven Branch Office*  
3425 Lake Alfred Road 9, Gill Jones Plaza  
Winter Haven, Florida 33881 • (863) 401-2477

LEGISLATIVE BUDGET REQUEST

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Office of the State Attorney, 10<sup>th</sup> Judicial Circuit, 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 2012-13 Fiscal Year. This submission has been approved by Jerry Hill, State Attorney.

Sincerely,

A handwritten signature in cursive script that reads "Sam Cardinale".

Sam Cardinale  
Executive Director



# STATE ATTORNEY

ELEVENTH JUDICIAL CIRCUIT OF FLORIDA  
E. R. GRAHAM BUILDING  
1350 N.W. 12TH AVENUE  
MIAMI, FLORIDA 33136-2111

**KATHERINE FERNANDEZ RUNDLE**  
STATE ATTORNEY

TELEPHONE (305) 547-0100

## LEGISLATIVE BUDGET REQUEST FY 2012-2013 September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the State Attorney, Eleventh Judicial Circuit 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 2012-13 Fiscal Year. This submission has been approved by Katherine Fernandez Rundle, State Attorney.

Sincerely,

KATHERINE FERNANDEZ RUNDLE  
State Attorney

By: 

Ted Mannelli  
Executive Director







# State Attorney

**MARK A. OBER**  
Thirteenth Judicial Circuit  
419 N. Pierce Street  
Tampa, Florida 33602-4022  
(813) 272-5400

## LEGISLATIVE BUDGET REQUEST

Justice Administrative Commission  
Tallahassee, FL

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the State Attorney, 13<sup>th</sup> Circuit, 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 2012-13 Fiscal Year. This submission has been approved by W. E. Donahoe, Executive Director.

A handwritten signature in blue ink, appearing to read "W. E. Donahoe".

W. E. Donahoe  
Executive Director



# OFFICE OF THE STATE ATTORNEY

FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY

**MICHAEL F. McAULIFFE**  
STATE ATTORNEY



## LEGISLATIVE BUDGET REQUEST

Justice Administration  
State Attorney, Fifteenth Judicial Circuit  
Tallahassee, Florida

September 15, 2011

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

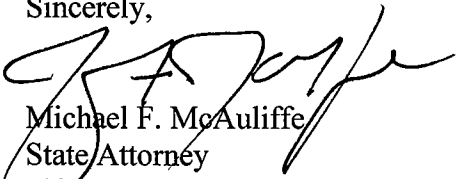
JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Office of the State Attorney of the Fifteenth Judicial Circuit in and for Palm Beach County 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 2012-13 Fiscal Year. I have personally approved this budget submission.

Sincerely,

  
Michael F. McAuliffe  
State Attorney  
Fifteenth Judicial Circuit in and for  
Palm Beach County, Florida



**MICHAEL J. SATZ**  
**STATE ATTORNEY**  
SEVENTEENTH JUDICIAL CIRCUIT OF FLORIDA  
BROWARD COUNTY COURTHOUSE  
201 S.E. SIXTH STREET  
FORT LAUDERDALE, FLORIDA 33301-3360

PHONE (954) 831-6955

**LEGISLATIVE BUDGET REQUEST**

Office of State Attorney Michael J. Satz  
17<sup>th</sup> Judicial Circuit of Florida  
201 SE 6<sup>th</sup> Street  
Fort Lauderdale, Florida 32301

August 11, 2011

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

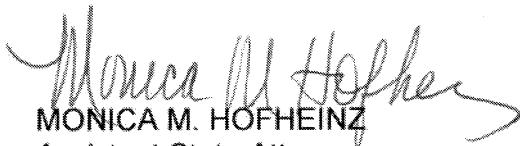
JoAnne Leznoff, Council Director  
House Full Appropriations Councils  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request of the Office of the State Attorney, 17<sup>th</sup> Judicial Circuit, for the fiscal year 2012-2013, is hereby submitted in the format as prescribed by the Office of Policy and Budget.

Sincerely,

  
MONICA M. HOFHEINZ  
Assistant State Attorney  
Executive Director

# OFFICE OF THE STATE ATTORNEY

Brevard County Office  
2725 Judge Fran Jamieson Way  
Bldg. D  
Viera, FL 32940-6605  
(321) 617-7510

EIGHTEENTH JUDICIAL CIRCUIT OF FLORIDA  
BREVARD AND SEMINOLE COUNTIES

Seminole County Office  
101 Bush Blvd.  
P.O. Box 8006  
Sanford, FL 32772-8006  
(407) 665-6000

**NORMAN R. WOLFINGER**  
STATE ATTORNEY



Reply To:

## LEGISLATIVE BUDGET REQUEST

**Justice Administration Commission  
State Attorney, Eighteenth Judicial Circuit  
Viera**

September 15, 2011

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

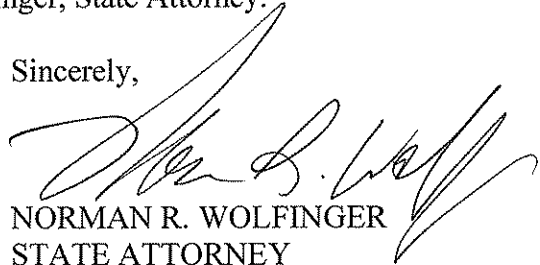
JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Office of the State Attorney, Eighteenth 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 2012-13 Fiscal Year. This submission has been approved by Norman R. Wolfinger, State Attorney.

Sincerely,

  
NORMAN R. WOLFINGER  
STATE ATTORNEY

REPRESENTING:

CHARLOTTE

COLLIER

GLADES

HENDRY

LEE



OFFICE OF THE STATE ATTORNEY

Twentieth Judicial Circuit of Florida

P.O. Box 399  
Fort Myers, FL 33902-0399

Telephone (239) 533-1000  
FAX (239) 533-1150

Website: [www.sao.cjis20.org](http://www.sao.cjis20.org)

*Stephen B. Russell*  
State Attorney

LEGISLATIVE BUDGET REQUEST

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the State Attorney's Office, 20<sup>th</sup> Circuit 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 2012-13 Fiscal Year.

It is our agency's top priority to address the base funding disparity that currently exists between circuits. It is imperative that this issue be addressed; to focus on any other budgetary issue before the resolution of this only exacerbates the funding inequities. This submission has been approved by Raymond E. Rhodes, Executive Director.

Sincerely,

A handwritten signature in blue ink, appearing to read "Debbie Stanbro".

Debbie Stanbro  
Assistant Executive Director



# Law Offices of the Public Defender Matt Shirk

**Fourth Judicial Circuit of Florida**  
Serving Duval, Clay & Nassau Counties

## LEGISLATIVE BUDGET REQUEST

Public Defender's Office, Fourth Judicial Circuit  
Jacksonville, Florida

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Terry Rhodes, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Public Defender's Office, Fourth Judicial Circuit 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 2012-13 Fiscal Year. This submission has been approved by Matt Shirk, Public Defender, Fourth Judicial Circuit.

Sincerely,

A handwritten signature in blue ink that reads "Denise K. Ostertag".

Denise K. Ostertag  
Administrative Director



Telephone  
(352) 742-4270

Felony Fax  
(352) 742-4297

Administrative Fax  
(352) 742-4350

LAW OFFICES OF  
**HOWARD H. BABB, JR.**  
PUBLIC DEFENDER

Misd./Juv Fax  
(352) 253-6030

Fifth Judicial Circuit of Florida  
Marion • Lake • Hernando • Citrus • Sumter

**LEGISLATIVE BUDGET REQUEST**

Justice Administration  
Tallahassee, Florida

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Terry Rhodes, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Public Defender, Fifth Judicial Circuit, 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 2012-13 Fiscal Year. This submission has been approved by Howard H. Babb, Jr., Public Defender

Sincerely,

A handwritten signature in black ink that reads "Howard H. Babb, Jr." with a stylized flourish at the end.

Howard H. Babb, Jr., Fifth Circuit Public Defender

**POLK COUNTY**

POLK COUNTY COURTHOUSE  
255 N. BROADWAY • 3RD FLOOR  
POST OFFICE BOX 9000-PD  
BARTOW, FLORIDA 33831  
PHONE: 863/534-4200

**HARDEE COUNTY**

413 WEST ORANGE STREET  
WAUCHULA, FLORIDA 33873  
PHONE: 863/773-6758

**HIGHLANDS COUNTY**

510 FERNLEAF AVENUE  
POST OFFICE BOX 3741  
SEBRING, FLORIDA 33871  
PHONE: 863/402-6724



**JAMES MARION MOORMAN**  
PUBLIC DEFENDER  
TENTH JUDICIAL CIRCUIT

PLEASE REPLY TO

Batow

**LEGISLATIVE BUDGET REQUEST**

Justice Administration  
Public Defender, Tenth Judicial Circuit  
Tallahassee, Florida

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Terry Rhodes, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Public Defender, Tenth Judicial Circuit 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 2012-13 Fiscal Year. This submission has been approved by J. Marion Moorman, Public Defender, Tenth Judicial Circuit.

Sincerely,

  
J. Marion Moorman  
Public Defender





**LARRY L. EGER**  
Public Defender

**Public Defender**  
Twelfth Judicial Circuit  
State of Florida  
2071 Ringling Boulevard  
Criminal Justice Center - Fifth Floor  
Sarasota, Florida 34237-7009  
(941) 861-5500  
TDD: (941) 861-4581

**DESOTO COUNTY:**

Desoto County Courthouse  
115 East Oak Street  
Room 106  
Arcadia, Florida 34266-2412  
Phone: 863-993-4891

**MANATEE COUNTY:**

1051 Manatee Avenue West  
Seventh Floor  
Bradenton, Florida 34205-7801  
Phone: 941-747-6436  
TDD: 941-741-3840

**VENICE:**

4000 South Tamiami Trail  
Room 221  
Venice, Florida 34293-5075  
Phone: 941-861-3540

Please Reply To:

**LEGISLATIVE BUDGET REQUEST**

Justice Administration  
Tallahassee, Florida

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Public Defender, 12<sup>th</sup> Circuit 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 2012-13 Fiscal Year. This submission has been approved by Larry L. Eger, Public Defender, 12<sup>th</sup> Circuit.

Sincerely,

Steve Watson for Larry L. Eger  
Chief Assistant Public

2725 JUDGE FRAN JAMIESON WAY  
BUILDING E  
VIERA, FLORIDA 32940  
TELEPHONE: (321) 617-7373

POST OFFICE BOX 8004  
101 BUSH BOULEVARD  
SANFORD, FLORIDA 32772-8004  
TELEPHONE: (407) 665-4524

OFFICE OF THE  
**PUBLIC DEFENDER**  
EIGHTEENTH JUDICIAL CIRCUIT  
BREVARD & SEMINOLE COUNTIES

BLAISE TRETTIS  
EXECUTIVE ASSISTANT

MARY LU TOMBLESON  
EXECUTIVE DIRECTOR

---

**JAMES RUSSO**  
PUBLIC DEFENDER

Justice Administration  
Tallahassee, Florida

September 15, 2011

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

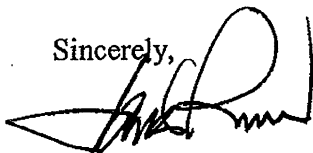
JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Terry Rhodes, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1100

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Office of the Public Defender 18th Judicial Circuit 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 2012-13 Fiscal Year. This submission has been approved by James Russo, Public Defender.

Sincerely,



James Russo  
Public Defender

**POLK COUNTY**

POLK COUNTY COURTHOUSE  
255 N. BROADWAY • 3RD FLOOR  
POST OFFICE BOX 9000-PD  
BARTOW, FLORIDA 33831  
PHONE: 863/534-4200

**HARDEE COUNTY**

413 WEST ORANGE STREET  
WAUCHULA, FLORIDA 33873  
PHONE: 863/773-6758

**HIGHLANDS COUNTY**

510 FERNLEAF AVENUE  
POST OFFICE BOX 3741  
SEBRING, FLORIDA 33871  
PHONE: 863/402-6724



**JAMES MARION MOORMAN**  
PUBLIC DEFENDER  
TENTH JUDICIAL CIRCUIT

PLEASE REPLY TO

Batow

**LEGISLATIVE BUDGET REQUEST**

Justice Administration  
Public Defender Appellate, Tenth Judicial Circuit  
Tallahassee, Florida

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Terry Rhodes, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Public Defender Appellate, Tenth Judicial Circuit 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 2012-13 Fiscal Year. This submission has been approved by J. Marion Moorman, Public Defender, Tenth Judicial Circuit.

Sincerely,

Handwritten signature of J. Marion Moorman in cursive script.  
J. Marion Moorman  
Public Defender

LAW OFFICE OF THE  
CAPITAL COLLATERAL REGIONAL COUNSEL-SOUTH

State of Florida

101N.E. 3rd Avenue, Suite 400  
Ft. Lauderdale, FL 33301  
(954) 713-1284  
(SC) 453-1284  
FAX (954) 713-1299  
FAX (SC) 453-1299



Neal A. Dupree  
Capital Collateral Regional Counsel

LEGISLATIVE BUDGET REQUEST

The Capital Collateral Regional Counsel – Southern Region  
Ft. Lauderdale, FL

September 15, 2011

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

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, FL 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, FL 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the CCRC-Southern Region 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 2012-13 Fiscal Year. This submission has been approved by Neal A. Dupree.

Sincerely,

A handwritten signature in black ink, appearing to read "Neal A. Dupree".

Neal A. Dupree  
CCRC-South



**STATE OF FLORIDA  
OFFICE OF CRIMINAL CONFLICT &  
CIVIL REGIONAL COUNSEL, FIRST REGION**

Post Office Box 1019 (32302)  
227 N. Bronough Street  
Suite 1000  
Tallahassee, FL 32301

(850) 922-0179  
FAX: (850) 488-0724

Jeffrey E. Lewis  
Regional Conflict Counsel,  
1<sup>st</sup> DCA Region

Daniel W. Clark  
Chief Assistant Regional Conflict Counsel,  
1<sup>st</sup> DCA Region

**LEGISLATIVE BUDGET REQUEST**

Justice Administration  
Tallahassee, Florida

August 22, 2011

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, the Legislative Budget Request for all agencies within the Department Justice Administration 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 2012-13 Fiscal Year. This submission is being provided on behalf of these agencies by Alton L. "Rip" Colvin, Jr., Executive Director of the Justice Administrative Commission.

Sincerely,

A handwritten signature in black ink that reads "Jeffrey E. Lewis".

Jeffrey E. Lewis  
Regional Counsel, First Region

LEGISLATIVE BUDGET REQUEST

Justice Administration  
Tallahassee, Florida

September 15, 2011

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 Appropriations Councils  
221 Capitol  
Tallahassee, Florida 32399-1300

Craig Meyer, Staff Director  
Senate Budget Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Office of Criminal Conflict and Civil Regional Counsel, Fifth District 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 2012-13 Fiscal Year. This submission has been approved by Jeffrey D. Deen, Regional Counsel, Fifth District.

Sincerely,

  
Lori D. Loftis  
Chief Assistant Regional Counsel



**FY 2012-13**  
**Legislative Budget Request**

**Department Level**  
**Exhibits and Schedules**

**Justice Administration**

Non-Strategic IT Service:		Network Service			
Dept/Agency: <b>Justice Administrative Commission</b>		# of Assets & Resources Apportioned to this IT Service in FY 2012-13			
Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Agency E</b>					
Phone: <b>(850) 488-2415</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.60		\$44,937
A-1.1	State FTE		0.60		\$44,937
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$2,525
B-1	Servers	1	4		\$0
B-2	Server Maintenance & Support		4	2	\$185
B-3	Network Devices & Hardware (e.g., routers, switches, hubs, cabling, etc.)	2	17	2	\$2,340
B-4	Online Storage for file and print (indicate GB of storage)		1117		\$0
B-5	Archive Storage for file and print (indicate GB of storage)		0		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)				\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>					\$10,903
D-1	MyFloridaNet				\$9,823
D-2	Other (Please specify in Footnote Section below)	3			\$1,080
<b>E. Other (Please describe in Footnotes Section below)</b>		4, 5			\$24,214
<b>F. Total for IT Service</b>					<b>\$82,579</b>
<b>G. Please identify the number of users of the Network Service</b>					<b>300</b>
<b>H. How many locations currently host IT assets and resources used to provide LAN services?</b>					<b>1</b>
<b>I. How many locations currently use WAN services?</b>					<b>1</b>
<b>J. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	includes one (1) logical server				
2	includes one (1) firewall device, nine (9) switches, six (6) fiber media converters, one (1) web filter appliance				
3	DSL connection used for testing				
4	rack space & data port @ SSRC, SSRC services, web server & video conference equipment maintenance costs paid to SSRC				
5	Standard expenses package for .60 FTE				
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					



Non-Strategic IT Service:		<b>E-Mail, Messaging, and Calendaring Service</b>			
Agency: <b>Justice Administrative Commission</b>		# of Assets & Resources			
Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Ag</b>		AppORTioned to this IT Service in FY			
Phone: <b>(850) 488-2415</b>		2012-13			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.00		\$0
A-1	State FTE		0.00		\$0
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Wireless Communication Devices (e.g., Blackberries, I-phones, PDAs, etc.)		0	0	\$0
B-4	Online Storage (indicate GB of storage)		0		\$0
B-5	Archive Storage (indicate GB of storage)		0		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)				\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>					\$0
D-1	Southwood Shared Resource Center				\$0
D-2	Northwood Shared Resource Center				\$0
D-3	Northwest Regional Data Center				\$0
D-4	Other Data Center External Service Provider (specify in Footnotes below)				\$0
<b>E. Other (Please describe in Footnotes Section below)</b>		1			\$20,800
<b>F. Total for IT Service</b>					\$20,800
<b>G. Please provide the number of user mailboxes.</b>					195
<b>H. Please provide the number of resource mailboxes.</b>					30
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	enterprise email service provided by ACS				
2					
3					
4					
5					
6					
7					
8					
9					

Non-Strategic IT Service:		Desktop Computing Service			
Agency: <b>Justice Administrative Commission</b>		# of Assets & Resources			
Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Ag</b>		AppORTioned to this IT Service in FY 2012-13			
Phone: <b>(850) 488-2415</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.27		\$21,042
A-1	State FTE		0.27		\$21,042
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			105.12	1.56	\$372
B-1	Servers		1.56	0	\$0
B-2	Server Maintenance & Support		1.56	1.56	\$372
B-3.1	Desktop Computers		97	0	\$0
B-3.2	Mobile Computers (e.g., Laptop, Notebook, Handheld, Wireless Computer)		5	0	\$0
B-3.3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>			0	0	\$0
<b>E. Other (Please describe in Footnotes Section below)</b>		1			\$1,770
<b>F. Total for IT Service</b>					<b>\$23,184</b>
<b>G. Please identify the number of users of this service.</b>					<b>195</b>
<b>H. How many locations currently use this service?</b>					<b>6</b>
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	Standard expenses package for .27 FTE				
2					
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4					
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11					
12					
13					
14					
15					

Non-Strategic IT Service:		<b>Helpdesk Service</b>			
Agency: <b>Justice Administrative Commission</b> Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Agency Budget Officer; and Maus</b> Phone: <b>(850) 488-2415</b>		# of Assets & Resources Apportioned to this IT Service in FY 2012-13			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.10		\$7,880
A-1	State FTE		0.10		\$7,880
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			1.8	0.9	\$339
B-1	Servers		0.9		\$0
B-2	Server Maintenance & Support		0.9	0.9	\$339
B-3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>			0	0	\$0
<b>E. Other (Please describe in Footnotes Section below)</b>		1			\$656
<b>F. Total for IT Service</b>					<b>\$8,875</b>
<b>G. Please identify the number of users of this service.</b>					<b>195</b>
<b>H. How many locations currently host IT assets and resources used to provide this service?</b>					<b>1</b>
<b>I. What is the average monthly volume of calls/cases/tickets?</b>					<b>100</b>
<b>J. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	Standard expenses package for .10 FTE				
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13					
14					
15					

Non-Strategic IT Service: <b>IT Security/Risk Mitigation Service</b>				
Agency: <b>Justice Administrative Commission</b> Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Agt</b> Phone: <b>(850) 488-2415</b>			# of Assets & Resources Apportioned to this IT Service in FY 2012-13	
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>		0.03		\$2,386
A-1 State FTE		0.03		\$2,386
A-2 OPS FTE		0.00		\$0
A-3 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>		0.25	0	\$0
B-1 Servers		0.25	0	\$0
B-2 Server Maintenance & Support		0	0	\$0
B-3 Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>				\$0
<b>D. External Service Provider(s)</b>		0	0	\$0
<b>E. Other (Please describe in Footnotes Section below)</b>	1			\$197
<b>F. Total for IT Service</b>				<b>\$2,583</b>
<b>G. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>				
1	Standard expenses package for .03 FTE			
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11				
12				
13				
14				
15				

Non-Strategic IT Service: <b>Agency Financial and Administrative Systems Support Service</b>					
Agency: <b>Justice Administrative Commission</b> Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Age</b> Phone: <b>(850) 488-2415</b>			# of Assets & Resources Apportioned to this IT Service in FY 2012-13		
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.22		\$23,862
A-1	State FTE		0.22		\$23,862
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			3.8	1.9	\$618
B-1	Servers		1.9	0	\$0
B-2	Server Maintenance & Support		1.9	1.9	\$618
B-3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>		1	0	0	\$29
<b>E. Other (Please describe in Footnotes Section below)</b>		2			\$1,999
<b>F. Total for IT Service</b>					<b>\$26,508</b>
<b>G. Please identify the number of users of this service.</b>					<b>80</b>
<b>H. How many locations currently host agency financial/administrative systems?</b>					<b>1</b>
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	software to support mainframe printing				
2	Standard expenses package for .31 FTE				
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Non-Strategic IT Service: <b>IT Administration and Management Service</b>					
Agency: <b>Justice Administrative Commission</b>		# of Assets & Resources			
Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Ag</b>		Apportioned to this IT Service in FY 2012-			
Phone: <b>(850) 488-2415</b>		13 C			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.05		\$4,442
A-1	State FTE		0.05		\$4,442
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			0	0	\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>			0	0	\$0
<b>E. Other (Please describe in Footnotes Section below)</b>		1			\$328
<b>F. Total for IT Service</b>					<b>\$4,770</b>
<b>G. How many locations currently host assets and resources used to provide this service?</b>					<b>1</b>
<b>G. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	Standard expenses package for .05 FTE				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Non-Strategic IT Service:		Web/Portal Service			
Dept/Agency: <b>Justice Administrative Commission</b>		# of Assets & Resources Apportioned to this IT Service in FY 2012-13			
Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Ager</b>					
Phone: <b>(850) 488-2415</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.66		\$55,529
A-1.1	State FTE		0.66		\$55,529
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$170
B-1	Servers		0.84	0	\$0
B-2	Server Maintenance & Support		0.84	0.84	\$170
B-3	Other Hardware Assets (Please specify in Footnotes Section below)		0	0	\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>		1	0	0	\$1,225
<b>E. Other (Please describe in Footnotes Section below)</b>		2			\$4,339
<b>F. Total for IT Service</b>					<b>\$61,263</b>
<b>G. Please identify the number of Internet users of this service.</b>					<b>10,200</b>
<b>H. Please identify the number of intranet users of this service.</b>					<b>195</b>
<b>I. How many locations currently host IT assets and resources used to provide this service?</b>					<b>2</b>
<b>J.</b>	<b>Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>				
1	rackspace and dataport for external webserver owned by SSRC				
2	Standard expenses package for .66 FTE				
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Non-Strategic IT Service: <b>Data Center Service</b>				
Dept/Agency: <b>Justice Administrative Commission</b>		# of Assets & Resources Apportioned to this IT Service in FY 2012-13		
Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Agency B</b>				
Phone: <b>(850) 488-2415</b>				
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b> (performing data center functions defined in w. 282.201(2)(d)1.e., F.S.)		0.00		\$22,461
A-1.1 State FTE		0.00		\$22,461
A-2.1 OPS FTE		0.00		\$0
A-3.1 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				\$4,224
B-1 Non-Mainframe Servers (including single-function logical servers not assigned to another service)	1	6	0	\$0
B-2 Servers - Mainframe		0	0	\$0
B-3 Server Maintenance & Support		0	0	\$0
B-4 Online or Archival Storage Systems (Indicate GB of storage)	2	39,270		\$0
B-5 Data Center/ Computing Facility Internal Network				\$0
B-6 Other Hardware (Please specify in Footnotes Section below)	3			\$4,224
<b>C. Software</b>	4			\$2,701
<b>D. External Service Provider(s)</b>				\$0
D-1 Southwood Shared Resource Center (indicate # of Board votes)		0		\$0
D-2 Northwood Shared Resource Center (indicate # of Board votes)		0		\$0
D-3 Northwest Regional Data Center (indicate # of Board votes)		0		\$0
D-4 Other Data Center External Service Provider (specify in Footnotes below)				\$0
<b>E. Plant &amp; Facility</b>				\$9,284
E-1 Data Center/Computing Facilities Rent & Insurance				\$9,284
E-2 Utilities (e.g., electricity and water)	5			\$0
E-3 Environmentals (e.g., HVAC, fire control, and physical security)	5			\$0
E-4 Other (please specify in Footnotes Section below)				\$0
<b>F. Other</b> (Please describe in Footnotes Section below)	6			\$1,967
<b>G. Total for IT Service</b>				<b>\$40,637</b>
<b>H. Please provide the number of agency data centers.</b>				<b>1</b>
<b>I. Please provide the number of agency computing facilities.</b>				<b>0</b>
<b>J. Please provide the number of single-server installations.</b>				<b>0</b>
<b>H. Footnotes</b> - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.				
1	includes three (3) logical servers			
2	~8725GB SAN storage & ~30,545GB tape storage			
3	web filter service, SAN fiber channel switches & tape backup unit			
4	backup software maintenance/support			
5	included in lease agreement			
6	Standard expenses package for .30 FTE			
7				
8				
9				



Agency: **Justice Administrative Commission**

Agency: Justice Administrative Commission				E-Mail, Messaging, and Calendaring Service	Network Service	Desktop Computing Service	Helpdesk Service	IT Security/Risk Mitigation Service	Agency Financial and Administrative Systems Support Service	IT Administration and Management Service	Web/Portal Service	Data Center Service			
Budget Entity Name	BE Code	Program Component Code	Program Component Name	Identified Funding as % of Total Cost of Service		100.0000%	100.0000%	100.0000%	99.9887%	99.9613%	100.0000%	100.0000%	100.0000%	99.9975%	
				Costs within BE	Funding Identified for IT Service										
1	Executive Dir./Support Serv	21300800	1602.00.00.00	Executive Leadership/Support Svcs	\$271,196	\$20,800	\$82,579	\$23,184	\$8,874	\$2,582	\$26,508	\$4,770	\$61,263	\$40,636	
2					\$0										
3	Executive Dir./Support Serv	21300800	1203.00.00.00	Legal Representation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
4					\$0										
5					\$0										
6					\$0										
7					\$0										
8					\$0										
9					\$0										
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29					\$0										
30					\$0										
				<b>Sum of IT Cost Elements Across IT Services</b>											
IT Cost Element Data as entered on IT Service Worksheets	Personnel	State FTE (#)	1.93	0.00	0.60	0.27	0.10	0.03	0.22	0.05	0.66	0.00			
	Personnel	State FTE (Costs)	\$182,539	\$0	\$44,937	\$21,042	\$7,880	\$2,386	\$23,862	\$4,442	\$55,529	\$22,461			
	Personnel	OPS FTE (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
	Personnel	OPS FTE (Cost)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
	Personnel	Vendor/Staff Augmentation (# Positions)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
	Personnel	Vendor/Staff Augmentation (Costs)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
	Hardware		\$8,248	\$0	\$2,525	\$372	\$339	\$0	\$618	\$0	\$170	\$4,224			
	Software		\$2,701	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,701			
	External Services		\$12,157	\$0	\$10,903	\$0	\$0	\$0	\$29	\$0	\$1,225	\$0			
	Plant & Facility (Data Center Only)		\$9,284									\$9,284			
	Other		\$56,270	\$20,800	\$24,214	\$1,770	\$656	\$197	\$1,999	\$328	\$4,339	\$1,967			
		<b>Budget Total</b>	<b>\$271,199</b>	<b>\$20,800</b>	<b>\$82,579</b>	<b>\$23,184</b>	<b>\$8,875</b>	<b>\$2,583</b>	<b>\$26,508</b>	<b>\$4,770</b>	<b>\$61,263</b>	<b>\$40,637</b>			
	<b>FTE Total</b>	<b>1.93</b>	<b>0.00</b>	<b>0.60</b>	<b>0.27</b>	<b>0.10</b>	<b>0.03</b>	<b>0.22</b>	<b>0.05</b>	<b>0.66</b>	<b>0.00</b>				
	<b>Users</b>	<b>225</b>	<b>300</b>	<b>195</b>	<b>195</b>	<b>80</b>	<b>10,395</b>	<b>\$5.89</b>							
	<b>Cost Per User</b>	<b>92.44444444</b>	<b>\$275.26</b>	<b>\$118.89</b>	<b>\$45.51</b>	<b>\$331.35</b>									

(cost/all mailboxes) Help Desk Tickets: 100  
Cost/Ticket: \$89

Non-Strategic IT Service:		<b>Network Service</b>			
Dept/Agency: <b>Enter Agency Name or Acronym</b>				# of Assets & Resources Apportioned to this IT Service in FY 2012-13	
Prepared by: <b>(Enter name of person who completed this worksheet)</b>					
Phone: <b>(enter phone number for person named above)</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>					<b>\$2,848</b>
A-1.1	State FTE	1	0.00		\$2,848
A-2.1	OPS FTE		0.00		-
A-3.1	Contractor Positions (Staff Augmentation)		0.00		-
<b>B. Hardware</b>					<b>\$0</b>
B-1	Servers		1	0	-
B-2	Server Maintenance & Support		0	0	\$0
B-3	Network Devices & Hardware (e.g., routers, switches, hubs, cabling, etc.)		2	0	\$0
B-4	Online Storage for file and print (indicate GB of storage)		0		\$0
B-5	Archive Storage for file and print (indicate GB of storage)		0		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)				\$0
<b>C. Software</b>					<b>\$0</b>
<b>D. External Service Provider(s)</b>					<b>\$0</b>
D-1	MyFloridaNet	2			\$0
D-2	Other (Please specify in Footnote Section below)				\$0
<b>E. Other (Please describe in Footnotes Section below)</b>					<b>\$0</b>
<b>F. Total for IT Service</b>					<b>\$2,848</b>
<b>G. Please identify the number of users of the Network Service</b>					<b>16</b>
<b>H. How many locations currently host IT assets and resources used to provide LAN services?</b>					<b>1</b>
<b>I. How many locations currently use WAN services?</b>					<b>1</b>
<b>J. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	See Attachment				
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Non-Strategic IT Service:		E-Mail, Messaging, and Calendaring Service			
Agency: <b>Enter Agency Name or Acronym</b>		# of Assets & Resources			
Prepared by: <b>(Enter name of person who completed this worksheet)</b>		AppORTioned to this IT Service in FY			
Phone: <b>(enter phone number for person named above)</b>		2012-13			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.00		\$0
A-1	State FTE		0.00		\$0
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Wireless Communication Devices (e.g., Blackberries, I-phones, PDAs, etc.)		0	0	\$0
B-4	Online Storage (indicate GB of storage)		0		\$0
B-5	Archive Storage (indicate GB of storage)		0		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)				\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>					\$57,037
D-1	Southwood Shared Resource Center				\$57,037
D-2	Northwood Shared Resource Center				\$0
D-3	Northwest Regional Data Center				\$0
D-4	Other Data Center External Service Provider (specify in Footnotes below)				\$0
<b>E. Other (Please describe in Footnotes Section below)</b>		1			\$0
<b>F. Total for IT Service</b>					\$57,037
<b>G. Please provide the number of user mailboxes.</b>					650
<b>H. Please provide the number of resource mailboxes.</b>					20
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	As of January 1, 2012, The Guardian ad Litem Program is scheduled to move email services to the Southwood Shared Resource Center (SSRC).				
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Non-Strategic IT Service: <b>Desktop Computing Service</b>				
Agency: <b>Enter Agency Name or Acronym</b> Prepared by: <b>(Enter name of person who completed this worksheet)</b> Phone: <b>(enter phone number for person named above)</b>	<b># of Assets &amp; Resources AppORTioned to this IT Service in FY 2012-13</b>			
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>				
A-1 State FTE	1	0.00		\$2,848
A-2 OPS FTE		0.00		\$0
A-3 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				
B-1 Servers		0	0	\$0
B-2 Server Maintenance & Support		0	0	\$0
B-3.1 Desktop Computers		16	0	\$0
B-3.2 Mobile Computers (e.g., Laptop, Notebook, Handheld, Wireless Computer)		5	0	\$0
B-3.3 Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>				
<b>D. External Service Provider(s)</b>				
<b>E. Other (Please describe in Footnotes Section below)</b>				
<b>F. Total for IT Service</b>				<b>\$2,848</b>
<b>G. Please identify the number of users of this service.</b>				<b>16</b>
<b>H. How many locations currently use this service?</b>				<b>1</b>
<b>I. Footnotes</b> - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.				
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Non-Strategic IT Service:		<b>Helpdesk Service</b>				
Agency:	Enter Agency Name or Acronym		# of Assets & Resources			
Prepared by:	(Enter name of person who completed this worksheet)		AppORTioned to this IT Service in FY 2012-13			
Phone:	(enter phone number for person named above)					
Service Provisioning -- Assets & Resources (Cost Elements)			Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>				0.00		\$25,628
A-1	State FTE		1	0.00		\$25,628
A-2	OPS FTE			0.00		\$0
A-3	Contractor Positions (Staff Augmentation)			0.00		\$0
<b>B. Hardware</b>				0	0	\$0
B-1	Servers			0	0	\$0
B-2	Server Maintenance & Support			0	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)			0	0	\$0
<b>C. Software</b>						\$0
<b>D. External Service Provider(s)</b>				0	0	\$0
<b>E. Other (Please describe in Footnotes Section below)</b>			2			\$0
<b>F. Total for IT Service</b>						<b>\$25,628</b>
<b>G. Please identify the number of users of this service.</b>						<b>539</b>
<b>H. How many locations currently host IT assets and resources used to provide this service?</b>						<b>1</b>
<b>I. What is the average monthly volume of calls/cases/tickets?</b>						<b>260</b>
<b>J. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>						
1	See Attachment					
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Non-Strategic IT Service: <b>IT Security/Risk Mitigation Service</b>				
Agency: <b>Enter Agency Name or Acronym</b> Prepared by: <b>(Enter name of person who completed this worksheet)</b> Phone: <b>(enter phone number for person named above)</b>	<b># of Assets &amp; Resources Apportioned to this IT Service in FY 2012-13</b>			
Service Provisioning -- Assets & Resources <i>(Cost Elements)</i>	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>				
A-1 State FTE		0.00		\$0
A-2 OPS FTE		0.00		\$0
A-3 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				
B-1 Servers		0	0	\$0
B-2 Server Maintenance & Support		0	0	\$0
B-3 Other Hardware Assets <i>(Please specify in Footnote Section below)</i>		0	0	\$0
<b>C. Software</b>				
<b>D. External Service Provider(s)</b>				
<b>E. Other <i>(Please describe in Footnotes Section below)</i></b>				
	1			\$0
<b>F. Total for IT Service</b>				<b>\$0</b>
<b>G. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>				
1	IT Security is provided by The Southwood Shared Resource Center (SSRC)			
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Non-Strategic IT Service: <b>Agency Financial and Administrative Systems Support Service</b>				
Agency: <b>Enter Agency Name or Acronym</b> Prepared by: <b>(Enter name of person who completed this worksheet)</b> Phone: <b>(enter phone number for person named above)</b>	# of Assets & Resources Apportioned to this IT Service in FY 2012-13			
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>				
A-1 State FTE		0.00		\$0
A-2 OPS FTE		0.00		\$0
A-3 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				
B-1 Servers		0	0	\$0
B-2 Server Maintenance & Support		0	0	\$0
B-3 Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>				
D. External Service Provider(s)				
E. Other (Please describe in Footnotes Section below)				
	1			\$0
<b>F. Total for IT Service</b>				<b>\$0</b>
<b>G. Please identify the number of users of this service.</b>				<b>0</b>
<b>H. How many locations currently host agency financial/administrative systems?</b>				<b>0</b>
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>				
1	See Attachment			
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Non-Strategic IT Service: <b>IT Administration and Management Service</b>				
Agency:	<b>Enter Agency Name or Acronym</b>	# of Assets & Resources Apportioned to this IT Service in FY 2012-13		
Prepared by:	<b>(Enter name of person who completed this worksheet)</b>	13	C	
Phone:	<b>(enter phone number for person named above)</b>			
Service Provisioning -- Assets & Resources <small>(Cost Elements)</small>	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>				
A-1 State FTE		0.00		\$0
A-2 OPS FTE		0.00		\$0
A-3 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				
B-1 Servers		0	0	\$0
B-2 Server Maintenance & Support		0	0	\$0
B-3 Other Hardware Assets <small>(Please specify in Footnote Section below)</small>		0	0	\$0
<b>C. Software</b>				
<b>D. External Service Provider(s)</b>				
<b>E. Other <small>(Please describe in Footnotes Section below)</small></b>				
		1		\$0
<b>F. Total for IT Service</b>				<b>\$0</b>
<b>G. How many locations currently host assets and resources used to provide this service?</b>				<b>0</b>
<b>G. Footnotes</b> - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.				
1	See Attachment			
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Non-Strategic IT Service: <b>Web/Portal Service</b>					
Dept/Agency: <b>Enter Agency Name or Acronym</b> Prepared by: <b>(Enter name of person who completed this worksheet)</b> Phone: <b>(enter phone number for person named above)</b>		# of Assets & Resources Apportioned to this IT Service in FY 2012-13			
Service Provisioning -- Assets & Resources <i>(Cost Elements)</i>		Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.00		\$14,000
A-1.1	State FTE		0.00		\$0
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)	1	0.00		\$14,000
<b>B. Hardware</b>					\$0
B-1	Servers		0	0	\$0
B-2	Server Maintenance & Support		0	0	\$0
B-3	Other Hardware Assets <i>(Please specify in Footnotes Section below)</i>		0	0	\$0
<b>C. Software</b>					\$0
<b>D. External Service Provider(s)</b>			0	0	\$0
<b>E. Other <i>(Please describe in Footnotes Section below)</i></b>		2			\$0
<b>F. Total for IT Service</b>					<b>\$14,000</b>
<b>G. Please identify the number of Internet users of this service.</b>					<b>0</b>
<b>H. Please identify the number of intranet users of this service.</b>					<b>0</b>
<b>I. How many locations currently host IT assets and resources used to provide this service?</b>					<b>0</b>
<b>J.</b>	<b>Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>				
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Non-Strategic IT Service:		Data Center Service		
Dept./Agency: <b>Enter Agency Name or Acronym</b>		# of Assets & Resources Apportioned to this IT Service in FY 2012-13		
Prepared by: <b>(Enter name of person who completed this worksheet)</b>				
Phone: <b>(enter phone number for person named above)</b>				
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2012-13	Estimated FY 2012-13 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b> (performing data center functions defined in w. 282.201(2)(d)1.e., F.S.)		0.00		\$0
A-1.1 State FTE		0.00		\$0
A-2.1 OPS FTE		0.00		\$0
A-3.1 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				\$0
B-1 Non-Mainframe Servers (including single-function logical servers not assigned to another service)		0	0	\$0
B-2 Servers - Mainframe		0	0	\$0
B-3 Server Maintenance & Support		0	0	\$0
B-4 Online or Archival Storage Systems (Indicate GB of storage)		0		\$0
B-5 Data Center/ Computing Facility Internal Network				\$0
B-6 Other Hardware (Please specify in Footnotes Section below)				\$0
<b>C. Software</b>				\$0
<b>D. External Service Provider(s)</b>				\$251,738
D-1 Southwood Shared Resource Center (indicate # of Board votes)	1	0		\$251,738
D-2 Northwood Shared Resource Center (indicate # of Board votes)		0		\$0
D-3 Northwest Regional Data Center (indicate # of Board votes)		0		\$0
D-4 Other Data Center External Service Provider (specify in Footnotes below)				\$0
<b>E. Plant &amp; Facility</b>				\$0
E-1 Data Center/Computing Facilities Rent & Insurance				\$0
E-2 Utilities (e.g., electricity and water)				\$0
E-3 Environmentals (e.g., HVAC, fire control, and physical security)				\$0
E-4 Other (please specify in Footnotes Section below)				\$0
<b>F. Other</b> (Please describe in Footnotes Section below)				\$0
<b>G. Total for IT Service</b>				<b>\$251,738</b>
<b>H. Please provide the number of agency data centers.</b>				<b>0</b>
<b>I. Please provide the number of agency computing facilities.</b>				<b>0</b>
<b>J. Please provide the number of single-server installations.</b>				<b>0</b>
<b>H. Footnotes</b>	Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.			
1	See Attachment			
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Agency: **Enter Agency Name or Acronym**

				E-Mail, Messaging, and Calendaring Service	Network Service	Desktop Computing Service	Helpdesk Service	IT Security/Risk Mitigation Service	Agency Financial and Administrative Systems Support Service	IT Administration and Management Service	Web/Portal Service	Data Center Service		
Budget Entity Name	BE Code	Program Component Code	Program Component Name	Identified Funding as % of Total Cost of Service		100.0000%	#VALUE!	100.0000%	100.0000%	#DIV/0!	#DIV/0!	#DIV/0!	100.0000%	100.0000%
				Costs within BE	Funding Identified for IT Service	\$57,037	\$2,848	\$2,848	\$25,628	\$0	\$0	\$0	\$14,000	\$251,738
1	Guardian ad Litem	2131	1304.00.00.00	Hlth &Hum Svcs/Most Vulnerable	\$354,099	\$57,037	\$2,848	\$2,848	\$25,628	\$0	\$0	\$0	\$14,000	\$251,738
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26					\$0									
27					\$0									
28					\$0									
29					\$0									
30					\$0									
<b>Sum of IT Cost Elements Across IT Services</b>					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IT Cost Element Data as entered on IT Service Worksheets	Personnel	State FTE (#)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Personnel	State FTE (Costs)		\$31,324	\$0	\$2,848	\$2,848	\$25,628	\$0	\$0	\$0	\$0	\$0	\$0
	Personnel	OPS FTE (#)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Personnel	OPS FTE (Cost)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Personnel	Vendor/Staff Augmentation (# Positions)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Personnel	Vendor/Staff Augmentation (Costs)		\$14,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,000	\$0
	Hardware			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Software			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	External Services			\$308,775	\$57,037	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$251,738
	Plant & Facility (Data Center Only)			\$0										\$0
	Other			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		<b>Budget Total</b>		#VALUE!	\$57,037	#VALUE!	\$2,848	\$25,628	\$0	\$0	\$0	\$14,000	\$251,738	
	<b>FTE Total</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	<b>Users</b>		670	16	16	539	0	0	0	0	0	0		
	<b>Cost Per User</b>		85.12985075	#VALUE!	\$178.00	\$47.55	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!		

(cost/all mailboxes) Help Desk Tickets: 260  
Cost/Ticket: \$99

Statewide Guardian ad Litem  
Supplemental Attachments  
Schedule IV-C

Network Service

Footnotes:

1. Only a small portion, 5% or less of the Network Systems Analyst Position's time is spent providing network services.
2. The Guardian ad Litem Program does not use myflorida.net.
3. As of 7/1/2010, The Guardian ad Litem Program moved a portion of IT Network Service to the Southwood Shared Resource Center (SSRC) on a shared resource basis. As of 7/1/2011, The Guardian ad Litem Program transitioned fully to the SSRC.

Desktop Computing Service

Footnotes:

1. Approximately 5% of The Network Systems Analyst position is needed to support the Statewide Office Staff and desktop computing.
2. All other desktop services for The Guardian ad Litem Circuit Offices is provided by each county, pursuant to Article V of the State Constitution.

Helpdesk Service

Footnotes:

1. 45% of the Network Systems Analyst's time is spent on non-strategic services such as helpdesk.
2. There are 539 fte with the Guardian ad Litem Program. There are approximately 81 volunteers/Interns who have a computer account with the program

Agency Financial and Administrative Systems Support Service

Footnotes:

1. Applications such as FLAIR, LAS/PBS and People's First are not maintained by the Guardian ad Litem Program. We are essentially users of the Justice Administrative Commission, our administering agency.

Statewide Guardian ad Litem  
Supplemental Attachments  
Schedule IV-C

IT Administration and Management Service

Footnotes:

1. As of 7/1/2010, the Guardian ad Litem Program moved a portion of IT Management to the Southwood Shared Resource Center (SSRC) on a shared resource basis. As of 7/1/2011, the transition to fully managed resources was completed, therefore only a small fraction of the Director of Administration's time is spent overseeing IT Administration and Management.

Web/Portal Service

Footnotes:

1. The Guardian ad Litem Program does maintain a gal.fl.gov website that is fully developed and maintained by a contractor. Pursuant to Article V of the State Constitution, the County provides web access to the county offices.
2. All hardware to support the website application is maintained by the Southwood Shared Resource Center (SSRC).

Data Center Service

Footnotes:

1. The Guardian ad Litem Program does not have any board votes. As of 7/1/2010, the Guardian ad Litem Program moved a portion of IT Management to the Southwood Shared Resource Center (SSRC) on a shared resource basis. As of 7/1/11, the transition to fully managed resources was completed, therefore only a fraction of the Director of Administration's time is spent overseeing IT Administration and Management.

## 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:	<b>State Attorney's Office Third Judicial Circuit</b>		
Contact Person:	Robert L. Jarvis, Jr.	Phone Number:	386-362-2320
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	KrisAnne Hall, Plaintiff vs. Robert L. "Skip" Jarvis, Jr., Individually and in his official capacity as State Attorney for the Third Judicial Circuit of Florida, Defendant		
Court with Jurisdiction:	United States District Court, Middle District of Florida Jacksonville Division		
Case Number:	3:10-cv-442-J-34TEM		
Summary of the Complaint:	Plaintiff in this case has filed a lawsuit against Jarvis, both individually and in his official capacity, seeking declaratory and injunctive relief and damages pursuant to Title 42 U.S.C. Sec. 1983 for alleged violations of the First Amendment, the Equal Protection Clause of the Fourteenth Amendment, and the Florida Constitution		
Amount of the Claim:	\$ undetermined		
Specific Statutes or Laws (including GAA) Challenged:	N/A		
Status of the Case:	Case was settled by the parties on July 6, 2011, and dismissed with prejudice by Court Order dated July 8, 2011.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

**LEGISLATIVE BUDGET REQUEST FY 2012-2013**

<b>SCHEDULE VII: Agency Litigation Inventory</b>			
Agency:	State Attorney, Seventeenth Judicial Circuit		
Contact Person:	Monica Hofheinz Executive Director	Phone Number:	954 831 8543
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<p><b>Agency Litigation is referred to the Department of Insurance, Risk Management Division.</b></p> <p>State, ex rel Michael Satz v. Florida Arcade Association, Inc.</p>		
Court with Jurisdiction:	17th Judicial Circuit		
Case Number:	CASE No. 07-000688(04)		
Summary of the Complaint:	Injunctive Relief Civil Nuisance Complaint		
Amount of Claim:	Unknown		
Specific Statutes or Laws (including GAA) Challenged			
Status of the Case:	Filed/Pending		
Who is representing (of record) the state in this lawsuit? Check all that apply.	Purdy, Jolly, Giuffreda & Barranco, P.A.	Outside Contract Counsel	
	2455 E Sunrise Blvd Suite 1216		
	Ft. Laud., FL 33304 (954) 462-3200		
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).			

**LEGISLATIVE BUDGET REQUEST FY 2012-2013**

<b>SCHEDULE VII: Agency Litigation Inventory</b>		
Agency:	Public Defender 17th Judicial Circuit	
Contact Person:	Catherine Keuthan	Phone Number: 954-831-8665
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Michael Brannon vs Public Defender 17th Judicial Circuit	
Court with Jurisdiction:	Southern District Court	
Case Number:	10-CV-61813-Jordan/Mcalley	
Summary of the Complaint:	He is a vendor we used in the past , however, based upon some statements he made we have discontinued using his services.	
Amount of Claim:	500,000	
Specific Statutes or Laws (including GAA) Challenged	1st Amendment	
Status of the Case:	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	



**LEGISLATIVE BUDGET REQUEST FY 2012-2013**

**SCHEDULE VII: Agency Litigation Inventory**

Agency:	The Office of Criminal Conflict and Civil Regional Counsel, 1st DCA Region		
Contact Person:	Jeffrey E. Lewis	Phone Number:	850-922-0179
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Leon County, et al., V. Jeffrey E. Lewis, et al.		
Court with Jurisdiction:	Florida Supreme Court		
Case Number:	09-1698		
Summary of the Complaint:	Counties are suing to be relieved of mandated expenses in support of Regional Counsel offices, alleging the legislature has unconstitutionally shifted said expenses from state to counties.		
Amount of Claim:	Up to \$500,000		
Specific Statutes or Laws (including GAA) Challenged	Florida Statute 29.008		
Status of the Case:	Pending		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	Assistant Attorney General Louis Hubener	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).	Not applicable		

**LEGISLATIVE BUDGET REQUEST FY 2012-2013**

**SCHEDULE VII: Agency Litigation Inventory**

Agency:	The Office of Criminal Conflict and Civil Regional Counsel, 2nd DCA Region		
Contact Person:	John Hendry	Phone Number:	863-519-8659
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Leon County, et al., V. Jeffrey E. Lewis, et al.		
Court with Jurisdiction:	Florida Supreme Court		
Case Number:	09-1698		
Summary of the Complaint:	Counties are suing to be relieved of mandated expenses in support of Regional Counsel offices, alleging the legislature has unconstitutionally shifted said expenses from state to counties.		
Amount of Claim:	Up to \$500,000		
Specific Statutes or Laws (including GAA) Challenged	Florida Statute 29.008		
Status of the Case:	Pending		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	Assistant Attorney General Louis Hubener	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).	Not applicable		

**LEGISLATIVE BUDGET REQUEST FY 2012-2013**

<b>SCHEDULE VII: Agency Litigation Inventory</b>		
Agency:	Criminal Conflict & Civil Regional Counsel, Third Region	
Contact Person:	Joseph P. George, Jr.	Phone Number: 305-575-3030
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	<p>1. <u>Florida Association of Counties v. Jeff Lewis, et. al</u>, Case #2008-CA-2475; appealed as <u>Lewis v. Leon County</u>, et. al, Case #1D09-188; and appealed further as <u>Lewis v. Leon County</u>, et. al, to the Supreme Court, Case SC09-1698.</p> <p>2. <u>State v. Bowen</u>, Case #F09-019364; appealed as <u>State v Public Defender</u>, 11th Judicial Circuit, Case #S3D08-2272; appealed as Public Defender, 11th Judicial Circuit v State, Case # SC09-1181.</p>	
Court with Jurisdiction:	Circuit Court; First District Court of Appeal, 3rd DCA; and Fla. Sup Ct.	
Case Number:	<p>1. #1D09-188; and SC09-1698</p> <p>2. #F09-019364; 3D08-2272 &amp; 3D08-2537 and SC09-1181</p>	
Summary of the Complaint:	<p>Florida Association of Counties sued to be relieved of any responsibility to support RC offices; The trial court entered summary judgment against the RCs and for the counties. The District Court of Appeal affirmed the trial court ruling. RCs appealed to Supreme Court.</p> <p>Public Defender 11th moved to decline new appointments to 3rd Degree Felony cases - 3rd DCA reversed the trial court's ruling permitting PD-11 to decline the cases. PD-11 appealed to the Florida Supreme Court which accepted jurisdiction.</p>	
Amount of Claim:	<p>1. One to Five Million Dollars;</p> <p>2. Unspecified by Public Defender</p>	
Specific Statutes or Laws (including GAA) Challenged	<p>F.S. 27.5303</p> <p>F.S. 29.008</p>	
Status of the Case:	Both On Appeal	
Who is representing (of record) the state in this lawsuit? Check all that apply.	Chief Assistant Solicitor General Louis Huebner	
	Regional Counsel, Joseph P. George, Jr.	
	Regional 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	

**LEGISLATIVE BUDGET REQUEST FY 2012-2013**

<b>SCHEDULE VII: Agency Litigation Inventory</b>			
Agency:	Office of Criminal Conflict and Civil Regional Counsel, 4th District		
Contact Person:	Philip J. Massa	Phone Number:	(561) 837-5156
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Leon County, et al, v Jeffrey Lewis, et al.		
Court with Jurisdiction:	Leon County Circuit Court		
Case Number:	2008CA2475		
Summary of the Complaint:	Counties have successfully sued the Regional Councils. As a result the counties are relieved of their mandate to supply the Regional Councils with office space, security, parking, information technology and other court related functions. Legislature has funded the Regional Councils anticipating that the counties would pick up these expenses. As a result of this lawsuit the Regional Councils are not adequately funded.		
Amount of Claim:	No specific monetary claim, but it could cost millions to the taxpayer		
Specific Statutes or Laws (including GAA) Challenged	F.S. 29.008		
Status of the Case:	On appeal to the Florida Supreme Court		
Who is representing (of record) the state in this lawsuit? Check all that apply.	Assistant Attorney General	Agency Counsel	
	George Waas/Lou Huberner	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).	N/A		

**LEGISLATIVE BUDGET REQUEST FY 2012-2013**

**SCHEDULE VII: Agency Litigation Inventory**

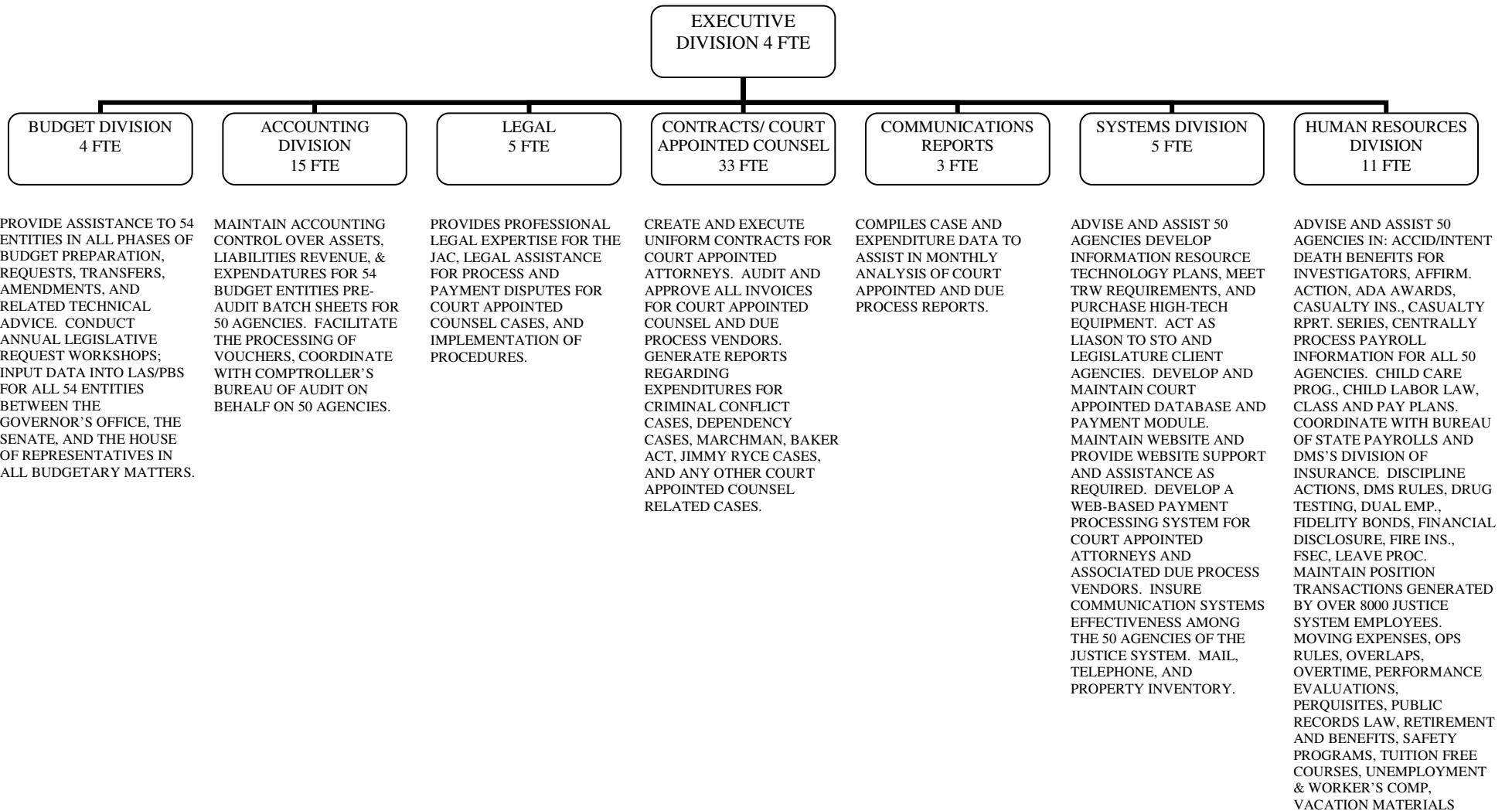
<b>Agency:</b>	The Office of Criminal Conflict and Civil Regional Counsel, 5th DCA Region		
<b>Contact Person:</b>	Jeffrey E. Lewis	<b>Phone Number:</b>	407-389-5140
<b>Names of the Case:</b> (If no case name, list the names of the plaintiff and defendant.)	Leon County, et al., V. Jeffrey E. Lewis, et al.		
<b>Court with Jurisdiction:</b>	Florida Supreme Court		
<b>Case Number:</b>	09-1698		
<b>Summary of the Complaint:</b>	Counties are suing to be relieved of mandated expenses in support of Regional Counsel offices, alleging the legislature has unconstitutionally shifted said expenses from state to counties.		
<b>Amount of Claim:</b>	Up to \$500,000		
<b>Specific Statutes or Laws (including GAA) Challenged</b>	Florida Statute 29.008		
<b>Status of the Case:</b>	Pending		
<b>Who is representing (of record) the state in this lawsuit? Check all that apply.</b>		Agency Counsel	
	Assistant Attorney General Louis Hubener	Office of the Attorney General or Division of Risk Management	
		Outside Contract Counsel	
<b>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).</b>	Not applicable		

# JUSTICE ADMINISTRATIVE COMMISSION

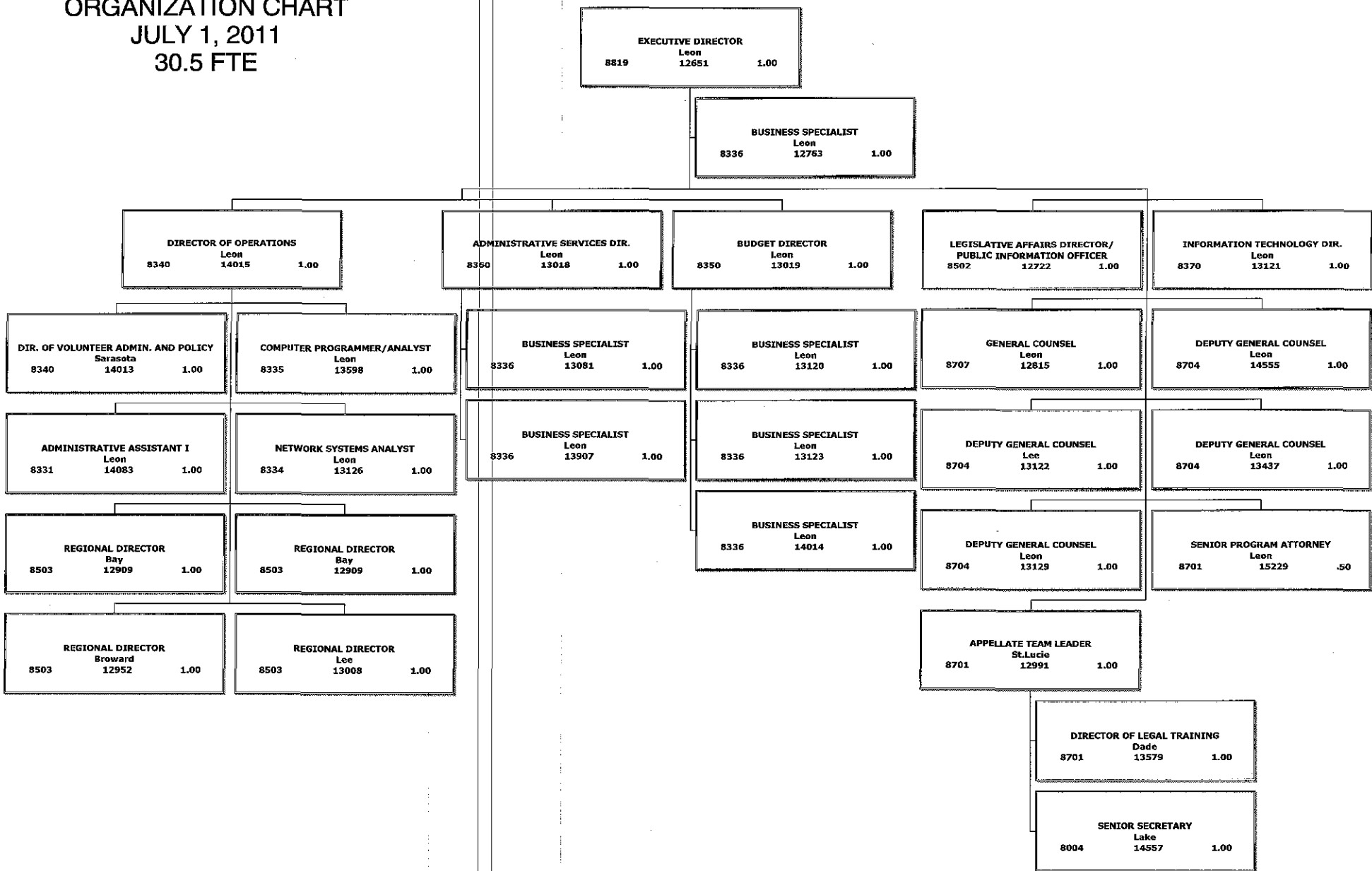
## JULY 2011

COMMISSIONERS: DENNIS ROBERTS, CHAIRMAN, PD-03  
 DIAMOND R. LITTY, SECRETARY, PD-19  
 JERRY HILL, SA-10  
 BRAD KING, SA-05

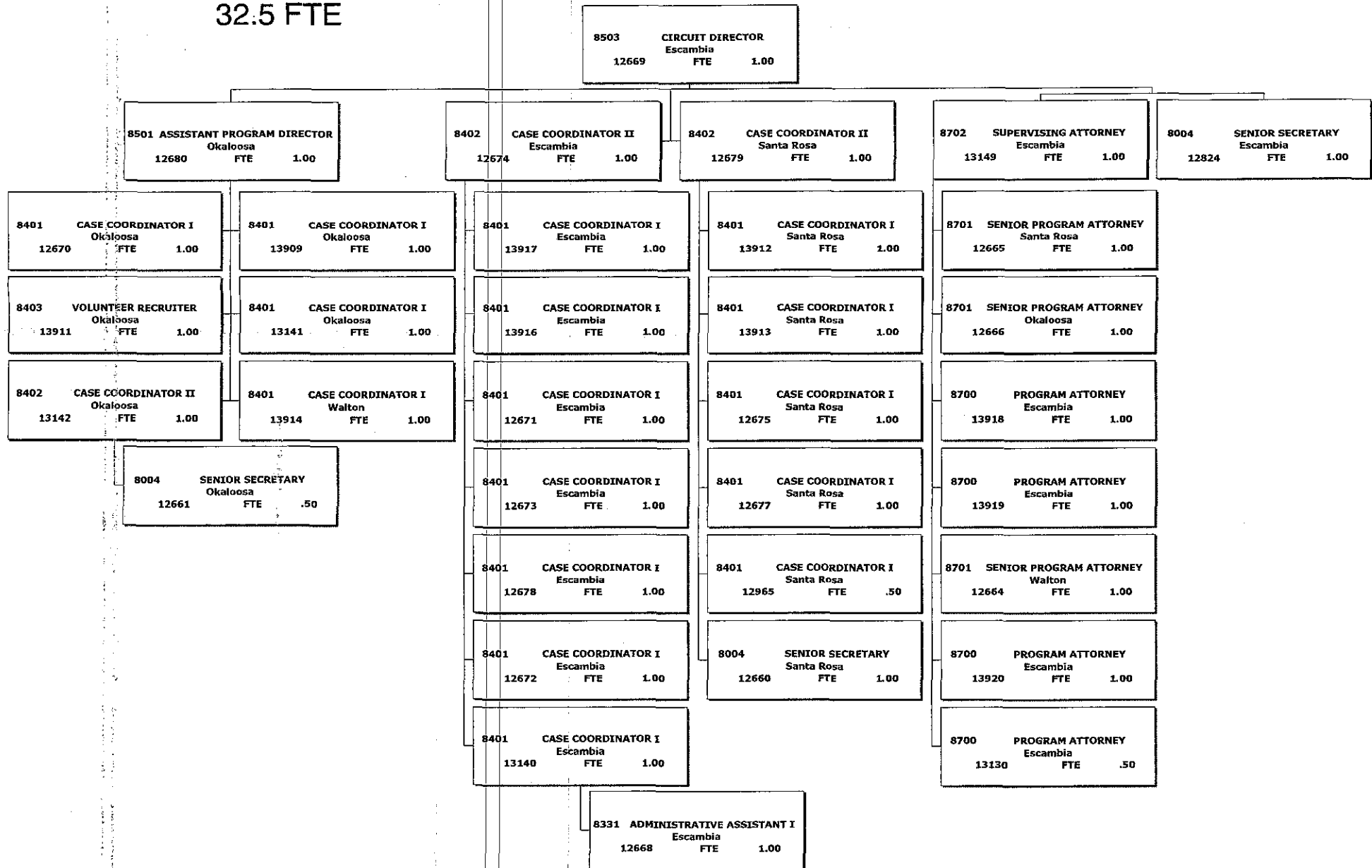
THE JUSTICE ADMINISTRATIVE COMMISSION ADMINISTRATIVELY SERVES THE OFFICES OF STATE ATTORNEYS, PUBLIC DEFENDERS, CAPITAL COLLATERAL REGIONAL COUNSELS, THE STATEWIDE GUARDIAN AD LITEM PROGRAM, CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSELS AND THE CLERK OF THE COURTS CORPORATION; AND PROVIDES COMPLIANCE AND FINANCIAL REVIEW OF THE COURT-APPOINTED ATTORNEY DUE PROCESS COSTS. THE JAC IS CURRENTLY AUTHORIZED 89 FTE.



**STATEWIDE OFFICE  
ORGANIZATION CHART  
JULY 1, 2011  
30.5 FTE**

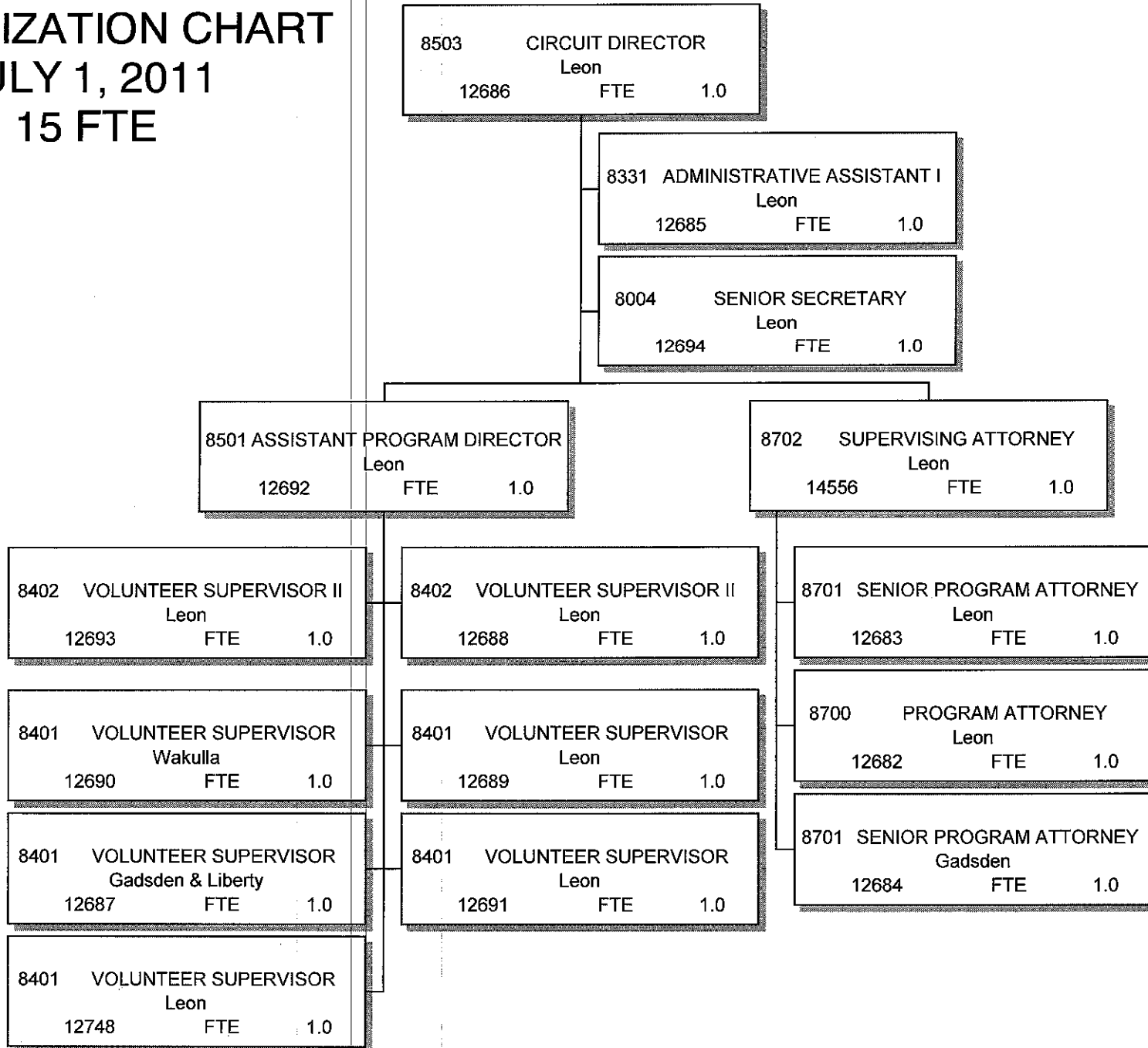


# 1st CIRCUIT ORGANIZATIONAL CHART JULY 1, 2011 32.5 FTE





# 2nd CIRCUIT ORGANIZATION CHART JULY 1, 2011 15 FTE



**3rd CIRCUIT  
ORGANIZATIONAL CHART  
JULY 1, 2011  
8.5 FTE**

<b>8503</b>	<b>CIRCUIT DIRECTOR</b>
	Suwannee
<b>12701</b>	<b>FTE 1.00</b>

<b>8702</b>	<b>SUPERVISING ATTORNEY</b>
	Suwannee
<b>13563</b>	<b>FTE 1.00</b>

<b>8402</b>	<b>CASE COORDINATOR II</b>
	Columbia
<b>12703</b>	<b>FTE 1.00</b>

<b>8501</b>	<b>ASSISTANT PROGRAM DIRECTOR</b>
	Suwannee
<b>12705</b>	<b>FTE 1.00</b>

<b>8701</b>	<b>SENIOR PROGRAM ATTORNEY</b>
	Taylor
<b>12700</b>	<b>FTE .50</b>

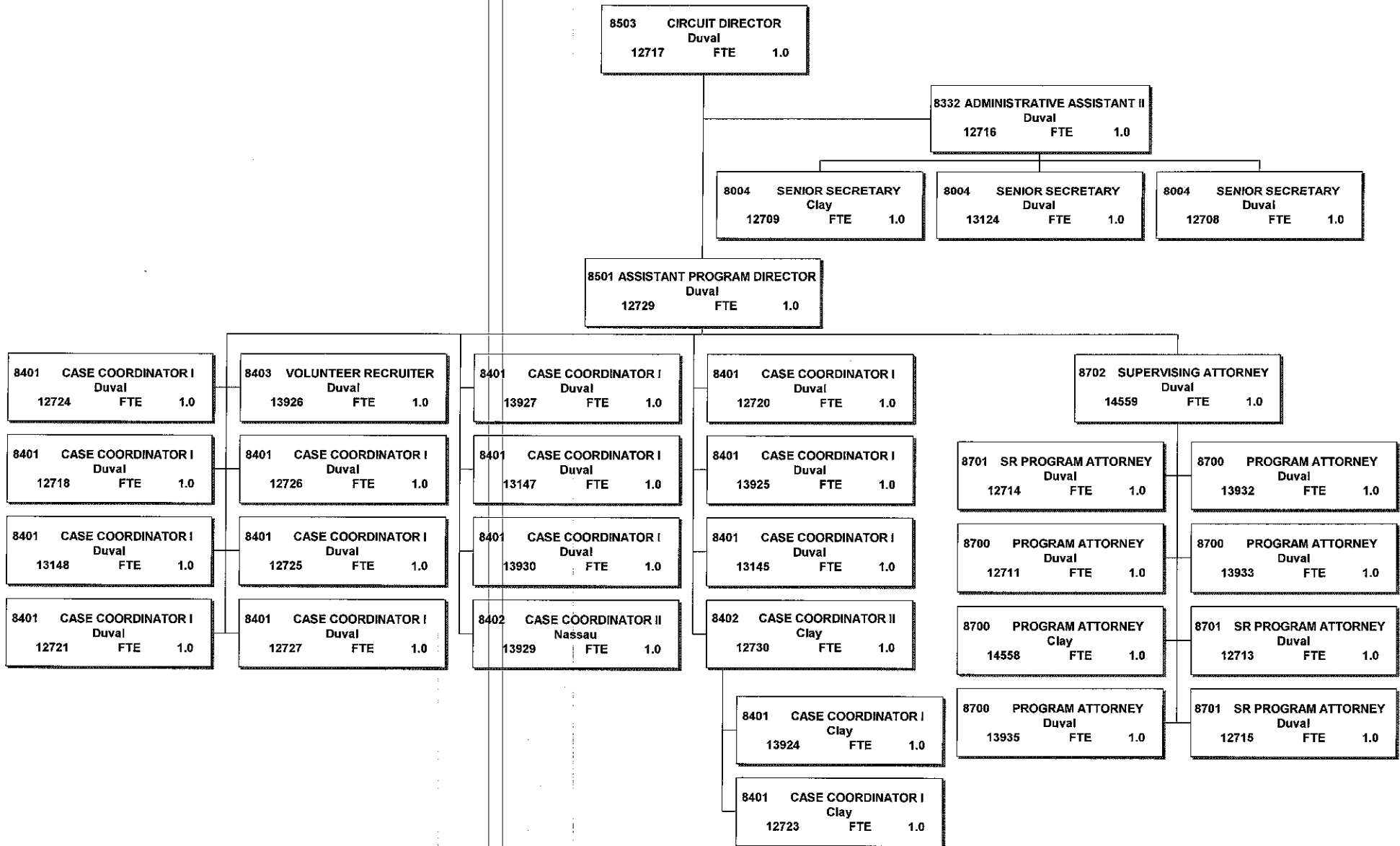
<b>8403</b>	<b>VOLUNTEER RECRUITER</b>
	Columbia
<b>12702</b>	<b>FTE 1.00</b>

<b>8401</b>	<b>CASE COORDINATOR I</b>
	Taylor
<b>12704</b>	<b>FTE 1.00</b>

<b>8331</b>	<b>ADMINISTRATIVE ASSISTANT I</b>
	Columbia
<b>12696</b>	<b>FTE 1.00</b>

<b>8331</b>	<b>ADMINISTRATIVE ASSISTANT I</b>
	Suwannee
<b>12697</b>	<b>FTE 1.00</b>

# 4th CIRCUIT ORGANIZATION CHART JULY 1, 2011 33 FTE



8503 CIRCUIT DIRECTOR  
Marion  
12739 FTE 1.0

8702 SUPERVISING ATTORNEY  
Marion  
12735 FTE 1.0

8501 PROGRAM DIRECTOR  
Marion  
12752 FTE 1.0

8403 VOLUNTEER RECRUITER  
Citrus  
12745 FTE 1.0

8701 SR PROGRAM ATTORNEY  
Hernando  
12736 FTE 1.0

8401 CASE COORDINATOR I  
Lake  
12746 FTE 1.0

8402 CASE COORDINATOR II  
Hernando  
12751 FTE 1.0

8402 CASE COORDINATOR II  
Marion  
12743 FTE 1.0

8402 CASE COORDINATOR II  
Sumter  
12740 FTE 1.0

8402 CASE COORDINATOR II  
Citrus  
12750 FTE 1.0

8701 SR PROGRAM ATTORNEY  
Marion  
14030 FTE 1.0

8401 CASE COORDINATOR I  
Lake  
14023 FTE 1.0

8401 CASE COORDINATOR I  
Hernando  
14020 FTE 1.0

8401 CASE COORDINATOR I  
Marion  
13150 FTE .5

8331 ADMINISTRATIVE ASSIST  
Sumter  
12747 FTE 1.0

8401 CASE COORDINATOR I  
Citrus  
12749 FTE 1.0

8701 SR PROGRAM ATTORNEY  
Marion  
14032 FTE 1.0

8401 CASE COORDINATOR I  
Lake  
13152 FTE 1.0

8401 CASE COORDINATOR I  
Hernando  
14021 FTE 1.0

8401 CASE COORDINATOR I  
Marion  
12744 FTE 1.0

8004 SENIOR SECRETARY  
Sumter  
12753 FTE .5

8004 SENIOR SECRETARY  
Citrus  
12732 FTE 1.0

8701 SR PROGRAM ATTORNEY  
Marion  
12754 FTE 1.0

8401 CASE COORDINATOR I  
Lake  
14022 FTE 1.0

8401 CASE COORDINATOR I  
Marion  
12742 FTE 1.0

8701 SR PROGRAM ATTORNEY  
Sumter  
14031 FTE 1.0

8004 SENIOR SECRETARY  
Lake  
13136 FTE 1.0

8401 CASE COORDINATOR I  
Marion  
14025 FTE 1.0

8700 PROGRAM ATTORNEY  
Citrus  
12737 FTE 1.0

8401 CASE COORDINATOR I  
Marion  
14027 FTE 1.0

**5th CIRCUIT  
ORGANIZATIONAL CHART  
JULY 1, 2011  
35 FTE**

8700 PROGRAM ATTORNEY  
Lake  
12738 FTE 1.0

8401 CASE COORDINATOR I  
Marion  
14024 FTE 1.0

8700 PROGRAM ATTORNEY  
Lake  
14029 FTE 1.0

8401 CASE COORDINATOR I  
Marion  
13151 FTE 1.0

8331 ADMINISTRATIVE ASSIST  
Marion  
12734 FTE 1.0

8003 SECRETARY SPECIALIST  
Marion  
13125 FTE 1.0

6th CIRCUIT  
 ORGANIZATION CHART  
 JULY 1, 2011  
 41 FTE

8503 CIRCUIT DIRECTOR  
 Pinellas  
 12776 FTE 1.00

8331 ADMINISTRATIVE ASSISTANT I  
 Pinellas  
 12756 FTE 1.00

8702 SUPERVISING ATTORNEY  
 Pinellas  
 12760 FTE 1.00

8501 ASSISTANT PROGRAM DIRECTOR  
 Pinellas  
 12774 FTE

8402 CASE COORDINATOR II  
 Pinellas  
 12775 FTE 1.00

8403 VOLUNTEER RECRUITER  
 Pasco  
 13586 FTE .50

8701 SENIOR PROGRAM ATTORNEY  
 Pinellas  
 12761 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pasco  
 13955 FTE 1.00

8403 VOLUNTEER RECRUITER  
 Pinellas  
 12772 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 12771 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 12764 FTE 1.00

8401 CASE COORDINATOR I  
 Pasco  
 12768 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pasco  
 14560 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pinellas  
 13949 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 14080 FTE .50

8401 CASE COORDINATOR I  
 Pinellas  
 13947 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13943 FTE 1.00

8401 CASE COORDINATOR I  
 Pasco  
 12769 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pinellas  
 13597 FTE .50

8701 SENIOR PROGRAM ATTORNEY  
 Pasco  
 12759 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13948 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13946 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13942 FTE 1.00

8401 CASE COORDINATOR I  
 Pasco  
 12770 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pinellas  
 14564 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pasco  
 14011 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 12765 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13945 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13156 FTE .50

8401 CASE COORDINATOR I  
 Pasco  
 13944 FTE 1.00

8700 PROGRAM ATTORNEY  
 Pinellas  
 13953 FTE 1.00

8700 PROGRAM ATTORNEY  
 Pinellas  
 13954 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 12766 FTE 1.00

8004 SENIOR SECRETARY  
 Pinellas  
 12767 FTE 1.00

8004 SENIOR SECRETARY  
 Pinellas  
 14563 FTE 1.00

8401 CASE COORDINATOR I  
 Pasco  
 13154 FTE 1.00

8700 PROGRAM ATTORNEY  
 Pinellas  
 13952 FTE 1.00

8700 PROGRAM ATTORNEY  
 Pinellas  
 13951 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13153 FTE 1.00

8004 SENIOR SECRETARY  
 Pinellas  
 12758 FTE 1.00

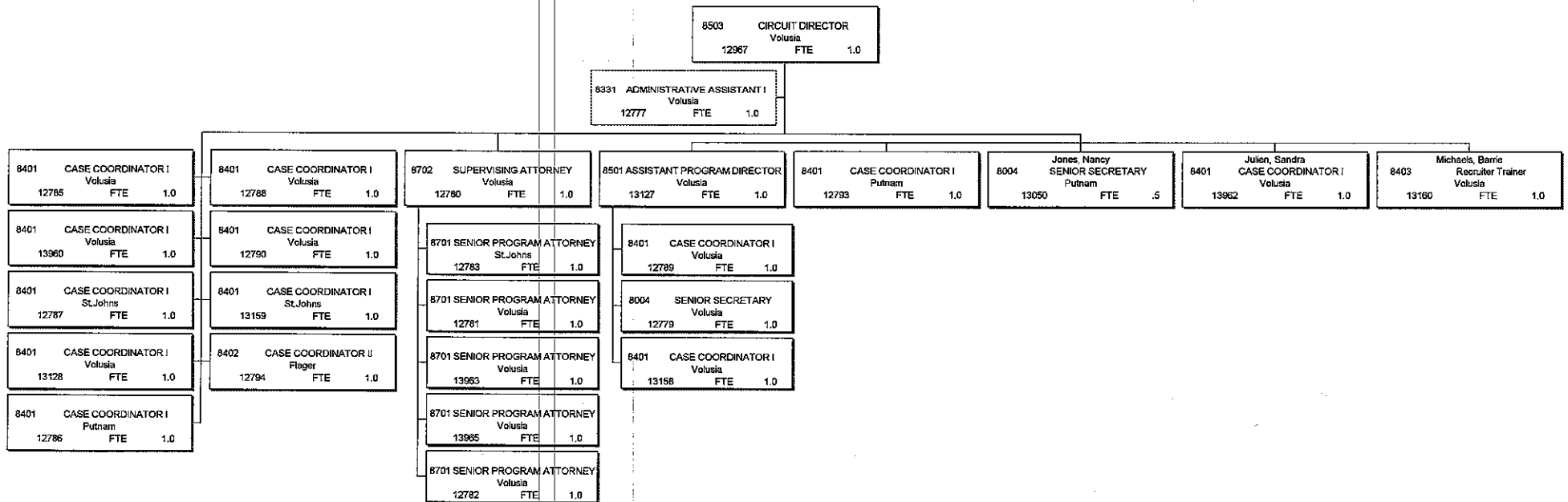
8401 CASE COORDINATOR I  
 Pasco  
 12773 FTE 1.00

8004 SENIOR SECRETARY  
 Pasco  
 12757 FTE 1.00

8004 SENIOR SECRETARY  
 Pasco  
 12755 FTE 1.00

# 7th Circuit Organizational Chart

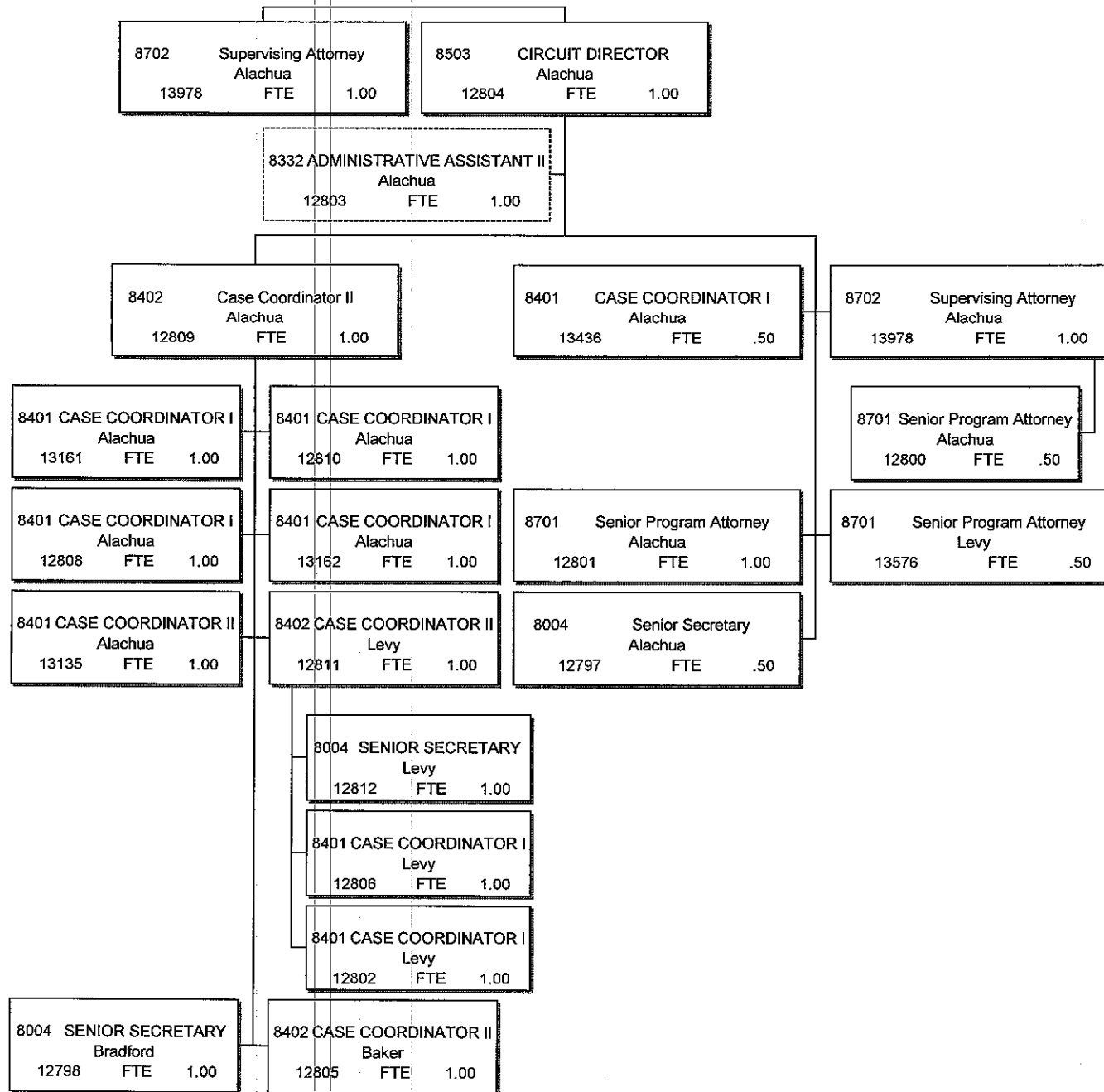
FTE: 24.5  
7/1/2011



# 8th Circuit Organizational Chart

FTE: 18

7/1/2011



# 9th Circuit Organizational Chart

## 14 FTE

7/1/2011

8503	CIRCUIT DIRECTOR
	Osceola
12817	FTE 1.00

8004	SENIOR SECRETARY
	Osceola
12813	FTE .50

8004	SENIOR SECRETARY
	Osceola
12814	FTE 1.00

8702	Supervising Attorney
	Osceola
12816	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
14018	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
12818	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
13163	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
13557	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
13164	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
14017	FTE 1.00

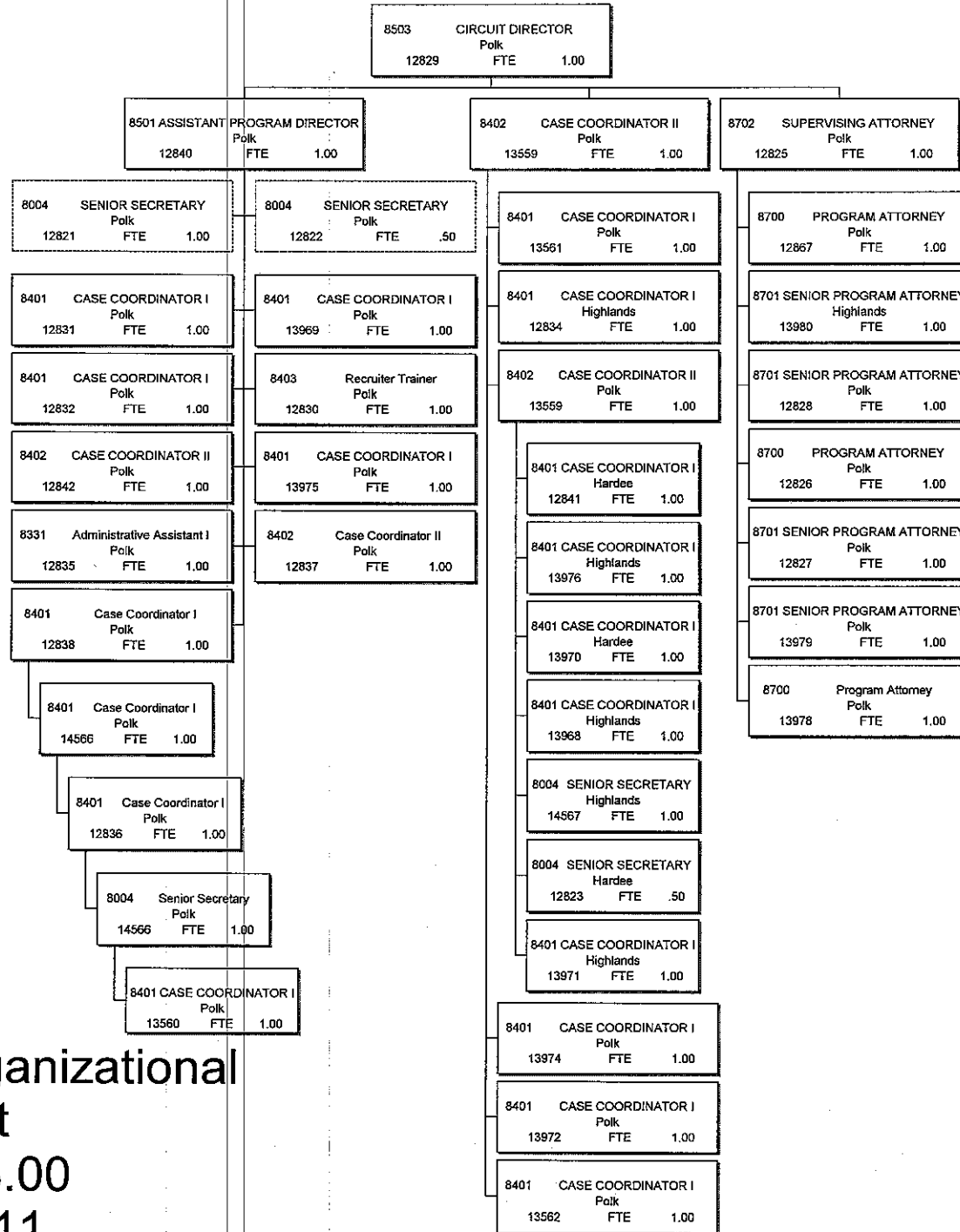
8401	CASE COORDINATOR I
	Osceola
13556	FTE 1.00

8403	Recruiter Trainer
	Osceola
12820	FTE 1.00

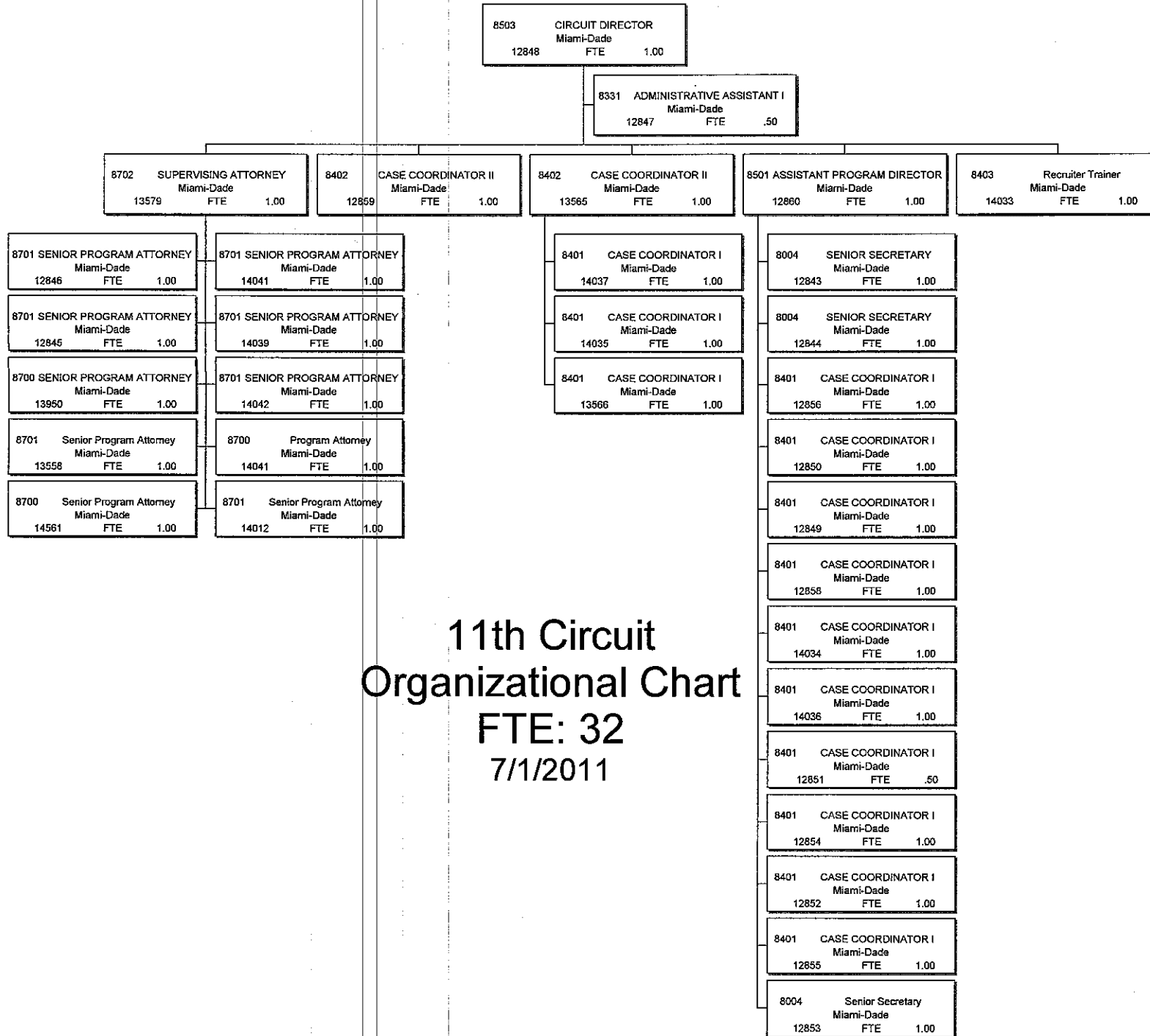
8701	SENIOR PROGRAM ATTORNEY
	Osceola
12663	FTE 1.00

8701	SENIOR PROGRAM ATTORNEY
	Osceola
12934	FTE 1.00





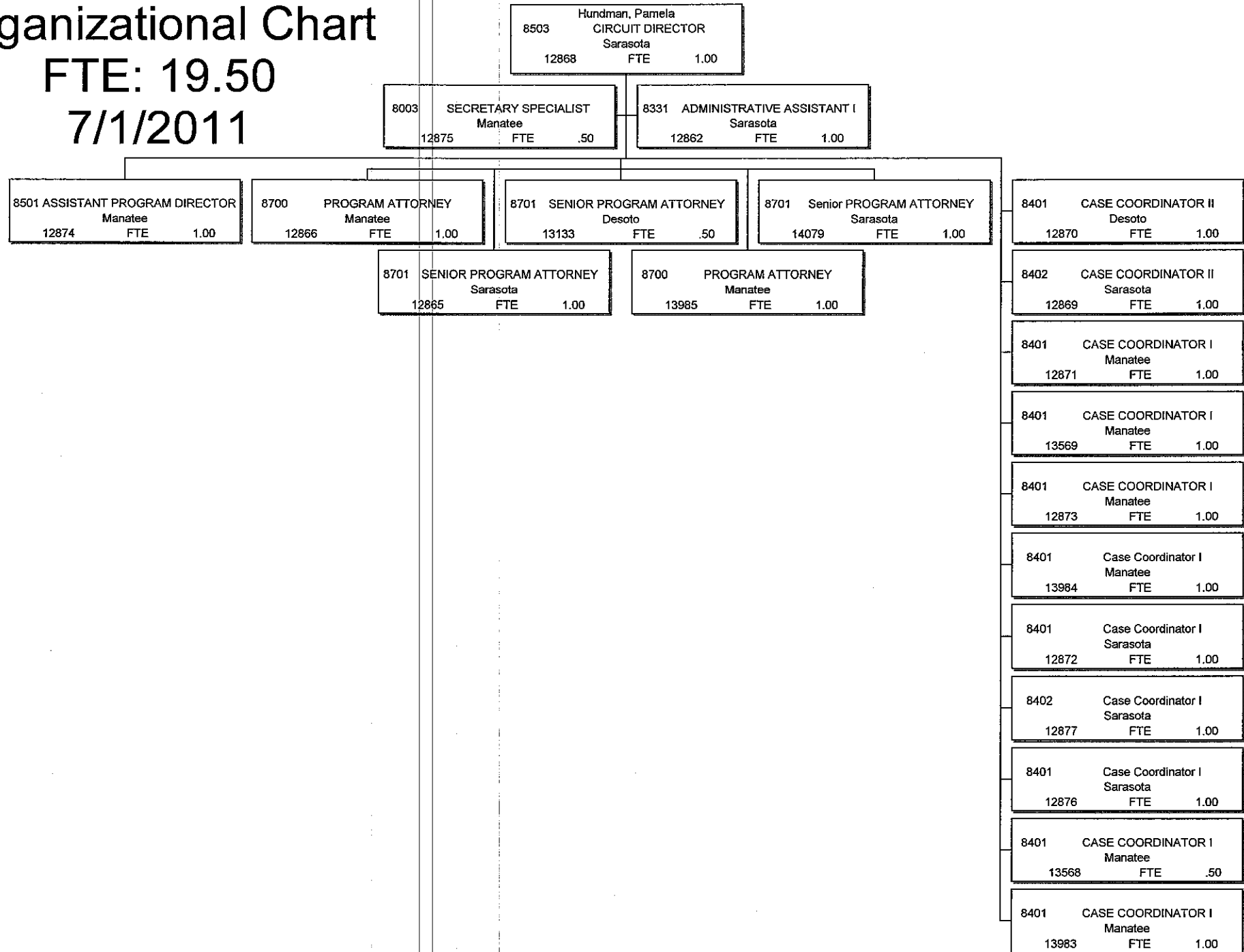
10th Circuit Organizational  
Chart  
FTE: 38.00  
7/1/2011



**11th Circuit**  
**Organizational Chart**  
**FTE: 32**  
**7/1/2011**

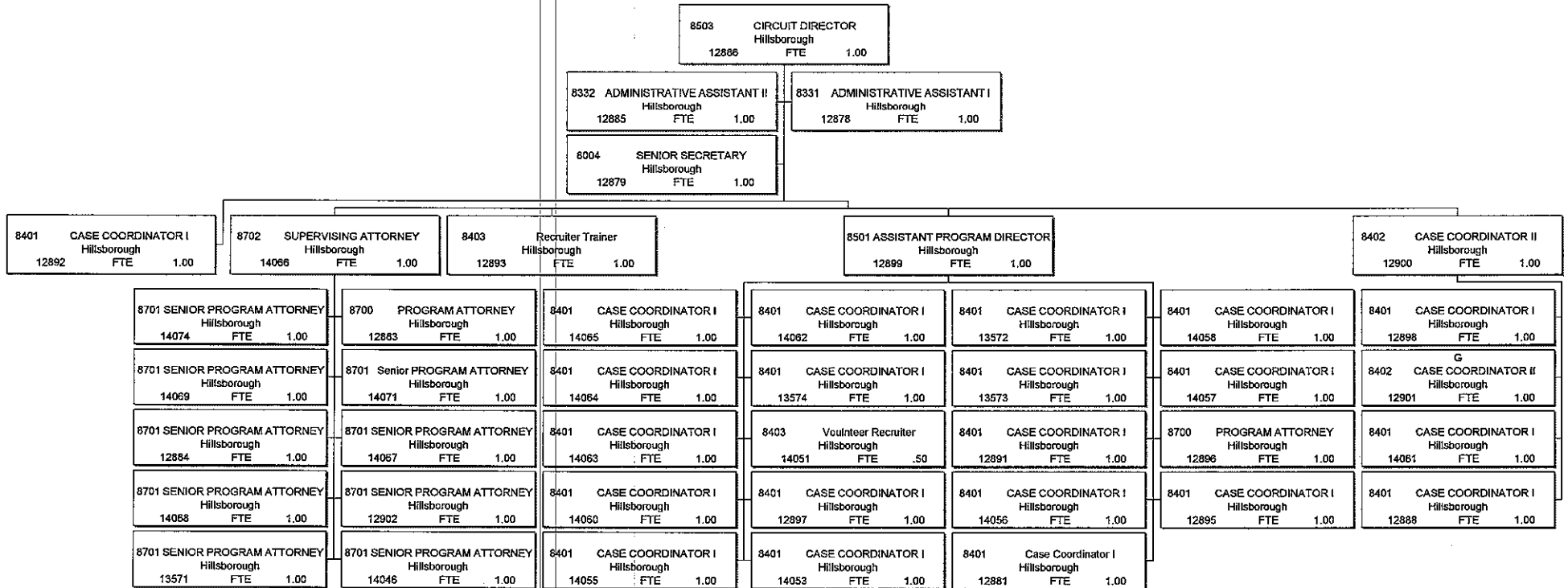
# 12th Circuit Organizational Chart

FTE: 19.50  
7/1/2011



# 13th Circuit Organizational

**FTE: 41.50**  
**7/1/2011**



# 14th Circuit Organizational Chart

FTE: 18.00  
7/1/2011

8503      CIRCUIT DIRECTOR  
Bay  
12909      FTE      1.00

8004      SENIOR SECRETARY  
Bay  
12903      FTE      1.00

8004      SENIOR SECRETARY  
Jackson  
12904      FTE      1.00

8004      SENIOR SECRETARY  
Bay  
13988      FTE      1.00

8702      SUPERVISING ATTORNEY  
Bay  
12907      FTE      1.00

8501 ASSISTANT PROGRAM DIRECTOR  
Bay  
12910      FTE      1.00

8700      PROGRAM ATTORNEY  
Bay  
12906      FTE      1.00

8402      CASE COORDINATOR II  
Bay  
12914      FTE      1.00

8401      CASE COORDINATOR I  
Washington  
12913      FTE      1.00

8401      CASE COORDINATOR I  
Calhoun  
12915      FTE      1.00

8700      PROGRAM ATTORNEY  
Bay  
12993      FTE      1.00

8401 CASE COORDINATOR I  
Bay  
13987      FTE      1.00

8401 CASE COORDINATOR I  
Bay  
13577      FTE      1.00

8401      Case Coordinator I  
Jackson  
12905      FTE      1.00

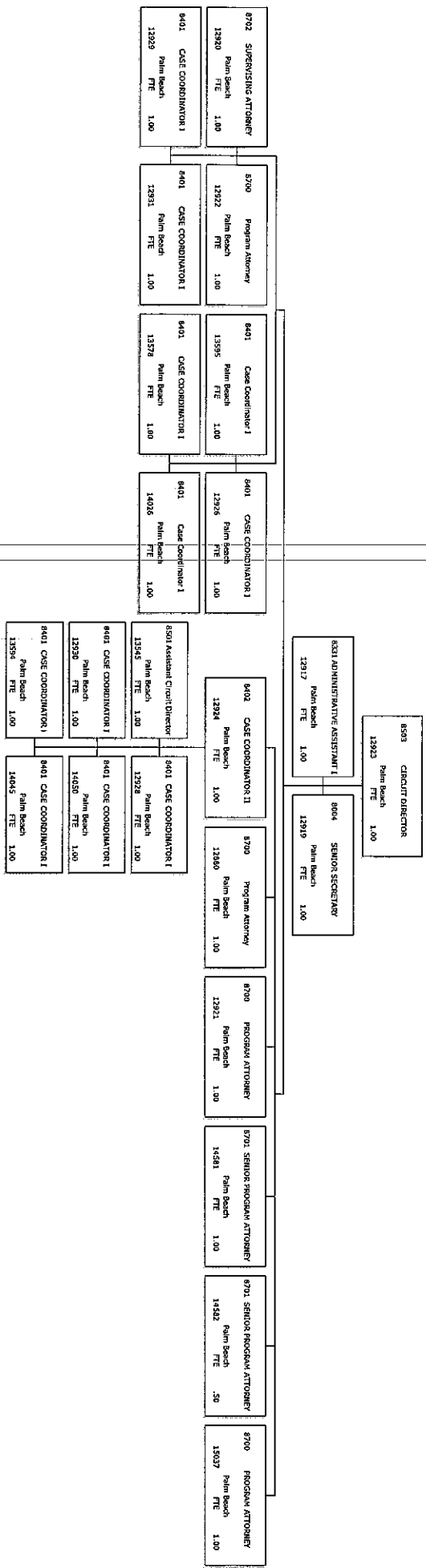
8402      CASE COORDINATOR II  
Jackson  
12916      FTE      1.00

8701 SENIOR PROGRAM ATTORNEY  
Bay  
12908      FTE      1.00

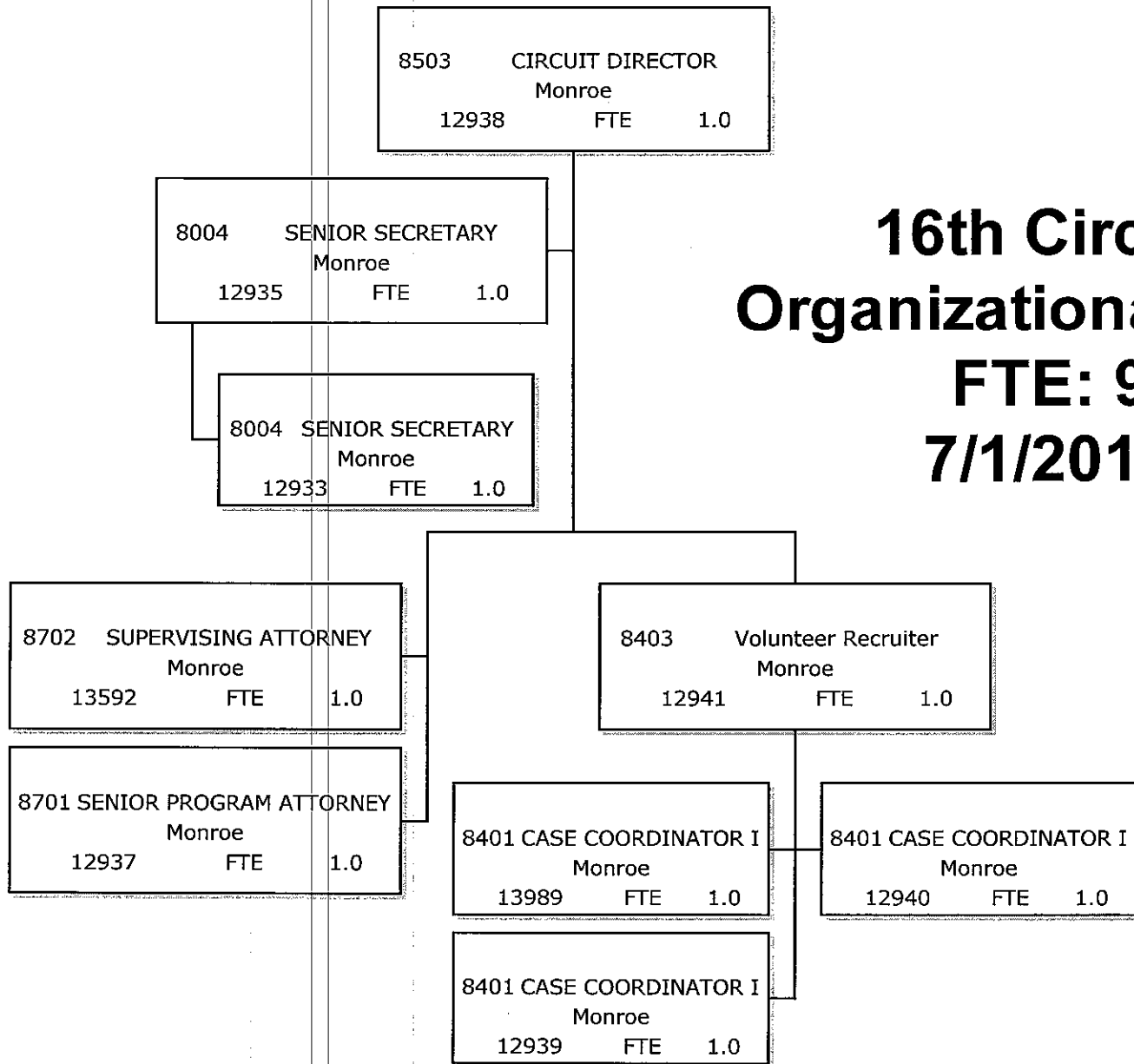
8401 CASE COORDINATOR I  
Jackson  
13986      FTE      1.00

8403      Volunteer Recruiter  
Bay  
12911      FTE      1.00

# 15th Circuit Organizational Chart FTE: 22.50 7/1/2011



# 16th Circuit Organizational Chart FTE: 9 7/1/2011

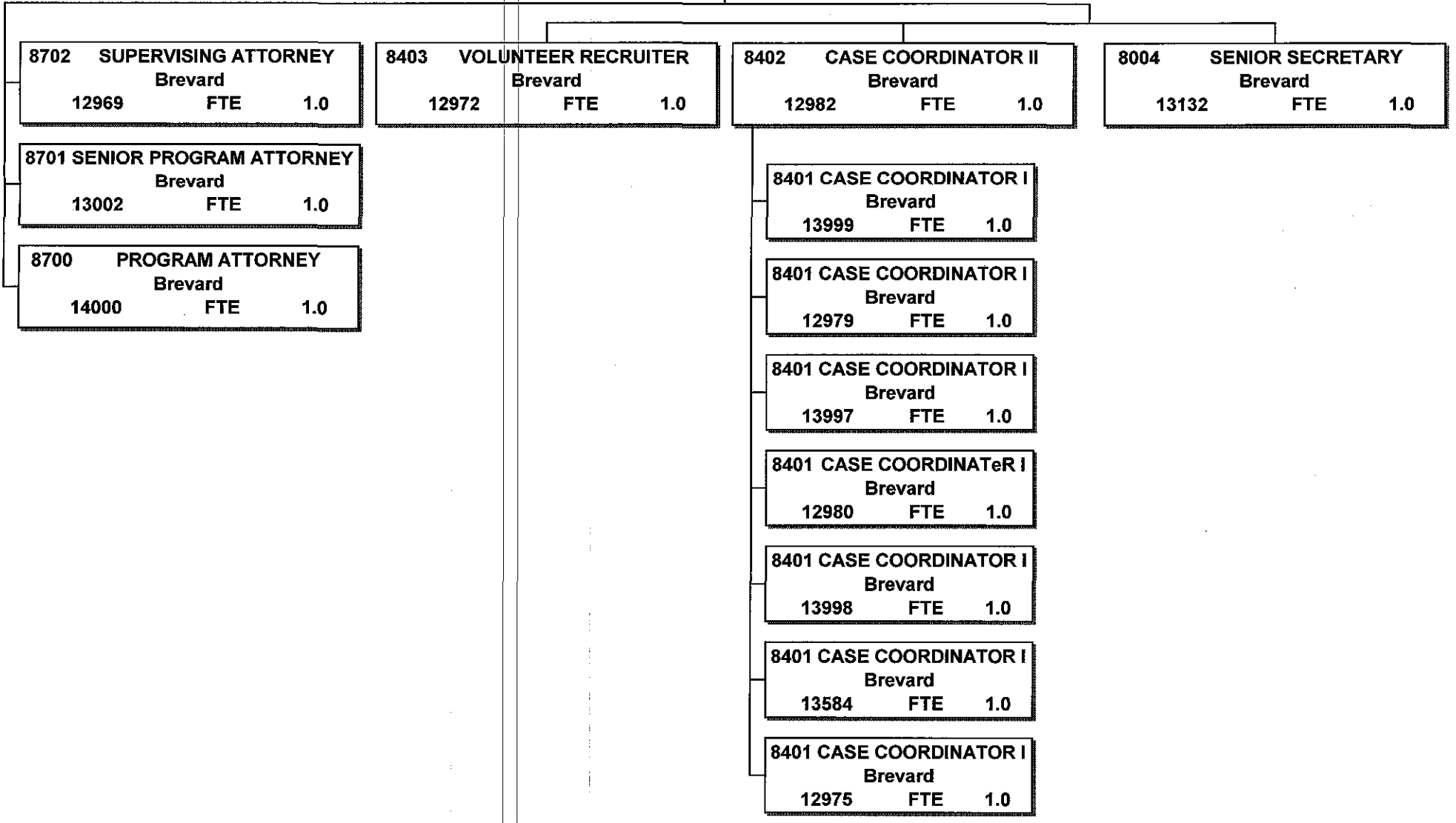






18th CIRCUIT (Brevard County)  
 ORGANIZATIONAL CHART  
 JULY 1, 2011  
 14 FTE

8503	CIRCUIT DIRECTOR
	Brevard
12974	FTE 1.0



8702	SUPERVISING ATTORNEY
	Brevard
12969	FTE 1.0

8403	VOLUNTEER RECRUITER
	Brevard
12972	FTE 1.0

8402	CASE COORDINATOR II
	Brevard
12982	FTE 1.0

8004	SENIOR SECRETARY
	Brevard
13132	FTE 1.0

8701	SENIOR PROGRAM ATTORNEY
	Brevard
13002	FTE 1.0

8700	PROGRAM ATTORNEY
	Brevard
14000	FTE 1.0

8401	CASE COORDINATOR I
	Brevard
13999	FTE 1.0

8401	CASE COORDINATOR I
	Brevard
12979	FTE 1.0

8401	CASE COORDINATOR I
	Brevard
13997	FTE 1.0

8401	CASE COORDINATOR I
	Brevard
12980	FTE 1.0

8401	CASE COORDINATOR I
	Brevard
13998	FTE 1.0

8401	CASE COORDINATOR I
	Brevard
13584	FTE 1.0

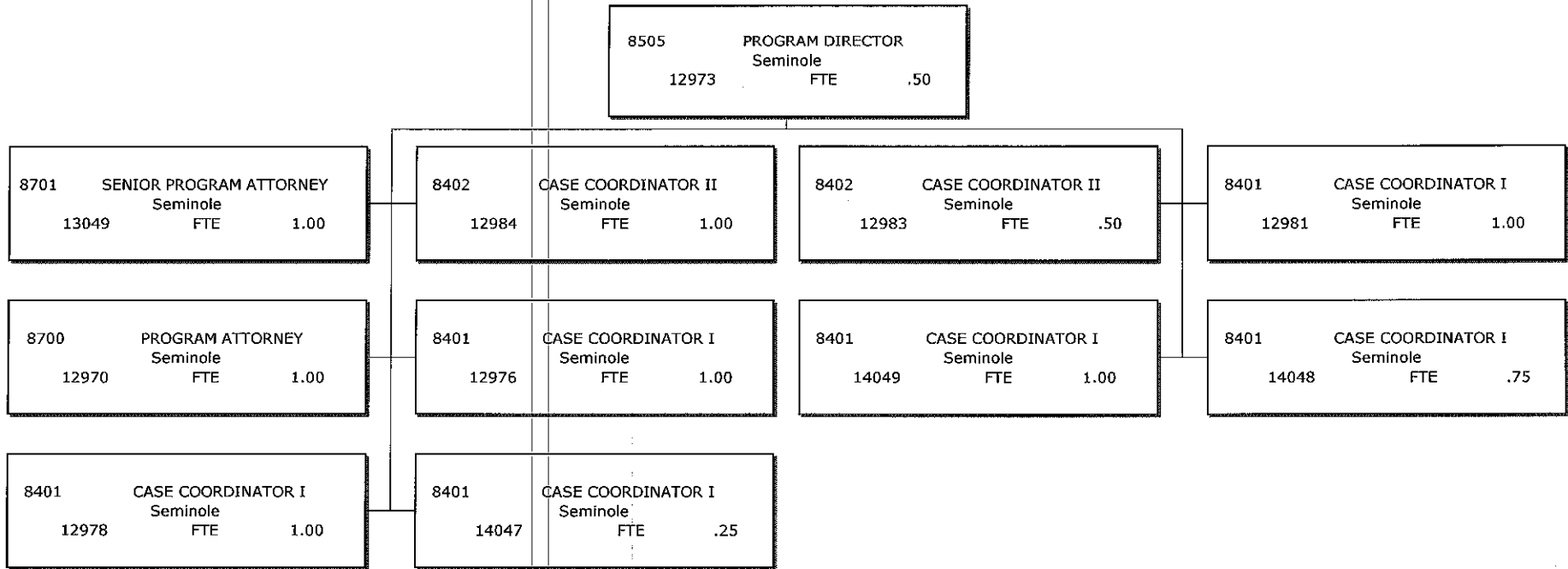
8401	CASE COORDINATOR I
	Brevard
12975	FTE 1.0

# 18th CIRCUIT (Seminole County)

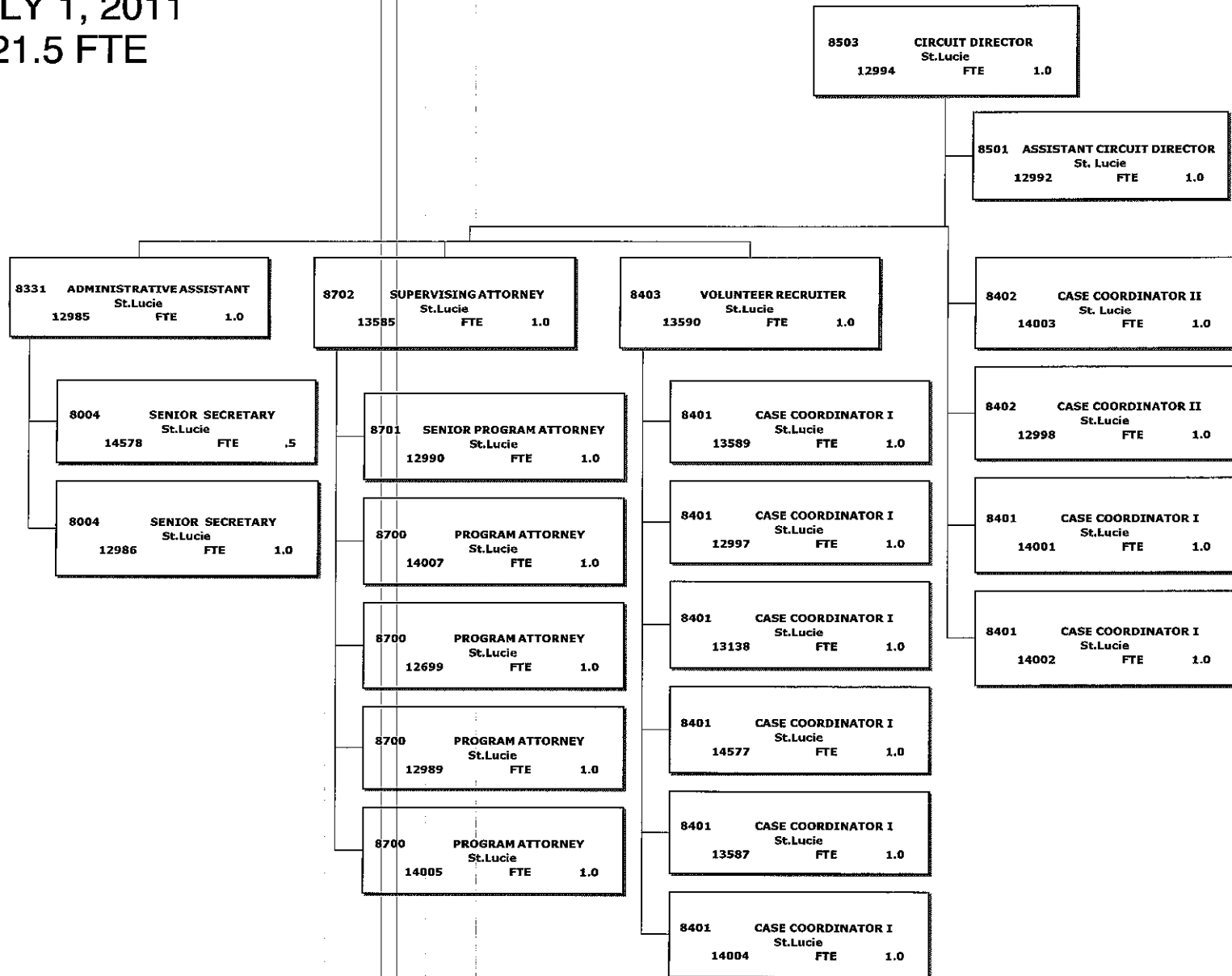
## ORGANIZATIONAL CHART

### JULY 1, 2011

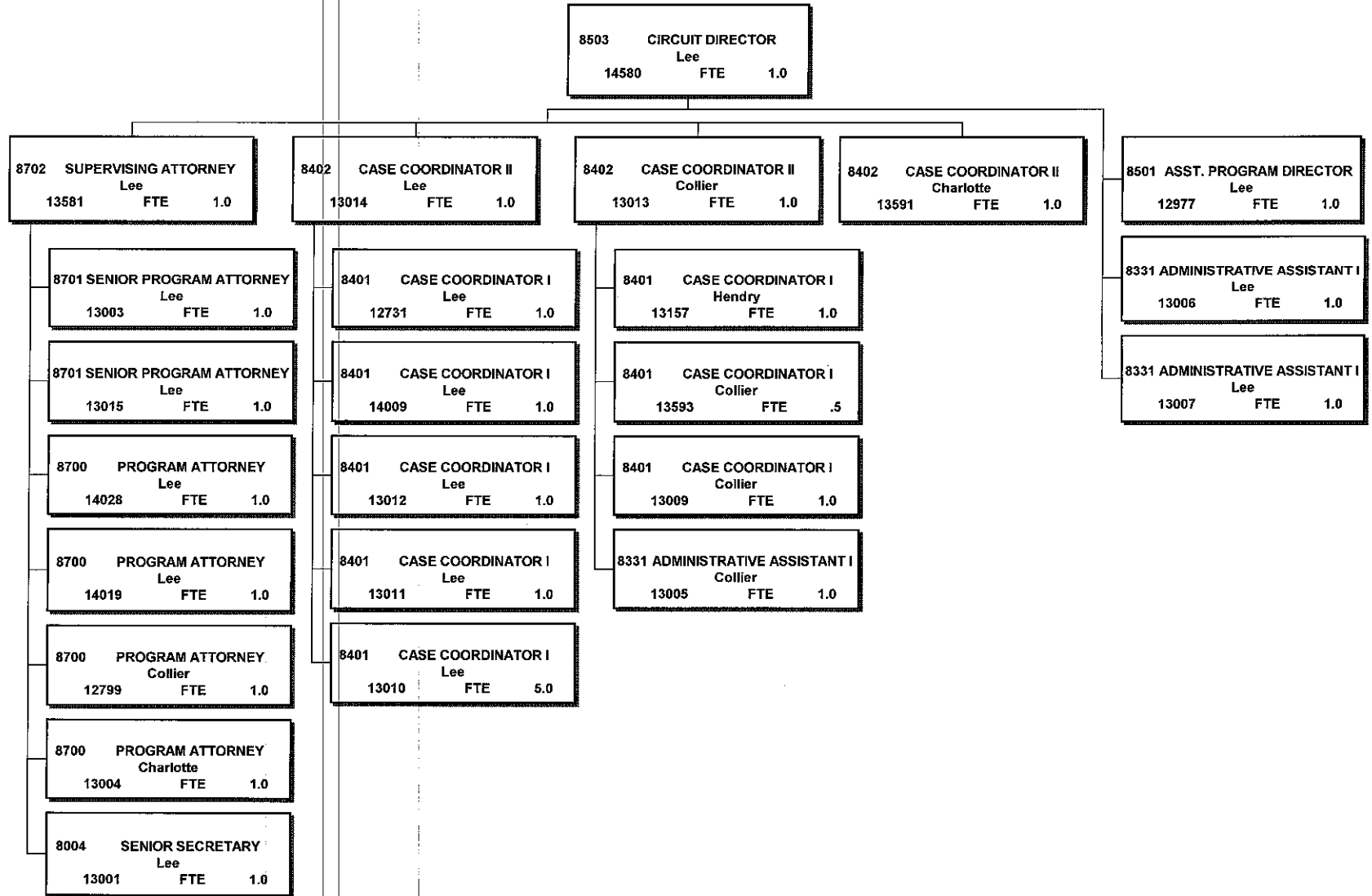
### 9 FTE



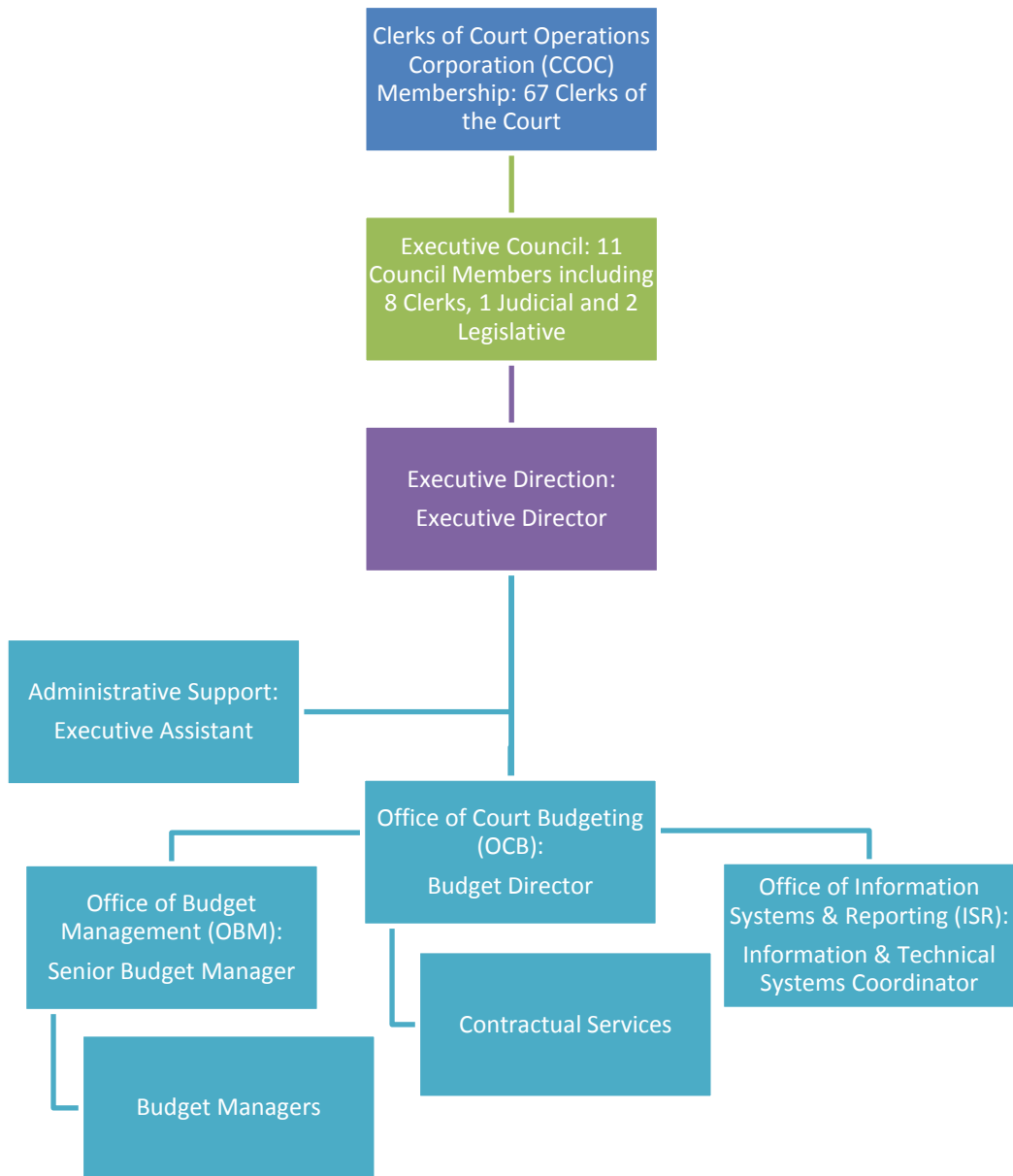
# 19th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2011 21.5 FTE



# 20th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2011 23 FTE



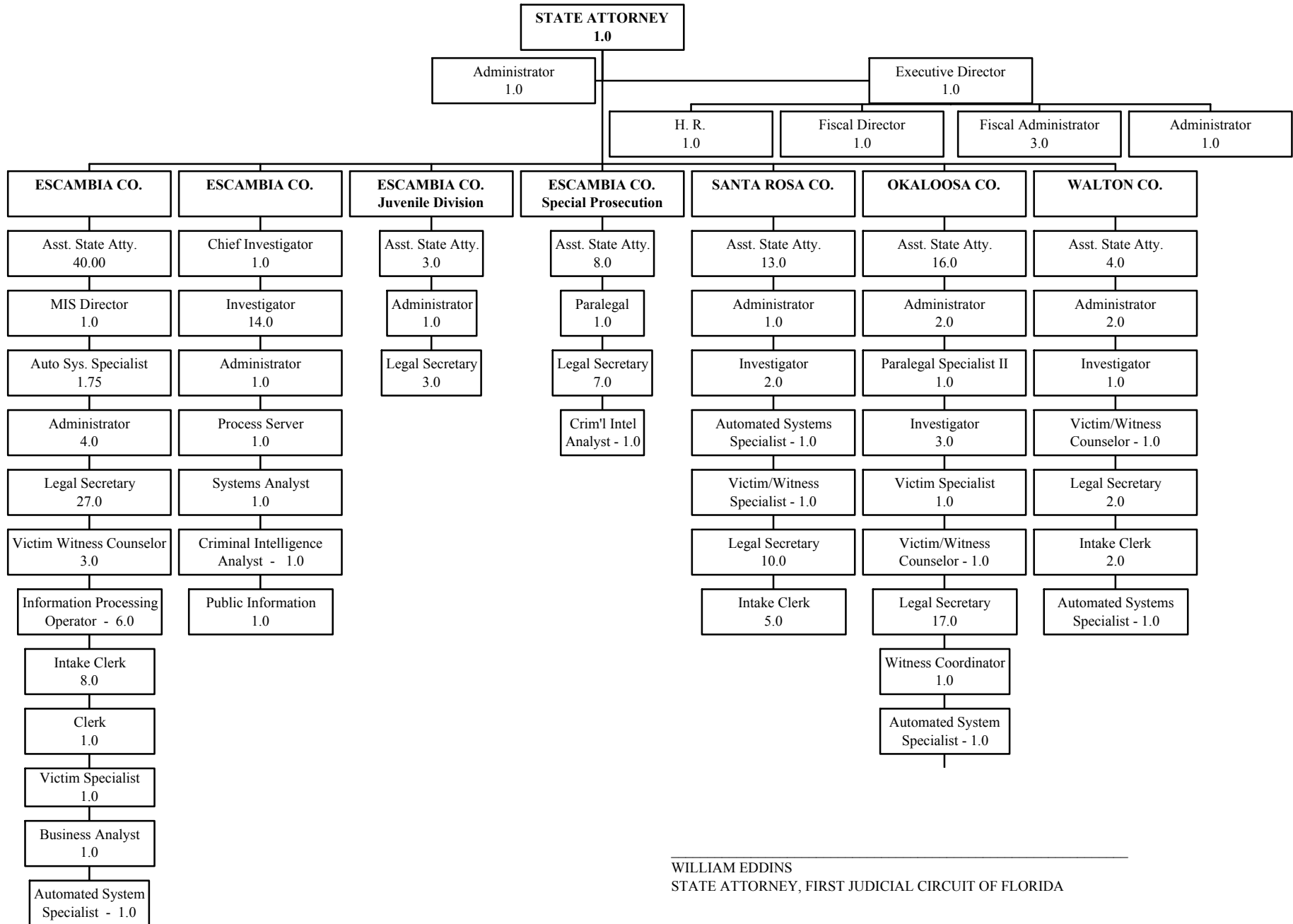
# ORGANIZATIONAL CHART



Adopted by Executive Council on 8/18/09

**ORGANIZATION CHART**  
**STATE ATTORNEY, FIRST JUDICIAL CIRCUIT**  
**JULY 1, 2011**

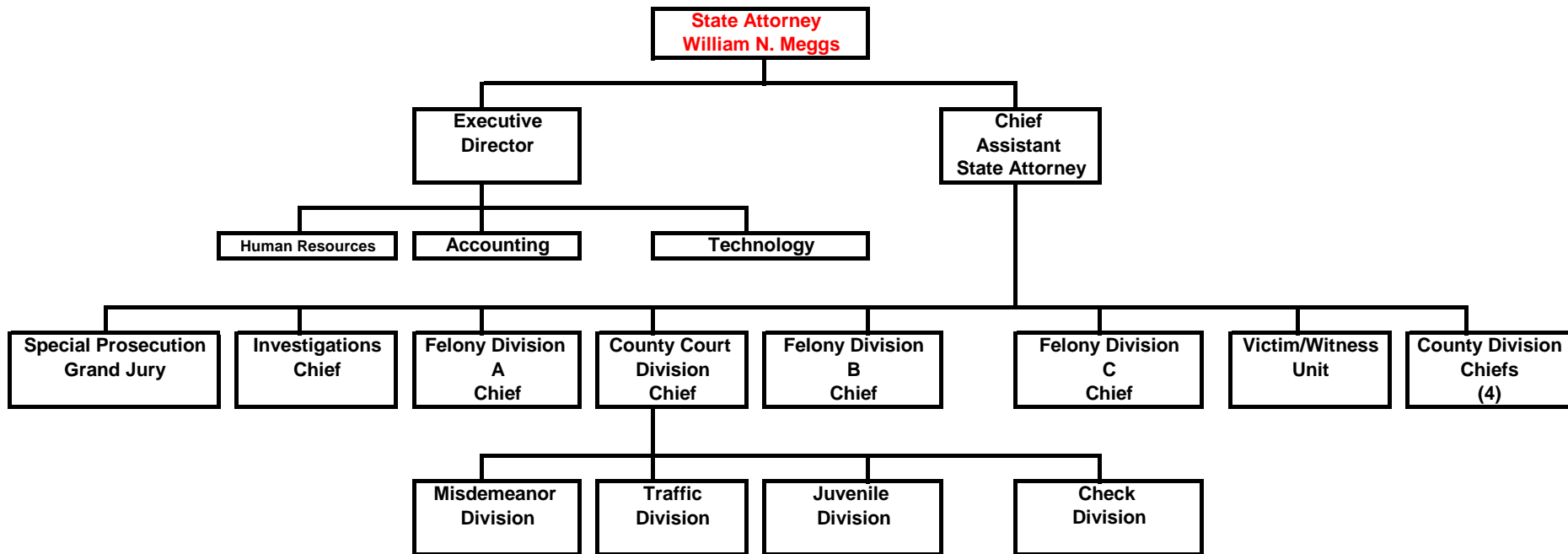
**236.75 Positions**



WILLIAM EDDINS  
 STATE ATTORNEY, FIRST JUDICIAL CIRCUIT OF FLORIDA

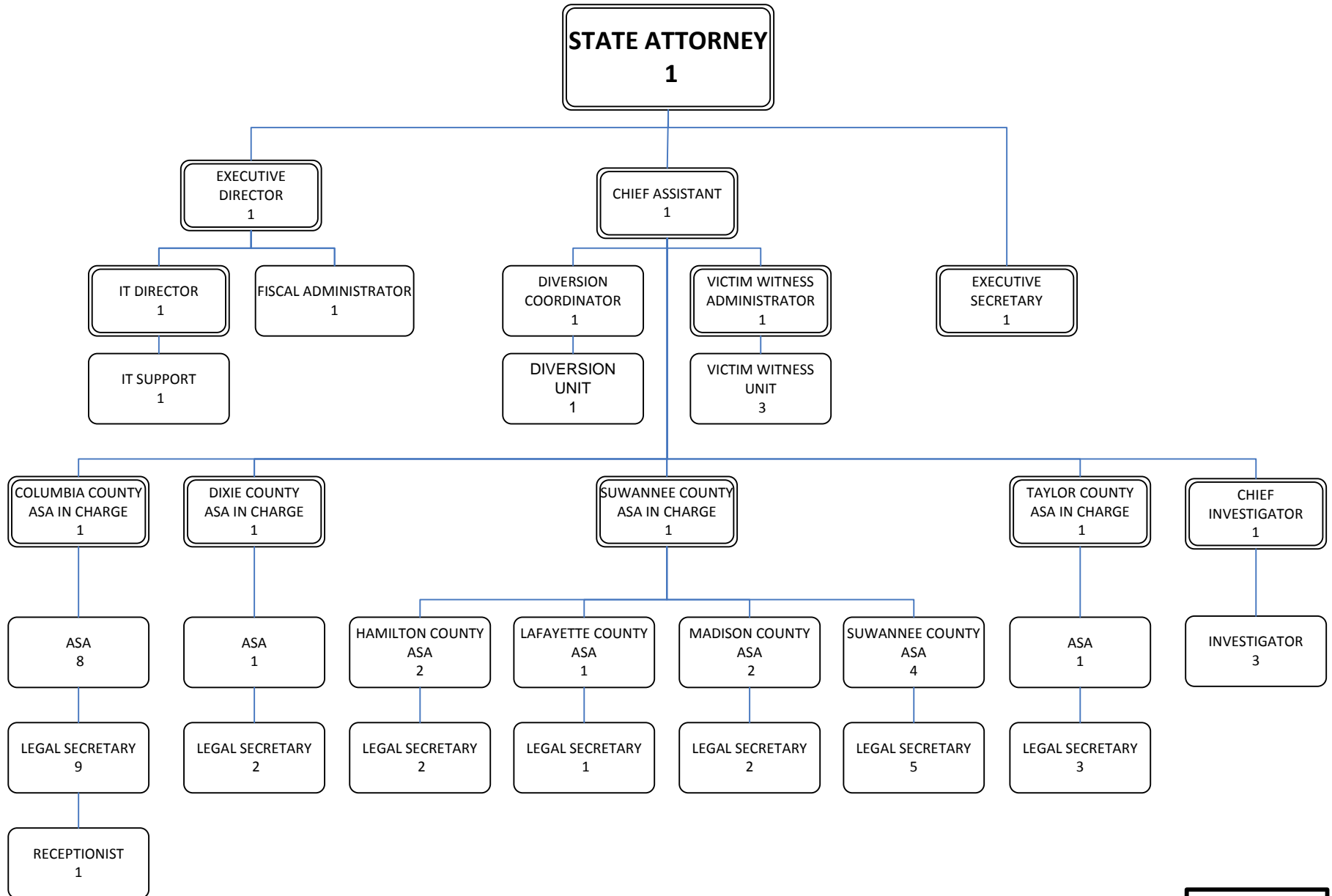


**Organizational Chart  
Office of the State Attorney  
Second Judicial Circuit**

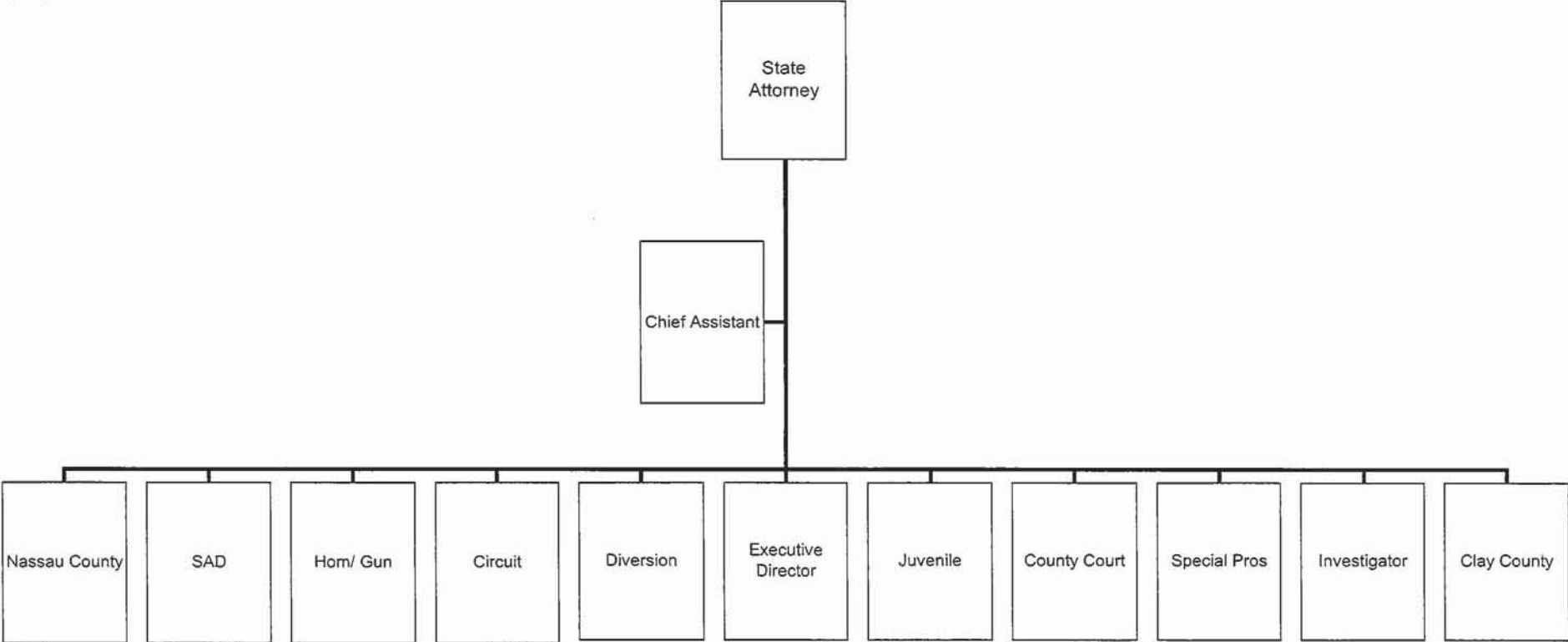




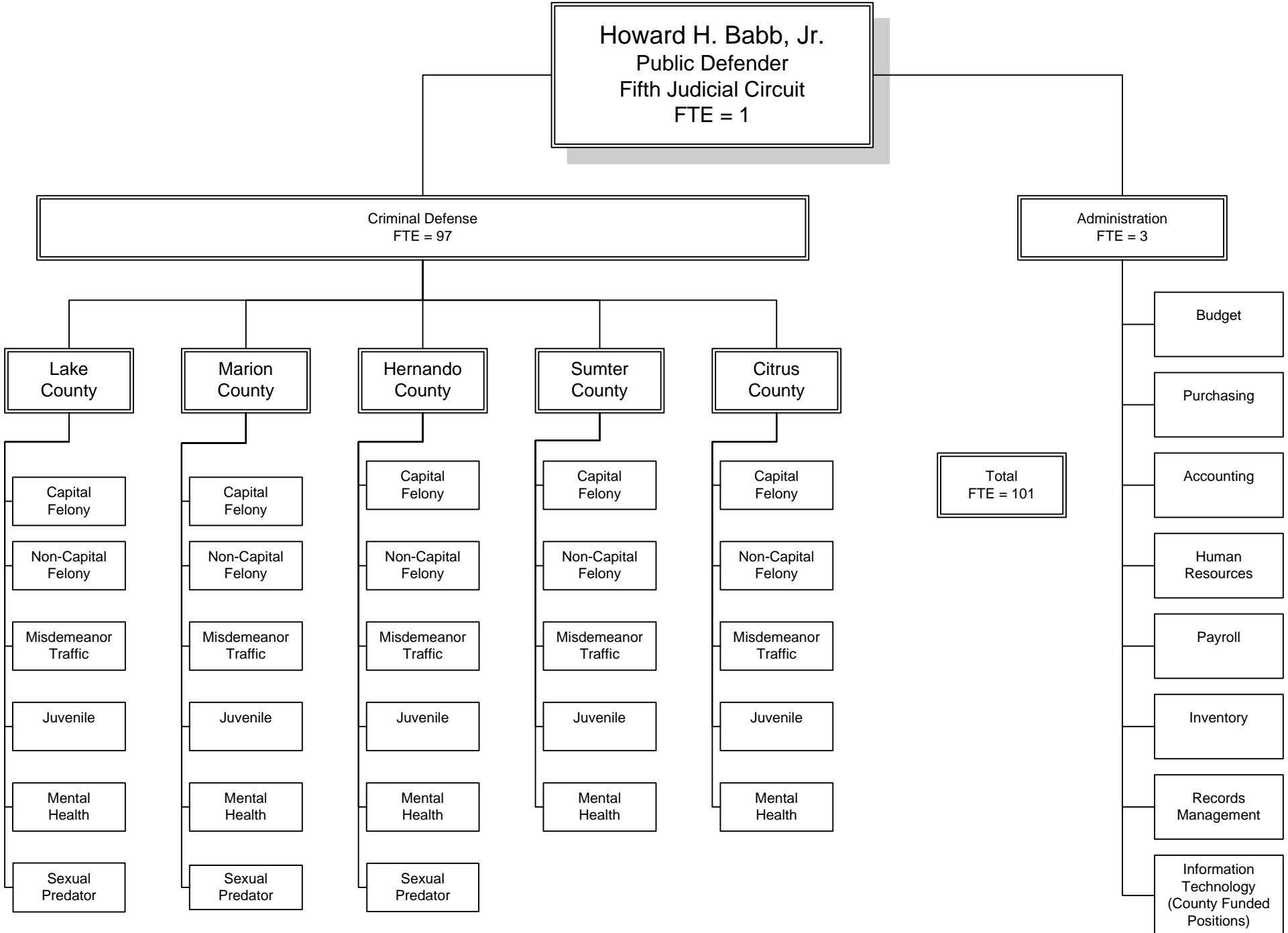
**ORGANIZATIONAL CHART  
OFFICE OF THE STATE ATTORNEY  
THIRD JUDICIAL CIRCUIT  
MAIN OFFICE: 100 COURT STREET SE, LIVE OAK, FL. 32064  
2010 - 2011**



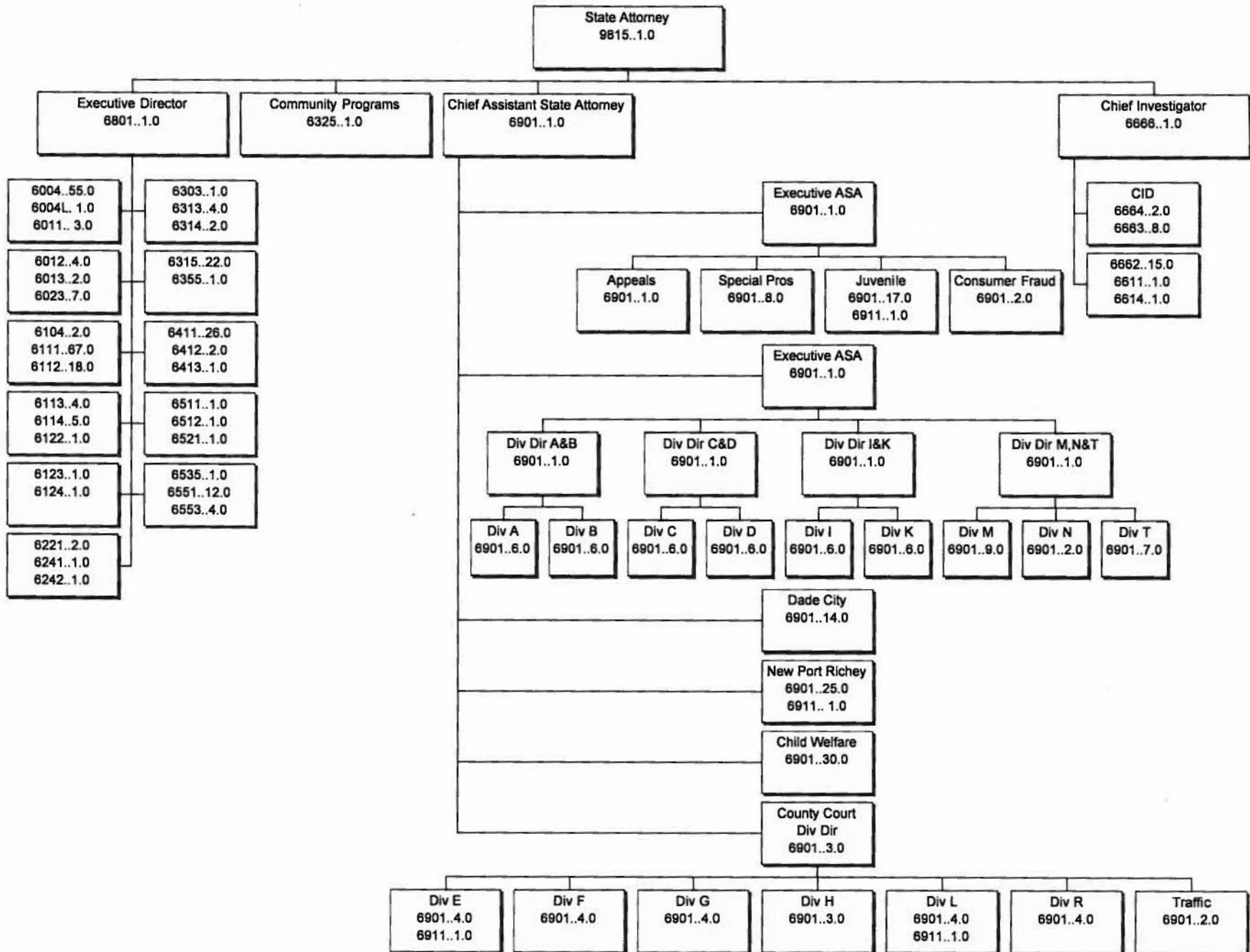
**TOTAL  
65**



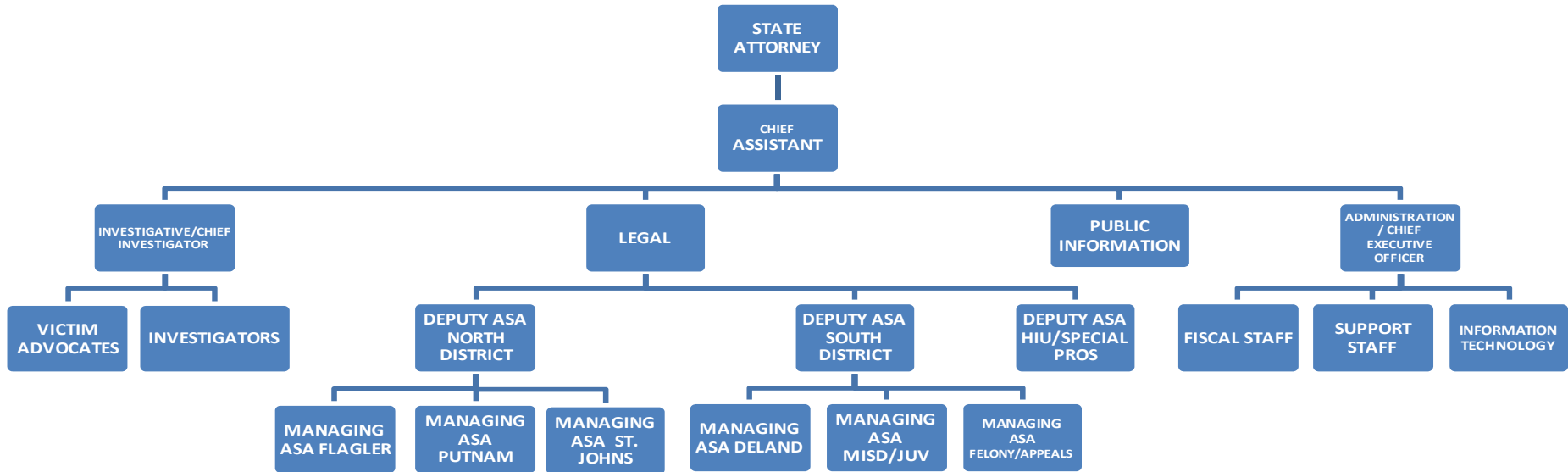
# 2011/2012 Fiscal Year



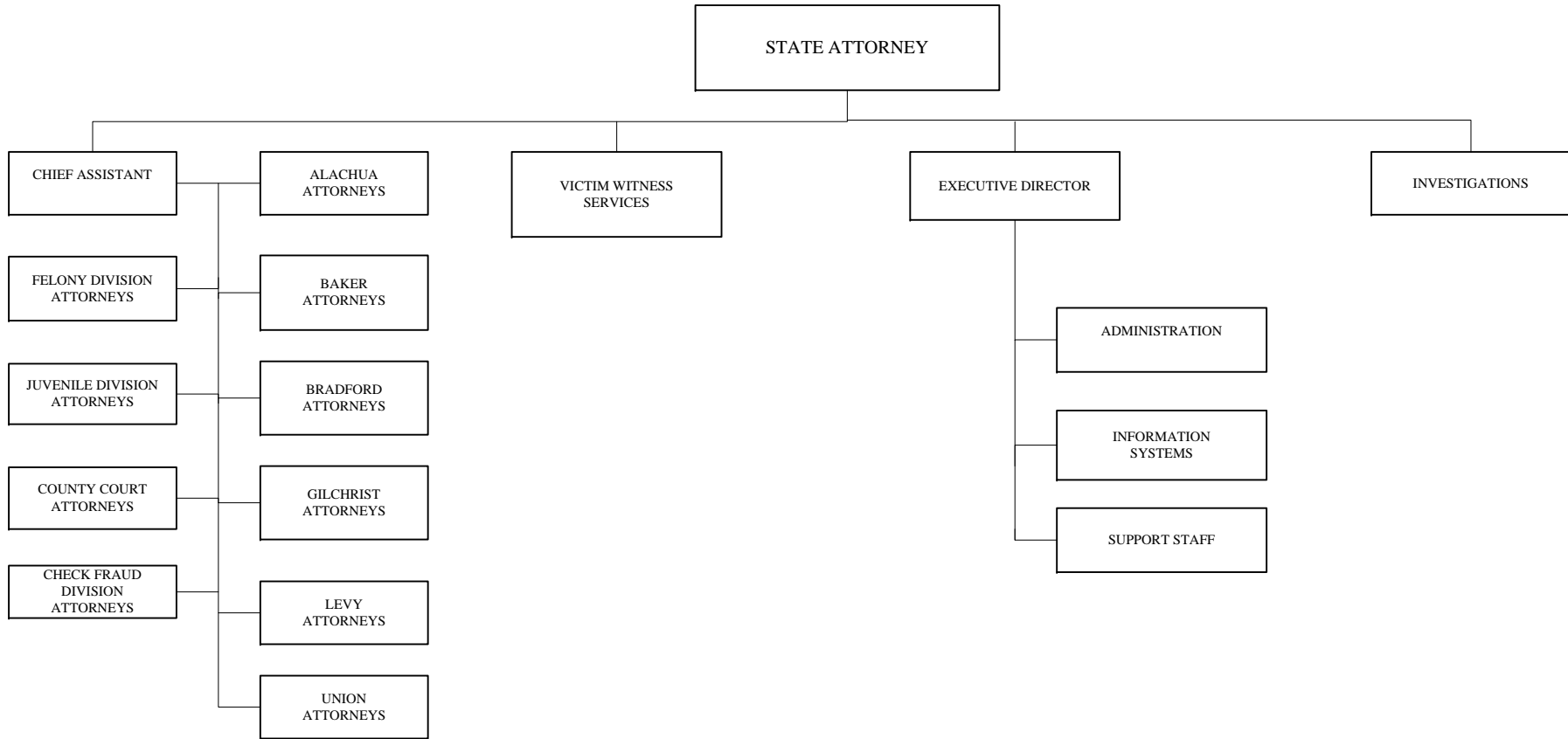
**Schedule X  
Organizational Structure  
Office of the State Attorney - Sixth Judicial Circuit  
Effective July 1, 2011**



# ORGANIZATIONAL CHART SEVENTH JUDICIAL CIRCUIT



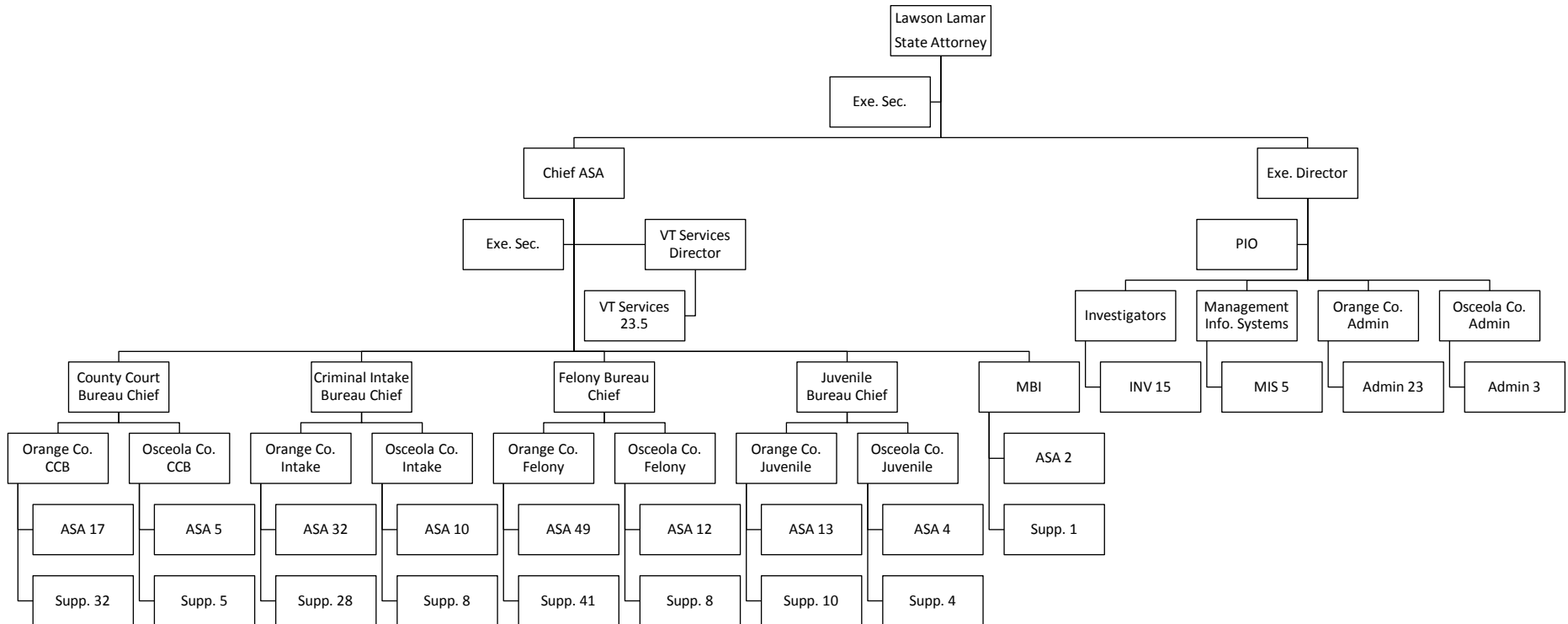
WILLIAM P. CERVONE  
STATE ATTORNEY  
ORGANIZATIONAL FLOW CHART



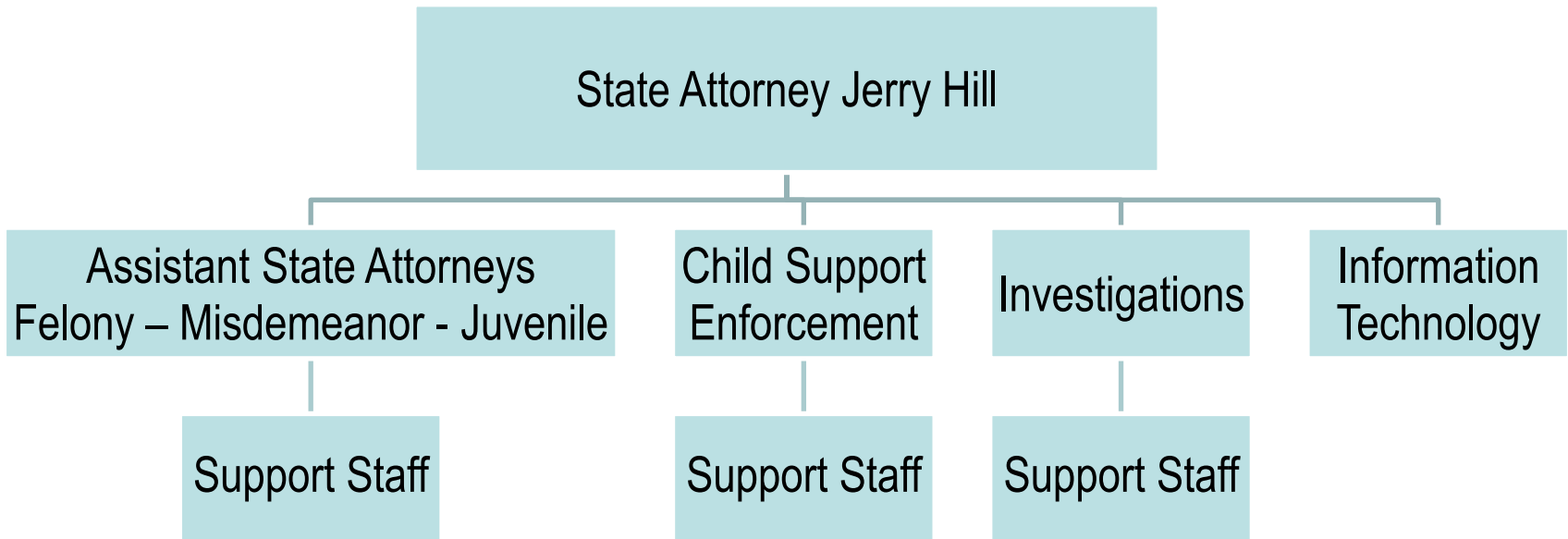
# State Attorney, Ninth Judicial Circuit

## Organizational Chart

July 2011  
361.5 FTE



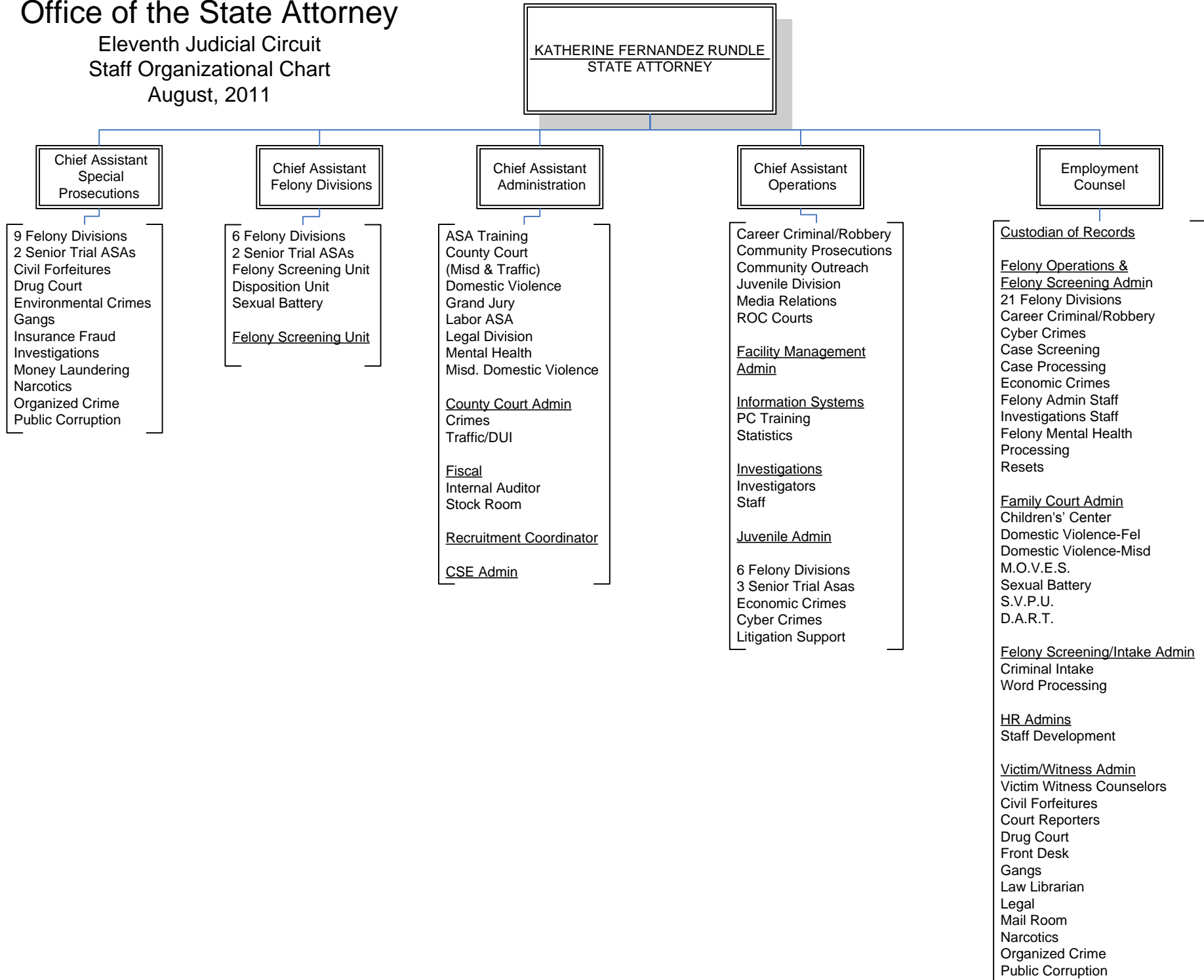
# Office of the State Attorney 10<sup>th</sup> Judicial Circuit Organizational Chart



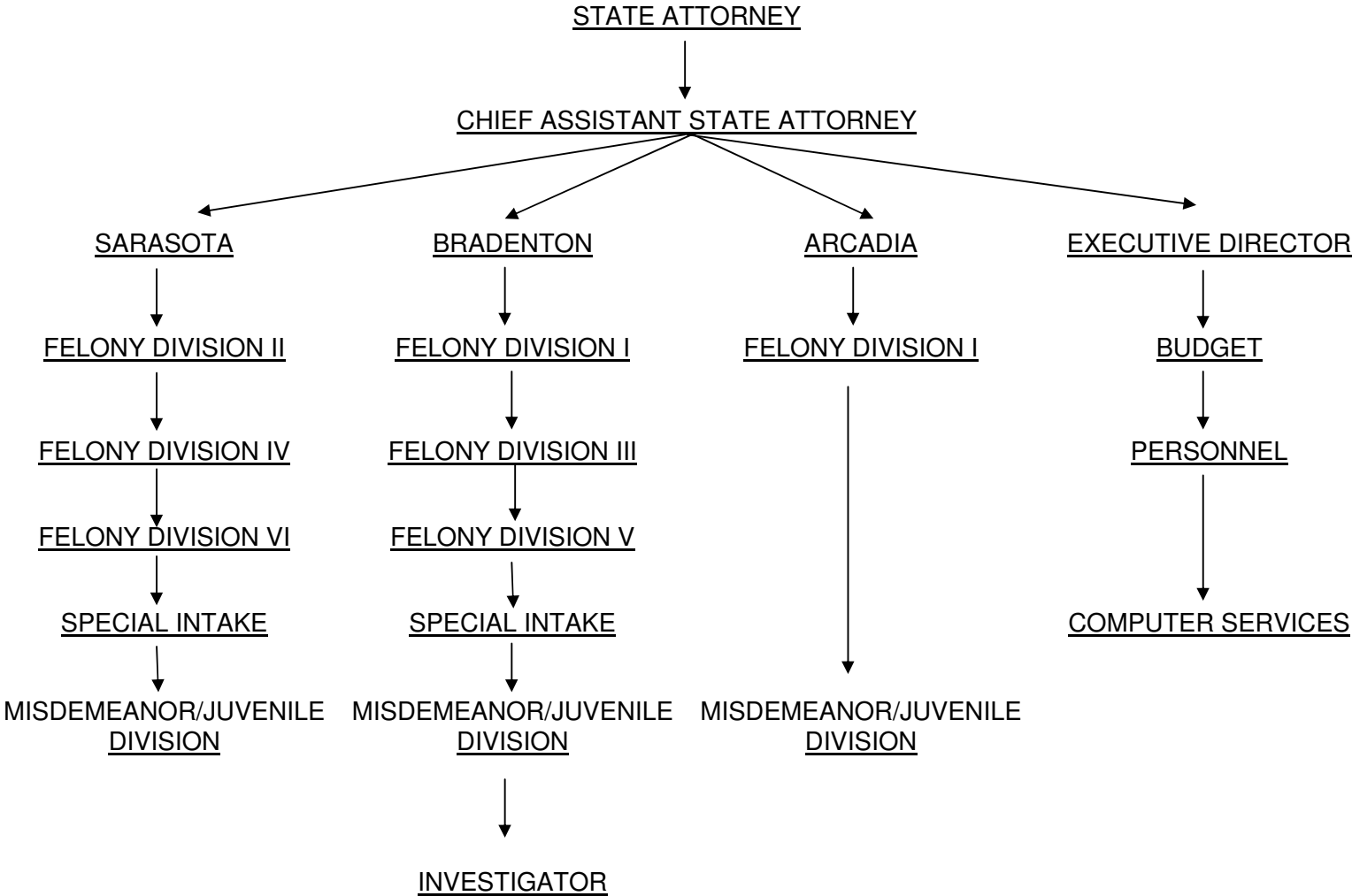


# Office of the State Attorney

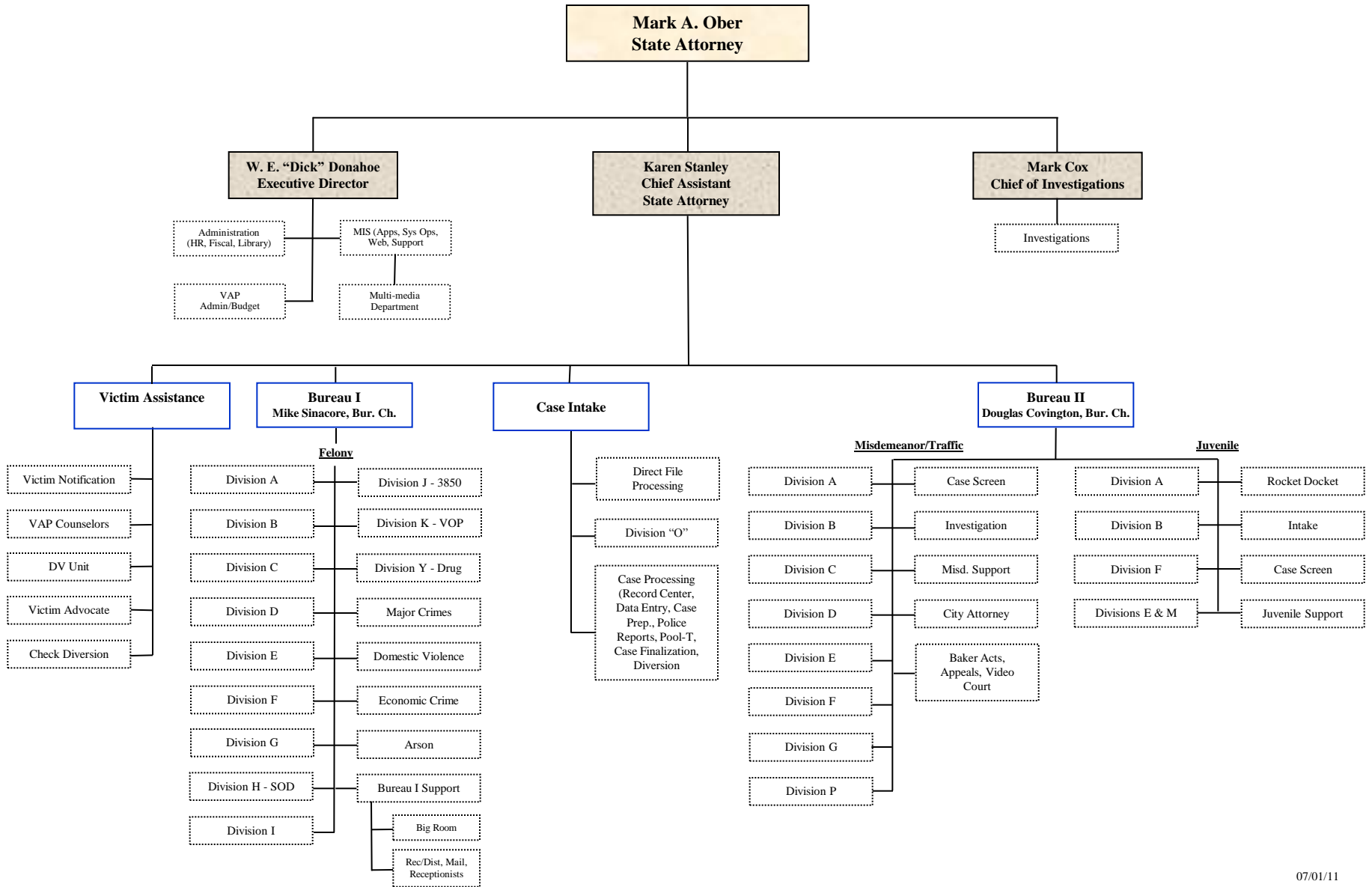
Eleventh Judicial Circuit  
Staff Organizational Chart  
August, 2011



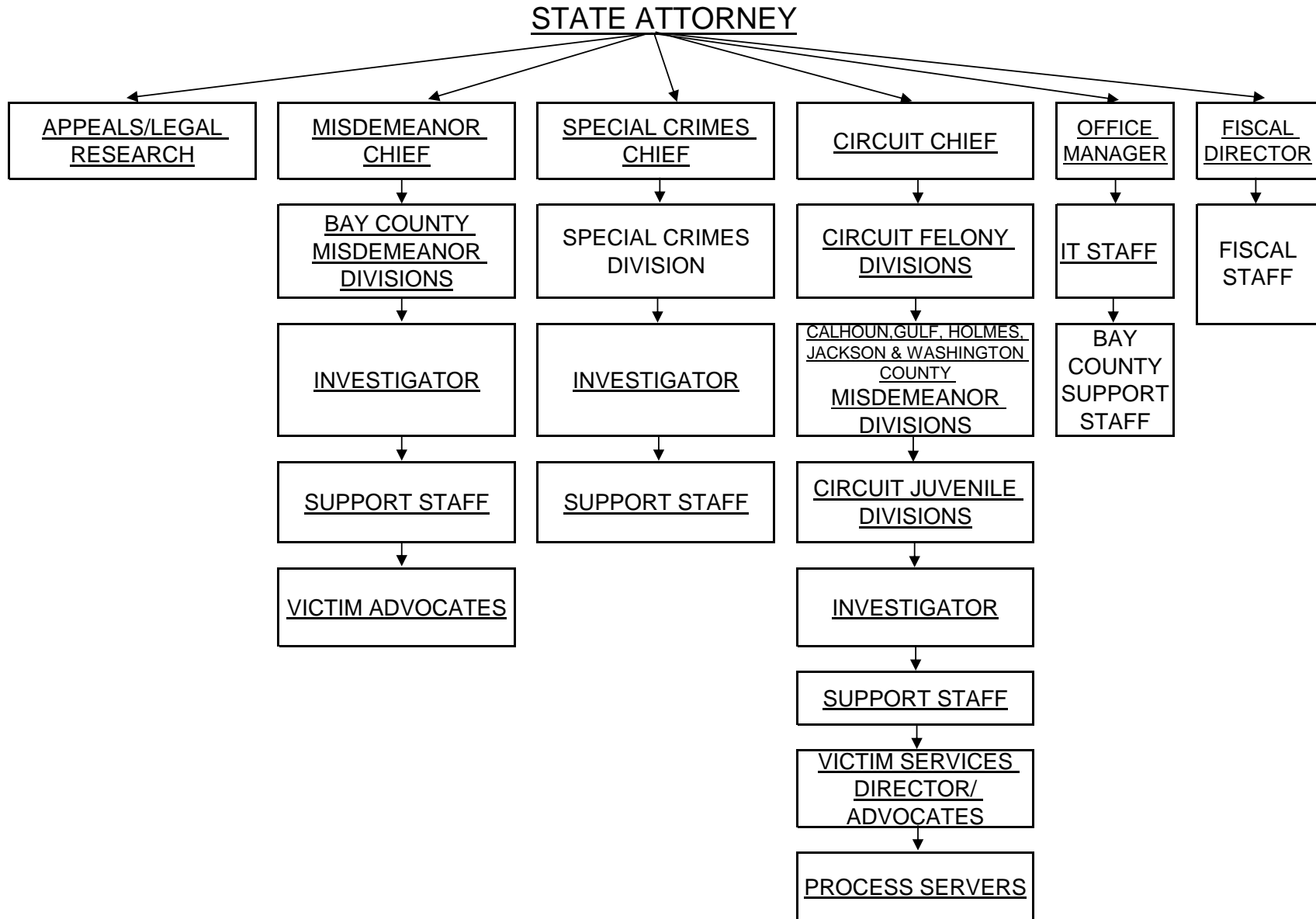
**OFFICE OF THE STATE ATTORNEY - TWELFTH JUDICIAL CIRCUIT**

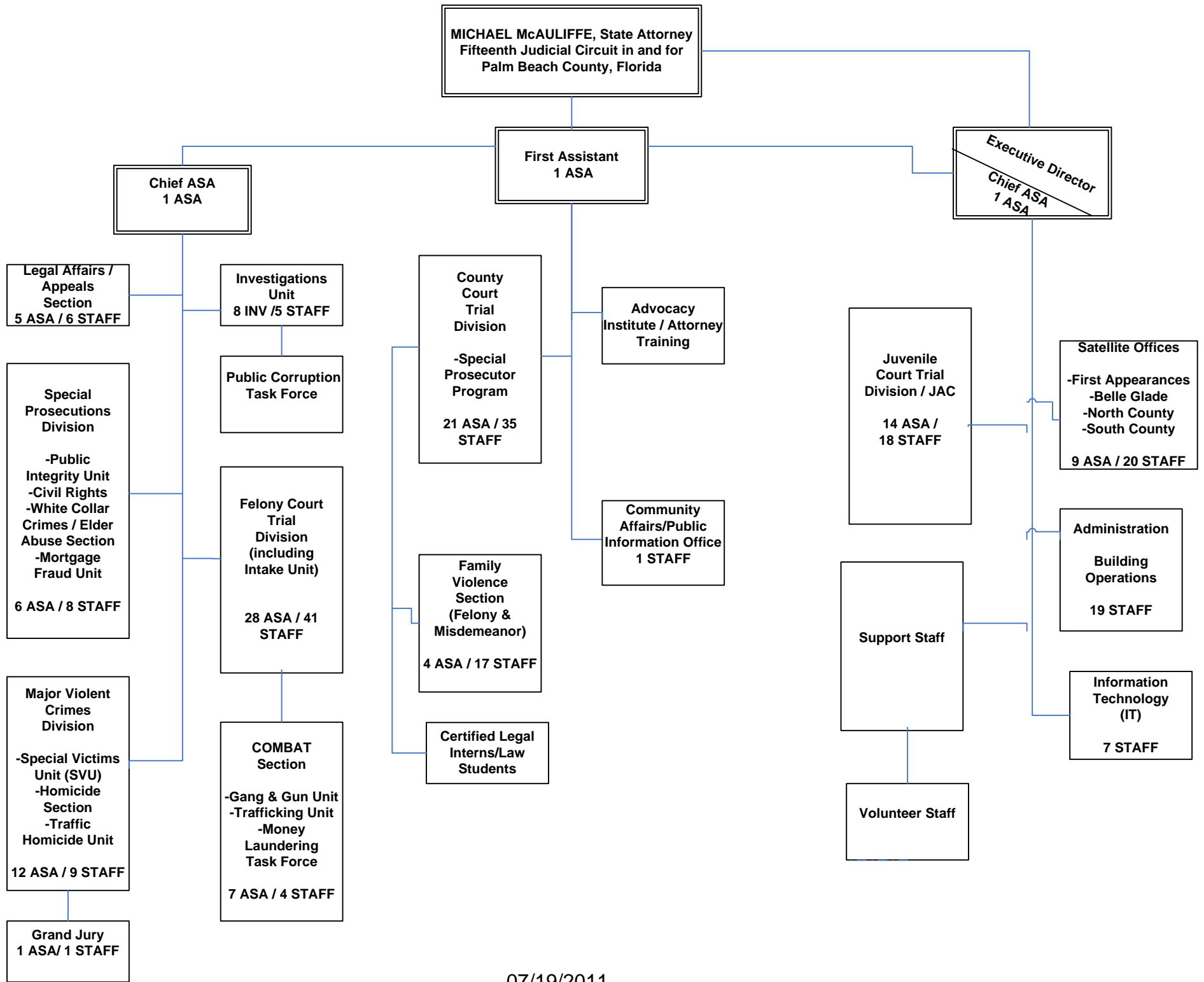


# OFFICE OF THE STATE ATTORNEY 13TH JUDICIAL DISTRICT

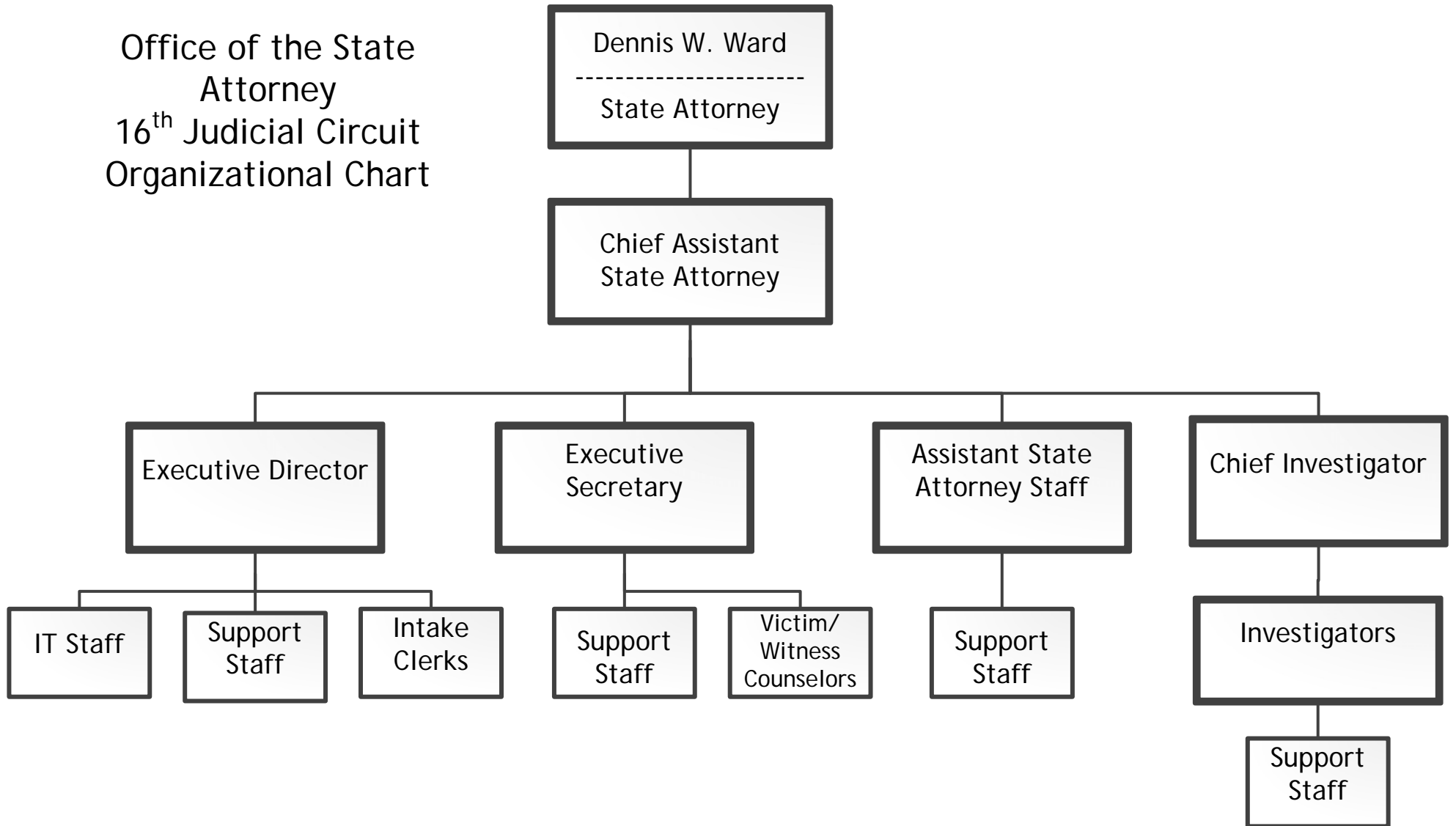


OFFICE OF THE STATE ATTORNEY - FOURTEENTH JUDICIAL CIRCUIT



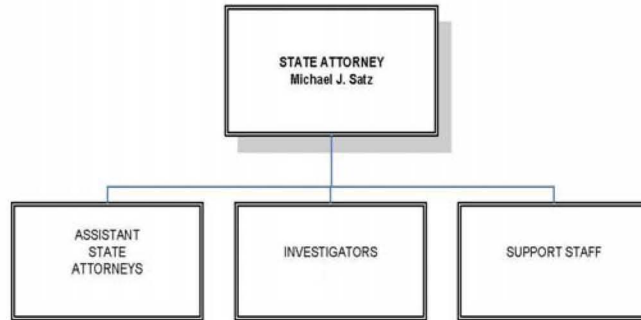


Office of the State  
Attorney  
16<sup>th</sup> Judicial Circuit  
Organizational Chart





OFFICE OF THE STATE ATTORNEY 17<sup>TH</sup> JUDICIAL CIRCUIT





**OFFICE OF THE STATE ATTORNEY, EIGHTEENTH JUDICIAL CIRCUIT  
Brevard and Seminole Counties**

**PROGRAM: PROSECUTION**

**STATE ATTORNEY  
NORMAN R. WOLFINGER**

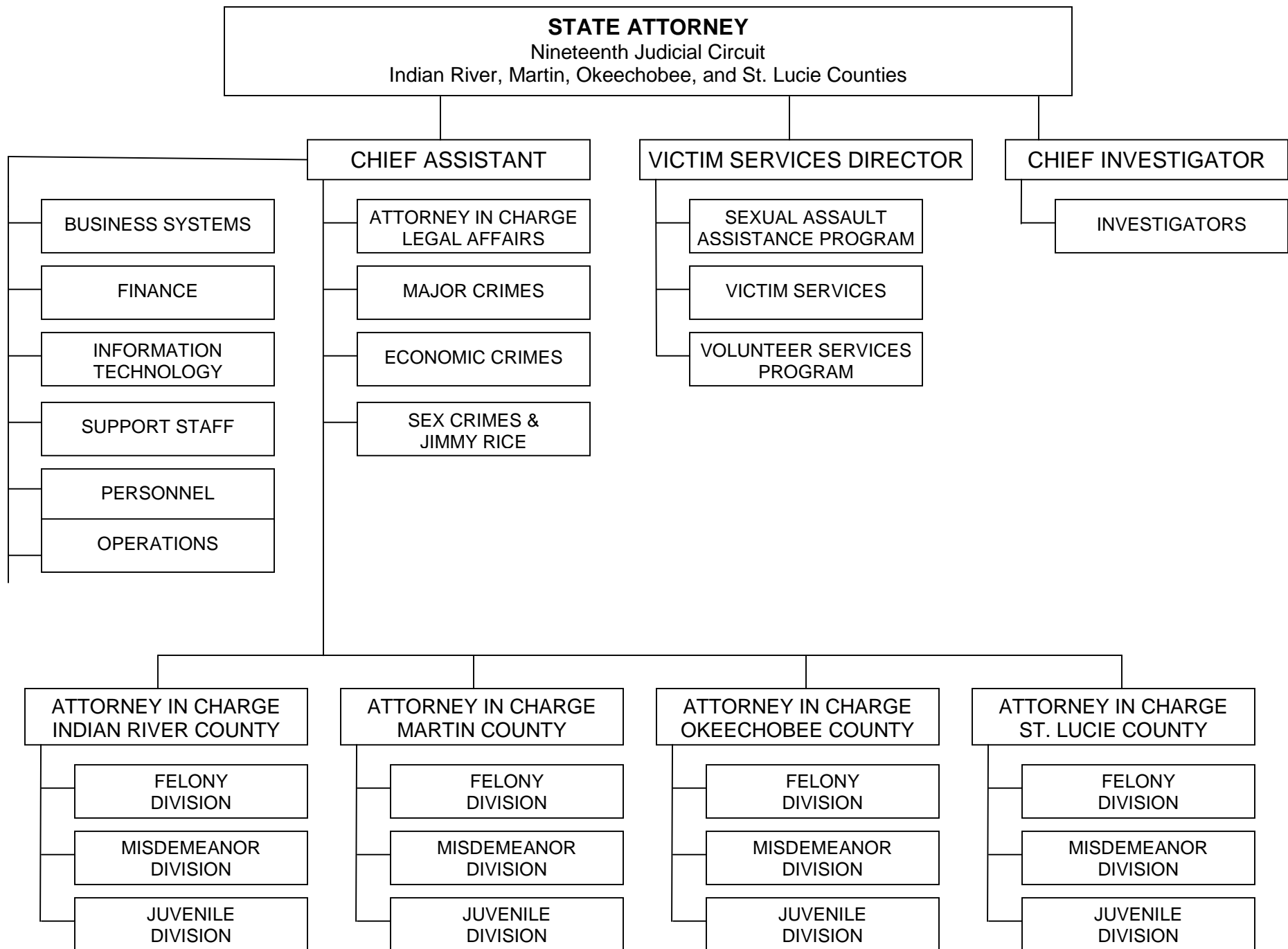
**ASSISTANT  
STATE  
ATTORNEYS**

**SUPPORT  
STAFF**

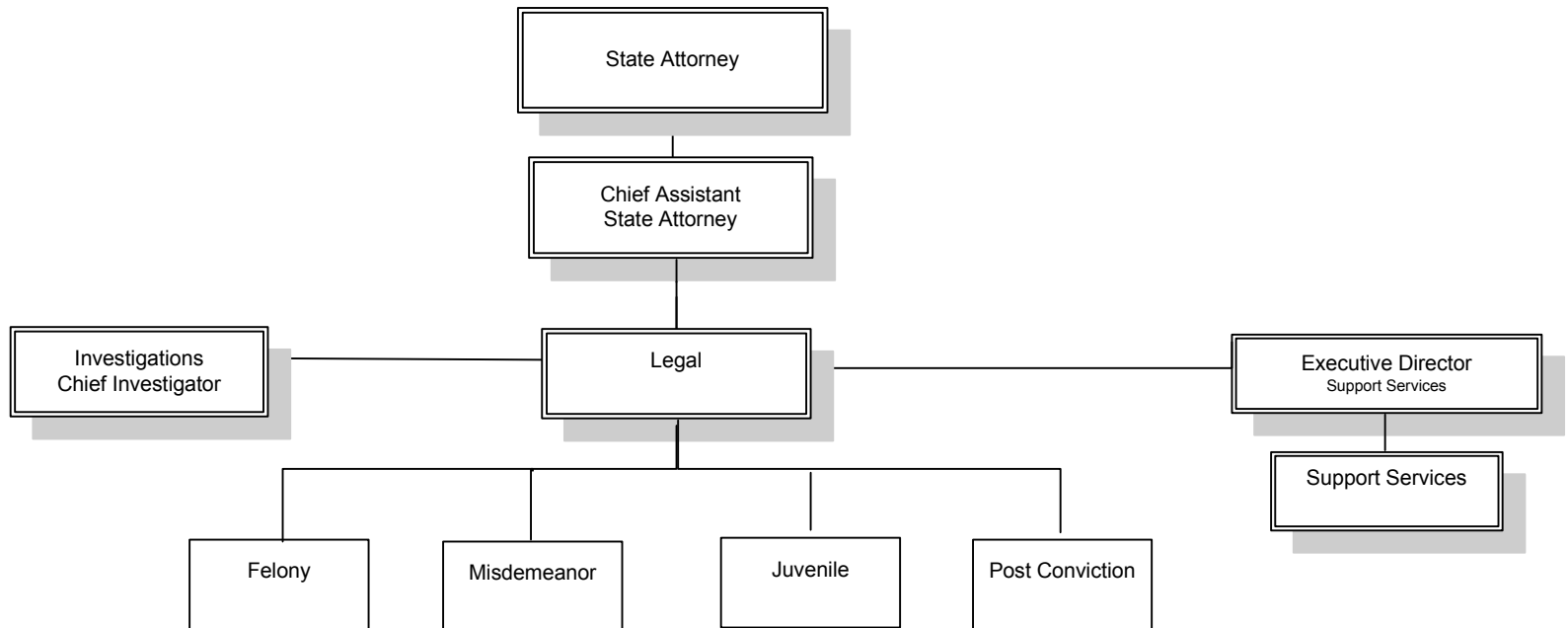
**Norman R. Wolfinger  
State Attorney**

**July 2011**

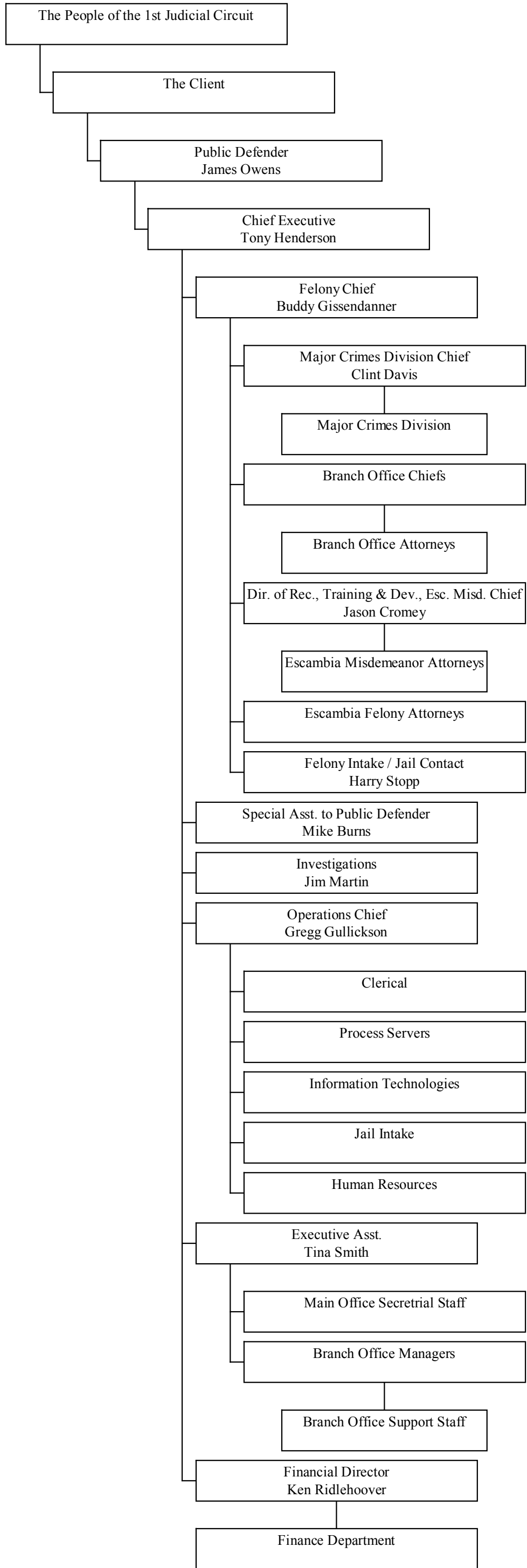




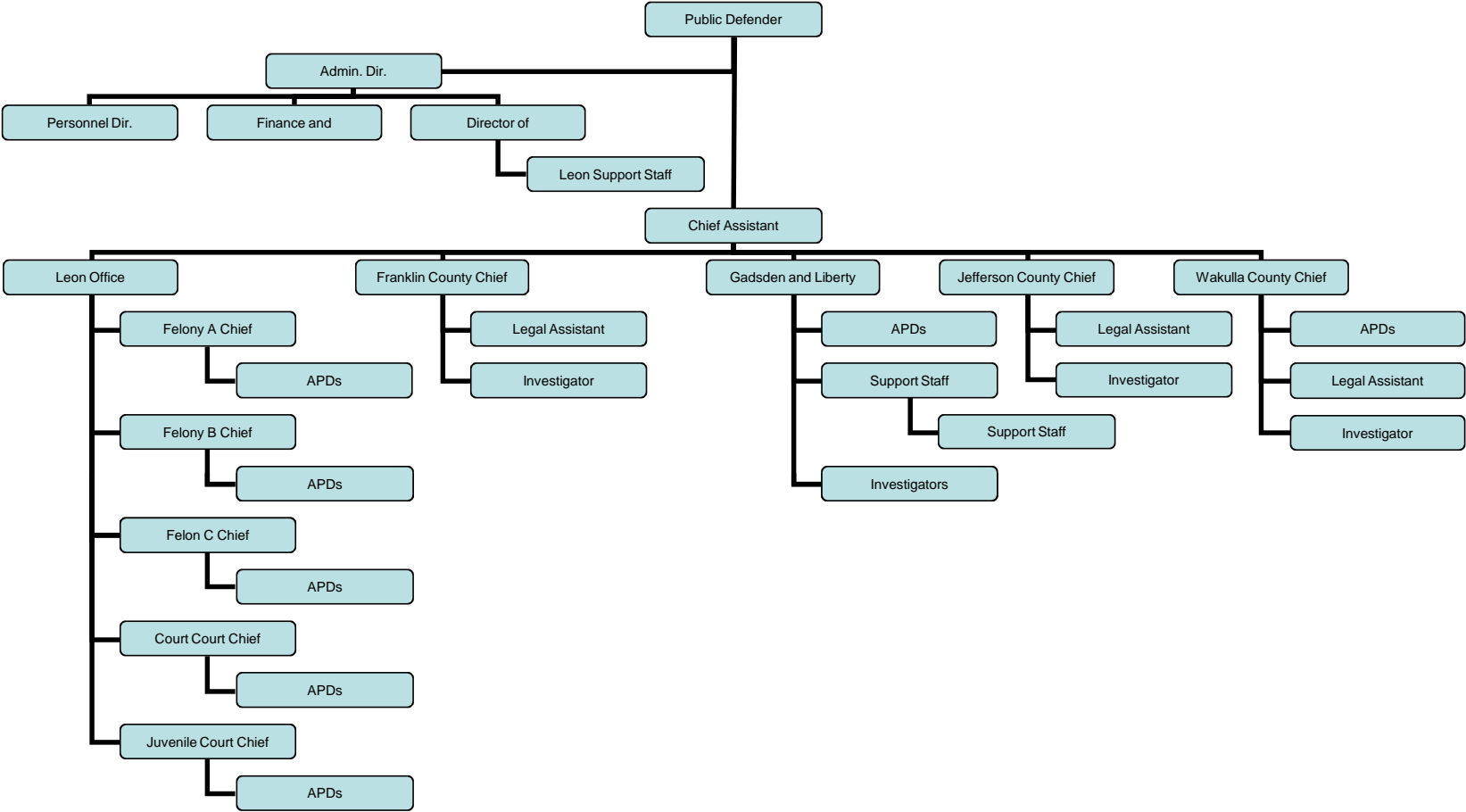
# Office of the State Attorney, 20<sup>th</sup> Judicial Circuit



# Office of the Public Defender First Judicial Circuit



# Public Defender, 2nd Judicial Circuit Appeals Division Organizational Chart

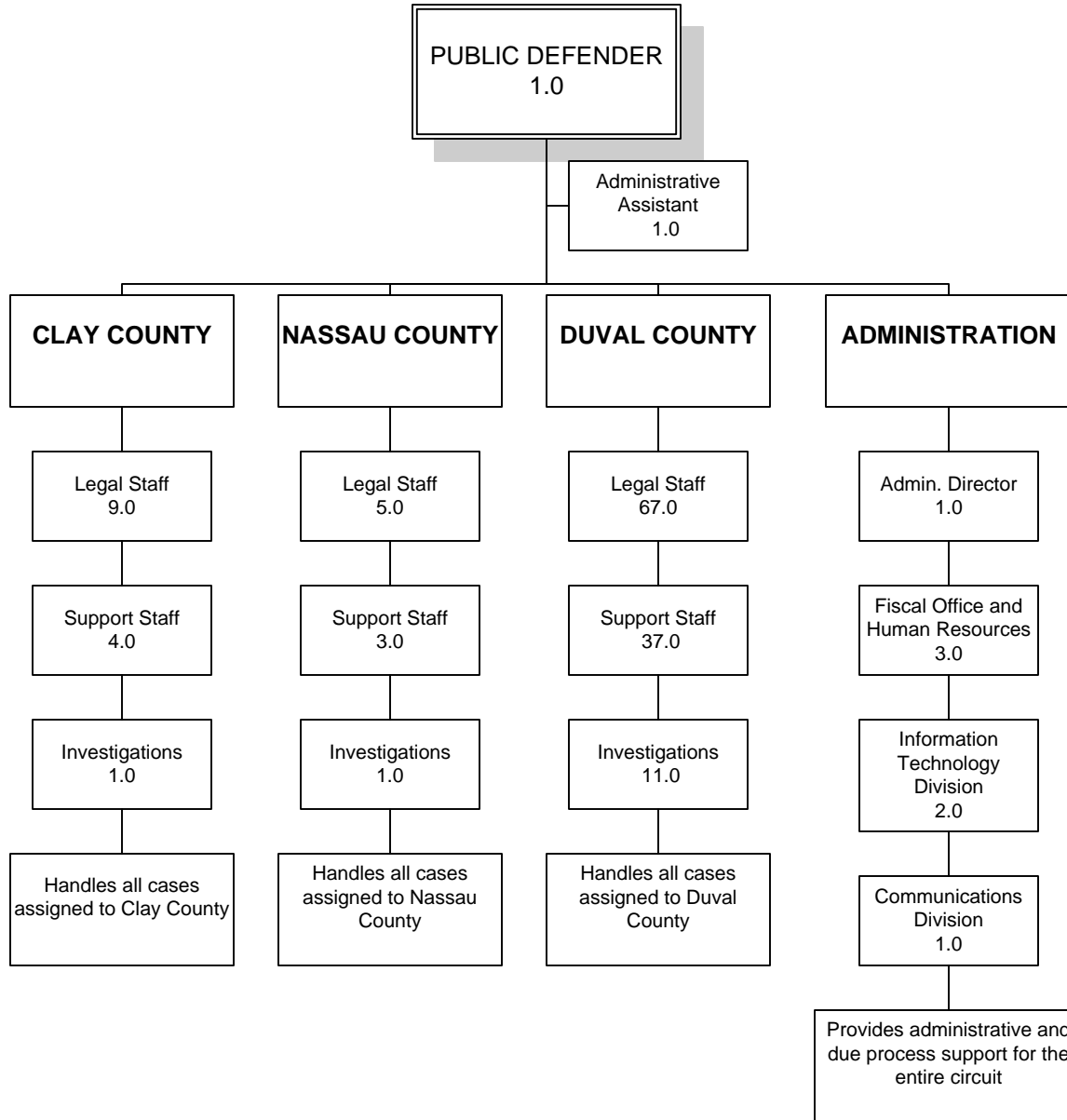




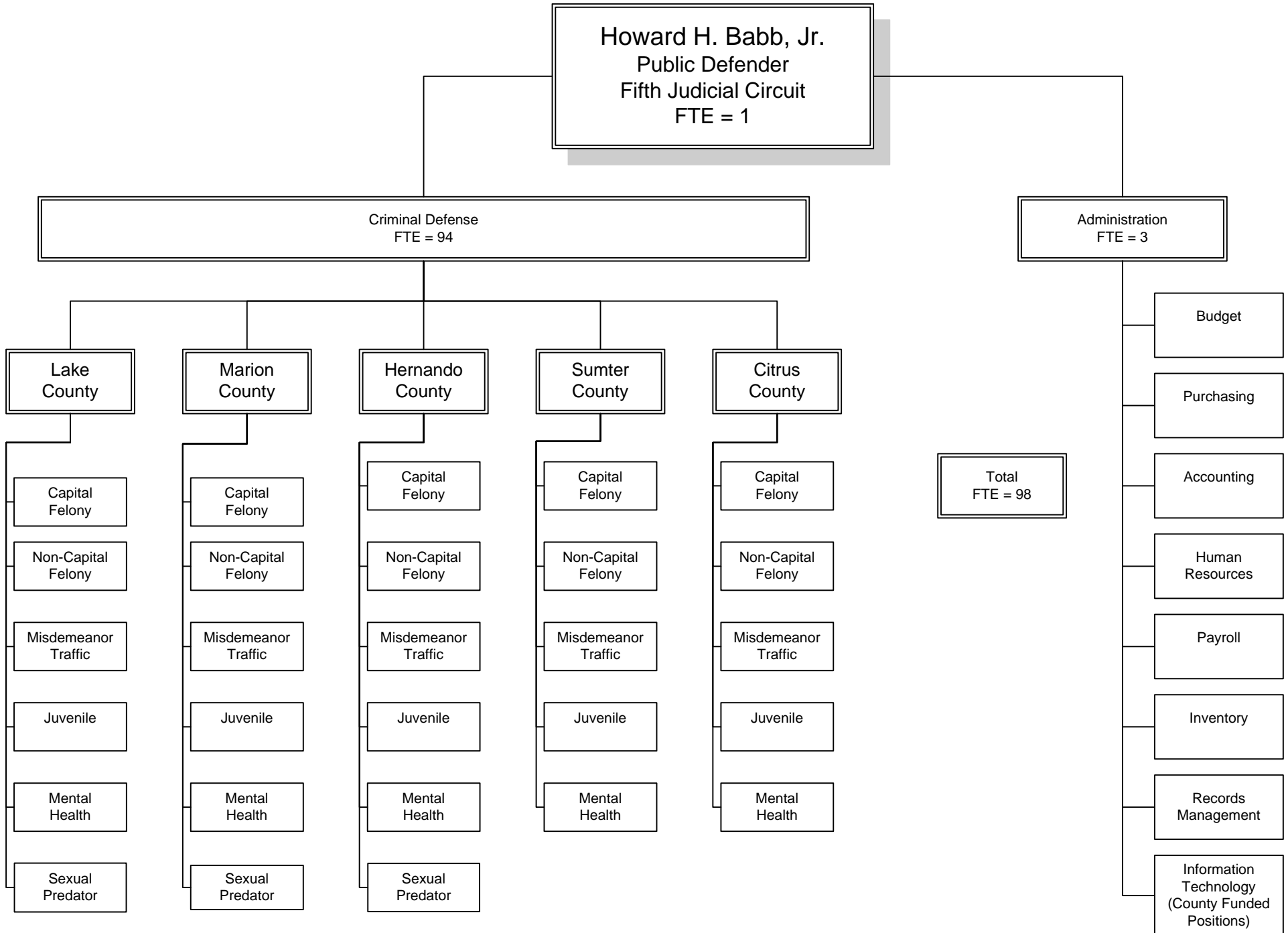
**SCHEDULE X  
ORGANIZATIONAL CHART**

Office of the Public Defender, Fourth Judicial Circuit of Florida  
Matt Shirk, Public Defender

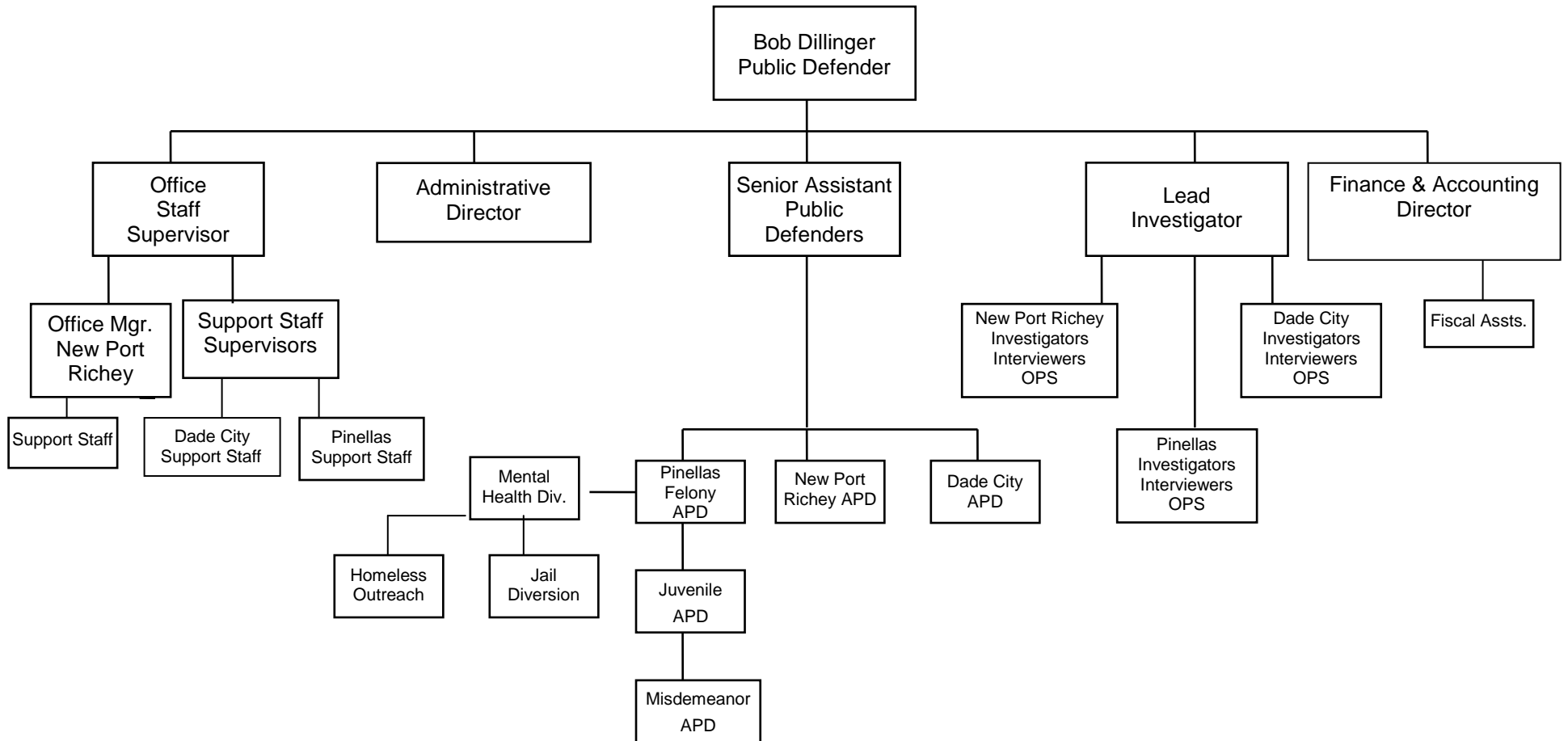
**FY 2011-12**  
**Total FTE's: 147**



# 2011/2012 Fiscal Year



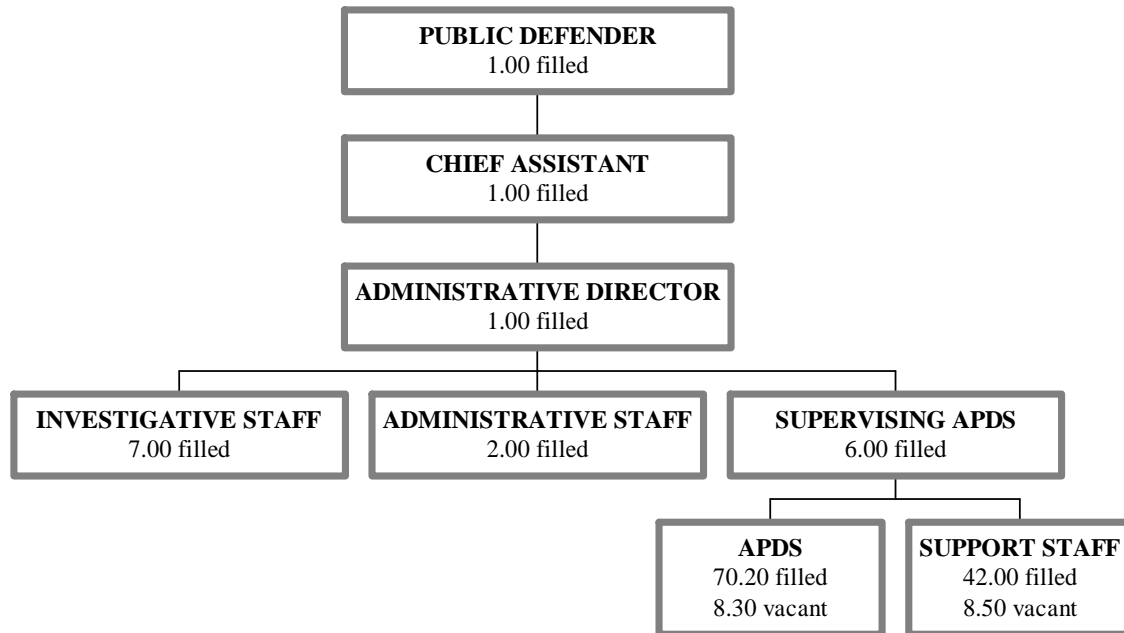
**Organizational Chart**  
 July 1, 2011



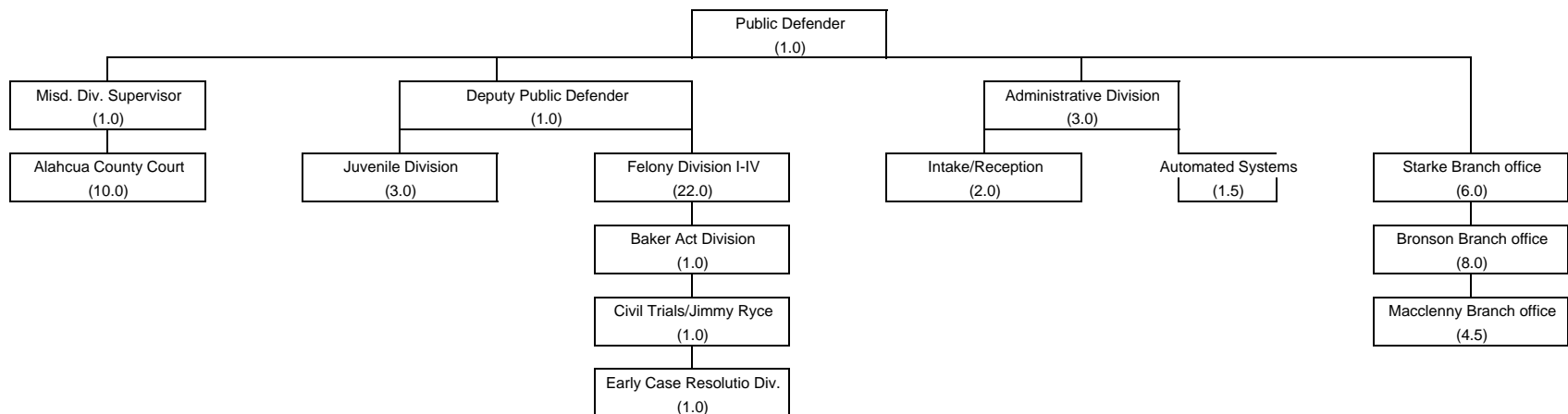


# OFFICE OF PUBLIC DEFENDER SEVENTH JUDICIAL CIRCUIT ORGANIZATIONAL CHART

07/01/2011



**PUBLIC DEFENDER, 8TH CIRCUIT  
ORGANIZATIONAL CHART AS OF JULY 1, 2010 (66.0 FTE)**



**AUTHORITY AND DESCRIPTION OF DUTIES**

Section 27.50, Florida Statutes, provides that there shall be a Public Defender for each of the judicial circuits of the State who shall be elected at the general election by the qualified electors of the circuit. The duties of the Public Defender as prescribed by Chapter 27, Part III, Florida Statutes, include representing, without additional compensation, any person who is determined by the court to be indigent as provided in Section 27.52, Florida Statutes, and who is: (1) under arrest for, or is charged with, a felony; (2) under arrest for, or is charged with a misdemeanor, a violation of Chapter 316, Florida Statutes, which is punishable by imprisonment, or a violation of a municipal or county ordinance in the county court, unless the court, prior to trial, files in the case a statement in writing that the defendant will not be imprisoned if he is convicted; (3) alleged to be a delinquent child pursuant to a petition filed before a circuit court; or (4) sought by petition filed in such court to be involuntarily placed as a mentally ill person or sexually violent predator or involuntarily admitted to residential services as a person with development disabilities.

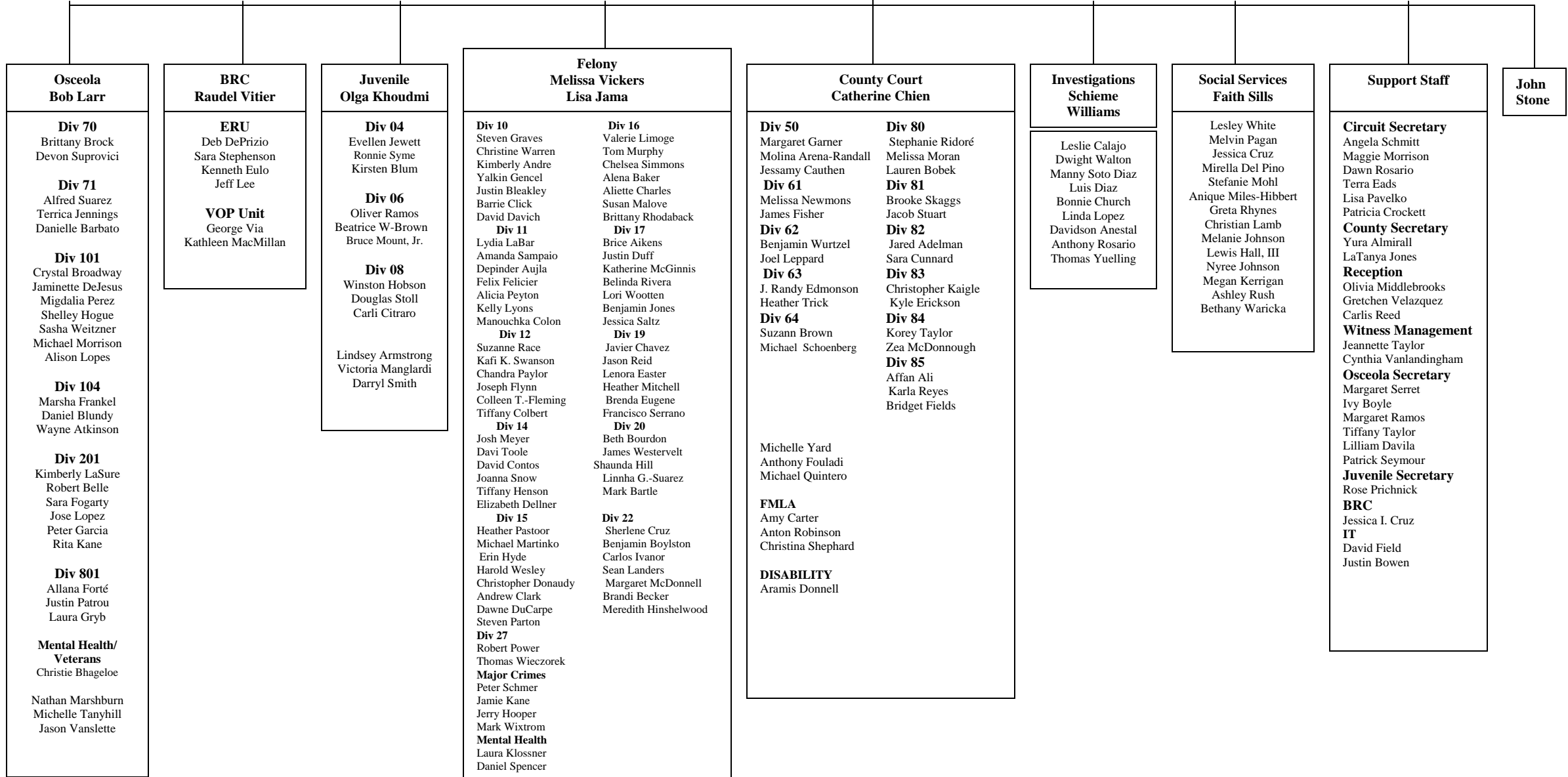
Stacy Scott is the Public Defender for the Eighth Judicial Circuit and is responsible for performing the duties described above, as provided by law, in Alachua, Baker, Bradford, Gilchrist, Levy and Unions Counties. Offices are maintained at Gainesville in Alachua County, Starke, in Bradford County, Macclenny, in Baker County, and Bronson in Levy County.

**PUBLIC DEFENDER  
ROBERT WESLEY**

**Chief Asst. Public  
Defender  
Eileen Forrester**

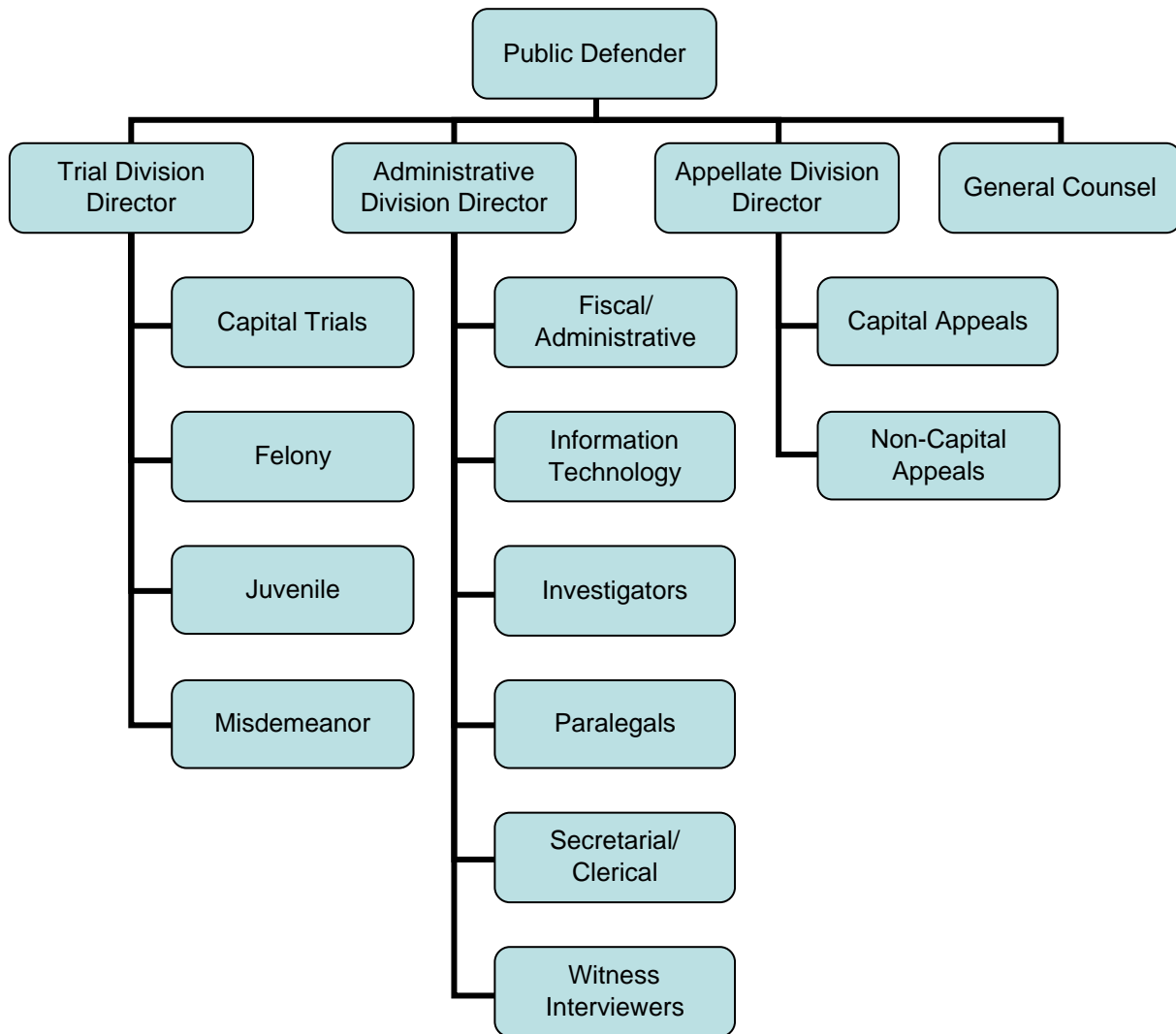
**Administration  
To-Lan Trinh-Le**

Jill Reid  
Diem Cao  
Rachel Fuentes



Schedule X Organizational Structure

OFFICE OF THE PUBLIC DEFENDER  
TENTH JUDICIAL CIRCUIT  
(As of July 1, 2011)



Trials 114 FTEs  
Appeals 50 FTEs



# LAW OFFICES OF THE PUBLIC DEFENDER

Eleventh Judicial Circuit of Florida



## Organizational Chart

Public Defender

Executive Assistant  
Public Defender &  
General Counsel

Director of  
Finance and  
Accounting

Capital Litigation  
Unit

Business Office

Chief Assistant  
Felony Division &  
Assistant General  
Counsel

Chief Assistant  
County Court

Chief Assistant  
Juvenile

Chief Assistant  
Appeals

Director of  
Training and  
Professionalism

Director of  
Human Resources

Director of  
Support Services

Senior Attorneys  
Trials, ERU, Intake,  
Specialized  
Representation  
Units

Senior Attorney  
DRU

Assistant Public  
Defenders

Assistant Public  
Defenders

Training Assistant  
Public Defenders

Human  
Resources

MIS

Chief  
Investigator

Automation  
Training Unit and  
Support Staff  
Supervisors  
[Facilities, Juvenile,  
County, Felony,  
Appeals]

Disposition  
Services Unit

Assistant Public  
Defenders

Assistant Public  
Defenders

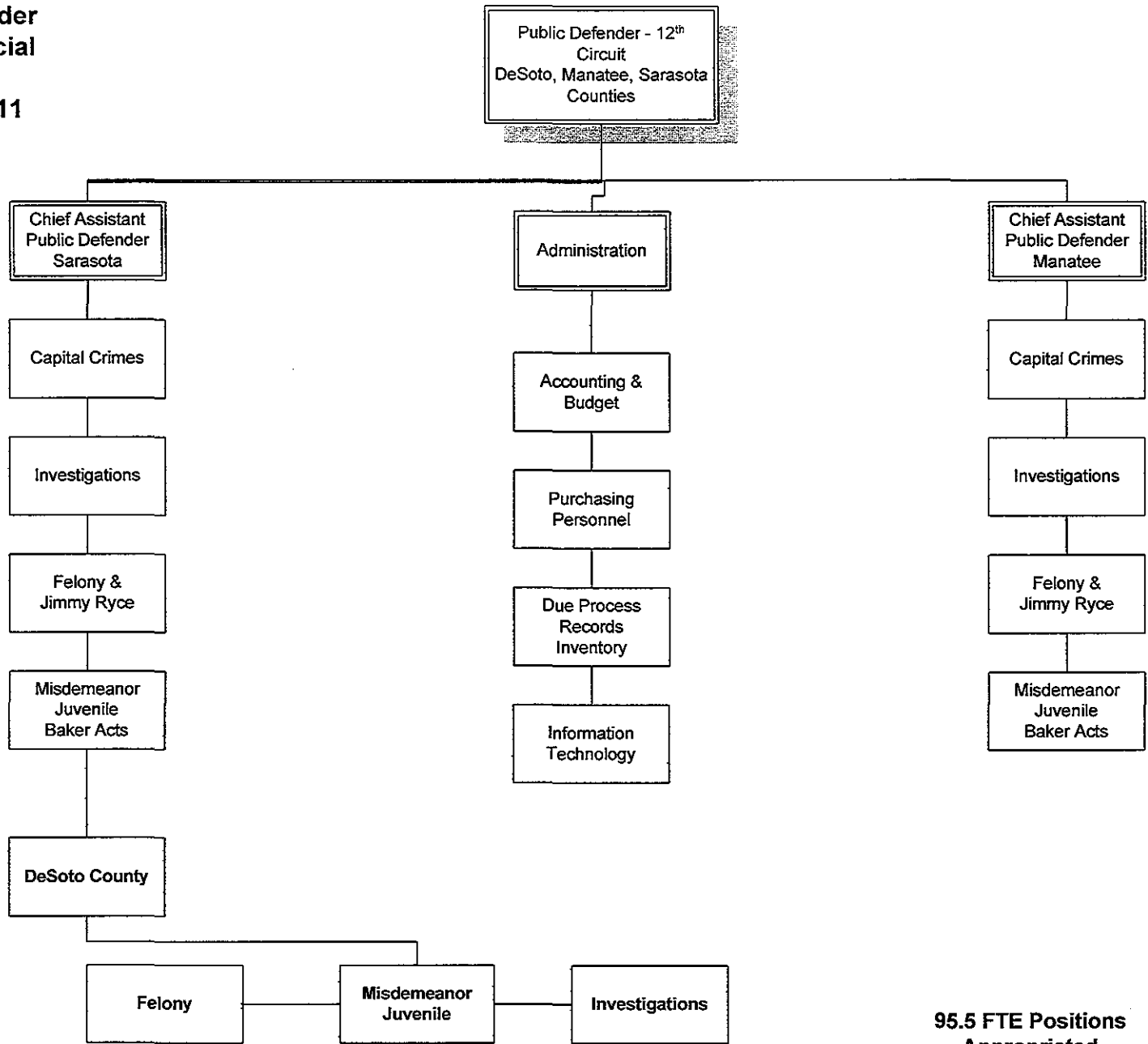
Assistant Public  
Defenders

Assistant Public  
Defenders

Investigators,  
Paralegals,  
Intake Clerks

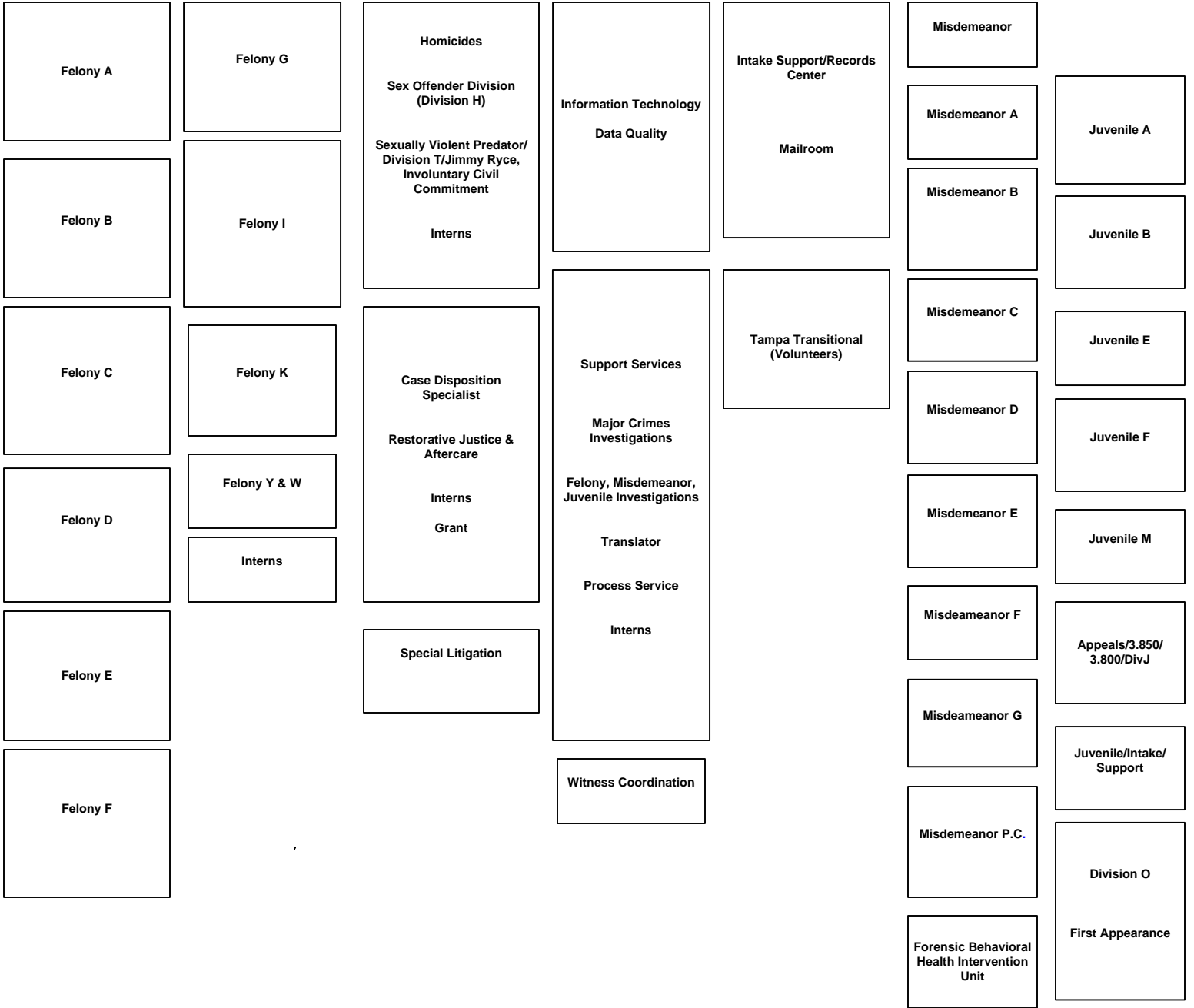
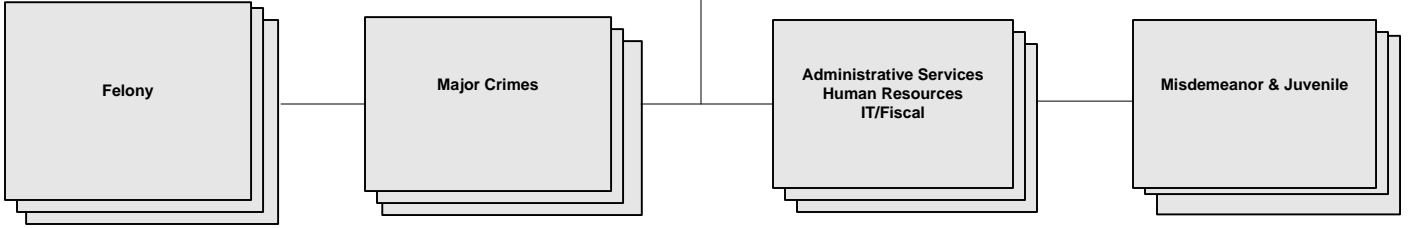
Secretaries,  
Clerks,  
Receptionists

Office of the  
Public Defender  
Twelfth Judicial  
Circuit  
June 30, 2011



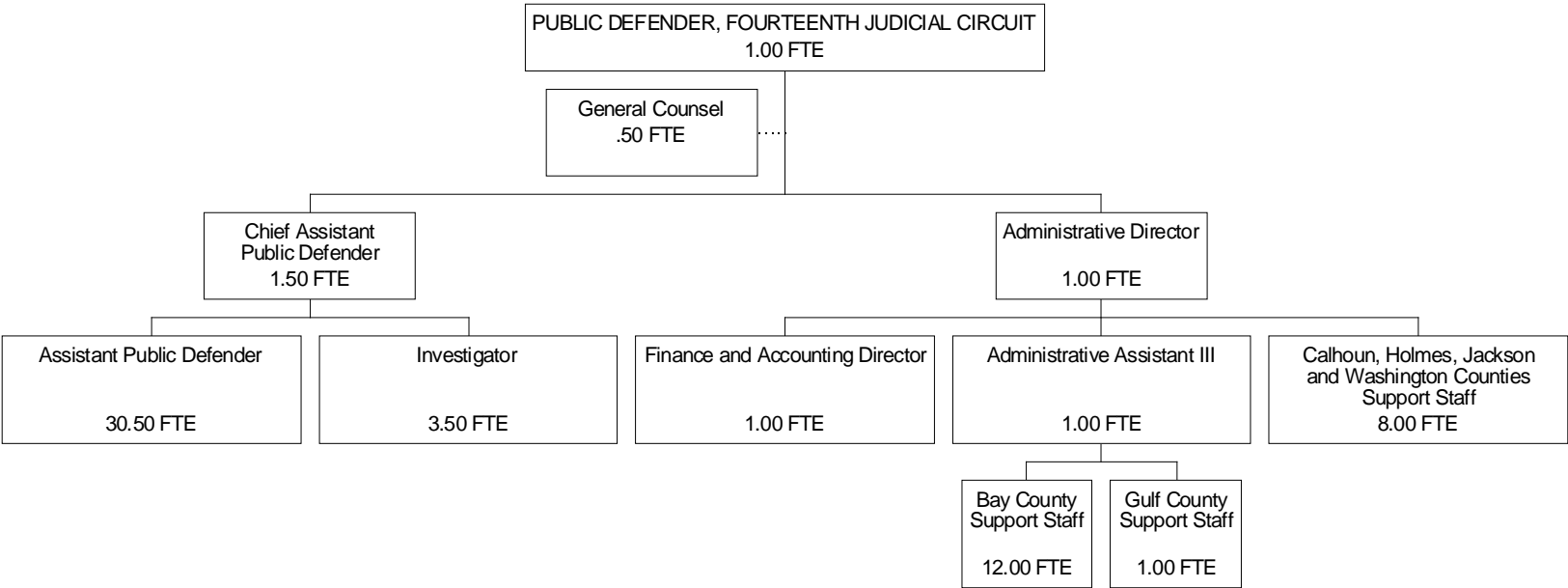
**95.5 FTE Positions  
Appropriated**

**Julianne M. Holt  
Public Defender**

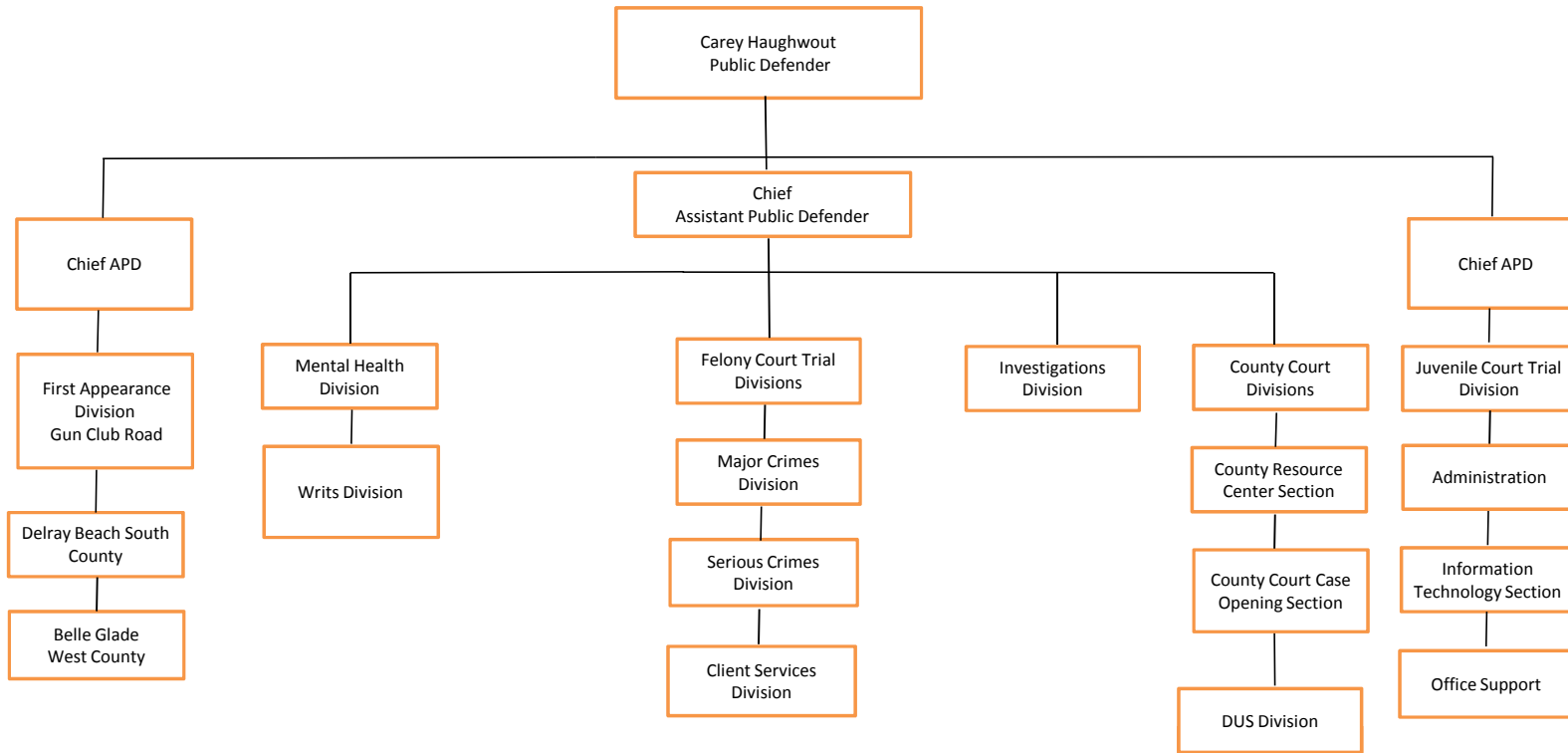


**Public Defender's Office  
Thirteenth Judicial Circuit**

**OFFICE OF PUBLIC DEFENDER  
FOURTEENTH JUDICIAL CIRCUIT  
APPROVED FTE: 61.00**





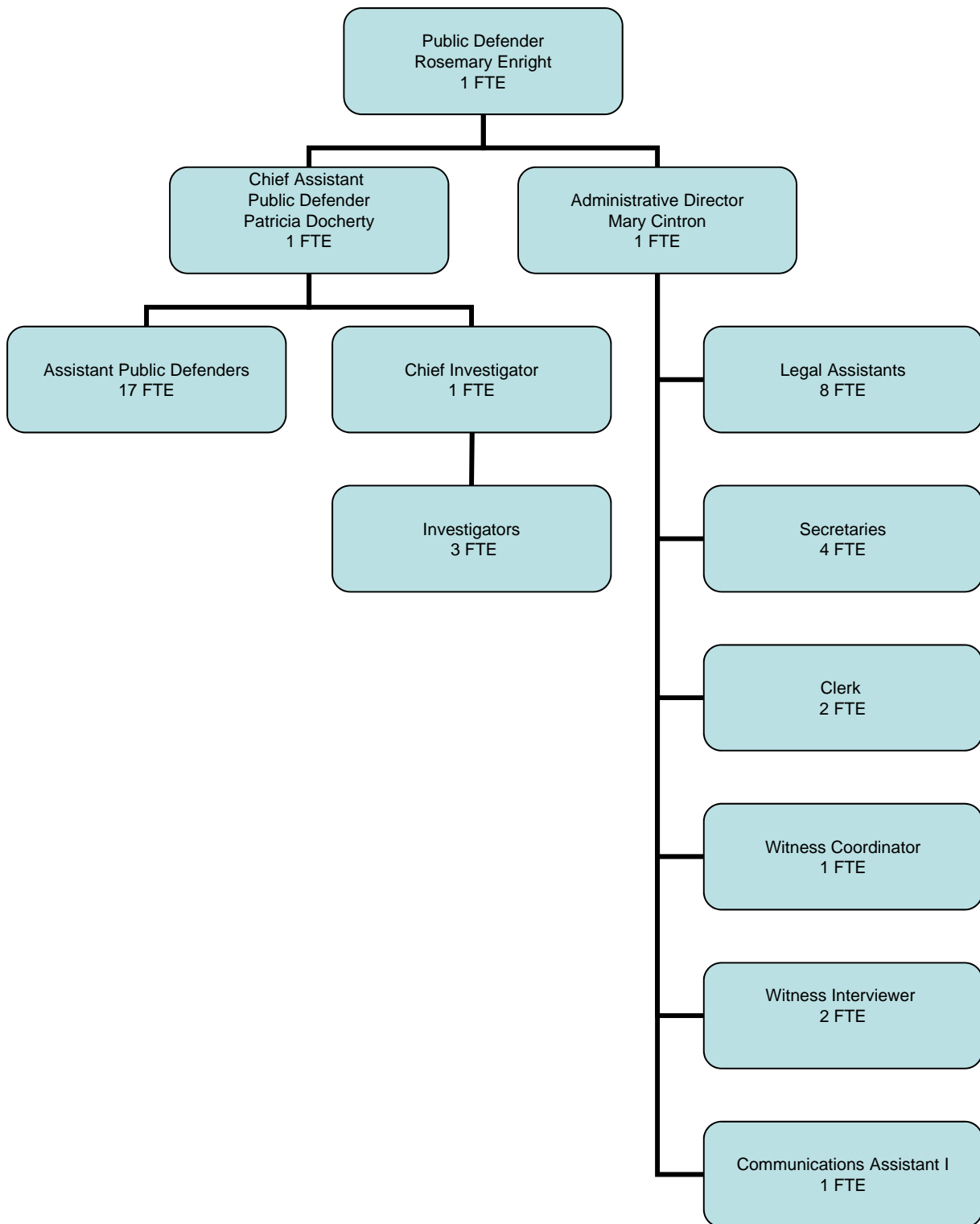


**194.00 FTE POSITIONS STATE FUNDED**

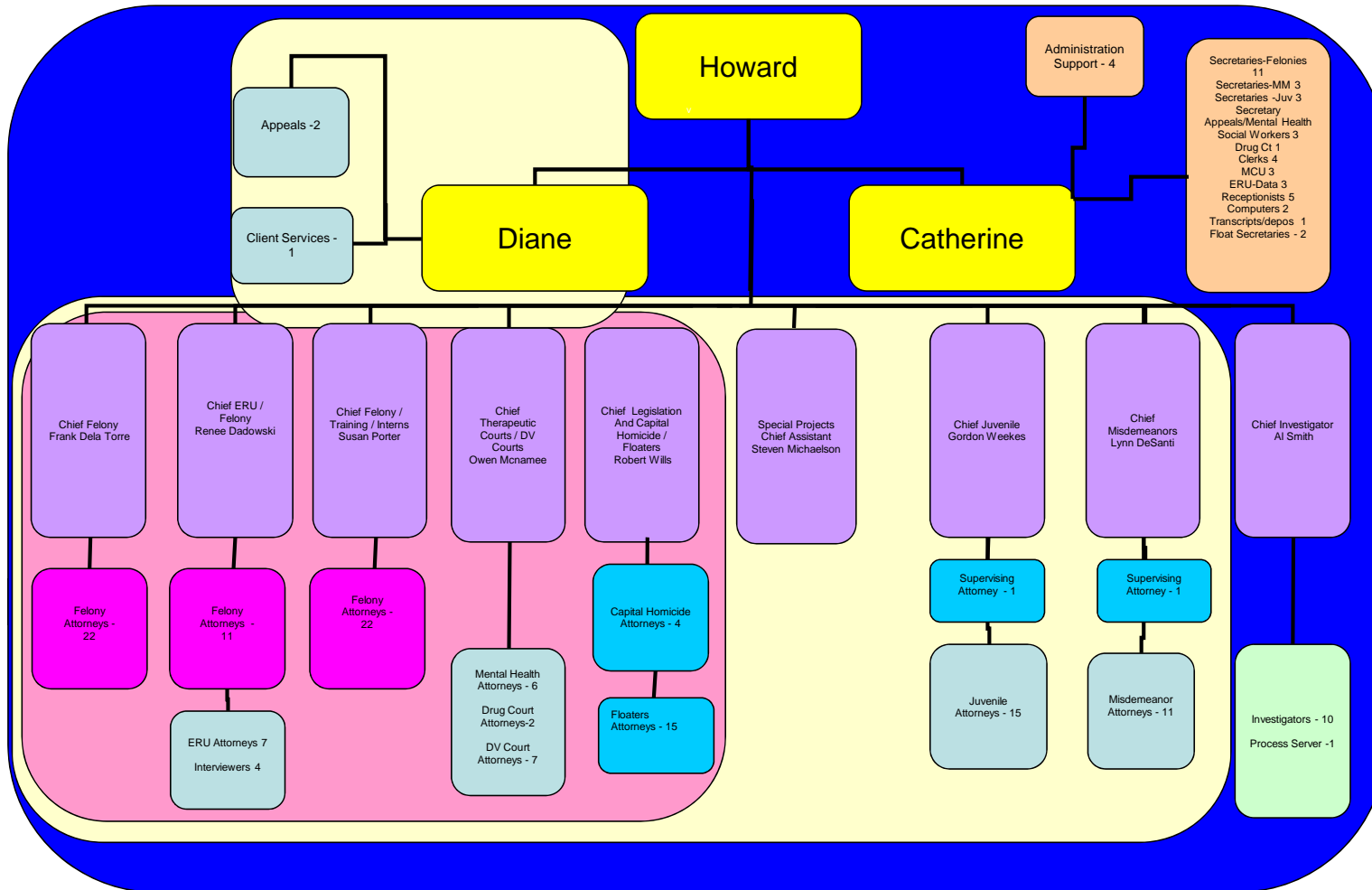
OFFICE OF THE PUBLIC DEFENDER

SIXTEENTH JUDICIAL CIRCUIT

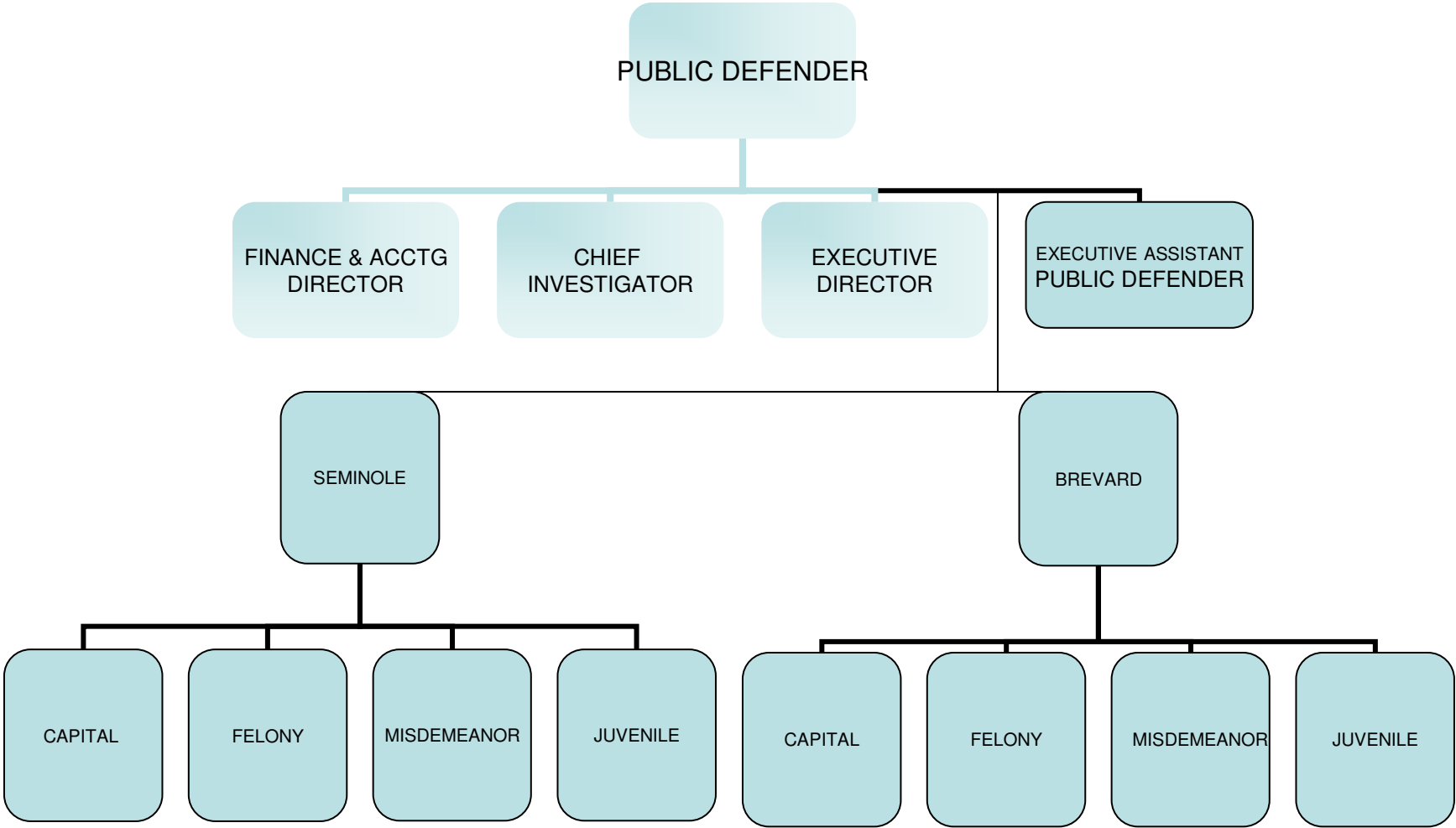
July 1, 2011



**Public Defender Office, Seventeenth (17th) Judicial Circuit**

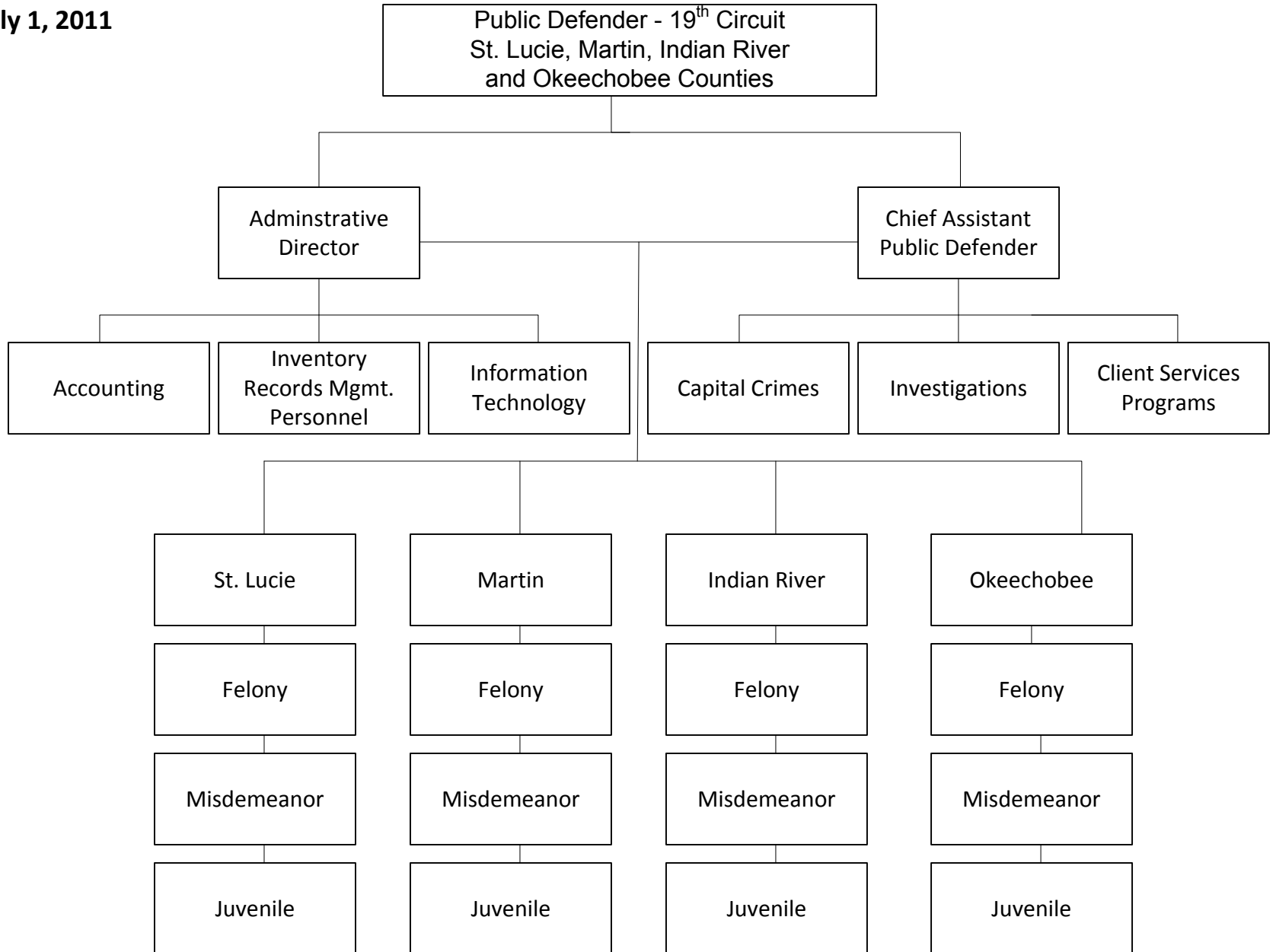


# PUBLIC DEFENDER, EIGHTEENTH JUDICIAL CIRCUIT



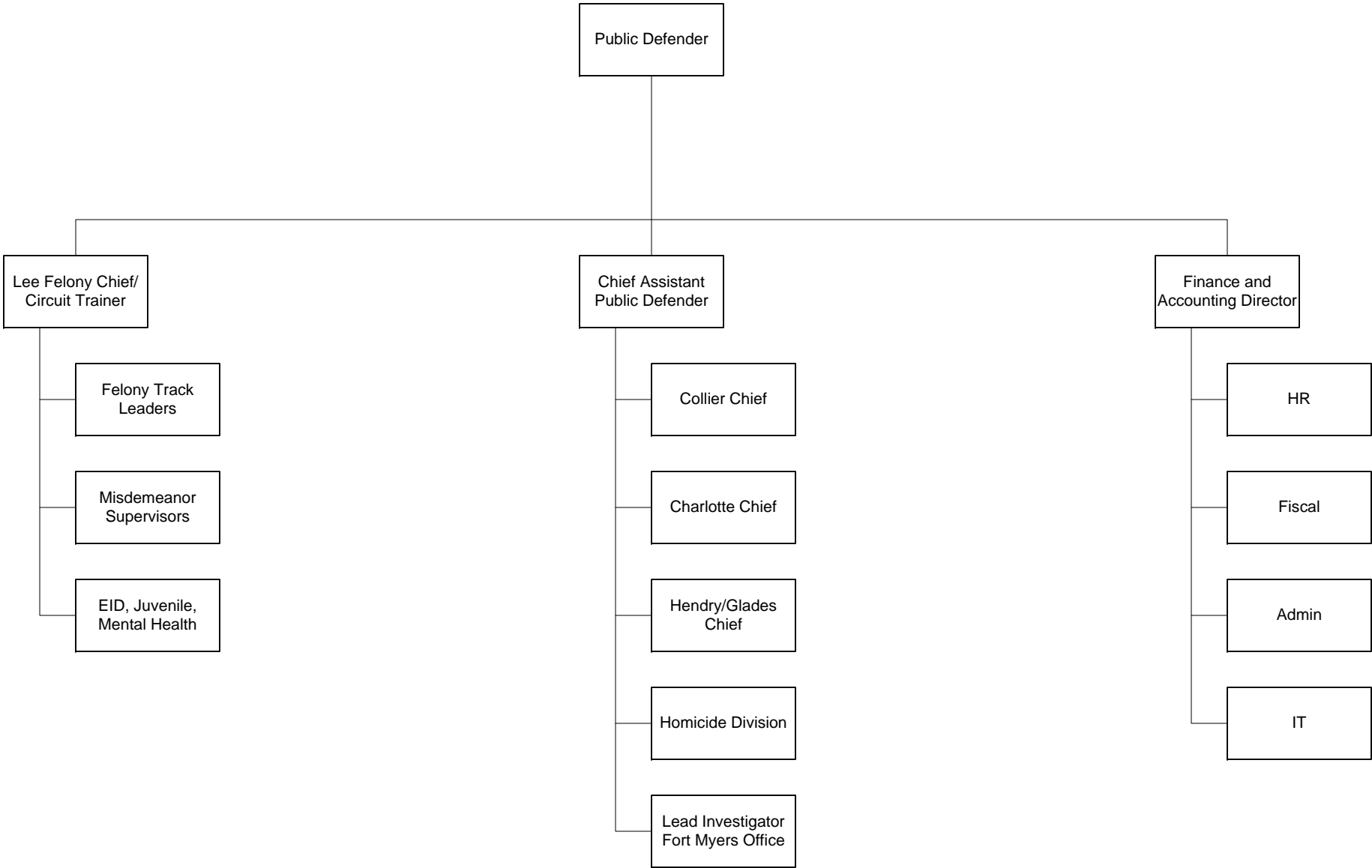
119 FTE

**Office of the Public Defender  
Nineteenth Judicial Circuit  
Effective July 1, 2011**

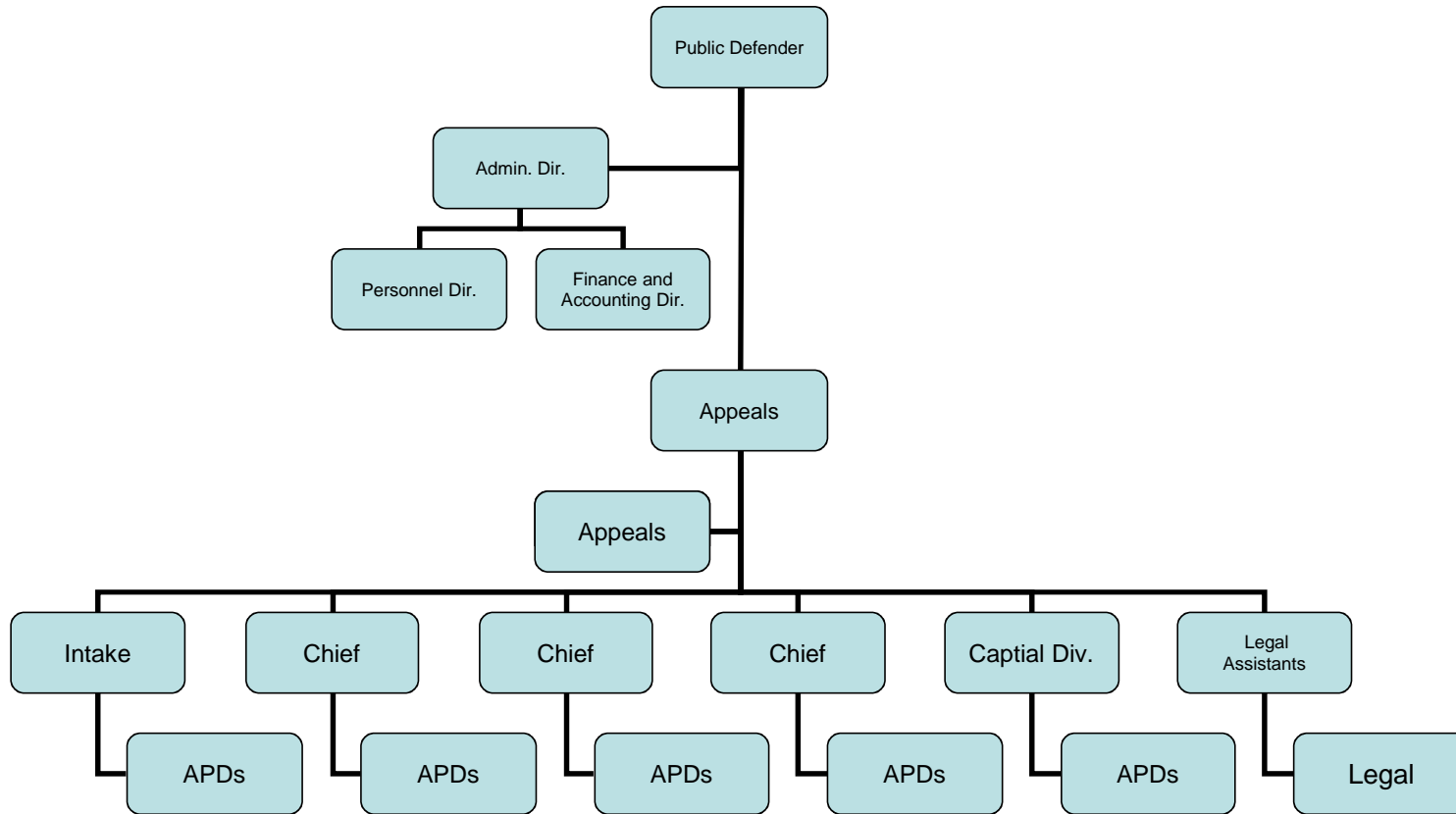


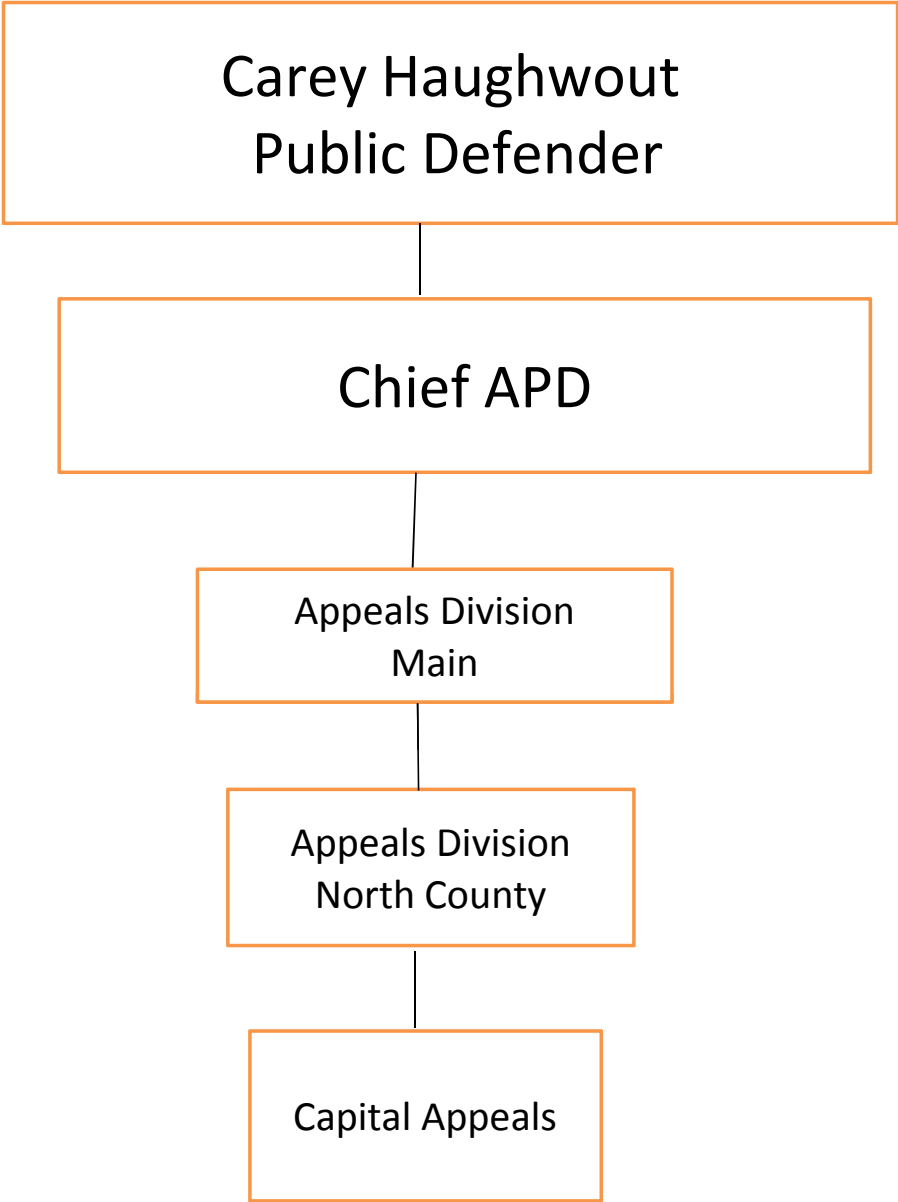
**78 FTE Positions State Funded**

Law Offices of Kathleen A. Smith  
Public Defender – 20<sup>th</sup> Judicial Circuit  
Organization Chart  
As of July 1, 2011



Public Defender, 2nd Judicial Circuit Appeals Division Organizational Chart

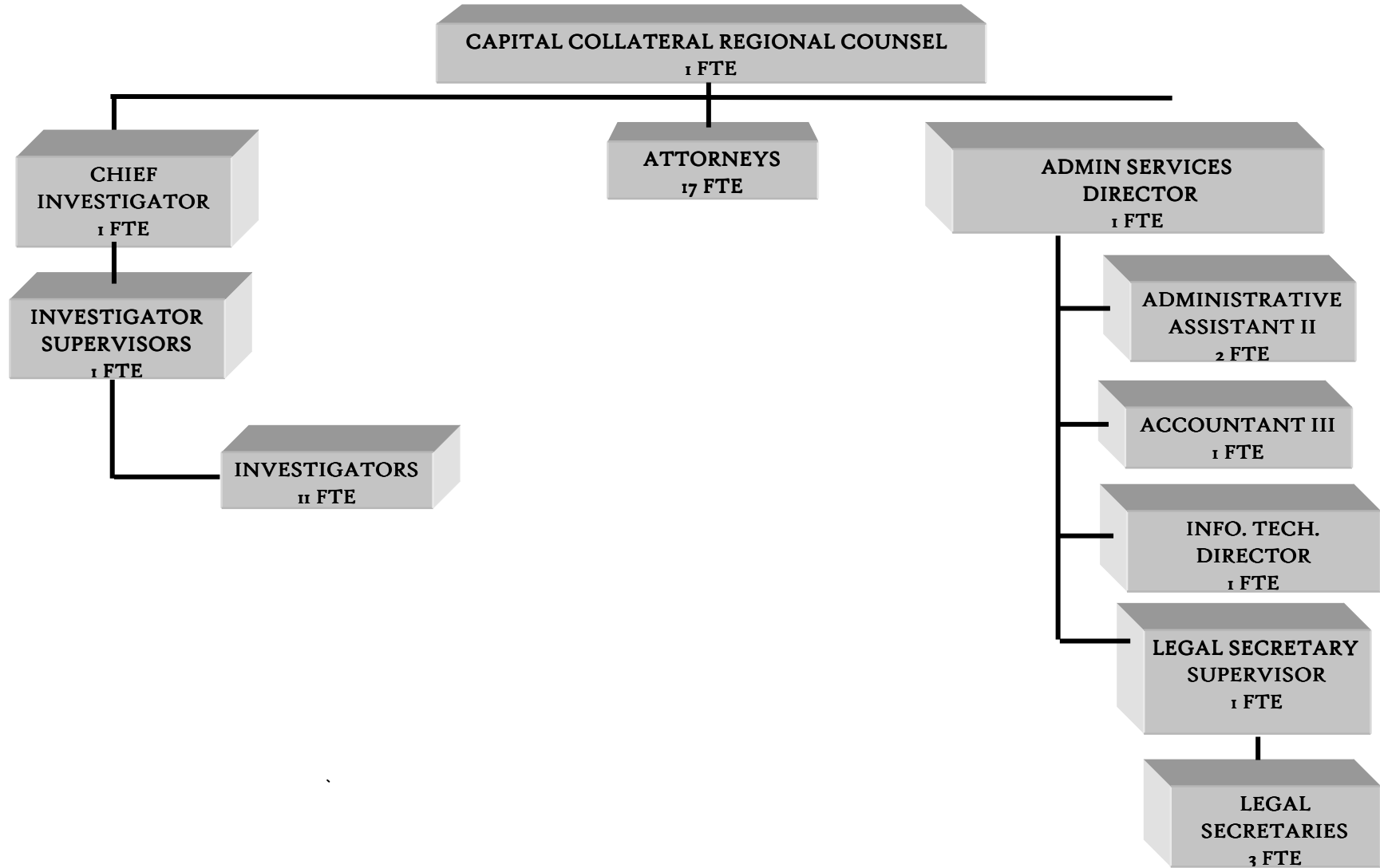




**37.00 FTE POSITIONS STATE FUNDED**



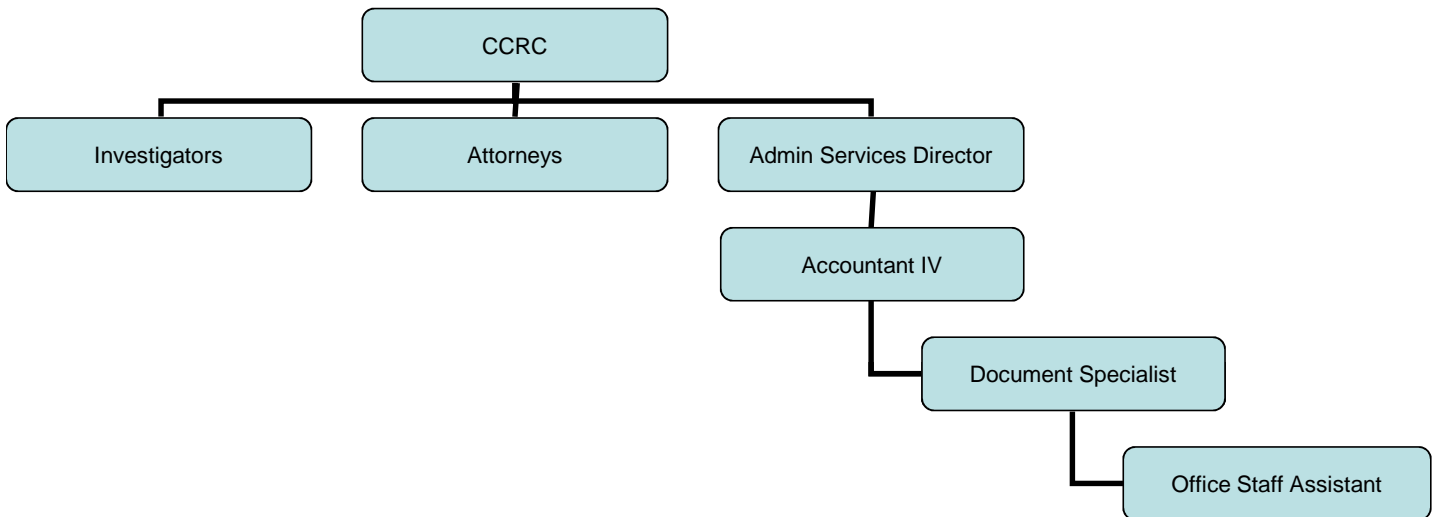
# CAPITAL COLLATERAL REGIONAL COUNSEL - MIDDLE REGION ORGANIZATIONAL CHART



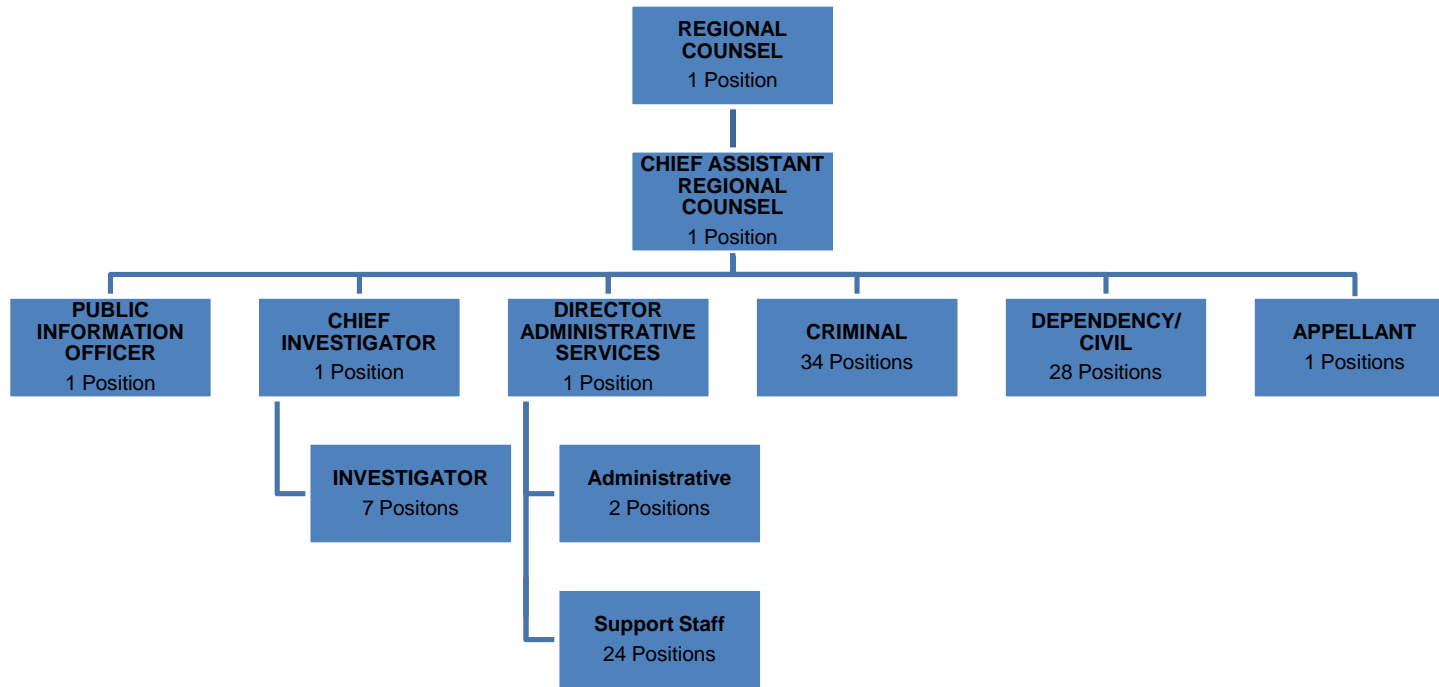
40 FTE (FULL-TIME EMPLOYEE)  
UPDATED 07/07/11

LEGISLATIVE BUDGET REQUEST FY 2010 - 2011  
CCRC-S ORG CHART

CCRC-South's Organizational Chart

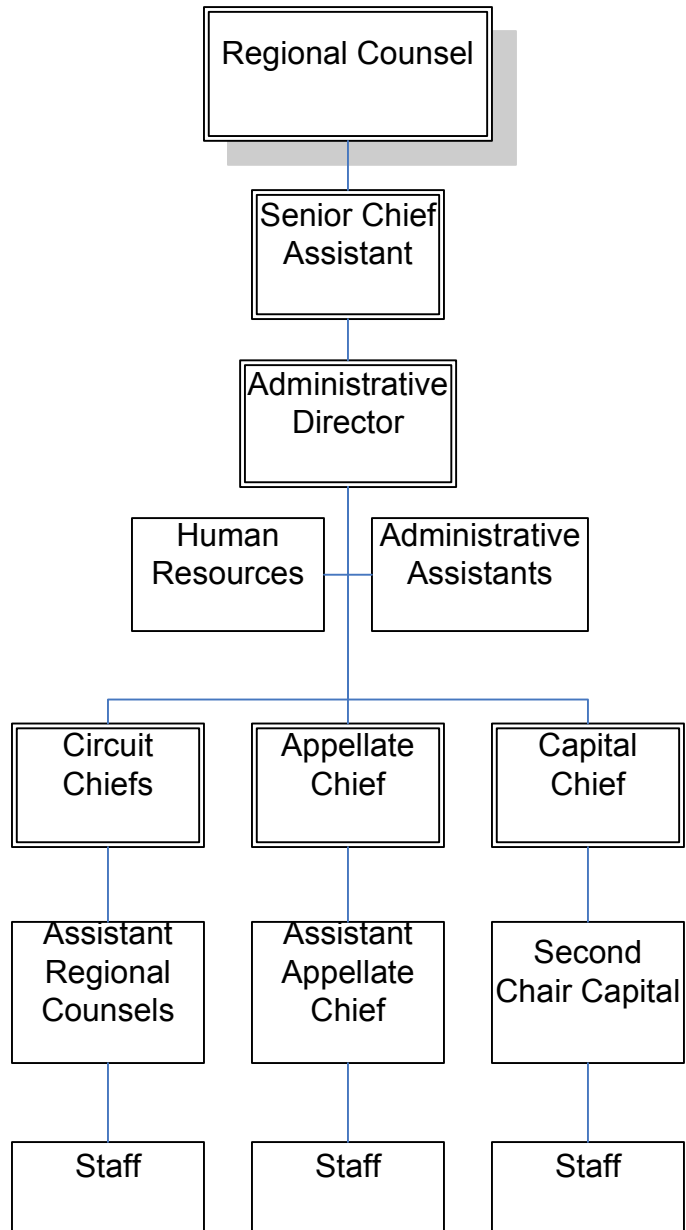


LEGISLATIVE BUDGET REQUEST FY 2012-2013

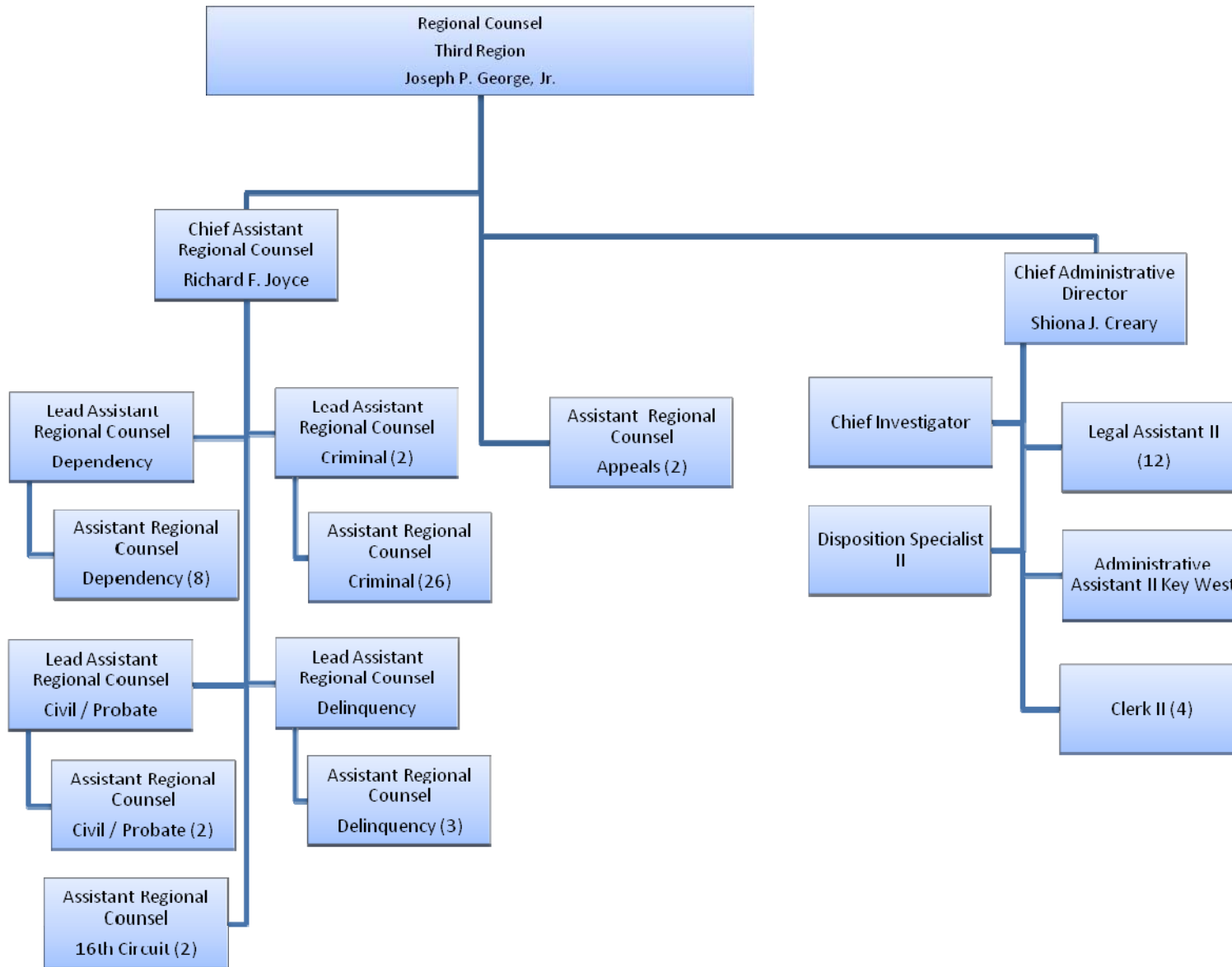


LEGISLATIVE BUDGET REQUEST FY 2012-2013

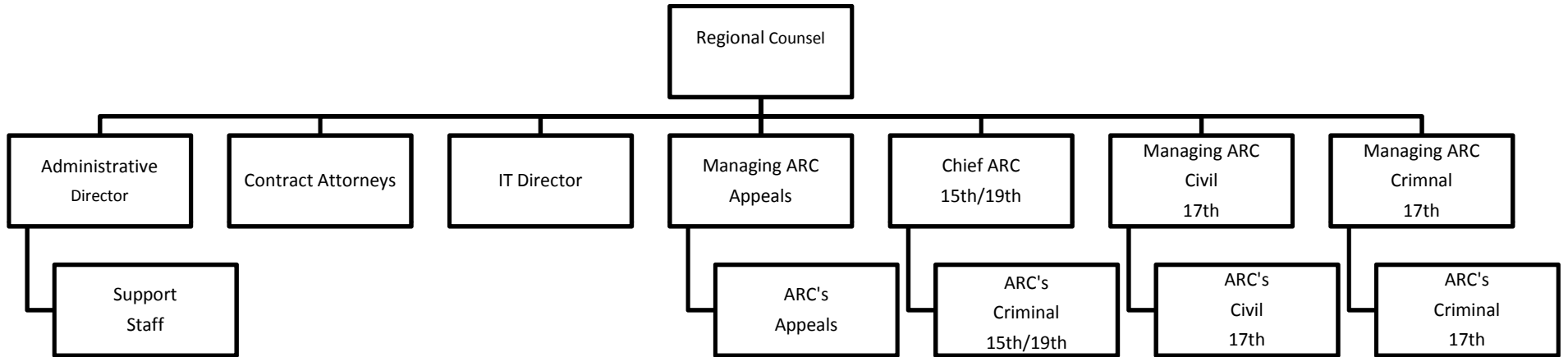
Schedule X Organization Structure  
Regional Counsel, Second District



# Office of Criminal Conflict and Civil Regional Council for the Third Region Organizational Chart



Office of Criminal Conflict & Civil Regional Counsel, Fourth (4th) Region



# JEFF DEEN, REGIONAL COUNSEL

CANDI POWELL,  
ADMINISTRATIVE DIRECTOR

LORI LOFTIS,  
CHIEF ASSISTANT REGIONAL  
COUNSEL

Holly Borden,  
Billing Specialist

Attorneys

Support  
Staff

Legal  
Assistants





IUCSSP03 LAS/PBS SYSTEM  
BUDGET PERIOD: 2002-2013  
STATE OF FLORIDA

SP 09/14/2011 15:48  
SCHED XI: AGENCY-LEVEL UNIT COST SUMMARY  
AUDIT REPORT JUSTICE ADMINISTRATION

-----  
ACTIVITY ISSUE CODES SELECTED:

TRANSFER-STATE AGENCIES ACTIVITY ISSUE CODES SELECTED:

1-8: ACT5000 ACT5100 ACT5200 ACT5300 ACT5400

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: 21	EXPENDITURES	FCO
FINAL BUDGET FOR AGENCY (SECTION I):	1,260,009,483	
TOTAL BUDGET FOR AGENCY (SECTION III):	1,260,009,515	
	-----	-----
DIFFERENCE:	32-	
(MAY NOT EQUAL DUE TO ROUNDING)	=====	=====

**Schedule XIV**  
**Variance from Long Range Financial Outlook**

**Agency: Justice Administrative Commission**

**Contact:**

**Alton L. "Rip" Colvin, Executive Director**

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 2011 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 2012-2013 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 2012-2013 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	Judicial-Due Process Costs	B	\$1 M	\$1.5 M
b				
c				
d				
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.

Justice Administrative Commission - Projected 2012-13 expenditures for attorney fees and case costs in the Criminal Conflict, Child Dependency/Civil Conflict, and Criminal Conflict/Dependency Liability categories will be addressed later in a supplemental budget request. The Offices of Criminal Conflict and Civil Regional Counsels are requesting a total of \$1.5 million under Legislative Budget Request issue code 5300250 for Increased Due Process Costs with possible amendment in a supplemental Legislative Budget Request.

\* R/B = Revenue or Budget Driver

Office of Policy and Budget - July 2011

# **Budget Entity Level Exhibits or Schedules**

**Justice Administrative Commission**

**Budget Entity: 21300800**

*Justice Administrative Commission*

*Schedule I Series*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Justice Administrative Commission
	20-2-339040

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	101,829.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	38,482.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	140,311.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(70,473.00)	(I)		
LESS:		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	69,838.00	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Justice Administrative Commission
<b>LAS/PBS Fund Number:</b>	20-2-339040

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	<input type="text" value="35,512.00"/> (A)
GLC 539XX for proprietary and fiduciary funds	

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/> (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	<input type="text"/> (C)
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SWFS Adjustment # and Description	<input type="text"/> (C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/> (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/> (D)
--	--------------------------

A/P not C/F-Operating Categories	<input type="text" value="34,326.00"/> (D)
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<input type="text"/> (D)
--------------------------

<input type="text"/> (D)
--------------------------

<input type="text"/> (D)
--------------------------

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="69,838.00"/> (E)
--	--

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="69,838.00"/> (F)
--	--

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

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission**

**Child Support Trust Fund - 2084**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Receipts for FY 2011-12 are based upon the Governor's Office calculation for the HR contract for this trust fund. There is a budget issue request to transfer this budget authority from JAC (BE 21300800) to the State Attorney 11<sup>th</sup> Circuit (BE 21501100) for FY 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

N/A

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission - 21300800**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Drug Court Grants – receipts based on grant/contract provisions.

DOR Transfer, Foster Care – based on provisions of **Ch. 2005-70, L.O.F. (s. 318.21 (2) (a), F.S.)**

Qualified Transportation Benefits Program – Based on anticipated collections.

HR Outsourcing – Receipts are based upon the Governor’s Office calculation for the HR contract for this trust fund

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$300,200</b>
<b>8% Service Charge</b>	<b>\$24,016</b>
<b>Receipts Applicable to 5%</b>	<b>\$276,184</b>
<b>5% Trust Fund Reserve</b>	<b>\$13,809</b>



**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$300,200</b>
<b>8% Service Charge</b>	<b>\$24,016</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$300,200</b>
<b>8% Service Charge</b>	<b>\$24,016</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$29,621.00</b>	<b>Prior Year Non-Certified Payable Adjustment</b>
<b>\$179.00</b>	<b>September 2010 CF Reversion \$29,621</b>

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission - 21300800**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Receipts are based upon the Governor's Office calculation for the HR contract for this trust fund.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

N/A

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

# **Budget Entity Level Exhibits or Schedules**

**Statewide Guardian ad Litem**

**Budget Entity: 21310000**

*Statewide Guardian ad Litem*

*Schedule I Series*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Guardian ad Litem
	20-2-339044

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>87,428.00</b>	(A)		87,428.00
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)	5,166.00	5,166.00
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>87,428.00</b>	(F)		92,594.00
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(4,395.00)	(H)		(4,395.00)
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>83,033.00</b>	(K)	5,166.00	<b>88,199.00</b> **

**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.

*Office of Policy and Budget - July 2011*

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Statewide Guardian Ad Litem
<b>LAS/PBS Fund Number:</b>	20-2-339044

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>83,033.00</b> (A)
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<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	_____ (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment #B2100006, Receivable from DCF	5,166.00 (C)
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SWFS Adjustment # and Description	_____ (C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	_____ (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	_____ (D)
--	-----------

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

_____ (D)
-----------

_____ (D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>88,199.00</b> (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>88,199.00</b> (F)
--	----------------------

<b>DIFFERENCE:</b>	<b>0.00</b> (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Guardian ad Litem**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**DCF Transfer/Child Justice, Revenue Code 001500:**

Pursuant to Chapter 938.10, F.S., If a person pleads guilty or nolo contendere to any offense against a minor, in violation of applicable sections of Chapters 775, 784, 787, 794, 796, 800, 823, 827, 847, 893 or 985, the court shall impose a court cost of \$151 against the offender. Each month the Clerk of the Court transfers \$50 of the court costs to the Statewide Guardian ad Litem Program.

We are not anticipating any increases in this revenue over previous year collections.

**GAL Statewide – Lee and Gadsden County/Public Records Request, Revenue Code 001100**

Lee and Gadsden Counties contract with the Guardian ad Litem Program to hire and supervise IT and Secretarial Support and these counties provide monthly reimbursement for these OPS Payroll costs.

Public Records requests are donations from individuals who make such requests and therefore are deposited into the Grants and Donations Trust Fund.

Due to the current economic situation, we are not expecting any significant increases in this revenue. The anticipated revenue for FY 11/12 and FY 12/13 is \$38,292.

**National Court Appointed Special Advocates (CASA) Grants Revenue Code 001100**

**Program Expansion**

This is an anticipated reimbursable grant between the Guardian ad Litem Program and National Court Appointed Special Advocates (CASA), to expand the program to increase volunteers. The anticipated revenue for FY 11/12 and FY 12/13 is \$100,000.

**Urban Development**

This is an anticipated reimbursable grant between the Guardian ad Litem Program and National Court Appointed Special Advocates (CASA), to expand the Program to increase volunteers with a focus on diversity. The anticipated revenue for FY 11/12 and FY 12/13 is \$100,000.

**CONN Family**

This is an anticipated reimbursable grant with the CONN Family of Tampa, FL to hire Staff Advocates. The anticipated revenue for FY 11/12 and FY 12/13 is \$30,000.

**Transition Youth Foundation**

This is an anticipated reimbursable grant between National Court Appointed Special Advocates (CASA) and Guardian ad Litem to assist children with transitioning out of the dependency system. The anticipated revenue for FY 11/12 and FY 12/13 is \$40,000.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$308,292</b>
<b>8% Service Charge</b>	<b>\$24,663</b>
<b>Receipts Applicable to 5%</b>	<b>\$283,629</b>
<b>5% Trust Fund Reserve</b>	<b>\$14,181</b>



**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$308,292</b>
<b>8% Service Charge</b>	<b>\$24,663</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$308,292</b>
<b>8% Service Charge</b>	<b>\$24,663</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

# **Budget Entity Level Exhibits or Schedules**

**Clerks of Court Operations Corporation**

**Budget Entity: 21350200**

# *Clerks of Court Operations Corporation*

## *Schedule I Series*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b> Justice Administration
<b>Trust Fund Title:</b>	Clerk of Court Trust Fund
<b>Budget Entity:</b>	Clerk of Court-21350200
<b>LAS/PBS Fund Number:</b>	20-2-588002

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,017,418.00	(A)	(551,898.00)	1,465,520.00
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,017,418.00	(F)	(551,898.00)	1,465,520.00
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(127,629.00)	(H)	127,629.00	0.00
Approved "B" Certified Forwards	(275.00)	(H)	275.00	0.00
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)	(1,465,520.00)	(1,465,520.00)
LESS: Offset To Fund Balance	2,601.00	(J)	(2,601.00)	0.00
<b>Unreserved Fund Balance, 07/01/2011</b>	1,892,115.00	(K)	(1,892,115.00)	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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Clerk of Court Operations Corporation Trust Fund
<b>LAS/PBS Fund Number:</b>	Clerk of Court Operations Corporation-21350200
	20-8-588003

	Balance as of 6/30/2011		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	-	(A)			
ADD: Other Cash (cash in bank)	1,913,095.00	(B)	(1,361,197.00)		551,898.00
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	1,913,095.00	(F)	(1,361,197.00)		551,898.00
LESS Allowances for Uncollectibles		(G)			
LESS Approved "A" Certified Forwards		(H)	(127,629.00)		(127,629.00)
Approved "B" Certified Forwards		(H)	(275.00)		(275.00)
Approved "FCO" Certified Forwards		(H)			
LESS: Other Accounts Payable (Nonoperating)	(32,500.00)	(I)			(32,500.00)
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2011</b>	1,880,595.00	(K)	(1,489,101.00)		391,494.00 **

**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.

Office of Policy and Budget - July 2011

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Clerk of Court Operations Corporation Trust Fund
<b>Budget Entity:</b>	Clerk of Court Operations Corporation
<b>LAS/PBS Fund Number:</b>	20-8-588003

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	505,899.00 (A)
GLC 539XX for proprietary and fiduciary funds	

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	(B)
---	-----

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # ___ Adjustment to Cash Balance	(1,361,197.00) (C)
--	--------------------

SWFS Adjustment # and Description	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(275.00) (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
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A/P not C/F-Operating Categories	(D)
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Adjustment to Budgetary Fund Balance	1,243,046.00 (D)
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Current Compensated Absences	4,021.00 (D)
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	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>391,494.00 (E)</b>
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>391,494.00 (F)</b>
--	-----------------------

<b>DIFFERENCE:</b>	<b>0.00 (G)*</b>
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Clerks of Court Operations Corporation -21350200**

**Clerks of Court Trust Fund - 2588**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Revenue Estimating Conference provided estimated receipts of \$2,200,000 for FY 2011-12 and \$2,300,000 for FY 2012-13. This was based on projected filings and the dollars received to fund the Clerks of Court Operations Corporation.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,200,000</b>
<b>8% Service Charge</b>	<b>\$176,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$2,024,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$101,200</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,200,000</b>
<b>8% Service Charge</b>	<b>\$176,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$2,300,000</b>
<b>8% Service Charge</b>	<b>\$184,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$3,769</b>	<b>SEPT. 2010 CERTIFIED FORWARD REVERSIONS</b>



# **Budget Entity Level Exhibits or Schedules**

## **State Attorneys**

**Budget Entities: 21500100 through 21502000**

*State Attorneys*  
*Schedule I Series*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-1st Judicial Circuit
	20-2-058001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	765,537.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	765,537.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(7,159.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(34,720.00)	(I)		
LESS: Refunds	(9,839.00)	(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	713,819.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-1st Judicial Circuit
	20-2-316001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	171,054.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	171,054.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(17,496.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	153,558.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-1st Judicial Circuit
	20-2-339012

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	-	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	23,478.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>23,478.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(4,116.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>19,362.00</b>	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Forfeiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 1st Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316001

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	171,054.00 (A)
GLC 539XX for proprietary and fiduciary funds	

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

SWFS Adjustment # and Description	(C)
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SWFS Adjustment # and Description	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
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A/P not C/F-Operating Categories	(D)
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Reserve for Encumbrance	(17,496.00) (D)
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	(D)
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	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	153,558.00 (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	153,558.00 (F)
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<b>DIFFERENCE:</b>	0.00 (G)*
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**\*SHOULD EQUAL ZERO.**

# FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE

## **State Attorney Office, 1st Circuit**

### **State Attorney Revenue Trust Fund - 2058**

#### **Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

#### **Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 01's estimated receipts are \$338,866 for FY 11/12 and FY 12/13.

#### **Cost of Prosecution:**

Cost of Prosecution: The revenues anticipated in the State Attorney Revenue Trust Fund, Cost of Prosecution for FY 2011-12 is \$1,050,000. The revenues anticipated for FY 2012-13 is \$1,100,000. The revenue estimates were determined by using an average of the monthly deposits.

#### **Worthless Checks:**

The revenues anticipated in the State Attorney Revenue Trust Fund, Worthless Checks for FY 2011-12 is \$240,000.00. The revenues in Worthless Checks vary from month to month. The revenues in Worthless Checks have declined over the years and do not appear to be increasing. The Worthless Checks revenue estimates were determined by using an average of the monthly deposits.

#### **Local Ordinance Prosecution:**

The revenues anticipated in the Local Ordinance Prosecution for FY 2011-12 is ZERO in the State Attorney Revenue Trust Fund. This particular fund is in the Grants and Donations Trust Fund for FY 2011-12. A Trust Fund Shift has been

requested in the LBR to move the Local Ordinance Prosecution (a revenue fund) from Grants and Donations Trust Fund to the State Attorney Revenue Trust Fund for FY 2012-13. The revenues anticipated in the State Attorney Revenue Trust Fund for FY 2012-13 is \$12,000.

### **Criminal History/Background Checks:**

The revenues anticipated in the Criminal History/Background Checks for FY 2011-12 is ZERO in the State Attorney Revenue Trust Fund. This particular fund is in the Grants and Donations Trust Fund for FY 2011-12. A Trust Fund Shift has been requested in the LBR to move the Criminal History/Background Checks (a revenue fund) from Grants and Donations Trust Fund to the State Attorney Revenue Trust Fund for FY 2012-13. The revenues anticipated in the State Attorney Revenue Trust Fund for FY 2012-13 is \$1,920.

At the beginning of FY 2010-11, Cost of Prosecution and Worthless Checks were to have been moved from the Grants and Donations Trust Fund to the State Attorney Revenue Trust Fund. However, at the beginning of FY 2010-11, it was determined that not all of the appropriation nor all of the cash in the Cost of Prosecution and Worthless Checks in Grants and Donations Trust Fund had been moved to the State Attorney Revenue Trust Fund for SA01. The remaining Appropriation and Cash were subsequently moved during FY 2010-11 from the Grants and Donations Trust Fund -- Cost of Prosecution and Worthless Checks to the State Attorney Revenue Trust Fund – Cost of Prosecution and Worthless Checks.

On the current Schedule I, the cash transfer from the Grants and Donations Trust Fund to the State Attorney Revenue Trust Fund is reflected in Section I: Detail of Revenues in the total sum of \$814,935. The sum of \$814,935 was the actual “cash rollover” from FY 2009-10 to FY 2010-11 in the Grants and Donations Trust Fund which did not get moved into the State Attorney Revenue Trust Fund on January 1, 2010. As a result, the Schedule I as shown appears to overstate our Revenue during FY 2010-11.

On the current Schedule I, we have a projected “Unfunded Budget” in the State Attorney Revenue Trust fund for FY 2011-12 in the sum of \$280,798 and FY 2012-13 in the sum of \$780,883.

The Schedule I that was submitted in FY 2010-11 projecting the FY 2011-12 years estimated an “Unfunded Budget” in the sum of \$414,931 in the State Attorney Revenue Trust Fund. The Schedule I that is currently submitted for FY 2012-13 estimates our current FY 2011-12 to have an “Unfunded Budget” in the sum of



\$280,798. The difference in the estimated “Unfunded Budget” has been reduced by \$134,133 (the difference between the estimated “Unfunded Budget” of \$414,931 and the “Unfunded Budget” in the sum of \$280,798) since last year’s filing of the Schedule I.

It is anticipated that we will have an “Unreserved Fund Balance” at the end of FY 2011-12 due to vacancies created during the fiscal year which cannot be shown on the Schedule I that will reduce the “Operating Expenditures” and will also further reduce the “Unfunded Budget” amount. The amount of the reduction of the “Unfunded Budget” cannot be determined at this time. The same methodology will also extend to the Operating Expenditures and Unfunded Budget for FY 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,628,866</b>
<b>8% Service Charge</b>	<b>\$130,309</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,498,557</b>
<b>5% Trust Fund Reserve</b>	<b>\$74,928</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,628,866</b>
<b>8% Service Charge</b>	<b>\$130,309</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,692,786</b>
<b>8% Service Charge</b>	<b>\$135,423</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$(9,839.00)</b>	<b>Non-Certified Forward Payable Adjustment</b>

# **FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE**

## **State Attorney Office, 1st Circuit**

### **Grants and Donations Trust Fund - 2339**

#### **Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

1. Victims of Crime Act (VOCA): The revenue amounts are fixed under Contract No. V10172 and is anticipated to be \$136,105 for FY 2011-12 and an additional \$136,105 for FY 2012-13 under Contract No. V11172.
2. Prosecution of Local Ordinances: The projected revenue amounts for the Local Ordinance Prosecution Trust Fund are based on the amounts stated in Interlocal Agreements with various Cities and Counties throughout the First Judicial Circuit. The revenue amounts are anticipated to be \$12,000 for FY 2011-12. We have requested in the LBR to move Prosecution of Local Ordinances from the Grants and Donations Trust Fund to the State Attorney Revenue Trust fund for FY 2012-13; therefore, for FY 2012-13 it is anticipated that there will not be any revenue for Prosecution of Local Ordinance in the Grants and Donations Trust fund.
3. County Information Technology: The projected revenue amounts for the County Information Technology Trust Fund are based on the amounts stated in Interlocal Agreements with Escambia, Santa Rosa, Okaloosa and Walton Counties. The amounts for each County are amounts that are agreed to with each county based on the assumption that the Article V, \$2.00 recording fees are sufficient to fund the agreements. The anticipated revenues for FY 2011-12 are \$202,000 (amount based on the total of all four contracts) and the same amount of anticipated revenues for FY 2012-13.
4. Byrne/JAG Okaloosa Victims Advocate: This grant is a reimbursable grant billed monthly to Okaloosa County. The revenue amounts will be fixed under contracts. In FY 2011-12, this office is slated to receive \$14,895 under Contract No. C10-1833-SA through this grant. IN FY 2012-13, this office is slated to receive an additional \$3,750.00 (contract pending).

5. Byrne/JAG ARRA Grant/Escambia County/Gang & Gun: This grant is a reimbursable grant, under the American Recovery and Reinvestment Act, billed monthly. The revenue amounts are fixed under Contract No. 2009-SB-BP-2630. In FY 2011-12, this office is slated to receive \$27,000.00. The grant is scheduled to terminate September 30, 2011; therefore, no receipts are anticipated in FY 2012-13.
6. Background Checks/Criminal History: The Background Checks/Criminal History revenue trust fund is a relatively new trust fund for SA01. We collect \$25.00 per background check and anticipated we will collect \$1,920 for FY 2011-12. We have requested in the LBR to move Background Checks/Criminal History from the Grants and Donations Trust Fund to the State Attorney Revenue Trust fund for FY 2012-13; therefore, for FY 2012-13 it is anticipated that there will not be any revenue for Background Checks/Criminal History in the Grants and Donations Trust fund.
7. Bulletproof Vest Program: This grant is a reimbursable grant designed to pay up to 50%, or \$1,215 toward the purchase of bulletproof vest for our office's investigators. This grant is set to terminate at the end of FY 2011-12; therefore, no receipts are anticipated in FY 2012-13.
8. US Marshall Service Regional Fugitive Task Force: This grant is a reimbursable grant designed to reimburse up to \$8,500 for overtime hours spent by a task force personnel (investigator) for participating in the Regional Fugitive Task Force. It is anticipated that this agency will be able to document and invoice the US Marshall Service Regional Fugitive Task Force the sum of \$8,500 for overtime hours in FY 2011-12. Unless an additional Memorandum of Understanding is entered into between of Office of State Attorney, First Circuit and the United States Marshall Service, we do not anticipate any receipts in FY 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$215,920</b>
<b>8% Service Charge</b>	<b>\$17,274</b>
<b>Receipts Applicable to 5%</b>	<b>\$198,646</b>
<b>5% Trust Fund Reserve</b>	<b>\$9,932</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$215,920</b>
<b>8% Service Charge</b>	<b>\$17,274</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$202,000</b>
<b>8% Service Charge</b>	<b>\$16,160</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$68,509.00</b>	<b>Non-Certified Forward Payable Adjustment</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-2nd Judicial Circuit
	20-2-058002

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	72,475.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	72,475.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(12,674.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	59,801.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-2nd Judicial Circuit
	20-2-339008

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	482,475.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	29,745.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	512,220.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(5,080.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	507,140.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 2nd Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339008

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**  
Total all GLC's 5XXXX for governmental funds; 507,140.00 (A)  
GLC 539XX for proprietary and fiduciary funds

**Subtract Nonspendable Fund Balance (GLC 56XXX)** \_\_\_\_\_ (B)

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # B2100043001, Receivable Adjustment 3.00 (C)

SWFS Adjustment # and Description \_\_\_\_\_ (C)

**Add/Subtract Other Adjustment(s):**

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

Approved "C" Carry Forward Total (FCO) per LAS/PBS \_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

\_\_\_\_\_ (D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 507,143.00 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** \_\_\_\_\_ (F)

**DIFFERENCE:** 507,143.00 (G)\*

**\*SHOULD EQUAL ZERO.**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 2nd Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Worthless Check Fees:**

Forecast is based on historical data and trends applied to this data. Emphasis is given to special program to clear up outstanding cases where capiases have been issued.

**Cost of Prosecution:**

This projection is based largely on historical data. The trend in collections is upward. Moreover, the collection rate and efficiency of Clerks of Court are improving thereby increasing collections.

**Refunds:**

This is based on consistent and stable historical data.

**Sale of Goods & Services:**

Forecast of anticipated sale/disposal of vehicles.

**Violation of Probation:**

This is based on consistent historical data.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 02's estimated receipts are \$193,929 for FY 11/12 and FY 12/13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$734,429</b>
<b>8% Service Charge</b>	<b>\$58,754</b>
<b>Receipts Applicable to 5%</b>	<b>\$675,675</b>
<b>5% Trust Fund Reserve</b>	<b>\$33,784</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$734,429</b>
<b>8% Service Charge</b>	<b>\$58,754</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,164,429</b>
<b>8% Service Charge</b>	<b>\$93,154</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 2nd Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Stop Violence Against Women VAWA:**

The revenue amounts are fixed under Contract No. LN936 and are anticipated to be \$56,049 for the FY 2011-12. Grant is to remain the same for the FY 2012-13.

**Victim of Crime VOCA:**

Grant estimates are based on grant applications or award letters for the prospective year. The revenue amounts are fixed according to the approved grant and will be billed monthly according to the stipulations.

**Misdemeanor Diversion Fee:**

Projections are based on historical data and current cases.

**National Highway Traffic Safety Administration Grant DUI:**

The revenue amounts are fixed under an agreement with the Department of Transportation. The approved receipts for FY 2011-12 are \$79,765. The grant has been approved for a three year period and will terminate in 2013.

**Stop Violence Against Women Rural:**

The revenue amount has been fixed under an agreement with the Rural Sexual Assault Assistance Project from the Department of Justice. Funds are being provided for the period of time July 1, 2011 until Sept 2012. The purpose of the grant is to support the establishment of sexual assault response teams and provide counseling and advocacy services to victims of sexual assault. The revenue amounts are fixed according to the approved grant and will be billed monthly according to the stipulations.

**Deferred Prosecution Agreement:**

The projected revenue amounts are based on historical data and current cases pending within the Circuit Court System.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$376,500</b>
<b>8% Service Charge</b>	<b>\$30,120</b>
<b>Receipts Applicable to 5%</b>	<b>\$346,380</b>
<b>5% Trust Fund Reserve</b>	<b>\$17,319</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$376,500</b>
<b>8% Service Charge</b>	<b>\$28,120</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$376,500</b>
<b>8% Service Charge</b>	<b>\$30,120</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$3.00</b>	<b>SWFS Adjustment # B210043001</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-3rd Judicial Circuit
	20-2-058003

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	251,676.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	251,676.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(32,055.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(5,713.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	213,908.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-3rd Judicial Circuit
	20-2-339013

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	289,480.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	60,698.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>350,178.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>350,178.00</b>	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 3rd Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Cost of Prosecution & Worthless Checks**

The State Attorneys Office estimates that combined revenues will remain approximately the same for the 2011-2012 and 2012-2013 fiscal years for Cost of Prosecution fund and Worthless Check fund. Although this is a little less than our actual collections in FY 2010-2011, we are taking a conservative approach at this time due to the poor economy coupled with high unemployment. As you know, collections of COP and W/C monies come from criminal defendants who generally suffer more as a group in the ranks of the unemployed.

**Article V Traffic Fines**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 03's estimated receipts are \$112,968 for FY 11/12 and FY 12/13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$504,968</b>
<b>8% Service Charge</b>	<b>\$40,397</b>
<b>Receipts Applicable to 5%</b>	<b>\$464,571</b>



<b>5% Trust Fund Reserve</b>	<b>\$23,229</b>
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**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$504,968</b>
<b>8% Service Charge</b>	<b>\$40,397</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$504,968</b>
<b>8% Service Charge</b>	<b>\$40,397</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 3rd Circuit**

**Grants and Donations Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

- 1. Stop Violence Against Women VAWA:** The revenue amounts are fixed under Contract No. LN930 and are anticipated to be \$49,060 for FY 2011-12 and an additional \$50,000 for FY 2012-13.
- 2. VAWA Grant ARRA:** This Grant terminated 3/31/11.
- 3. Victims of Crime Act VOCA:** The revenue amounts are fixed under Contract No. V10097 and are anticipated to be \$227,788 for FY 2011-12 and an additional \$227,788 for FY 2012-13.
- 4. Rural Sexual Assault Assistance Program:** The revenue amounts are fixed (subject to the availability of funds) under Subcontract No. 10RUR07 and are anticipated to be \$10,833 which will be paid at the rate of \$471 per month for 23 months, beginning 11/1/10 and ending 9/30/12. Thus revenue for FY 2011-12 will be \$5,652 and an additional \$1,413 for FY 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

N/A

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$250.00</b>	<b>September 2010 CF Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-4th Judicial Circuit
	20-2-058004

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,685,882.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	4,685,882.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(44,243.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	4,641,639.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-4th Judicial Circuit
	20-2-316004

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	591,736.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	591,736.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	\$ (33,805.00)	(H)		
Approved "B" Certified Forwards	\$ (13,232.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	\$ (4,233.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	\$ 540,466.00	(K)		**

**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.

Office of Policy and Budget - July 2011

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-4th Judicial Circuit
	20-2-339007

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	744,020.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	50,287.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>794,307.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(45,517.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(4,930.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>743,860.00</b>	(K)		**

**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: 2012 - 2013**

**Department Title:** Justice Administration  
**Trust Fund Title:** Forfeiture and Investigative Support Trust Fund  
**Budget Entity:** State Attorneys Office 4th Judicial Circuit  
**LAS/PBS Fund Number:** 20-2-316004

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	553,698.00 (A)
GLC 539XX for proprietary and fiduciary funds	
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	(B)
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	(C)
SWFS Adjustment # and Description	(C)
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
Reserve for Encumbrance	(13,232.00) (D)
	(D)
	(D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	540,466.00 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	540,466.00 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 4th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Cost of Prosecution:**

Revenue projections are based on the last three years performance, approximately \$867,000 for FY 2008-09, \$1,400,000 for FY 2009-10, and \$1,520,500 for FY 2010-11. The projections for FY 2011-12 are \$1,750,000.00 and \$2,000,000.00 for FY 2012-13.

**Worthless Checks:**

Revenues have decreased slightly due to a reduction in staff in the Worthless Check division. Our revenue projection for FY 2011-12 is \$100,000 and \$100,000 for FY 2012-13.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 04's estimated receipts are \$547,064 for FY 11/12 and FY 12/13.



**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

A02-Receipts Applicable to SCGR	\$2,397,064
8% Service Charge	\$191,765
Receipts Applicable to 5%	\$2,205,299
5% Trust Fund Reserve	\$110,265

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

A02-Receipts Applicable to SCGR	\$2,397,064
8% Service Charge	\$191,765
A03-Receipts Applicable to SCGR	\$2,647,064
8% Service Charge	\$211,765

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 4<sup>th</sup> Circuit**

**Forfeiture & Investigative Support Trust Fund - 2316**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Revenues are based on pending cases/settling cases. The projection for FY 2011-12 is \$745,000 and for FY 2012-13 \$250,000. The increase in FY 2011-12 is due to a recent forfeiture. This just shows how difficult it is to estimate our revenue in FIST because it is truly dependent upon settling cases, forfeitures or seizures.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$745,000</b>
<b>8% Service Charge</b>	<b>\$59,600</b>
<b>Receipts Applicable to 5%</b>	<b>\$685,400</b>
<b>5% Trust Fund Reserve</b>	<b>\$34,270</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$745,000</b>
<b>8% Service Charge</b>	<b>\$59,600</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$250,000</b>
<b>8% Service Charge</b>	<b>\$20,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 4th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I

**Stop Violence Against Women VAWA:**

The revenue amounts are fixed under Contract No. LN931 and are anticipated to be \$89,000.00 for FY 2011-12 and \$100,000 for FY 2012-13.

**Victims Against Crime Act VOCA:**

The revenue amounts under Contract No. V10230 are anticipated to be \$204,500.00 for FY 2011-12 and \$225, 000 for FY 2012-13.

**Insurance Fraud Prosecution:**

The projected revenue amounts for the Insurance Fraud Prosecution Trust Fund for FY 2011-12 are \$138,618.00 and the same for FY 2012-13.

**Prosecution of Local Ordinances:**

The projected revenue amounts for the Local Ordinance Prosecution Trust Fund are based on amounts stated in Inter-local Agreement No. JXMS011FFSA-04938 with the City of Jacksonville (\$52,000 annual) and in the Inter-local Agreements with the City of Atlantic Beach, City of Baldwin, Clay County, City of Fernandina Beach, City of Green Cove Springs, City of Hillard, Town of Callahan, City of Keystone Heights, Town of Orange Park, City of Jacksonville Beach, Nassau County, and the City of Neptune Beach for \$50 per Municipal ordinance violation. Revenues are anticipated to be a total of \$110,000.00 in FY 2011-12 and

the same in FY 2012-13. This trust fund is subject to an 8% service charge, and is thereby reduced by that amount every year.

**Tax Recovery Grant:**

The revenue amounts are fixed under agreement with the Able Trust at \$12,500/qtr. x 4 = \$50,000/ann.

**BYRNE - JAG - CPU Grant :**

This program was appropriated by the Florida Legislature and funded through the Edward Byrne Memorial Justice Assistance Grant. In FY 2011-12, this office is slated to receive \$123,600.00 and \$135,000.00 for FY 2012-13.

**Arrest Grant:**

This is a Federal Pass-Through Grant. This office is slated to receive \$35,000.00 FY 2011-12 and the same for FY 2012-13.

**BIRT:**

This is an Office of Juvenile Justice and Delinquency Prevention Program, project number 2008-DC-BX-0051. In FY 2011-12 this office is slated to receive \$60,000.00. This program is set to terminate March 31, 2012.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

<b>A02-SCGR Applicable Receipts</b>	<b>\$160,000</b>
<b>8% Service Charge</b>	<b>\$12,800</b>
<b>Receipts Applicable to 5%</b>	<b>\$147,200</b>
<b>5% Trust Fund Reserve</b>	<b>\$7,360</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-SCGR Applicable Receipts</b>	<b>\$160,000</b>
<b>8% Service Charge</b>	<b>\$12,800</b>
<b>A03-SCGR Applicable Receipts</b>	<b>\$180,000</b>
<b>8% Service Charge</b>	<b>\$7,360</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$83,493.00</b>	<b>September 2010 CF Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-5th Judicial Circuit
	20-2-058005

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,542,840.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,542,840.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(30,977.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1,511,863.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	Budget Period: 2012 - 2013 Justice Administration
<b>Trust Fund Title:</b>	Forfeiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys Office-5th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316005

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.03	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	0.03	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	0.03	(K)		**

**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.

*Office of Policy and Budget - July 2011*



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-5th Judicial Circuit
	20-2-339014

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	346,768.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	14,689.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>361,457.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,236.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(40,246.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>317,975.00</b>	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 5th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Cost of Prosecution**

**Cost of Prosecution is still new enough for us not to have a long history upon which to base projections. Crime is somewhat stable so there is no reason to project changes for FY 2011-12 at this time. Revenue based on actual figures for FY 2009-10 is \$865,696 and figures for FY 2010-11 are \$889,750.**

**Worthless Checks**

**Worthless check revenue projections are based on the past two year performance. Revenues have decreased slightly, so our projections have been adjusted accordingly. Receipts for FY 2009-10 were \$31,233 and receipts for FY 2010-11 were \$27,352. The averages for FY 2011-12 = \$29,293.**

**Article V Traffic Fines**

**Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 05's estimated receipts are \$223,236 for FY 11/12 and FY 12/13.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,116,284</b>
<b>8% Service Charge</b>	<b>\$89,303</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,026,981</b>
<b>5% Trust Fund Reserve</b>	<b>\$51,349</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,116,284</b>
<b>8% Service Charge</b>	<b>\$89,303</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,142,279</b>
<b>8% Service Charge</b>	<b>\$91,382</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 5th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I

**VOCA**

The revenue amounts are fixed under Contract V11086 and are anticipated to be \$97,166 for 2011-12 and 2012-13.

**VAWA**

The revenue amounts are fixed under Contract 12-8031-SAO and are anticipated to be \$86,302 for FY 2011-12 and 2012-13.

**Local Ordinance Prosecution**

The projected revenue amounts for the Local Ordinance Prosecution Trust Fund are based on the amounts stated in the contracts with each agency. Marion County's contract states that one quarter (\$23,175) of an ASA will be paid to the SAO each year. Citrus County and Sumter County's contracts state that \$100 will be paid per case prosecuted by the SAO. The City of Belleview's contract states that \$100 will be paid per case prosecuted by the SAO. Receipts for FY 2009-10 were \$47,550 and receipts for FY 2010-11 were \$23,175.

**County IT Grant**

Each county is responsible for reimbursing each IT employee's salary plus a percentage of certain personnel salary throughout the circuit. Marion County reimbursement for FY 2011-12 is \$327,000. Lake County reimbursement for FY 2011-12 is \$267,000. Hernando County reimbursement for FY 2011-12 is \$152,400. Citrus County reimbursement for FY 2011-12 is \$119,100. Sumter

County reimbursement for FY 2011-12 is \$89,400. The expected reimbursement from each county for FY 2012-13 is the same as FY 2011-12 (\$954,900).

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

<b>A02-SCGR Applicable Receipts</b>	<b>\$978,075</b>
<b>8% Service Charge</b>	<b>\$78,246</b>
<b>Receipts Applicable to 5%</b>	<b>\$899,829</b>
<b>5% Trust Fund Reserve</b>	<b>\$44,991</b>

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

<b>A02-SCGR Applicable Receipts</b>	<b>\$978,075</b>
<b>8% Service Charge</b>	<b>\$78,246</b>
<b>A03-SCGR Applicable Receipts</b>	<b>\$979,900</b>
<b>8% Service Charge</b>	<b>\$78,392</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$(69.00)</b>	<b>Prior Year Receivable Write-off</b>

**\*This item was not received.**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-6th Judicial Circuit
	20-2-058006

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,366,332.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	134,572.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>4,500,904.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(54,524.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>4,446,380.00</b>	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-6th Judicial Circuit
	20-2-339002

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,382,667.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	65,737.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,448,404.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(46,027.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>1,402,377.00</b>	(K)		**

**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: 2012 - 2013**

**Department Title:** Justice Administration  
**Trust Fund Title:** Grants and Donations Trust Fund  
**Budget Entity:** State Attorneys Office 6th Judicial Circuit  
**LAS/PBS Fund Number:** 20-2-339002

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**  
 Total all GLC's 5XXXX for governmental funds; 1,350,874.00 (A)  
 GLC 539XX for proprietary and fiduciary funds

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

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # \_\_\_\_, Receivable Adjustment  (C)

SWFS Adjustment # and Description  (C)

**Add/Subtract Other Adjustment(s):**

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

Approved "C" Carry Forward Total (FCO) per LAS/PBS  (D)

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

Current Compensated Absences 51,503.00 (D)

(D)

(D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 1,402,377.00 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** 1,402,377.00 (F)

**DIFFERENCE:** 0.00 (G)\*

**\*SHOULD EQUAL ZERO.**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 6<sup>th</sup> Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 06's estimated receipts are \$689,443 for FY 11/12 and FY 12/13.**

**COST OF PROSECUTION - Cost of Prosecution revenue increased 5 % from 2009-10 to 2010-11. Revenue should increase FY 2011-12 by an additional 5% to \$1,728,362 and stabilize FY 2012-13.**

**WORTHLESS CHECK - Revenue decreased 30% FY 2010-11 from FY2009-10. The last six month's revenue has stabilized and projections FY 2011-12 and FY 2012-13 should remain the same.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,592,776</b>
<b>8% Service Charge</b>	<b>\$207,422</b>
<b>Receipts Applicable to 5%</b>	<b>\$2,385,354</b>
<b>5% Trust Fund Reserve</b>	<b>\$119,268</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,592,776</b>
<b>8% Service Charge</b>	<b>\$207,422</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$2,592,776</b>
<b>8% Service Charge</b>	<b>\$207,422</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 6<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**1. ANTI-GANG - Project Safe Neighborhoods Anti-Gang Initiative - #2011-PSNM-11**

This reimbursable grant is between this circuit and Florida Department of Law Enforcement- Office of Criminal Justice Grants. This two year grant commences July 1, 2010 and anticipated revenues for FY 2010-2011 are \$61,860 and FY 2011-2012 are \$61,860. This grant terminates June 30, 2012.

**2. COMPASS - Community Prosecuting Attorney Service System - Grant 200/-JL-FX-0482-**

Compass is a Congressional Earmark Award between this circuit and Office of Justice Programs-Department of Justice. This reimbursable grant will receive revenues of \$35,604 for the first two quarters. FY 2011-2012. This grant terminates December 31, 2011.

**3. CHILD WELFARE LEGAL SERVICES - QJICO** - This two year agreement is between this circuit and Florida Department of Children and Families. Revenue FY 2010-2011 and FY 2011-2012 will be \$3,163,824 per year payable at a monthly rate of \$263,652. Same yearly dollars are anticipated for FY12-13.

**4. VOCA - Victim of Crime Act-Grant #V0005** - This reimbursable grant is between this circuit and the Office of the Attorney General. Revenue FY 2011-2012 will be \$54,947 and the same dollars are anticipated FY 2012-2013.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

**Not Applicable**

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$(2,653.00)</b>	<b>Leave Liability Adjustment</b>
<b>\$(109,776.00)</b>	<b>SWFS Adjustment # B21000024</b>
<b>\$14,537.00</b>	<b>September 2010 CF Reversion</b>
<b>\$51,503.00</b>	<b>Current Compensated Absences Liability</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-7th Judicial Circuit
	20-2-058007

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,303,429.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,303,429.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(28,293.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1,275,136.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-7th Judicial Circuit
	20-2-316007

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,610.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,610.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1,610.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-7th Judicial Circuit
	20-2-339010

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	45,571.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	22,100.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>67,671.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>67,671.00</b>	(K)		**

**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.

# **FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE**

## **State Attorney Office, 7th Circuit**

### **State Attorney Revenue Trust Fund - 2058**

#### **Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

1) Cost of Prosecution: Revenue estimates are based on historical data, current contracts, new methodologies and evaluation of current criminal justice system trends and innovations both locally and statewide. During prior years many courts within our jurisdiction were not ordering or actively collecting Costs of Prosecution. We have worked closely with the judges and clerks within our circuit to improve the efficiency and thereby the rate of collection for costs of prosecution and other court fees collected. This includes alternatives such as community service for those who cannot afford to pay the fines. Under the old system any uncollected amounts merely went to a judgment, instead now the defendant must perform community service. A new software package for collections and a dedicated position at the Volusia County Clerks Office should produce even greater returns going forward. To date during this administration we have experienced a 49% increase, over the collections in the 2007-08 Fiscal Year.

2) Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 07's estimated receipts are \$368,320 for FY 11/12 and FY 12/13.

3) Worthless Checks: Estimates are based on historical data, and new methodologies intended to increase revenues. Our worthless check program has consistently provided a significant fee basis for operations, and recent marketing efforts for the service provided to our communities should lead to increased revenues.



**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,988,320</b>
<b>8% Service Charge</b>	<b>\$159,066</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,829,254</b>
<b>5% Trust Fund Reserve</b>	<b>\$91,463</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,988,320</b>
<b>8% Service Charge</b>	<b>\$159,066</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$2,073,320</b>
<b>8% Service Charge</b>	<b>\$165,866</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 7th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**1. Stop Violence Against Women VAWA:** The revenue amounts are fixed under Contract No. LN936 and are anticipated to be \$78,161 for FY 2011-12 and an additional \$78,161 for FY 2012-13.

**2. Prosecution of Local Ordinances:** The projected revenue amounts for the Local Ordinance Prosecution Trust Fund are based on the amounts stated in Interlocal Agreement with several cities located within the Seventh Circuit. The agreements call for payment of \$50/hr by the cities, which should have a cumulative total of \$5,000. This revenue source is subject to an 8% service charge, and is thereby reduced by that amount every year.

**3. VOCA Grant:** The revenue amounts under this grant are fixed and anticipated to be \$165,565 in FY 2011-12 and an additional \$165,565 for FY 2012-13.

**4. Drug Court Expansion Grant ARRA:** This program was appropriated by the Florida Legislature and funded through the Edward Byrne Memorial Justice Assistance Grant. In FY 2011-12, this office is slated to receive \$31,362 through this grant. This grant is set to terminate at the end of FY 2011-12; however, efforts are being made to extend this program during FY 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-SCGR Applicable Receipts</b>	<b>\$5,000</b>
<b>8% Service Charge</b>	<b>\$400</b>
<b>Receipts Applicable to 5%</b>	<b>\$4,600</b>
<b>5% Trust Fund Reserve</b>	<b>\$230</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-SCGR Applicable Receipts</b>	<b>\$5,000</b>
<b>8% Service Charge</b>	<b>\$400</b>
<b>A03-SCGR Applicable Receipts</b>	<b>\$5,000</b>
<b>8% Service Charge</b>	<b>\$400</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-8th Judicial Circuit
	20-2-058008

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,768,182.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,768,182.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(15,887.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1,752,295.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-8th Judicial Circuit
	20-2-316008

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	419.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	419.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	419.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-8th Judicial Circuit
	202-339015

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	219,285.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	24,814.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>244,099.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(204.00)	(I)		
LESS:		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>243,895.00</b>	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 8th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339015

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	243,189.00 (A)
GLC 539XX for proprietary and fiduciary funds	

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

SWFS Adjustment # ____, Receivable Adjustment	(C)
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SWFS Adjustment # and Description	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
--	-----

A/P not C/F-Operating Categories	(D)
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Current Compensated Absences	706.00 (D)
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	(D)
--	-----

	(D)
--	-----

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	243,895.00 (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	243,895.00 (F)
--	----------------

<b>DIFFERENCE:</b>	0.00 (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 8th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Worthless Checks:**

The revenue amount is projected to decline approximately 10 % each fiscal year due to the electronic conversion of paper checks to automatic debit transactions.

FY 2010-11 collections \$91,682 minus 10% = \$82,514

FY 2011-12 estimated collections \$82,514 minus 10% = \$74,263

**Cost of Prosecution:**

The projected revenues are based on FY 2010-11 collections and are expected to remain the same for FY 2011-12 and FY 2012-13.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 08's estimated receipts are \$215,113 for FY 11/12 and FY 12/13.



**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$787,652</b>
<b>8% Service Charge</b>	<b>\$63,012</b>
<b>Receipts Applicable to 5%</b>	<b>\$724,640</b>
<b>5% Trust Fund Reserve</b>	<b>\$36,232</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$787,652</b>
<b>8% Service Charge</b>	<b>\$63,012</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$779,401</b>
<b>8% Service Charge</b>	<b>\$62,352</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 8th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**1. Victims of Crime Act VOCA:** The revenue amounts for FY 2011-12 are fixed under Contract No. V11012 \$249,099 and are anticipated to increase to \$261,554 for FY 2012-13.

**2. Stop Violence Against Women VAWA:** The revenue amounts for FY 2011-12 are fixed under Contract No. 12-8033-SAO \$55,227 and are anticipated to increase to \$57,988 for FY 2012-13.

**3. Prosecution of Local Ordinances:** The projected revenue amounts are based on contracts with the City of Gainesville (\$2,550/annually), Bradford County (\$1,000/annually), Town of Inglis (\$200/annually), Town of LaCrosse (\$200/annually), City of Lake Butler (\$200/annually), City of Starke (\$1,000/annually) & City of Williston (\$250/annually.). This is a total of \$5,400/annually.

**4. UF Law School Intern Program:** The revenue amounts are based on the current contract \$15,000/annually for FY 2011-2012 and it is anticipated to remain the same FY 2012-13.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

A02-Receipts Applicable to SCGR	\$5,400
8% Service Charge	\$432
Receipts Applicable to 5%	\$4,968
5% Trust Fund Reserve	\$248

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

A02-Receipts Applicable to SCGR	\$5,400
8% Service Charge	\$432
A03-Receipts Applicable to SCGR	\$5,400
8% Service Charge	\$432

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

COL A01	DESCRIPTION
\$706.00	Current Compensated Absences Liability
\$183.00	Leave Liability Adjustment

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-9th Judicial Circuit
	20-2-058009

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,544,792.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,544,792.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(19,044.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(46,214.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	2,479,534.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-9th Judicial Circuit
	20-2-316009

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	198,115.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	198,115.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	198,115.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-9th Judicial Circuit
	20-2-339005

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,843,459.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	41,107.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,884,566.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(4,933.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1,879,633.00	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 9th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058009

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	2,498,578.00 (A)
GLC 539XX for proprietary and fiduciary funds	

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

SWFS Adjustment # and Description	(C)
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SWFS Adjustment # and Description	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
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A/P not C/F-Operating Categories	(D)
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Reserve for Encumbrance	(19,044.00) (D)
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	(D)
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	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	2,479,534.00 (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	2,479,534.00 (F)
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<b>DIFFERENCE:</b>	0.00 (G)*
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**\*SHOULD EQUAL ZERO.**

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 9th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339005

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	1,879,633.00 (A)
GLC 539XX for proprietary and fiduciary funds	

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	[ ] (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # B2100042001, Receivable Adjustment	54.00 (C)
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SWFS Adjustment # and Description	[ ] (C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	[ ] (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	[ ] (D)
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[ ] (D)
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[ ] (D)
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[ ] (D)
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[ ] (D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	1,879,687.00 (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	[ ] (F)
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<b>DIFFERENCE:</b>	1,879,687.00 (G)*
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**\*SHOULD EQUAL ZERO.**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 9th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 09's estimated receipts are \$322,164 for FY 11/12 and FY 12/13.

**Cost of Prosecution:**

FY 2011-12 and 2012-13 estimated revenues are based on 'actual' receipts from the FY 2010-11 plus a 3% increase. Historical collections show an approximately 3% increase over prior year's revenues.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,062,164</b>
<b>8% Service Charge</b>	<b>\$164,973</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,897,191</b>
<b>5% Trust Fund Reserve</b>	<b>\$94,860</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,062,164</b>
<b>8% Service Charge</b>	<b>\$164,973</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$2,062,164</b>
<b>8% Service Charge</b>	<b>\$164,973</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 9<sup>th</sup> Circuit**

**Forfeiture & Investigative Support Trust Fund - 2316**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**State Forfeitures:**

FY 2011-12 and 2012-13 estimated revenues are based on ‘actual’ receipts from the FY 2010-11. Except for approximately \$3,512 in ‘auction proceeds’, this account has not received any revenues in the last three years.

**Federal Forfeitures:**

FY 2011-12 and 2012-13 estimated revenues are based on ‘actual’ receipts from the FY 2010-11 plus a 3% increase. Historical collections show an approximately 3% increase over prior year’s revenues.

Federal Forfeitures are very difficult to predict as these cases take years to go through the federal forfeiture procedures and federal court trials/appeals.

All budget requested is supported by existing revenues.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

N/A

**8 Percent Service Charge to General Revenue:Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 9<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Victims of Crime Act (VOCA):**

FY 2011-12 and 2012-13 estimated revenues are based on the actual contracted amount for FY 2011-12. Since the contractual agreement for FY 2012-13 will not be made until next year; the assumption is that revenues will remain constant. In the event that the contract is not renewed, all expenditures for VOCA will cease for that year.

**STOP Violence Against Women Act (VAWA):**

FY 2011-12 and 2012-13 estimated revenues are based on the actual contracted amount for FY 2011-12. Since the contractual agreement for FY 2012-13 will not be made until next year; the assumption is that revenues will remain constant. In the event that the contract is not renewed, all expenditures for VAWA will cease for that year.

**Prosecution of Insurance Fraud:**

FY 2011-12 and 2012-13 estimated revenues are based on current proviso in the GAA (reference Line Item 845). As this program has been continued since FY 2007-08 and PIP Insurance Fraud continues to be a serious issue in the State of Florida, we assume that in FY 2012-13 this revenue amount will be continued.

**County Grant:**

FY 2011-12 and 2012-13 estimated revenues from Orange County are based on the actual contracted amount for FY 2011-12. Since the contractual agreement for FY 2012-13 will not be made until next year; the assumption is that revenues will remain constant. In the event that the contract is not renewed, all expenditures for the County Grant will cease for that year.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

**Not Applicable**

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$(3,134.00)</b>	<b>Prior Year Receivable Write-off</b>
	<b>*This receivable was not received.</b>
<b>\$54.00</b>	<b>SWFS Adjustment # B2100042001</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-10th Judicial Circuit
	20-2-058010

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,224,579.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	3,224,579.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(15,749.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(50,459.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	3,158,371.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-10th Judicial Circuit
	20-2-339006

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	17,365.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	797.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>18,162.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,974.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>15,188.00</b>	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State attorneys Office-10th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339006

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	15,082.00 (A)
GLC 539XX for proprietary and fiduciary funds	

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	[ ] (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	[ ] (C)
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SWFS Adjustment # and Description	[ ] (C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	[ ] (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	[ ] (D)
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A/P not C/F-Operating Categories	106.00 (D)
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[ ] (D)
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[ ] (D)
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[ ] (D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	15,188.00 (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	15,188.00 (F)
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<b>DIFFERENCE:</b>	0.00 (G)*
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**\*SHOULD EQUAL ZERO.**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 10th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 10's estimated receipts are \$323,812 for FY 11/12 and FY 12/13.

The State Attorney's Office, 10<sup>th</sup> Circuit, estimates that revenues will remain the same for the FY 2012-13 and 2013-14 fiscal years for Worthless Checks. The collections show no increase over the past two fiscal years.

The estimate for the Cost of Prosecution shows a 25% increase of collections from FY 2009-10 to FY 2010-11. It is projected that the collections will increase again 25% for FY 2011-12 and FY 2012-13.

**Cost of Prosecution Trust Fund**

09-10 collections	\$1,573,081
10-11 Collections	\$1,968,878 25% increase
25% increase for next two fiscal years	
11-12 estimated collections	2,461,097
12-13 estimated collections	3,076,371

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,883,812</b>
<b>8% Service Charge</b>	<b>\$230,705</b>
<b>Receipts Applicable to 5%</b>	<b>\$2,653,107</b>
<b>5% Trust Fund Reserve</b>	<b>\$132,655</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,883,812</b>
<b>8% Service Charge</b>	<b>\$230,705</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$3,498,812</b>
<b>8% Service Charge</b>	<b>\$279,905</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 10<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The State Attorney's Office, 10<sup>th</sup> Circuit, Grants and Donations Trust Fund revenues are for the Child Support Enforcement Trust Fund. The State Attorney's Office, 10<sup>th</sup> Circuit is under contract with the Department of Revenue to provide legal services in Child Support Title IV-D cases in Polk, Hardee and Highlands Counties. The contract total for the FY 2011-12 is \$1,204,278 and it is anticipated to increase to \$1,219,466 for FY 12-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

**Not Applicable**

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$7,628.00</b>	<b>September 2010 CF Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-11th Judicial Circuit
	20-2-058011

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	6,161,222.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	6,161,222.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(284.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(67,955.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	6,092,983.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Child Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-11th Judicial Circuit
	20-2-084008

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	170,630.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	450,513.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>621,143.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(332,698.00)	(H)		
Approved "B" Certified Forwards	(67,090.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>221,355.00</b>	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Civil RICO Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-11th Judicial Circuit
	20-2-095001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	477,017.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	477,017.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(71.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(161.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	476,785.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-11th Judicial Circuit
	20-2-316011

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	843,734.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	843,734.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	843,734.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-11th Judicial Circuit
	20-2-339004

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,094,337.00	(A)		1,094,337.00
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	47,342.00	(D)	876.00	48,218.00
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,141,679.00</b>	(F)		<b>1,142,555.00</b>
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(124,581.00)	(H)		(124,581.00)
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(2,635.00)	(I)		(2,635.00)
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>1,014,463.00</b>	(K)	876.00	<b>1,015,339.00</b> **

**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.

Office of Policy and Budget - July 2011



**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

**Department Title:** Justice Administration  
**Trust Fund Title:** Child Support Trust Fund  
**Budget Entity:** State attorneys Office-11th Judicial Circuit  
**LAS/PBS Fund Number:** 20-2-084008

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**  
 Total all GLC's 5XXXX for governmental funds; 272,465.00 (A)  
 GLC 539XX for proprietary and fiduciary funds

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

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

**Add/Subtract Other Adjustment(s):**

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

Approved "C" Carry Forward Total (FCO) per LAS/PBS (D)

A/P not C/F-Operating Categories 15,980.00 (D)

Reserve For Encumbrance (67,090.00) (D)

(D)

(D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 221,355.00 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** 221,355.00 (F)

**DIFFERENCE:** 0.00 (G)\*

**\*SHOULD EQUAL ZERO.**

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 11th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339004

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	1,014,463.00 (A)
GLC 539XX for proprietary and fiduciary funds	

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

SWFS Adjustment # ____, Receivable Adjustment	876.00 (C)
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SWFS Adjustment # and Description	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
--	-----

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

A/P- Transfer Other Funds W/I Dept-Nonoperating Categories	(D)
--	-----

	(D)
--	-----

	(D)
--	-----

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	1,015,339.00 (E)
--	------------------

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	1,015,339.00 (F)
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<b>DIFFERENCE:</b>	0.00 (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 11's estimated receipts are \$1,285,284 for FY 11/12 and FY 12/13.

A twelve month period was averaged for the Cost of Conviction fees received from Department of Revenue and local Cost of Prosecution, actual collections for FY 2010-2011 were \$1,669,230.12 Based on the annual collections we averaged \$139,100 . As collections varied from month to month, we are projecting an average of \$139,000 per month x 12 months will equal \$1,668,000. Both Worthless Checks and Local Ordinance (FY 2012-13) were also calculated based on prior year earnings plus pending receivables.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,993,284</b>
<b>8% Service Charge</b>	<b>\$239,463</b>
<b>Receipts Applicable to 5%</b>	<b>\$2,753,821</b>
<b>5% Trust Fund Reserve</b>	<b>\$137,691</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,993,284</b>
<b>8% Service Charge</b>	<b>\$239,463</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$3,293,284</b>
<b>8% Service Charge</b>	<b>\$263,463</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11th Circuit**

**Child Support Trust Fund - 2084**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The projected trust fund revenues are based on anticipated contact awards from the Department of Revenue.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

N/A

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$23,956.00</b>	<b>September 2010 CF Reversion</b>
<b>\$(27,460.00)</b>	<b>Prior Year Receivable Adjustment</b>

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11th Circuit**

**Civil RICO Trust Fund - 2095**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Revenue estimates are based on prior year RICO collections.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

<b>A02-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>8% Service Charge</b>	<b>\$1,600</b>
<b>Receipts Applicable to 5%</b>	<b>\$18,400</b>
<b>5% Trust Fund Reserve</b>	<b>\$920</b>

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

<b>A02-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>8% Service Charge</b>	<b>\$1,600</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>8% Service Charge</b>	<b>\$1,600</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11<sup>th</sup> Circuit**

**Forfeiture & Investigative Support Trust Fund - 2316**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Revenue estimates are based on anticipated share of South Florida Money Laundering Task Force and other forfeiture awards.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$150,000</b>
<b>8% Service Charge</b>	<b>\$12,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$138,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$6,900</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$150,000</b>
<b>8% Service Charge</b>	<b>\$12,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$180,000</b>
<b>8% Service Charge</b>	<b>\$14,400</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

1. State funds: The following programs are appropriated by the legislature or are federal pass-through funds awarded by other state agencies. The following amounts are anticipated for FY2011-2012 \$877,244 and for FY 2012-2013 \$885,000:

MOVES/VAWA funded by Department of Children and Families

VOCA funded by Office of the Attorney General

Tax Recovery Pilot funded by Able Trust

Insurance Fraud funded by Department of Financial Services

Prosecution W.Comp DFS funded by Department of Financial Services

2. City and County Funds: The following programs are funded by Miami Dade County, City of Coral Gables and other local municipalities. The following amounts are anticipated for FY 2011-2012 \$2,252,000 and FY 2012-2013 \$2,120,000:

Child Abuse funded by Miami Dade County

Impact Legal Services funded by City of Coral Gables

Civil Citation funded by Miami Dade County

Local Prosecution (FY 2011-12) funded by contracts with various municipalities of Miami- Dade County based on the anticipated Local Ordinance violations (service charges are `assessed)

MOVES Expansion funded by Miami Dade County

County Grant Dade SOP funded by Miami Dade County

3. County ARRA Funds: The following program is funded by Miami Dade County with American Recovery and Reinvestment Act funds. The following amounts are anticipated for FY 2011-2012 \$150,000 and FY 2012-2013 \$175,000

County Grants-A Form funded by Miami Dade County

4. Federal Funds: The following programs are received directly from Federal agencies or funded through pass-through agencies. The following amounts are anticipated for FY 2011-2012 \$1,070,000 and FY 2012-2013 \$1,380,000

Project Sentry funded through the Miami Coalition for a Safe and Drug Free Community as fiscal agent for U.S. Attorney's Office, Department of Justice: Office of Justice Programs

US Grant/BJA is funded directly by the Department of Justice: Office of Justice Programs

US Grant/HIDTA is funded directly by the Executive Office of the President: Office of National Drug Control Policy

5. ARRA Federal Funds: The following programs are funded directly by the Federal agencies with funds from the American Recovery and Reinvestment Act. The following amounts are anticipated for FY 2010-2011 \$2,331,000 and FY 2011-2012 \$2,331,000.

Mortgage Fraud ARRA is funded directly by the Department of Justice: Office of Justice Programs

Violent Crimes ARRA is funded directly by the Department of Justice: Office of Justice Programs

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$230,000</b>
<b>8% Service Charge</b>	<b>\$18,400</b>
<b>Receipts Applicable to 5%</b>	<b>\$211,600</b>
<b>5% Trust Fund Reserve</b>	<b>\$10,580</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

**A02-Receipts Applicable to SCGR   \$230,000**

**8% Service Charge                               \$18,400**

**A03-Receipts Applicable to SCGR   \$ 0.00**

**8% Service Charge                               \$ 0.00**

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$3,415.00</b>	<b>September 2010 CF Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-12th Judicial Circuit
	20-2-058012

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,094,185.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,094,185.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(33,201.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	2,060,984.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-12th Judicial Circuit
	20-2-339003

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	-	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>		(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>		(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney's Office, 12<sup>th</sup> Judicial Circuit**

**State Attorney Revenue Trust Fund (2058)**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 12's estimated receipts are \$301,699 for FY 11/12 and FY 12/13.

Revenue estimate for Cost of Prosecution for FY 2011-12 is based on a monthly average over the past six months (January through June 2011) of \$81,935 per month multiplied by 12 for a projection total of \$983,220. I anticipate no reduction or expansion of programs or collections in FY 2012-13, therefore, the projection is the same.

Revenue estimate for Worthless Check for FY 2011-12 is based on a monthly average over the past six months (January through June 2011) of \$773 per month multiplied by 12 for a projection total of \$9,276. I anticipate no reduction or expansion of programs or collections in FY 2012-13, therefore, the projection is the same.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,294,195</b>
<b>8% Service Charge</b>	<b>\$103,536</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,190,659</b>
<b>5% Trust Fund Reserve</b>	<b>\$59,533</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,294,195</b>
<b>8% Service Charge</b>	<b>\$103,536</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,294,195</b>
<b>8% Service Charge</b>	<b>\$103,536</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-13th Judicial Circuit
	20-2-058013

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,407,449.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	4,407,449.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(47,893.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	4,359,556.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Civil RICO Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-13th Judicial Circuit
	20-2-095001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>69,750.00</b>	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>69,750.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>69,750.00</b>	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-13th Judicial Circuit
	20-2-339016

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,406,950.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	22,742.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,429,692.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	2,429,692.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 13th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 13's estimated receipts are \$544,582 for FY 11/12 and FY 12/13.

SARTF Cost of Prosecution projected revenue is based on FY 2010-2011 actual receipts. Receipts for this time period were \$1,670,722. Revenue estimates for FY 2011-2012 are the same, \$1,670,722. Estimates for FY 2012-2013 are also \$1,670,722.

Service charges for both FY 2011-2012 and FY 2012-2013 are projected to be \$133,658 for each year (\$1,670,722. x 8%).

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,215,304</b>
<b>8% Service Charge</b>	<b>\$177,224</b>
<b>Receipts Applicable to 5%</b>	<b>\$2,038,080</b>
<b>5% Trust Fund Reserve</b>	<b>\$101,904</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$177,224</b>
<b>8% Service Charge</b>	<b>\$101,904</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$177,224</b>
<b>8% Service Charge</b>	<b>\$101,904</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 13<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**STOP Violence Against Women**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The revenue amounts are fixed under Contract No. 12-8036-SAO and are anticipated to be \$91,034 in Federal funds, with \$30,344.67 required match funds for FY 2011-2012. This is a one year contract only, with no guarantee of renewal. Therefore, no revenue is projected for FY 2012-2013.

There is no service charge associated with this fund.

**Insurance Fraud Prosecution (PIP)**

The projected revenue amounts for the Insurance Fraud Prosecution Trust Fund are based on SB0002C, Committee JA, Amendment 4 (Sec 04, Page 046, Spec App 292) and changes made in subsequent years, which originally granted \$156,685 in Recurring Funds to the State Attorney, 13<sup>th</sup> Circuit. In FY 2009-2010, the amount increased to \$158,617. In FY 2010-2011, the amount of revenue received by this office was the same, \$158,617. Based on this, we anticipate that the funding level will remain constant during FY 2011-2012 and FY 2012-2013. These funds are provided to this office by the Department of Financial Services.

There is no service charge associated with this fund.

## **Prosecution of Local Ordinances**

The projected revenue amount for the Local Ordinance Prosecution Trust Fund billed to Hillsborough County under Interlocal Agreement No. 04/1217 with Hillsborough County is anticipated to be \$24,000 in FY 2011-2012 and \$24,000 in FY 2012-2013 (\$6,000/qtr. x 4 = \$24,000/ann.).

The revenue from Hillsborough County is subject to an 8% service charge, and is thereby reduced by that amount (\$1,920) per year for both FY 2011-2012 and FY 2012-2013.

## **Tax Recovery Grant**

The revenue amounts for this grant are fixed under agreement with the Able Trust at \$12,500/qtr. X 4 = \$50,000/ann.

There is no service charge associated with this fund.

## **CAGEE Byrne Anti-Gang Grant ARRA**

This grant is a reimbursement type grant, under the American Recovery and Reinvestment Act, billed and paid in arrears on a quarterly basis.

This grant was renewed effective July 1, 2011, and will end on July 31, 2012, or when the funds awarded under the grant are depleted, whichever occurs first.

Our office estimates that the funds will be depleted before the end date of the contract. As of July 1, 2011, there are \$56,730.39 of unbilled funds available, which will be billed in FY 2011-2012. Therefore, there will be no anticipated revenue from this grant during FY 2012-2013.

There is no service charge associated with this fund.

## **STOP VAWA ARRA Grant**

This grant was under the American Recovery and Reinvestment Act, billed monthly. This grant ended March 31, 2011, and the final reimbursement was paid in FY 2010-2011. Therefore, no revenue is anticipated from this grant during either FY 2011-2012 or FY 2012-2013.

## **Drug Court Expansion Grant ARRA**

This program was appropriated by the Florida Legislature and funded through the Edward Byrne Memorial Justice Grant (ARRA). This grant is billed in arrears on a monthly basis and is paid quarterly. The amount of revenue received under this grant varies from month to month, depending on the number of hours dedicated to the program during any given month. For FY 2010-2011, this office billed \$163,559.73 to this program for the months of July, 2010, through June, 2011. Because this grant is billed in arrears, and due to an overpayment in FY 2009-2010, and due to the fact that our office does not receive the June, 2011 payment until FY 2011-12, the actual amount received by this office in FY 2010-2011 was \$142,720.33.

Based on the total amount billed in FY 2010-2011, our office projects that the same amount will be billed in FY 2011-2012 (\$163,559.73). A monthly average of this total is \$13,630. Therefore, for FY 2012-2013, our office projects billing \$40,890. ( $\$13,360 \times 3$  months of July, August and September, 2012).

According to JAC, this program is set to end in September, 2012.

There is no service charge associated with this fund.

## **FAJUA PIP Insurance Fraud Grant**

This program was funded by the Florida Automobile Joint Underwriters Association to prosecute PIP Insurance Fraud. Initial funding of \$150,000 for FY 2010-2011 was made. Our office was not aware that a special service charge exemption request was required. Therefore, this fund was charged a service charge of 8% in FY 2010-2011. The agreement signed with FAJUA was for one year only.

It is expected that the FAJUA will fund the program for FY 2011-2012 and FY 2013-2013 in the same amounts of \$150,000 for each year. Upon execution of the new agreement with FAJUA, our office will submit the Service Charge to GR Exemption Request letter to OPB. Therefore, there should be no service charge associated with this fund going forward.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$24,000</b>
<b>8% Service Charge</b>	<b>\$1,920</b>
<b>Receipts Applicable to 5%</b>	<b>\$22,080</b>
<b>5% Trust Fund Reserve</b>	<b>\$1,104</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$24,000</b>
<b>8% Service Charge</b>	<b>\$1,920</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$24,000</b>
<b>8% Service Charge</b>	<b>\$1,920</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-14th Judicial Circuit
	20-2-058014

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	722,716.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	722,716.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,992.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(37,631.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	682,093.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-14th Judicial Circuit
	20-2-339017

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	52,354.00	(A)		52,354.00
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	4,132.00	(D)	22,280.00	26,412.00
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>56,486.00</b>	(F)		<b>78,766.00</b>
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(778.00)	(I)		(778.00)
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>55,708.00</b>	(K)	22,280.00	<b>77,988.00</b> **

**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.

Office of Policy and Budget - July 2011

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

**Department Title:** Justice Administration  
**Trust Fund Title:** Grants and Donations Trust Fund  
**Budget Entity:** State Attorneys Office 14th Judicial Circuit  
**LAS/PBS Fund Number:** 20-2-339017

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**  
 Total all GLC's 5XXXX for governmental funds; 55,707.00 (A)  
 GLC 539XX for proprietary and fiduciary funds

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

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # B2100005, Receivable Adjustment 22,280.00 (C)

SWFS Adjustment # and Description  (C)

**Add/Subtract Other Adjustment(s):**

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

Approved "C" Carry Forward Total (FCO) per LAS/PBS  (D)

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

A/P- Transfer Other Funds W/I Dept-Nonoperating Categories  (D)

(D)

(D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 77,987.00 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** 77,987.00 (F)

**DIFFERENCE:** 0.00 (G)\*

**\*SHOULD EQUAL ZERO.**

**INSTRUCTIONS FOR COMPLETING THE FY 2012-2013 LEGISLATIVE  
BUDGET REQUEST SCHEDULE 1 NARRATIVE**

**State Attorney Office, 14th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 14's estimated receipts are \$199,378 for FY 11/12 and FY 12/13.

**Cost of Prosecution:** Revenue projections are conservatively calculated at \$70,000 monthly for a projected total of \$840,000 for FY 2011-12 and \$75,000 monthly for a projected total of \$900,000 for FY 2012-13. Fees are collected through misdemeanor diversion fees and cost of conviction fees received through Department of Revenue.

**Worthless Check Fees:** Projections for FY 2011-12 are \$28,000 based on a 10% increase of prior year revenues. Projections for FY 2012-13 are expected to remain constant at \$28,000.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,067,378</b>
<b>8% Service Charge</b>	<b>\$85,390</b>
<b>Receipts Applicable to 5%</b>	<b>\$981,988</b>
<b>5% Trust Fund Reserve</b>	<b>\$49,099</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,067,378</b>
<b>8% Service Charge</b>	<b>\$85,390</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,127,378</b>
<b>8% Service Charge</b>	<b>\$90,190</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**INSTRUCTIONS FOR COMPLETING THE FY 2012-2013 LEGISLATIVE  
BUDGET REQUEST SCHEDULE 1 NARRATIVE**

**State Attorney Office, 14<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Victims of Crime Act (VOCA) :** The revenue projections are based under a fixed contract at \$261,391 for FY 2011-12 and \$261,391 is projected for FY 2012-13.

**Stop Violence Against Women (VAWA):** The revenue projections are based under a fixed contract \$ 53,963 for FY 2011-12 and \$53,963 is projected for FY 2012-13.

**Local Ordinance Prosecution:** Revenues are based on contracts with municipalities billed at \$50.00 per hour as cases are handled; therefore, there is not a fixed contract amount. Receipts and outstanding receivables for FY 2010-11 are \$ 20,675. Revenues for FY 2011-12 are projected at \$22,842 and FY 2012-13 are projected at \$25,126 which is a 10% increase annually.

**County Information Technology:** Revenues are based on a contract with the county to reimburse salaries and projected at \$25,000 for FY 2011-12 and \$25,000 for FY 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$47,842</b>
<b>8% Service Charge</b>	<b>\$3,827</b>
<b>Receipts Applicable to 5%</b>	<b>\$44,015</b>
<b>5% Trust Fund Reserve</b>	<b>\$2,201</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$47,842</b>
<b>8% Service Charge</b>	<b>\$3,827</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$50,126</b>
<b>8% Service Charge</b>	<b>\$4,010</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$22,280.00</b>	<b>SWFS Adjustment # B2100005</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-15th Judicial Circuit
	20-2-058015

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,112,240.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,112,240.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(62,227.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(35,935.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	2,014,078.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-15th Judicial Circuit
	20-2-316015

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,167,228.00	(A)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Other Cash (See Instructions)	<input style="width: 100%;" type="text"/>	(B)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Investments	<input style="width: 100%;" type="text"/>	(C)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Outstanding Accounts Receivable	<input style="width: 100%;" type="text"/>	(D)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: _____	<input style="width: 100%;" type="text"/>	(E)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Total Cash plus Accounts Receivable</b>	1,167,228.00	(F)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS Allowances for Uncollectibles	<input style="width: 100%;" type="text"/>	(G)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS Approved "A" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved "B" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved "FCO" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS: Other Accounts Payable (Nonoperating)	<input style="width: 100%;" type="text"/>	(I)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS: _____	<input style="width: 100%;" type="text"/>	(J)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Unreserved Fund Balance, 07/01/2011</b>	1,167,228.00	(K)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/> **

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-15th Judicial Circuit
	20-2-339018

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	620,474.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	42,614.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>663,088.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(240.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>662,848.00</b>	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 15th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 15's estimated receipts are \$529,678 for FY 11/12 and FY 12/13.

Cost of Prosecution: \$90,000 per month for FY 2012-2013

Worthless Checks: \$5,000 per month for FY 2012-2013

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,669,678</b>
<b>8% Service Charge</b>	<b>\$133,574</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,536,104</b>
<b>5% Trust Fund Reserve</b>	<b>\$76,805</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,669,678</b>
<b>8% Service Charge</b>	<b>\$133,574</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,669,678</b>
<b>8% Service Charge</b>	<b>\$133,574</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 15<sup>th</sup> Circuit**

**Forfeiture & Investigative Support Trust Fund - 2316**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The amount and timing of funds vary based on court ruling, task force involvement and asset availability. From FY 2008-2009, 5 federal forfeiture cases are still pending with total seized amount of over \$2 million. State Attorney 15th is supposed to receive 10% of pending federal seizures.

There are a few local (State) forfeiture cases which are still pending from FY 2010-2011 with total seized amount between \$1 million and \$2 million.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

N/A

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 15<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**VOCA:** The revenue amounts are fixed under contract # V10209 to receive \$462,869 (10/1/2010-9/30/2011) and V11209 for the amount of \$424,903 (10/1/2011-9/30/2012) and anticipating increase to \$460,000 for FY 2012-2013.

**VAWA:** The revenue amounts are fixed under contract # 12-8038-SAO to receive \$94,279 and anticipating the increase to \$100,000 for FY 2012-2013.

**County Ordinance:** The revenue amounts are fixed under contract # R2004-1419 to receive \$12,000 from Palm Beach County and the same amount for FY 2012-2013.

**Tax Recovery Program:** The revenue amounts are fixed under agreement with the Able Trust at the rate of \$12,500 per quarter x 4= \$50,000 annual.

**Prosecution of Insurance Fraud:** The projected revenue amounts for the Prosecution of Insurance Fraud are based on SB0002C, Committee JA, Amendment 4 (Sec 04, Page 046, Spec App 292) and changes in subsequent years, which originally granted \$136,686 for FY 2008-2009 in recurring Funds to the State Attorney 15<sup>th</sup> Circuit. In FY 2009-2010, the amount increased to \$138,618. We anticipate the same funding level for FY 2011-2012 and 2012-2013. These funds are to be provided by the Department of Financial Services.

**Recovery of Fraudulent Indigency Claims:** fee collection

**Neighborhood Grant (Gang & Gun Unit):** The revenue amounts are fixed under agreement with the Palm Beach County Sheriff's Office in the amount of \$360,515 for the period of 2/1/2011-1/31/2013. The Palm Beach County Sheriff's Office sent a lump sum advance payment of \$360,515 in 6/2011. The Palm Beach County Sheriff's Office (PBSO) has agreed to continue the grant agreement for another two years after 1/31/2013.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

A02-Receipts Applicable to SCGR	\$12,000
8% Service Charge	\$960
Receipts Applicable to 5%	\$11,040
5% Trust Fund Reserve	\$552

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

A02-Receipts Applicable to SCGR	\$12,000
8% Service Charge	\$960
A03-Receipts Applicable to SCGR	\$12,000
8% Service Charge	\$960

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

COL A01	DESCRIPTION
\$22,842.00	September 2010 Reversion

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b> Justice Administration
<b>Trust Fund Title:</b>	State Attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office-16th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058016

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,060,976.00</b>	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,060,976.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(18,928.00)	(H)		
Approved "B" Certified Forwards	(78.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(6,753.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>1,035,217.00</b>	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-16th Judicial Circuit
	20-2-316016

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,935.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,935.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	2,935.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-16th Judicial Circuit
	20-2-339019

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	840,548.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	7,453.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>848,001.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(622.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>847,379.00</b>	(K)		**

**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.

*Office of Policy and Budget - July 2011*

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 16th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058016

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	1,035,295.00 (A)
GLC 539XX for proprietary and fiduciary funds	

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	[ ] (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	[ ] (C)
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SWFS Adjustment # and Description	[ ] (C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	[ ] (D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	[ ] (D)
--	---------

A/P not C/F-Operating Categories	[ ] (D)
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Reserve for Encumbrance	(78.00) (D)
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[ ] (D)
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[ ] (D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	1,035,217.00 (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	1,035,217.00 (F)
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<b>DIFFERENCE:</b>	0.00 (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 16th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Cost of Prosecution:**

Cost of prosecution is one of the revenues included in the State Attorney Revenue Trust Fund. During FY 10-11, our receipts totaled \$189,000; however, the last part of the year was less than the early part of the year. For that reason, we are estimating on the conservative side and expect an intake of \$175,000 for the year 12-13 and the following year.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 16's estimated receipts are \$102,718 for FY 11/12 and FY 12/13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$277,718</b>
<b>8% Service Charge</b>	<b>\$22,217</b>
<b>Receipts Applicable to 5%</b>	<b>\$255,501</b>
<b>5% Trust Fund Reserve</b>	<b>\$12,775</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$277,718</b>
<b>8% Service Charge</b>	<b>\$22,217</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$277,718</b>
<b>8% Service Charge</b>	<b>\$22,217</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 16th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Grants and Donations Trust Fund consists of receipts from VAWA, VOCA, Monroe County IT Agreement, and the prosecution of Monroe County Ordinances. The amounts from VAWA and VOCA are based on the contracts for those grants. The Monroe County IT Agreement is stated in the Monroe County Budget for the State Attorney's Office, and the number of prosecutions of Monroe County Ordinances is based on past experience

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$69,000</b>
<b>8% Service Charge</b>	<b>\$5,520</b>
<b>Receipts Applicable to 5%</b>	<b>\$63,480</b>
<b>5% Trust Fund Reserve</b>	<b>\$3,174</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$69,000</b>
<b>8% Service Charge</b>	<b>\$5,520</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$69,000</b>
<b>8% Service Charge</b>	<b>\$5,520</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$1,668</b>	<b>Prior Year Type B Adjustment</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-17th Judicial Circuit
	20-2-058017

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,570,713.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,570,713.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(53,885.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1,516,828.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-17th Judicial Circuit
	20-2-33911

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	931,612.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	26,882.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>958,494.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(18,227.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(654.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>939,613.00</b>	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 17th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339011

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	957,840.00 (A)
GLC 539XX for proprietary and fiduciary funds	

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

SWFS Adjustment # and Description	(C)
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SWFS Adjustment # and Description	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
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A/P not C/F-Operating Categories	(D)
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Reserve For Encumbrances	(18,227.00) (D)
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	(D)
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	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	939,613.00 (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	939,613.00 (F)
--	----------------

<b>DIFFERENCE:</b>	0.00 (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 17th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 17's estimated receipts are \$822,226 for FY 11/12 and FY 12/13.

This agency cannot estimate with any certainty the future revenues for Costs of Prosecution and Worthless Check Diversion fees. Costs of Prosecution are assessed by the court but not always collected by the Clerk of court. Our Worthless Check diversion program is contracted out to a vendor pursuant to statutory authorization but with the increase use of debit cards we anticipated a slight reduction in these collections.

The State attorney Office, 17<sup>th</sup> Judicial Circuit estimates \$2,919,057 Cost of Prosecution revenue for FY 2011-12 and FY 2012-13.

The State attorney Office, 17<sup>th</sup> Judicial Circuit estimates \$61,603 Cost Worthless Checks revenue for FY 2011-12 and FY 2012-13.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

A02-Receipts Applicable to SCGR	\$3,802,886
8% Service Charge	\$304,231
Receipts Applicable to 5%	\$3,498,655
5% Trust Fund Reserve	\$174,933

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

A02-Receipts Applicable to SCGR	\$3,802,886
8% Service Charge	\$304,231
A03-Receipts Applicable to SCGR	\$3,802,886
8% Service Charge	\$304,231

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**THE FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 17<sup>th</sup> Circuit**

**Forfeiture & Investigative Support Trust Fund - 2316**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Circuit Court in the Seventeenth (17<sup>th</sup>) Judicial Circuit has ruled on a criminal case between the State of Florida and a Defendant. In exchange for the State of Florida's release of its claim to real property that the Defendant used or intended to use to commit, facilitate, aid or abet in the commission of several offenses, the Defendant has been ordered to and agreed to pay the State Attorney's Office, 17<sup>th</sup> Judicial Circuit the total sum of \$170,000.

The State Attorney's Office, 17<sup>th</sup> Judicial Circuit anticipates that they will continue to receive forfeitures in FY 2012-13 and has therefore estimated receipts of approximately \$200,000.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

N/A

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 17<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The VOCA and VAWA grant revenues are estimated pursuant to the contractual agreements.

\$571,533 for FY2010-11 and FY 2012-13

The Pari-Mutuel revenues are estimated pursuant to the allocation in the Appropriations Act.

\$368,876 for FY2010-11 and FY 2012-13

The Tax Diversion revenues are estimated pursuant to the Pilot program established by statute.

\$112,500 for FY2010-11 and FY 2012-13

The Prosecution of Insurance Fraud revenues are estimated pursuant to the allocation in the Appropriations Act.

\$277,238 for FY2010-11 and FY 2012-13

The Local Ordinance Prosecution revenues are estimated pursuant to contract with the County.

\$67,184 for FY2010-11 and FY 2012-13

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

A02-Receipts Applicable to SCGR	\$67,184
8% Service Charge	\$5,375
Receipts Applicable to 5%	\$61,809
5% Trust Fund Reserve	\$3,090

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

A02-Receipts Applicable to SCGR	\$67,184
8% Service Charge	\$5,375
A03-Receipts Applicable to SCGR	\$67,184
8% Service Charge	\$5,375

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-18th Judicial Circuit
	20-2-058018

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,310,841.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,310,841.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(34,759.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1,276,082.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-18th Judicial Circuit
	20-2-339009

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	452,316.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	73,238.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>525,554.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(256.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>525,298.00</b>	(K)		**

**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.

*Office of Policy and Budget - July 2011*

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 18th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Office of the State Attorney, 18<sup>th</sup> Judicial Circuit has three (3) revenue sources in the State Attorney Revenue Trust Fund. The following is the revenue estimating methodology for each:

**Cost of Prosecution – COP:** The revenue from Cost of Prosecution increased 58.8% from FY 08/09 to FY 09/10; the increase was 12.3% from FY 09/10 to 10/11. An increase of 13% was used to estimate revenues of \$1,405,629 in FY 11/12 and an increase of 5% were used to estimate revenues of \$1,475,911 in FY 12/13.

**Worthless Checks:** Changes in the Worthless Check Program in FY 10/11 resulted in an increase in revenue of 72%. An increase in revenue of 15% was used to estimate revenue of \$77,553 in FY 11/12 and an increase of 10% was used to estimate revenue of \$85,308 in FY 12/13.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 18's estimated receipts are \$461,048 for FY 11/12 and FY 12/13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,944,230</b>
<b>8% Service Charge</b>	<b>\$155,538</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,788,692</b>
<b>5% Trust Fund Reserve</b>	<b>\$89,435</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,944,230</b>
<b>8% Service Charge</b>	<b>\$155,538</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$2,022,267</b>
<b>8% Service Charge</b>	<b>\$161,781</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 18<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Office of the State Attorney, 18<sup>th</sup> Judicial Circuit has four (4) revenue sources in the Grants and Donations trust fund. The following is the revenue estimating methodology for each:

**Victims of Crimes Act –VOCA:** The revenue amounts are fixed under the grant contract and are estimated to be \$405,043 in FY 2011/2012 and \$405,845 in FY 2012/2013.

**Violence Against Women Act-VAWA:** The revenue amounts are fixed under the grant contract and are estimated to be \$79,649 for FY 2011/2012 and \$80,207 for FY 2012/2013.

**Local Ordinance Prosecution:** The office of the State Attorney, 18<sup>th</sup> Judicial Circuit has contracts with twenty two local law enforcement agencies in Brevard and Seminole Counties. The revenue varies with the number of cases presented to this office. Based on contract revenues since the beginning of this revenue source the estimated revenue is \$30,000 for FY 2011/2012 and \$30,000 for FY 2012/2013.

**Teen Court:** The State Attorney Office receives revenue for the Teen Court Program from Brevard County as authorized by FS 938.19 and Brevard County Ordinance 07-37. Brevard County reimburses the State Attorney Office for all funds expended on this program. The estimated revenues for this program are \$269,260 for FY 2011/2012 and \$269,260 for FY 2012/2013.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$30,000</b>
<b>8% Service Charge</b>	<b>\$2,400</b>
<b>Receipts Applicable to 5%</b>	<b>\$27,600</b>
<b>5% Trust Fund Reserve</b>	<b>\$1,380</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$30,000</b>
<b>8% Service Charge</b>	<b>\$2,400</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$30,000</b>
<b>8% Service Charge</b>	<b>\$2,400</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-19th Judicial Circuit
	20-2-058019

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	866,408.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	866,408.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,863.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(20,028.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	842,517.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Forfeiture and Investigative Support Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-19th Judicial Circuit
	20-2-316019

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	493.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	493.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	493.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-19th Judicial Circuit
	20-2-339020

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	673,827.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	70,565.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>744,392.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>744,392.00</b>	(K)		**

**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.



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 19th Circuit**

**State Attorney Revenue Trust Fund – 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Article V Traffic Fines:

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 19's estimated receipts are \$257,928 for FY 11/12 and FY 12/13.

State Attorney Revenue Trust Fund – Cost of Prosecution Receipts:

This source of revenue is directly affected by criminal activity, the economy and population. Thus, there is no methodology for estimating revenues. Actual receipts for FY10/11 show only a 15% increase over the FY09/10 actual receipts. This revenue has shown marked decreases with each passing year:

FY08/09 receipts increased 46% over FY07/08 receipts

FY09/10 receipts increased 35% over FY08/09 receipts

FY10/11 receipts increased 15% over FY09/10 receipts

Based on receipts from previous fiscal years, we estimate receipt collections at \$663,607.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,196,637</b>
<b>8% Service Charge</b>	<b>\$95,731</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,100,906</b>
<b>5% Trust Fund Reserve</b>	<b>\$55,045</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,196,637</b>
<b>8% Service Charge</b>	<b>\$95,731</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,196,637</b>
<b>8% Service Charge</b>	<b>\$95,731</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 19<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**VOCA Grant No. V10195**

**VAWA Grant No. 12-8042-SAO**

Other methodologies may include the successful application for continued, additional and/or increased grants; and the award of such grants.

**Local Ordinance Prosecution:**

Our current Interlocal Agreement with Indian River County extends until December 31, 2015. We anticipate increasing this program and receipts to encompass the other three counties in this circuit for Fiscal Year 11/12 and Fiscal Year 12/13. With this increase in contracts and prosecutions, we anticipate increasing our receipts and collections to \$250,000. All estimates and projections for the Local Ordinance Prosecution Interlocal Agreements are based solely on caseload figures and amounts stated in the Interlocal Agreements.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$150,000</b>
<b>8% Service Charge</b>	<b>\$12,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$138,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$6,900</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$150,000</b>
<b>8% Service Charge</b>	<b>\$12,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$250,000</b>
<b>8% Service Charge</b>	<b>\$20,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$(4,119.00)</b>	<b>Prior Year Receivable Write-off</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	State Attorneys Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-20th Judicial Circuit
	20-2-058020

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	800,933.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	800,933.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(39,216.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	761,717.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Civil RICO Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-20th Judicial Circuit
	20-2-095001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	85,365.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	85,365.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	85,365.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	State Attorneys Office-20th Judicial Circuit
	20-2-339021

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	81,101.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	15,658.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>96,759.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(296.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>96,463.00</b>	(K)		**

**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.

*Office of Policy and Budget - July 2011*

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 20th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the February 2011 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.1M for FY 2011-2012 and \$8.1M in FY 2012-2013. Using each circuit's pro-rata share of their current year traffic fines appropriation in the SARTF applied to the aggregate total SA 20's estimated receipts are \$260,544 for FY 11/12 and FY 12/13.

**Worthless Check:**

Businesses' serving Southwest Florida continually evolves their practices and strategy's in an effort to maximize their revenues. Many have changed their receivable practices to include greater usage of credit card services, reduction of the acceptance of checks and the utilization of private collection services. To combat the reduction of check usage and provide greater services to the vendors and victims of Southwest Florida, our agency is renovating our Worthless Check Program. It is anticipated that the new program will generate additional revenue for our agency, provide quicker payments to victims and establish more reasonable educational fees for violators.

Receipts FY2010/11 \$24,960 \* 1.03 (increase) = FY2011/12 Receipts 25,708

Receipts FY2011/12 \$25,708 \* 1.03 (increase) = FY2012/13 Receipts 26,480



**Cost of Prosecution:**

There are many factors that affect all State Attorney Office's ability to receive Cost of Prosecution revenues such as: the economy. This affects the time frame in which Defendants have the ability to pay the fees, the Judges' choice whether to impose these fees on the Defendant and the collection order in which we are scheduled to receive payment. There is a correlation between cases that are filed and the fee generated through cost of prosecution. Our agency will continue to aggressively pursue the receipt of Cost of Prosecution funds.

Projections for FY2011-12 are base on a 3% increase in funds received which is consistent with the growth rate of this fund.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,282,330</b>
<b>8% Service Charge</b>	<b>\$105,586</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,179,744</b>
<b>5% Trust Fund Reserve</b>	<b>\$58,987</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,282,330</b>
<b>8% Service Charge</b>	<b>\$102,586</b>
<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,513,024</b>
<b>8% Service Charge</b>	<b>\$121,042</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 20<sup>th</sup> Circuit**

**Civil RICO Trust Fund - 2095**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

RICO prosecution is not a recurring revenue source, rather one based off of one time case forfeitures. The amount and timing of the receipt of funds vary based off of court ruling, task force involvement, asset availability and asset fair market value. Since the revenue source is a combination of various factors outside of our control, there is no means by which to reliably calculate estimated revenues.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$139,121</b>
<b>8% Service Charge</b>	<b>\$11,130</b>
<b>Receipts Applicable to 5%</b>	<b>\$127,991</b>
<b>5% Trust Fund Reserve</b>	<b>\$6,400</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$139,121</b>
<b>8% Service Charge</b>	<b>\$11,130</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$139,121</b>
<b>8% Service Charge</b>	<b>\$11,130</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 20<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

- 1. Victim of Crime Acts (VOCA)** - The revenue amount of \$103,717 is fixed under contract V11081 for FY11/12. Since the amount of funding available for FY12/13 is uncertain we estimated revenues as \$103,717 which is based on the funding we had previously received.
  
- 2. Stop Violence Against Women (VAWA)** - The revenue amount of \$96,689 is fixed under contract 12-8043-SAO for FY11/12. For FY12/13, the revenues are based on current funding levels since future funding through this grant is uncertain.
  
- 3. Lee County Jail** - The projected revenue amounts for the Lee County Jail position for FY11/12 and 12/13 is based on an Annual Interlocal Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the person who works under this grant position.
  
- 4. Ordinance Prosecution** - The revenue amounts for Ordinance Prosecution are based on Interlocal Agreements with Charlotte, Collier, Hendry and Lee counties for prosecution of municipal ordinances. Municipal ordinances are billed at \$50 per ordinance. We estimate to receive approximately \$3,750 from each county for FY11/12 and FY12/13. The total of \$15,000 is subject to the 8% service and it is reduced by this amount each year.

**5. Lee County File Clerk** - The projected revenue amounts for the Lee County File Clerk position for FY11/12 and 12/13 is based on an Annual Interlocal Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the person who works under this grant position.

**6. Lee County Drug Court** - The projected revenue amounts for the Lee County Drug Court positions for FY11/12 and 12/13 is based on an Annual Interlocal Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the personnel who work under this grant position.

**7. Lee Co. BCC Ordinance** - The projected revenue amounts for the Lee County BCC Ordinance position for FY11/12 and 12/13 is based on an Annual Interlocal Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the person who works under the grant position.

**8. County Data Processing** - The projected revenue amounts for the County Data Processing grant for FY11/12 and FY12/13 are based on Annual Interlocal Agreements with Charlotte, Collier and Lee Counties. The amount of revenue is based on the salaries and benefits of the personnel who work under these grant positions.

**9. Collier Fast Track** - The projected revenue amounts for the Collier Fast Track position for FY11/12 and FY12/13 are based on an Interlocal Agreement with the Board of County Commissioners of Collier County. The amount of revenues is based on the salaries and benefits of the person who works under this grant position.

**10. Mental Health Court** - The projected revenue amounts for the Mental Health Court position for FY11/12 and FY12/13 are based on an Interlocal Agreement with the Board of County Commissioners of Charlotte County. The amount of revenues is based on the salaries and benefits of the person who works under this grant position.

**11. Civil Citation** - The projected revenue amount for the Civil Citation position for FY11/12 and FY12/13 is based on an Annual Interlocal Agreement with the Lee County Sheriff's Office. The amount of revenues is based on the salaries and benefits of the person who works under this grant position and per agreement funds are to be used solely for those purposes.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

<b>A02-Receipts Applicable to SCGR</b>	<b>\$15,000</b>
<b>8% Service Charge</b>	<b>\$1,200</b>
<b>Receipts Applicable to 5%</b>	<b>\$13,800</b>
<b>5% Trust Fund Reserve</b>	<b>\$690</b>

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

<b>A02-Receipts Applicable to SCGR</b>	<b>\$15,000</b>
<b>8% Service Charge</b>	<b>\$1,200</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$15,000</b>
<b>8% Service Charge</b>	<b>\$1,200</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$198.00</b>	<b>September 2010 Reversion</b>

# **Budget Entity Level Exhibits or Schedules**

## **Public Defenders Trial Division**

**Budget Entities: 21600100 through 21602000**



*Public Defenders  
Trial & Appellate*

*Schedule I Series*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-1st Judicial Circuit
	20-2-059001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	29,262.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	29,262.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,794.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,606.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	22,862.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-1st Judicial Circuit
	20-2-33923

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,818.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,818.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(1,135.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(2,775.00)	(I)		
LESS :Offset to Negative Fund Balance	1,092.00	(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	-	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-1st Judicial Circuit
	20-2-974001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	552,971.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	552,971.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(27,306.00)	(H)		
Approved "B" Certified Forwards	(55,990.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(7,787.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	461,888.00	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders Office- 1st Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339023

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	<input type="text" value="(1,092.00)"/> (A)
GLC 539XX for proprietary and fiduciary funds	

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/> (B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	<input type="text"/> (C)
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SWFS Adjustment # and Description	<input type="text"/> (C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/> (D)
---	--------------------------

Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/> (D)
--	--------------------------

A/P not C/F-Operating Categories	<input type="text"/> (D)
----------------------------------	--------------------------

Offset To Negative Fund Balance	<input type="text" value="1,092.00"/> (D)
---------------------------------	---

<input type="text"/> (D)
--------------------------

<input type="text"/> (D)
--------------------------

<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="0.00"/> (E)
--	---------------------------------------

<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="0.00"/> (F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*
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**\*SHOULD EQUAL ZERO.**

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders Office- 1st Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974001

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	517,879.00 (A)
GLC 539XX for proprietary and fiduciary funds	

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

SWFS Adjustment # and Description	(C)
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SWFS Adjustment # and Description	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
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A/P not C/F-Operating Categories	(D)
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Reserve For Encumbrance	(55,990.00) (D)
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	(D)
--	-----

	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>461,889.00 (E)</b>
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>461,889.00 (F)</b>
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<b>DIFFERENCE:</b>	<b>0.00 (G)*</b>
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 1<sup>st</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 01 estimated receipts are \$170,852 for FY 11/12 and \$180,620 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$170,852</b>
<b>8% Service Charge</b>	<b>\$13,668</b>
<b>Receipts Applicable to 5%</b>	<b>\$157,184</b>
<b>5% Trust Fund Reserve</b>	<b>\$7,859</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$170,852</b>
<b>8% Service Charge</b>	<b>\$13,668</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$180,620</b>
<b>8% Service Charge</b>	<b>\$14,450</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 1<sup>st</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Public Defender's Office, First Judicial Circuit estimated 120 cases at \$50 per case for a total of \$6000 in 2011-12 and 2012-13. Also, counties reimburse for two information technology personnel at \$10,031.06 in July 2011 and \$9587.76 per month thereafter which is the expected amount for both fiscal years.

An unfunded balance is shown because the reimbursement from the counties for IT salaries does not include reimbursement for the eight percent service charge assessed on these collections.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$121,496</b>
<b>8% Service Charge</b>	<b>\$9,720</b>
<b>Receipts Applicable to 5%</b>	<b>\$111,776</b>
<b>5% Trust Fund Reserve</b>	<b>\$5,589</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$121,496</b>
<b>8% Service Charge</b>	<b>\$9,720</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$121,053</b>
<b>8% Service Charge</b>	<b>\$9,684</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>COL A02</b>	<b>DESCRIPTION</b>
<b>\$1,092.00</b>	<b>\$(1,092.00)</b>	<b>Offset to Deficit Fund Balance</b>

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 1<sup>st</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The indigent criminal defense trust fund was established on 1/1/1995 statewide. There exists a 16 year history of collections and there has been no year where collections were less than the previous year. Secondly, monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Most of the time where a monthly collection is less, the Clerk's office has made an error in reporting the collections accurately and it is subsequently corrected. Based on this documented data collection, the projections were made.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$591,000</b>
<b>8% Service Charge</b>	<b>\$47,280</b>
<b>Receipts Applicable to 5%</b>	<b>\$543,720</b>
<b>5% Trust Fund Reserve</b>	<b>\$27,186</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$591,000</b>
<b>8% Service Charge</b>	<b>\$47,280</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$591,000</b>
<b>8% Service Charge</b>	<b>\$47,280</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$9.00</b>	<b>FY 2009-10 Certified Forward Adjustment</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-2nd Judicial Circuit
	20-2-059002

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	38,783.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	38,783.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(2,499.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	36,284.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-2nd Judicial Circuit
	20-2-339022

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	766.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	766.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	766.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-2nd Judicial Circuit
	20-2-974002

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	14,350.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	14,350.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(14,371.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(4,273.00)	(I)		
LESS: Offset to Deficit Fund Balance	4,294.00	(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	-	(K)		**

**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.

*Office of Policy and Budget - July 2011*

**RECONCILIATION: BEGINNING TRIAL BALANCE TO SCHEDULE I and IC**

**Budget Period: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders Office- 2nd Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974002

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="(4,294.00)"/>	(A)
GLC 539XX for proprietary and fiduciary funds		

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/>	(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	<input type="text"/>	(C)
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SWFS Adjustment # and Description	<input type="text"/>	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/>	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/>	(D)
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A/P not C/F-Operating Categories	<input type="text"/>	(D)
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Offset To Negative Fund Balance	<input type="text" value="4,294.00"/>	(D)
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<input type="text"/>	(D)
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<input type="text"/>	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="0.00"/>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="0.00"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 2<sup>nd</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 02 estimated receipts are \$118,092 for FY 11/12 and \$124,843 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$118,092</b>
<b>8% Service Charge</b>	<b>\$9,447</b>
<b>Receipts Applicable to 5%</b>	<b>\$108,645</b>
<b>5% Trust Fund Reserve</b>	<b>\$5,432</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$118,092</b>
<b>8% Service Charge</b>	<b>\$9,447</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$124,843</b>
<b>8% Service Charge</b>	<b>\$9,987</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 2<sup>nd</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Revenue estimates based on contractual stipulations between Big Bend Community Based Care and Public Defender, 2<sup>nd</sup> Circuit to provide services on a contracted basis for juvenile clients who meet eligibility requirements for team Child services. It is estimated that the contract will be for \$50,000 in FY 2012-13.

Revenue estimated based on agreement between counties in the Second Judicial Circuit and Public Defender, 2<sup>nd</sup> to provide daily legal representation at first appearance for indigent individuals. It is estimated that the contract will be for \$40,000 in FY 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$79,000</b>
<b>8% Service Charge</b>	<b>\$6,320</b>
<b>Receipts Applicable to 5%</b>	<b>\$72,680</b>
<b>5% Trust Fund Reserve</b>	<b>\$3,634</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$79,000</b>
<b>8% Service Charge</b>	<b>\$6,320</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$90,000</b>
<b>8% Service Charge</b>	<b>\$7,200</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 2nd Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The estimates are based upon averaging out the increases realized by PD02 over the past three fiscal years and projecting a continuation of those increases over the next two fiscal years, while factoring in an additional increase based on an improving economy and more uniform collection practices throughout the 2<sup>nd</sup> Judicial Circuit. Additionally, a further increase was factored into the 2012-13 projections based upon the July 1, 2009, change to § 938.29 which deposits 100% of the collected cost of defense into the ICDTF. Prior to July 1, 2009, 25% of the money was deposited in ICDTF and the remaining 75% went to the Department of Revenue. The cost of defense is considered 3<sup>rd</sup> in priority when a defendant enrolls in the Clerk of Court partial payment program, so it takes a longer period of time before the gains from the statutory change will be fully realized, as most indigent clients are paying small monthly amounts toward their total court costs, fines, and restitution.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$780,000</b>
<b>8% Service Charge</b>	<b>\$62,400</b>
<b>Receipts Applicable to 5%</b>	<b>\$717,600</b>
<b>5% Trust Fund Reserve</b>	<b>\$35,880</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$780,000</b>
<b>8% Service Charge</b>	<b>\$62,400</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$800,000</b>
<b>8% Service Charge</b>	<b>\$64,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>COL A02</b>	<b>DESCRIPTION</b>
<b>\$4,294.00</b>	<b>\$(4,294.00)</b>	<b>Offset to Deficit Fund Balance</b>
<b>\$1,500.00</b>		<b>September 2010 Cert. Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-3rd Judicial Circuit
	20-2-059003

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	39,648.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	39,648.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(1,162.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	38,486.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-3rd Judicial Circuit
	20-2-974003

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	189,693.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	189,693.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(1,546.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(1,770.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	186,377.00	(K)		**

**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.



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 3<sup>rd</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 03 estimated receipts are \$54,727 for FY 11/12 and \$ 57,856 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$54,727</b>
<b>8% Service Charge</b>	<b>\$4,378</b>
<b>Receipts Applicable to 5%</b>	<b>\$50,349</b>
<b>5% Trust Fund Reserve</b>	<b>\$2,517</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$54,727</b>
<b>8% Service Charge</b>	<b>\$4,378</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$57,856</b>
<b>8% Service Charge</b>	<b>\$4,628</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 3<sup>rd</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

ESTIMATE IS BASED ON COLLECTION DATA WHICH IS SUBJECT TO CHANGE.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$77,000</b>
<b>8% Service Charge</b>	<b>\$6,160</b>
<b>Receipts Applicable to 5%</b>	<b>\$70,840</b>
<b>5% Trust Fund Reserve</b>	<b>\$3,542</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$77,000</b>
<b>8% Service Charge</b>	<b>\$6,160</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$305,000</b>
<b>8% Service Charge</b>	<b>\$24,400</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-4th Judicial Circuit
	20-2-059004

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	163,393.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	163,393.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(4,884.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	158,509.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-4th Judicial Circuit
	20-2-339024

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	17,784.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	17,784.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(8,578.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	9,206.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-4th Judicial Circuit
	20-2-974004

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	372,885.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	372,885.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(25,668.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(11,301.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	335,916.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 4<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 04 estimated receipts are \$231,152 for FY 11/12 and \$244,368 for FY 12/13.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$231,152</b>
<b>8% Service Charge</b>	<b>\$18,492</b>
<b>Receipts Applicable to 5%</b>	<b>\$212,670</b>
<b>5% Trust Fund Reserve</b>	<b>\$10,633</b>



**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$231,152</b>
<b>8% Service Charge</b>	<b>\$18,492</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$244,368</b>
<b>8% Service Charge</b>	<b>\$19,549</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 4<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

1. Ordinance Defense Contract Revenue estimates are based on a contract (Memorandum of Understanding) with Duval County for the Public Defender's Office, 4<sup>th</sup> Circuit, to defend citizens violating the local county ordinances. Contracted rate is \$50/hour for misdemeanors and \$100/hour for felonies, based on 15 minute increments, with a one hour minimum. The contract maximum is \$30,000 per year but based on current and previous years' number of ordinance cases, estimates are \$25,000 per year for the current and future fiscal years.
2. County IT Contract estimates are based on the amounts of current salaries and benefits for the agency IT staff for which Duval, Clay, and Nassau counties have agreed to compensate the Public Defender's Office, 4<sup>th</sup> Circuit. The compensation is budgeted from the s.f.28.24 revenue budgets of those counties. The total reimbursable compensation for FY 2011-12 is \$240,000 which is split between the counties on the basis of FTEs in each of the Duval, Clay, and Nassau County offices served by the 4<sup>th</sup> Judicial Circuit. The estimate for FY 2012-13 includes an anticipated 7% increase in benefits which will be factored into the salary/benefit reimbursements.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$265,000</b>
<b>8% Service Charge</b>	<b>\$21,200</b>
<b>Receipts Applicable to 5%</b>	<b>\$243,800</b>
<b>5% Trust Fund Reserve</b>	<b>\$12,190</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$265,000</b>
<b>8% Service Charge</b>	<b>\$21,200</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$281,000</b>
<b>8% Service Charge</b>	<b>\$22,480</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 4<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

With the Public Defender's Office, 4<sup>th</sup> Circuit defending an average of 47,000 cases (average of the past 5 years) annually, the potential receipts on the \$50 application fee alone are over \$2.16M (based on \$50 per case less the 8% state service charge). While the agency realizes that collecting 100% of receivables is unrealistic, with increased collection efforts, it feels that there is room for growth from the 35% collected in FY 2010-11.

The agency is undertaking increased collection efforts including implementation of an enhanced computer program which will allow tracking of individual client payments and cooperative efforts with the Clerk's Office to offer an onsite payment kiosk in the Public Defender's Office. With these enhancements to the current collections program as well as a commitment to increasing its collection efforts, the agency has set a goal of a 25% increase in the current Fiscal Year and an additional 10% increase in 2012-13 which would bring collections to at least the 50% of potential range. The agency has realized a 95.6% increase over the past five (5) years and even with a sluggish economy, saw a 3.7% increase in 2010-11, after a 61.9% increase in 2009.

FY 2011-12 Est.

FY 2010-11 Revenue= \$759,452 x 25% increase = \$949,315

FY 2012-13 Est.

FY 2011-12 Est. Revenue= \$949,315 x 10% increase = \$1,044,247

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

A02-Receipts Applicable to SCGR	\$658,888
8% Service Charge	\$52,711
Receipts Applicable to 5%	\$606,177
5% Trust Fund Reserve	\$30,309

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

A02-Receipts Applicable to SCGR	\$658,888
8% Service Charge	\$52,711
A03-Receipts Applicable to SCGR	\$724,777
8% Service Charge	\$57,982

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

COL A01	DESCRIPTION
\$(23,769.00)	FY 09/10 Certified Forward Adjustment

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-5th Judicial Circuit
	20-2-059005

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	45,436.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	45,436.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,027.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	42,409.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-5th Judicial Circuit
	20-2-339043

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	441.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	441.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(16.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	425.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-5th Judicial Circuit
	20-2-974005

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	432,265.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	432,265.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(31,648.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(13,920.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	386,697.00	(K)		**

**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.



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 5<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 05 estimated receipts are \$143,358 for FY 11/12 and \$151,555 for FY 12/13.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$143,358</b>
<b>8% Service Charge</b>	<b>\$11,469</b>
<b>Receipts Applicable to 5%</b>	<b>\$131,889</b>
<b>5% Trust Fund Reserve</b>	<b>\$6,594</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$143,358</b>
<b>8% Service Charge</b>	<b>\$11,469</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$151,555</b>
<b>8% Service Charge</b>	<b>\$12,124</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 5<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Revenue collections have been below estimates since inception, with FY 2010-11 revenue totaling only \$200. This agency has an FY 2012-13 LBR issue to delete \$6,000 in Grants & Donations Trust Fund budget authority, which would leave \$2,000 in authority. Current year and LBR year revenue is expected to increase due to improved monitoring of staff compliance, and should be closer to the requested authority level of \$2,000.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,000</b>
<b>8% Service Charge</b>	<b>\$160</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,840</b>
<b>5% Trust Fund Reserve</b>	<b>\$92</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,000</b>
<b>8% Service Charge</b>	<b>\$160</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$2,000</b>
<b>8% Service Charge</b>	<b>\$160</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 5<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Revenue collections have increased every year since the establishment of the Indigent Criminal Defense Trust Fund in 1995. Collection data continues to be monitored monthly. Collections averaged \$107,835 for the last 6 months of FY10/11. Revenue for July 2011 was \$95,674, or \$27,767 higher than the previous July. Current year FY11/12 estimates of \$1,100,000 (\$91,667 per month) and LBR year FY 12/13 estimates of \$1,160,000 (\$96,667 per month) are based on these revenue trends. attributable to recent statutory changes (Chapter 938.29) that increased our percentage of 1204 restitution collections and improved compliance within the court system to statutory assessment requirements.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$550,000</b>
<b>8% Service Charge</b>	<b>\$44,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$506,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$25,300</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$550,000</b>
<b>8% Service Charge</b>	<b>\$44,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$580,000</b>
<b>8% Service Charge</b>	<b>\$46,400</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$669.00</b>	<b>FY 09/10 Certified Forward Adjustment</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-6th Judicial Circuit
	20-2-059006

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	126,647.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	126,647.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(6,593.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	120,054.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-6th Judicial Circuit
	339027

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,329.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,329.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	2,329.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-6th Judicial Circuit
	20-2-974006

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	414,874.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	414,874.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,915.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(15,931.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	393,028.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 6<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit’s pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 06 estimated receipts are \$311,434 for FY 11/12 and \$329,241 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$311,434</b>
<b>8% Service Charge</b>	<b>\$24,915</b>
<b>Receipts Applicable to 5%</b>	<b>\$286,519</b>
<b>5% Trust Fund Reserve</b>	<b>\$14,326</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$311,434</b>
<b>8% Service Charge</b>	<b>\$24,915</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$329,241</b>
<b>8% Service Charge</b>	<b>\$26,339</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 6<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Estimates are based on approved contracts for 2011-2012 with Pinellas County for IT and ITP funding (\$162,248), with the Pinellas County Sheriff for Homeless Outreach (\$124,898) and with the City of St. Petersburg for Ordinance Defense. Estimate for PD6 JAG/Byrne Grant is based on anticipated expenditures from approved funding for this federal grant with a contract period of 2/01/2010 through 3/31/2011.

Estimates for 2012-2013 funds are based on anticipated reapproval of pending requests with Pinellas County for IT and ITP, with the Pinellas County Sheriff for continued funding, and with the City of St. Petersburg for Ordinance Defense.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$166,148</b>
<b>8% Service Charge</b>	<b>\$13,292</b>
<b>Receipts Applicable to 5%</b>	<b>\$152,856</b>
<b>5% Trust Fund Reserve</b>	<b>\$7,643</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$166,148</b>
<b>8% Service Charge</b>	<b>\$13,292</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$169,056</b>
<b>8% Service Charge</b>	<b>\$13,524</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 6<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The indigent criminal defense trust fund was established on 1/1/95 statewide. There exists a 16 year history of collections and there has been no year where collections were less than the previous year. Secondly, monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to determine why this has occurred. Most of the time, when a monthly collection is less, the Clerk's office has made an error in reporting collections accurately and it is subsequently corrected. The projections were made based on this documented data collection.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$795,188</b>
<b>8% Service Charge</b>	<b>\$63,615</b>
<b>Receipts Applicable to 5%</b>	<b>\$731,573</b>
<b>5% Trust Fund Reserve</b>	<b>\$36,579</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$795,188</b>
<b>8% Service Charge</b>	<b>\$63,615</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$874,707</b>
<b>8% Service Charge</b>	<b>\$69,977</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$3,698.00</b>	<b>FY 09/10 Certified Forward Adjustment</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-7th Judicial Circuit
	20-2-059007

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	42,793.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	42,793.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,568.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	39,225.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-7th Judicial Circuit
	339029

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-7th Judicial Circuit
	20-2-974007

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	185,925.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	185,925.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,705.00)	(H)		
Approved "B" Certified Forwards	(2,463.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(6,009.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	171,748.00	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders Office- 7th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974007

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	174,211.00 (A)
GLC 539XX for proprietary and fiduciary funds	

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

SWFS Adjustment # and Description	(C)
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SWFS Adjustment # and Description	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
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A/P not C/F-Operating Categories	(D)
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Reserve For Encumbrance	(2,463.00) (D)
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	(D)
--	-----

	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	171,748.00 (E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	171,748.00 (F)
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<b>DIFFERENCE:</b>	0.00 (G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 7<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 07 estimated receipts are \$168,582 for FY 11/12 and \$178,220 FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$168,582</b>
<b>8% Service Charge</b>	<b>\$13,487</b>
<b>Receipts Applicable to 5%</b>	<b>\$155,095</b>
<b>5% Trust Fund Reserve</b>	<b>\$7,755</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$168,582</b>
<b>8% Service Charge</b>	<b>\$13,487</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$178,220</b>
<b>8% Service Charge</b>	<b>\$14,258</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 7<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Indigent Criminal Defense Trust Fund was established on 1/1/1995 statewide. There exists a 16 year history of collections and there has been no year where collections were less than the previous year. Secondly, monthly collections data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Most of the time where a monthly collection is less, the Clerk's Office has made an error in reporting the collections accurately and it is subsequently corrected. The projections were made based upon the documented data collections and the below calculations:

FY2009-10 Actual Collections: \$368,005.63

FY2010-11 Actual Collections: \$392,706.77

Overall Increase in Collections FY2010-11 over FY2009-10: 6.7%

July 2011 Actual Collections: \$36,700

Based upon the above figures, this agency used prior year collections at a growth of 10.2% and then took that figure and grew it 11% for the current year estimated collections and estimated collections request, respectively.

FY2010-11 Actual Collections:  $\$392,707 \times 10.2\% = \$40,056$

FY2011-12 Current Year Estimated Collections:  $\$392,707 + \$40,056 = \underline{\$432,763}$

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FY2011-12 Current Year Estimated Collections:  $\$432,763 \times 11\% = \$47,604$

FY2012-13 Estimated Collections Request:  $\$432,763 + \$47,604 = \underline{\$480,367}$

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

A02-Receipts Applicable to SCGR	\$285,260
8% Service Charge	\$22,821
Receipts Applicable to 5%	\$262,439
5% Trust Fund Reserve	\$13,122

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

A02-Receipts Applicable to SCGR	\$285,260
8% Service Charge	\$22,821
A03-Receipts Applicable to SCGR	\$316,639
8% Service Charge	\$25,331

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

COL A01	DESCRIPTION
\$(5,822.00)	FY 09/10 Certified Forward Adjustment
\$6,224	Adjustment to Fund Balance

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-8th Judicial Circuit
	20-2-059008

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	42,544.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	42,544.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(2,359.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	40,185.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-8th Judicial Circuit
	20-2-339030

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	118.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	118.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(97.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(100.00)	(I)		
LESS: Offset To Negative Fund Balance	79.00	(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	-	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-8th Judicial Circuit
	20-2-974008

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	124,969.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	124,969.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,495.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	121,474.00	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders Office- 8th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339030

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="(79.00)"/>	(A)
GLC 539XX for proprietary and fiduciary funds		

<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/>	(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	<input type="text"/>	(C)
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SWFS Adjustment # and Description	<input type="text"/>	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/>	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/>	(D)
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A/P not C/F-Operating Categories	<input type="text"/>	(D)
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Offset To Negative Fund Balance	<input type="text" value="79.00"/>	(D)
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<input type="text"/>	(D)
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<input type="text"/>	(D)
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<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="0.00"/>	(E)
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<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="0.00"/>	(F)
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<b>DIFFERENCE:</b>	<input type="text" value="0.00"/>	(G)*
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**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 8<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 08 estimated receipts are \$111,684 for FY 11/12 and \$118,069 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$111,684</b>
<b>8% Service Charge</b>	<b>\$8,935</b>
<b>Receipts Applicable to 5%</b>	<b>\$102,749</b>
<b>5% Trust Fund Reserve</b>	<b>\$5,137</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$111,864</b>
<b>8% Service Charge</b>	<b>\$8,935</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$118,069</b>
<b>8% Service Charge</b>	<b>\$9,446</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 8<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The city of Gainesville provides an annual fixed grant of \$5000, paid in quarterly installments of \$1250, to the State of Florida Justice Administrative Commission for deposit onto the Grants and Donations Trust Fund for reimbursement of legal defense services provided by the Public Defender's Office, Eighth Circuit for indigent citizens charged with violations of municipal ordinances. The annual reimbursement figure of \$5000 is based on an estimate of 33 cases per year requiring an average of 3 hour per case.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>8% Service Charge</b>	<b>\$400</b>
<b>Receipts Applicable to 5%</b>	<b>\$4,600</b>
<b>5% Trust Fund Reserve</b>	<b>\$230</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>8% Service Charge</b>	<b>\$400</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>8% Service Charge</b>	<b>\$400</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>COL A02</b>	<b>DESCRIPTION</b>
<b>\$79.00</b>	<b>\$(79.00)</b>	<b>Offset to Deficit Fund Balance</b>

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 8<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Calculating the mean between the average monthly revenue for FY 10-11 (from both Fees and Restitution) of \$31,204 and the revenue for the first month of FY 11-12 (from both Fees and Restitution) of \$30,887, the result is \$31,046. The annual base estimates for FY 11-12 and FY 12-13 revenue is derived from the multiplication of the mean of the above two values by 12, resulting in \$372,552. Additionally, we project that implementation of practices including directed attorney correspondence with clients and coordination with Court Administration and the Clerks of the Court regarding improved collection activities will yield a 9% increase in collections resulting in annual revenues of \$410,000. We expect significantly greater improvements in collections for FY 12-13 after full implementation of the aforementioned practices; collections should increase to approximately \$664,000. Based on historical average, 42% of these revenues are from Application Fes, and 58% are from Restitution.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$172,200</b>
<b>8% Service Charge</b>	<b>\$13,776</b>
<b>Receipts Applicable to 5%</b>	<b>\$158,424</b>
<b>5% Trust Fund Reserve</b>	<b>\$7,921</b>

**8 Percent Service Charge to General Revenue:**



**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$172,200</b>
<b>8% Service Charge</b>	<b>\$13,776</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$278,000</b>
<b>8% Service Charge</b>	<b>\$22,240</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	Budget Period: 2012 - 2013 Justice Administration
<b>Trust Fund Title:</b>	Public Defenders Revenue Trust Fund
<b>Budget Entity:</b>	Public Defenders Office-9th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-059009

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	561.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	561.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(4,738.00)	(I)		
LESS: Offset To Negative Fund Balance	4,177.00	(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	-	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-9th Judicial Circuit
	339032

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	398,266.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	4,193.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>402,459.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>402,459.00</b>	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-9th Judicial Circuit
	20-2-974009

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	373,063.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	373,063.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(19,546.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	353,517.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 9<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit’s pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 09 estimated receipts are \$223,890 for FY 11/12 and \$236,691 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$223,890</b>
<b>8% Service Charge</b>	<b>\$17,911</b>
<b>Receipts Applicable to 5%</b>	<b>\$205,979</b>
<b>5% Trust Fund Reserve</b>	<b>\$10,299</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$223,890</b>
<b>8% Service Charge</b>	<b>\$17,911</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$236,691</b>
<b>8% Service Charge</b>	<b>\$18,935</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>COL A02</b>	<b>DESCRIPTION</b>
<b>\$4,177.00</b>	<b>\$(4,177.00)</b>	<b>Offset to Deficit Fund Balance</b>

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 9<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

We receive an estimate of \$30,000 each year from local ordinance defense. It is based on the contracts with Orange county and City of Orlando for the agency to defend citizens violating the local ordinances of the city and county. Rate is \$50/hr with 30 minutes minimum.

We receive \$125,000 from Osceola County for IT assistance, based on current salaries and benefits for the agency. This compensation is from the s.f.28.24 revenue budgets of this county.

We receive \$45,000 from Drug Court program awarded by the Florida Department of Law Enforcement.

We receive \$240,000 from Department of Children & Families to provide Counsel Based Competency Enhancement Program.

We receive \$50,000 from an Orange County Homeless initiative grant.

We are currently actively pursuing federal grants pertaining to legal counsel-based services totaling approximately \$400,000 for FY 2012-13.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

A02-Receipts Applicable to SCGR	\$267,500
8% Service Charge	\$21,400
Receipts Applicable to 5%	\$246,100
5% Trust Fund Reserve	\$12,305

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

A02-Receipts Applicable to SCGR	\$267,500
8% Service Charge	\$21,400
A03-Receipts Applicable to SCGR	\$205,000
8% Service Charge	\$16,400

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 9<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The indigent criminal defense trust fund was established on 1/1/1995 statewide. There exists a 16 year history of collections and there has been no year where collections were less than the previous year. Secondly, monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Most of the time where a monthly collection is less, the Clerk's office has made an error in reporting the collections accurately and it is subsequently corrected. Based on this documented data collection, the projections were made.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,314,800</b>
<b>8% Service Charge</b>	<b>\$185,184</b>
<b>Receipts Applicable to 5%</b>	<b>\$2,129,616</b>
<b>5% Trust Fund Reserve</b>	<b>\$106,481</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,314,800</b>
<b>8% Service Charge</b>	<b>\$185,184</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$2,423,596</b>
<b>8% Service Charge</b>	<b>\$193,888</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None.**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-10th Judicial Circuit
	20-2-059010

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	9,103.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	9,103.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(4,372.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,334.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	1,397.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-10th Judicial Circuit
	339033

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	-	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	-	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	-	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-10th Judicial Circuit
	20-2-974010

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	194,528.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	194,528.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(33,923.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(8,800.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	151,805.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 10<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 10 estimated receipts are \$157,330 for FY 11/12 and \$166,325 for FY 12/13.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$157,330</b>
<b>8% Service Charge</b>	<b>\$12,586</b>
<b>Receipts Applicable to 5%</b>	<b>\$144,744</b>
<b>5% Trust Fund Reserve</b>	<b>\$7,237</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$157,330</b>
<b>8% Service Charge</b>	<b>\$12,586</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$166,325</b>
<b>8% Service Charge</b>	<b>\$13,306</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 10<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The only Grants and Donations Trust Fund the Public Defender, 10<sup>th</sup> Judicial Circuit has is from the Florida Department of Law Enforcement in support of the Circuit's Drug Court. Up to \$37,500 is provided annually to the Public Defender's Office based on the grant/contract provisions.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

**Not Applicable**

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 10<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Fiscal Year 2010/2011 Indigent Criminal Defense Trust Fund revenue was 9.5% higher than Fiscal Year 2009/2011 revenue. This was mainly due to Legislation that was passed in 2009. As there are no new policies or laws that might help to increase collections, estimated growth for fiscal years 2011/2012 and 2012/2013 are expected to be only around 1%. This increase is based on an expected increase in the number of clients requesting Public Defender services.

	<u>FY 10/11</u>	<u>1%</u>	<u>FY 11/12</u>	<u>1%</u>	<u>FY 12/13</u>
Fees	\$ 410,744	\$ 4,107	\$ 414,851	\$ 4,149	\$ 419,000
Restitution	\$ 398,247	\$ 3,982	\$ 402,229	\$ 4,022	\$ 406,251
Total	\$ 808,991	\$ 8,099	\$ 817,080	\$ 8,171	\$ 825,251

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$414,851</b>
<b>8% Service Charge</b>	<b>\$33,188</b>
<b>Receipts Applicable to 5%</b>	<b>\$381,663</b>
<b>5% Trust Fund Reserve</b>	<b>\$19,083</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$414,851</b>
<b>8% Service Charge</b>	<b>\$33,188</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$419,000</b>
<b>8% Service Charge</b>	<b>\$33,520</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$11,726.00</b>	<b>FY 09/10 Payable Adjustment</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-11th Judicial Circuit
	20-2-059011

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	418,631.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	418,631.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(12,355.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	406,276.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-11th Judicial Circuit
	339031

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	38,065.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	38,065.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,000.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(717.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	32,348.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-11th Judicial Circuit
	20-2-974011

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	719,898.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	719,898.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(12,863.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	707,035.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 11<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 11 estimated receipts are \$585,072 for FY 11/12 and \$618,524 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$585,072</b>
<b>8% Service Charge</b>	<b>\$46,806</b>
<b>Receipts Applicable to 5%</b>	<b>\$538,266</b>
<b>5% Trust Fund Reserve</b>	<b>\$26,913</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$585,072</b>
<b>8% Service Charge</b>	<b>\$46,806</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$618,524</b>
<b>8% Service Charge</b>	<b>\$49,482</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 11<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Revenue estimates are based on contractual amounts and trends of previous receipts.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>8% Service Charge</b>	<b>\$1,600</b>
<b>Receipts Applicable to 5%</b>	<b>\$18,400</b>
<b>5% Trust Fund Reserve</b>	<b>\$920</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>8% Service Charge</b>	<b>\$1,600</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$31,000</b>
<b>8% Service Charge</b>	<b>\$2,480</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 11<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The estimates are based upon revenue increases as a result of July 1, 2009, changes to 938.29, F. S., which increased funds deposited into the ICDTF to 100% from 25%. In addition, enhancements by the Clerk of the Courts to their computer systems, particularly in the assessments of Traffic cost of defense and application fees, are expected to further increase collections. Due to the nature of these revenues, the increase in collections does not materialize immediately. In addition, our office continues to work with the Clerk of the Courts and other agencies who accept payments from our clients in order to maximize collections.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$800,000</b>
<b>8% Service Charge</b>	<b>\$64,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$736,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$36,800</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$800,000</b>
<b>8% Service Charge</b>	<b>\$64,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$800,000</b>
<b>8% Service Charge</b>	<b>\$64,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-12th Judicial Circuit
	20-2-059012

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	210,425.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	210,425.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(2,795.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	207,630.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-12th Judicial Circuit
	20-2-33935

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	31,594.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	31,594.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(284.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	31,310.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-12th Judicial Circuit
	20-2-974012

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	238,821.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	238,821.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,943.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(6,809.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	228,069.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 12<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit’s pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 12 estimated receipts are \$201,656 for FY 11/12 and \$139,406 FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$201,656</b>
<b>8% Service Charge</b>	<b>\$16,132</b>
<b>Receipts Applicable to 5%</b>	<b>\$185,524</b>
<b>5% Trust Fund Reserve</b>	<b>\$9,276</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$201,656</b>
<b>8% Service Charge</b>	<b>\$16,132</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$139,406</b>
<b>8% Service Charge</b>	<b>\$11,152</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 12<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**Ordinance Defense Contracts:** Estimates are based on the interlocal agreements with Sarasota City Police Department, Longboat Key Police Department and the Manatee Sheriff's Department wherein the Public Defender's Office, 12th Circuit defends indigent persons charged with a violation of a city/county ordinance.

First appearances are \$50 for the first hour and \$25 each for an additional half hr, pleas are \$100 per plea and trials are \$500 per trial.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$40,000</b>
<b>8% Service Charge</b>	<b>\$3,200</b>
<b>Receipts Applicable to 5%</b>	<b>\$36,800</b>
<b>5% Trust Fund Reserve</b>	<b>\$1,840</b>



**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$40,000</b>
<b>8% Service Charge</b>	<b>\$3,200</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$54,930</b>
<b>8% Service Charge</b>	<b>\$4,394</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 12<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The estimates are based upon revenue increases as a result of 938.29., F.S., which increased funds deposited into the ICDTF to 100% from 25%. In addition, enhancements by the Clerk of the Courts to their computer systems, particularly in the assessments of Traffic costs of defense and application fees, are expected to increase in collections does not materialize immediately. In addition, our office continues to work with the Clerk of Courts and other agencies who accept payments from our clients in order to maximize collections.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$400,000</b>
<b>8% Service Charge</b>	<b>\$32,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$368,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$18,400</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$400,000</b>
<b>8% Service Charge</b>	<b>\$32,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$420,000</b>
<b>8% Service Charge</b>	<b>\$33,600</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$622.00</b>	<b>Adjustment to Fund Balance</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-13th Judicial Circuit
	20-2-059013

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	262,944.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	262,944.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(6,070.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	256,874.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-13th Judicial Circuit
	20-2-33938

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	882,937.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	11,615.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>894,552.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(8,418.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(8,500.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>877,634.00</b>	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-13th Judicial Circuit
	20-2-974013

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,106,748.00	(A)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Other Cash (See Instructions)	<input style="width: 100%;" type="text"/>	(B)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Investments	<input style="width: 100%;" type="text"/>	(C)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: Outstanding Accounts Receivable	<input style="width: 100%;" type="text"/>	(D)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
ADD: _____	<input style="width: 100%;" type="text"/>	(E)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Total Cash plus Accounts Receivable</b>	1,106,748.00	(F)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS Allowances for Uncollectibles	<input style="width: 100%;" type="text"/>	(G)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS Approved "A" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved "B" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Approved "FCO" Certified Forwards	<input style="width: 100%;" type="text"/>	(H)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS: Other Accounts Payable (Nonoperating)	(9,827.00)	(I)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
LESS: _____	<input style="width: 100%;" type="text"/>	(J)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Unreserved Fund Balance, 07/01/2011</b>	1,096,921.00	(K)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/> **

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 13<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 13 estimated receipts are \$439,306 for FY 11/12 and \$303,785 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$439,306</b>
<b>8% Service Charge</b>	<b>\$35,144</b>
<b>Receipts Applicable to 5%</b>	<b>\$404,162</b>
<b>5% Trust Fund Reserve</b>	<b>\$20,208</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$439,306</b>
<b>8% Service Charge</b>	<b>\$35,144</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$303,785</b>
<b>8% Service Charge</b>	<b>\$24,303</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 13<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Ordinance Defense Contracts: Estimates are based on interlocal agreements with Hillsborough County, City of Tampa, City of Temple Terrace, and Plant City wherein the Public Defender's Office, 13th Judicial Circuit defends indigent persons charged with a violation of city and/or county ordinance. The rate with the Hillsborough County Board of County Commissioners for County Ordinances is \$200 per case. The rate with the City of Tampa is an annual sum of \$92,700. The rate with the City of Temple Terrace is \$50 per case. The rate with Plant City is \$50 per case.

County IT Contract: Estimates are based on the amount of the current salaries and benefits for Information Technology staff of the Public Defender's Office, 13th Judicial Circuit and in October 2011 for interpretation services. Hillsborough County has agreed to compensate the agency pursuant to Article V guidelines. The total reimbursable compensation for FY2011-12 is \$451,138 and for FY2012-13 is \$459,888.

FDLE Drug Court: Estimates are based on Senate Bill 2600 which provided additional workload as a direct result of the expanded Drug Courts in the State of Florida. This funding is on a two-year cycle with JAC processing the renewal in October 2011 and provides salaries and benefits for Drug Court expenses. The estimated amount awarded to the Public Defender's Office, 13th Judicial Circuit for FY11-12 and FY12-13 is \$94,687.

Ordinance Defense Contracts \$132,400

County IT Contract	\$424,888	(for FY2011-2012 - not approved by Hillsborough County for FY 2012-13)
County Interpretation Services	\$35,000	(for FY2011-12 \$26,250 and FY2012-13 \$35,000 – not approved

by Hillsborough County for FY 2012-13)

FDLE Drug Court                      \$ 94,687 (2-Year period starting in FY2009-10 –  
JAC will submit renewal in October 2011)

Total for FY2011-12                      \$678,225

Total for FY2012-13                      \$686,975

Revenue estimates are based on contracts.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$583,538</b>
<b>8% Service Charge</b>	<b>\$46,683</b>
<b>Receipts Applicable to 5%</b>	<b>\$536,855</b>
<b>5% Trust Fund Reserve</b>	<b>\$26,843</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$583,358</b>
<b>8% Service Charge</b>	<b>\$46,683</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$592,288</b>
<b>8% Service Charge</b>	<b>\$47,383</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$4,600.00</b>	<b>September 2010 CF Reversion</b>

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 13<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The indigent criminal defense trust fund was established on 1/1/1995 statewide. There exists a 16 year history of collections and there has been no year where collections were less than the previous year. Secondly, monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Most of the time where a monthly collection is less, the Clerk's office has made an error in reporting the collections accurately and it is subsequently corrected.

Collections for FY 2010-11 were \$698,020  
Collections for FY 2009-10 were \$731,611  
Collections for FY 2008-09 were \$503,672  
Collections for FY 2007-08 were \$433,220  
Collections for FY 2006-07 were \$494,480

Collections decreased between FY09 to FY11 however appear constant in FY09-10 even though the Public Defender application fee increased by \$10.00 per case; it appears consistent with economic downfall in Florida. Estimated collections for FY 2011-12 are \$790,400 and are \$885,248 for FY 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$525,000</b>
<b>8% Service Charge</b>	<b>\$42,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$483,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$24,150</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts</b>	<b>\$525,000</b>
<b>8% Service Charge</b>	<b>\$42,000</b>
<b>A03-Receipts</b>	<b>\$585,502</b>
<b>8% Service Charge</b>	<b>\$46,840</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-14th Judicial Circuit
	20-2-059014

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	35,541.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	35,541.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(1,958.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	33,583.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-14th Judicial Circuit
	20-2-339039

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	49,991.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	49,991.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(401.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	49,590.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-14th Judicial Circuit
	20-2-974014

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	463,842.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	463,842.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(7,004.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(4,998.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	451,840.00	(K)		**

**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.

*Office of Policy and Budget - July 2011*

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 14<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit’s pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 14 estimated receipts are \$92,520 for FY 11/12 and \$97,809 for FY 12/13.**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$92,520</b>
<b>8% Service Charge</b>	<b>\$7,402</b>
<b>Receipts Applicable to 5%</b>	<b>\$85,118</b>
<b>5% Trust Fund Reserve</b>	<b>\$4,256</b>



**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$92,520</b>
<b>8% Service Charge</b>	<b>\$7,402</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$97,809</b>
<b>8% Service Charge</b>	<b>\$7,825</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 14<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Ordinance Defense Contracts – entities are billed \$50.00 an hour for ordinance violation cases that are not ancillary to a state charge.

300 hours x \$50.00 = \$15,000

Bay County IT Contract – agency is reimbursed for cost of IT personnel located in our Bay County office.

IT Contract - \$52,000

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$67,000</b>
<b>8% Service Charge</b>	<b>\$5,360</b>
<b>Receipts Applicable to 5%</b>	<b>\$61,340</b>
<b>5% Trust Fund Reserve</b>	<b>\$3,082</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$67,000</b>
<b>8% Service Charge</b>	<b>\$5,360</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$67,000</b>
<b>8% Service Charge</b>	<b>\$5,360</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 14<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The ICDTF was established on January 1, 1995 and now there exists a 16 year history of collections. In legislative session 2009 there was a change to Florida Statute 938.29 that became effective July 1, 2009 where 100% of attorney fees collected were deposited into the ICDTF instead of 25%. In FY 08-09 our collections were \$308,078.15; FY 09-10 our collections were \$585,657.03; and FY 10-11 our collections were \$689,910.00. Our agency attributes the increase to the statute change. Our agency believes the trust fund collections will stabilize near the FY 10-11 collections. We have based our projection for FY 11-12 collections on \$689,910 plus a 3% increase for a total of \$710,607. We have based our projection for FY 12-13 collections on \$710,607 plus a 3% increase for a total of \$731,925.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$254,767</b>
<b>8% Service Charge</b>	<b>\$20,381</b>
<b>Receipts Applicable to 5%</b>	<b>\$234,386</b>
<b>5% Trust Fund Reserve</b>	<b>\$11,719</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$254,767</b>
<b>8% Service Charge</b>	<b>\$20,381</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$262,410</b>
<b>8% Service Charge</b>	<b>\$20,993</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-15th Judicial Circuit
	20-2-059015

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	220,826.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	220,826.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(5,773.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	215,053.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-15th Judicial Circuit
	339042

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>167,917.00</b>	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>167,917.00</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(128.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	<b>167,789.00</b>	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-15th Judicial Circuit
	20-2-974015

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	830,985.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	830,985.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(6,667.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	824,318.00	(K)		**

**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.



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 15<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit’s pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 15 estimated receipts are \$271,767 for FY 11/12 and \$287,305 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$271,767</b>
<b>8% Service Charge</b>	<b>\$21,741</b>
<b>Receipts Applicable to 5%</b>	<b>\$250,026</b>
<b>5% Trust Fund Reserve</b>	<b>\$12,501</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$271,767</b>
<b>8% Service Charge</b>	<b>\$21,741</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$287,305</b>
<b>8% Service Charge</b>	<b>\$22,984</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 15<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Revenue estimates for FY 2011-2012 and FY 2012 - 2013 are determined strictly based on the grant and local agreement contracts with this agency. There is no other method utilized. The present budget authority supports those grants and agreements. These totals would change only if there were additional authority being requested for a new grant or the dollars increased for an existing grant.

Re-Entry Grant	\$193,500
Local Ordinance County Agreement	\$ 12,000
WPB Municipal City Agreement	\$ 7,200
Royal Palm Bch Municipal Agreement	\$ 1,200
Total Budget Authority:	\$213,900

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$20,400</b>
<b>8% Service Charge</b>	<b>\$1,632</b>
<b>Receipts Applicable to 5%</b>	<b>\$18,768</b>
<b>5% Trust Fund Reserve</b>	<b>\$938</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$20,400</b>
<b>8% Service Charge</b>	<b>\$1,632</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$20,400</b>
<b>8% Service Charge</b>	<b>\$1,632</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 15<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Revenue estimates for FY 2011-2012 are determined by using the last 5 months of collections (March, April, May, June and July) and taking the average of those collections and multiplying that average by 12 for a yearly estimate.

March        \$56,809.89

April        \$64,764.09

May         \$43,575.32

June         \$43,434.94

July         \$48,705.91

\$257,290.15    Divide 257,290.15 by 5 for an average of \$51,458.03

Multiply the average by 12 months for a yearly estimate:

$\$51,458.03 \times 12 = \$617,496.36$

Revenue estimates for FY2012-2013 are determined by using the percentage amount calculated between the estimate for fy11-12 and the actual amount received in fy10-11 of Fees and Liens categories. This gives a conservative estimate of \$747,821.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$341,144</b>
<b>8% Service Charge</b>	<b>\$27,292</b>
<b>Receipts Applicable to 5%</b>	<b>\$313,852</b>
<b>5% Trust Fund Reserve</b>	<b>\$15,693</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$341,144</b>
<b>8% Service Charge</b>	<b>\$27,292</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$410,514</b>
<b>8% Service Charge</b>	<b>\$32,841</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

*See Spreadsheet*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-16th Judicial Circuit
	20-2-059016

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	38,012.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	38,012.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(1,316.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	36,696.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-16th Judicial Circuit
	339026

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	9,700.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	9,700.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	9,700.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-16th Judicial Circuit
	20-2-974016

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	47,208.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	47,208.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(1,255.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	45,953.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 16<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit’s pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 16 estimated receipts are \$61,962 for FY 11/12 and \$65,505 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$61,962</b>
<b>8% Service Charge</b>	<b>\$4,957</b>
<b>Receipts Applicable to 5%</b>	<b>\$57,005</b>
<b>5% Trust Fund Reserve</b>	<b>\$2,850</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$61,962</b>
<b>8% Service Charge</b>	<b>\$4,957</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$65,505</b>
<b>8% Service Charge</b>	<b>\$5,240</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 16<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

The Public Defender Office, Sixteenth (16<sup>th</sup>) Judicial Circuit has two sources of revenue for the Grants and Donations Trust Fund. There are contracts for Municipal Ordinance Defense with the City of Key West and the Monroe County Board of Commissioners. The projected amount for FY 2012-13 which is based on the actual cases, equals \$19,700. If the number of cases continues to increase, the revenue may exceed projections.

The Monroe County Board of County Commissioners also reimburses PD 16 for the salary of a state employee who performs the IT function that the county is responsible for paying. The annual reimbursement amount is based on the employee salary that has remained the same for the last three years and comes to a gross amount of \$45,500 annually.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$45,500</b>
<b>8% Service Charge</b>	<b>\$3,640</b>
<b>Receipts Applicable to 5%</b>	<b>\$41,860</b>
<b>5% Trust Fund Reserve</b>	<b>\$2,093</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$45,500</b>
<b>8% Service Charge</b>	<b>\$3,640</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$45,500</b>
<b>8% Service Charge</b>	<b>\$3,640</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$294.00</b>	<b>September 2010 CF Reversion</b>

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 16<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The ICDTF was established on January 1, 1995 and now there exists a 16 year history of collections and there has been no year where collections were less than the previous year. Secondly, monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Most of the time where a monthly collection is less, the Clerk's office has made an error in reporting the collections accurately and it is subsequently corrected. Based on this documented data collection, the projections were made.

In the past year collections have increased on a monthly basis. The past six months collections have increased over 25% monthly from the historical collections of the past 10 years. While there have been increased collections, there is not a year's worth to justify increasing the current year projection. However, the full 12 months of increased revenues at an average of \$8,300 per month has been factored into FY 2012-13, which is a 5% over all increase from the current year.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$79,500</b>
<b>8% Service Charge</b>	<b>\$6,360</b>
<b>Receipts Applicable to 5%</b>	<b>\$73,140</b>
<b>5% Trust Fund Reserve</b>	<b>\$3,657</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$79,500</b>
<b>8% Service Charge</b>	<b>\$6,360</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$82,000</b>
<b>8% Service Charge</b>	<b>\$6,560</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-17th Judicial Circuit
	20-2-059017

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	176,290.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	176,290.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(7,135.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	169,155.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-17th Judicial Circuit
	20-2-339049

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	54,162.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	54,162.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	54,162.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-17th Judicial Circuit
	20-2-974017

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	662,842.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	662,842.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(5,462.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	657,380.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 17<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 17 estimated receipts are \$337,097 for FY 11/12 and \$356,371 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$337,097</b>
<b>8% Service Charge</b>	<b>\$26,968</b>
<b>Receipts Applicable to 5%</b>	<b>\$310,129</b>
<b>5% Trust Fund Reserve</b>	<b>\$15,506</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$337,097</b>
<b>8% Service Charge</b>	<b>\$26,968</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$356,371</b>
<b>8% Service Charge</b>	<b>\$28,510</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 17<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Revenue estimates are based upon current County revenues and any "rollover" funds from previous County budgets.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,150,000</b>
<b>8% Service Charge</b>	<b>\$92,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,058,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$52,900</b>

**8 Percent Service Charge to General Revenue:**

Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,150,000</b>
<b>8% Service Charge</b>	<b>\$92,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,250,000</b>
<b>8% Service Charge</b>	<b>\$100,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 17<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The revenue estimates are based upon current year collections along with rollover dollars and an expected increase in collections due to a error in the Clerks office collection process.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,000,000</b>
<b>8% Service Charge</b>	<b>\$160,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,840,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$92,000</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,000,000</b>
<b>8% Service Charge</b>	<b>\$160,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,725,000</b>
<b>8% Service Charge</b>	<b>\$138,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-18th Judicial Circuit
	20-2-059018

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	50,584.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	50,584.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,151.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	47,433.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-18th Judicial Circuit
	339051

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	28,187.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	28,187.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,280.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	24,907.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-18th Judicial Circuit
	20-2-974018

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	417,716.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	417,716.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(35,927.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(11,435.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	370,354.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 18<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit’s pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 18 estimated receipts are \$148,899 for FY 11/12 and 157,412 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$148,899</b>
<b>8% Service Charge</b>	<b>\$11,912</b>
<b>Receipts Applicable to 5%</b>	<b>\$136,987</b>
<b>5% Trust Fund Reserve</b>	<b>\$6,849</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$148,899</b>
<b>8% Service Charge</b>	<b>\$11,912</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$157,412</b>
<b>8% Service Charge</b>	<b>\$12,593</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 18<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

FY 2011-12 and FY 2012-13: The change of legislation effective 7/1/09 in the distribution of funds from the “cost of defense” assessment states that our agency will receive 100% of these collected assessments instead of a 75% - 25% split with general revenue. Receiving \$49 from the application fee plus \$12.50 from a misdemeanor assessment or \$25 from a \$100 felony assessment based on the number of closed cases in both misdemeanor and felony courts as of FY 2010-11 caseload reports the estimated annual amount for FY 2011-12 is \$2,140,409. The following caseload amounts were calculated as follows: Open 31,602 x \$49.00 = \$1,548,498; Closed cases (Felony) 16,501 x \$25.00 = \$412,525 and (Misdemeanor) 14,351 x \$12.50 = \$179,836.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,800,000</b>
<b>8% Service Charge</b>	<b>\$144,000</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,656,000</b>
<b>5% Trust Fund Reserve</b>	<b>\$82,800</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$1,800,000</b>
<b>8% Service Charge</b>	<b>\$144,000</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$1,800,000</b>
<b>8% Service Charge</b>	<b>\$144,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$25,435.00</b>	<b>September Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-19th Judicial Circuit
	20-2-059019

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	25,994.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	25,994.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(4,521.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	21,473.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-19th Judicial Circuit
	20-2-339051

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	28,187.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	28,187.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,280.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	24,907.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-19th Judicial Circuit
	20-2-974019

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	493,502.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	493,502.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(29,343.00)	(H)		
Approved "B" Certified Forwards	(9,010.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(5,437.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	449,712.00	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders Office- 19th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974019

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**

Total all GLC's 5XXXX for governmental funds; 458,722.00 (A)  
GLC 539XX for proprietary and fiduciary funds

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

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description  (C)

SWFS Adjustment # and Description  (C)

**Add/Subtract Other Adjustment(s):**

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

Approved "C" Carry Forward Total (FCO) per LAS/PBS  (D)

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

Reserve For Encumbrance (9,010.00) (D)

(D)

(D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 449,712.00 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** 449,712.00 (F)

**DIFFERENCE:** 0.00 (G)\*

**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 19<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 19 estimated receipts are \$105,215 for FY 11/12 and \$111,231 for FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$105,215</b>
<b>8% Service Charge</b>	<b>\$8,417</b>
<b>Receipts Applicable to 5%</b>	<b>\$96,798</b>
<b>5% Trust Fund Reserve</b>	<b>\$4,840</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$105,215</b>
<b>8% Service Charge</b>	<b>\$8,417</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$111,231</b>
<b>8% Service Charge</b>	<b>\$8,898</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 19<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Revenue estimates for Fiscal Year 2012-2013 are based on contractual agreements and approved county budgets. We receive \$70,000 from Martin County, based on a Memorandum of Understanding (MOA) to help fund 1.5 positions for the Martin County Mental Health Court System. We received \$94,000 from St. Lucie County for 2 positions through a match from a DCF State Grant titled, "Criminal Justice Mental Health and Substance Abuse Reinvestment Grant." This office also has a Memorandum of Understanding with the Circuit 19 Department of Children and Families (DCF) and the St. Lucie County Sheriff's Office in the amount of \$90,000.00, to fund one position as a Clinical Coordinator for Substance Abuse which is exempt for the State service charge. The positions and funds derived from these counties and DCF have contributed to the success of the Mental Health Courts in both counties as well as aided in lowering the jail population and reducing recidivism. There are no plans to discontinue this funding.

We have also entered into a contractual agreement (MOA) with the St. Lucie County Sheriff's Office, to run through FY 2012-2013, in the amount of \$40,000 a year to fund an hourly position for a Reentry counselor. Revenues for this program are exempt from the State service charge.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$164,000</b>
<b>8% Service Charge</b>	<b>\$13,120</b>
<b>Receipts Applicable to 5%</b>	<b>\$150,880</b>
<b>5% Trust Fund Reserve</b>	<b>\$7,544</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$164,000</b>
<b>8% Service Charge</b>	<b>\$13,120</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$164,000</b>
<b>8% Service Charge</b>	<b>\$13,120</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 19<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Nineteenth Circuit Public Defender office Indigent Criminal Defense Trust Fund collections have seen dramatic increases in the last four years from an annual total of \$541,419 in FY 07-08 to \$937,648 in FY 10-11. These increases were due to the creation of a Collections Court in St. Lucie County, the largest of four counties in our circuit, to collect fees and costs assessed by the judges in court, as well as a statute change which increased the percentage of the fees and costs recovered and subsequently deposited to the Indigent Criminal Defense Trust Fund (ICDTF). Collection Courts are proposed in our three remaining counties based on the success of St. Lucie County's Collections Court, with an estimated 11% overall increase in collections for FY 11-12 and FY 12-13 as follows:

Average monthly collections in FY 10-11 (\$78,137) x 12 months equals average annual collections of \$937,148; increased by estimated 11% increase due to additional collection courts for a yearly total of (\$937,148 X 1.11%) \$1,040,234 in FY 11-12 and FY 12-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$290,000</b>
<b>8% Service Charge</b>	<b>\$23,200</b>
<b>Receipts Applicable to 5%</b>	<b>\$266,800</b>
<b>5% Trust Fund Reserve</b>	<b>\$13,340</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$290,000</b>
<b>8% Service Charge</b>	<b>\$23,200</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$290,000</b>
<b>8% Service Charge</b>	<b>\$23,200</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Public Defenders Revenue Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-20th Judicial Circuit
	20-2-059020

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	68,283.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	68,283.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(3,501.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	64,782.00	(K)		**

**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.



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-20th Judicial Circuit
	339041

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	140,637.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	140,637.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	140,637.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-20th Judicial Circuit
	20-2-974020

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	167,497.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	167,497.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(10,393.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	157,104.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 20th Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

**The public defender revenue trust fund was established over 3.5 years ago. There exists a history of collections and there has been no year where collections were more than the appropriated authority. Secondly, monthly collection data is available and if there is a negative change in collections, efforts are immediately in place to figure out why this has happened. Based on this historical data, the projections were made. Projections for Article V traffic fines are based on the February 2011 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2011-2012 and \$4.1M in FY 2012-2013, using each circuit's pro-rata share of their current year traffic fines appropriation in the PDRTF applied to those figures. PD 20 estimated receipts are \$165,407 for FY 11/12 and \$174,864 FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$165,407</b>
<b>8% Service Charge</b>	<b>\$13,233</b>
<b>Receipts Applicable to 5%</b>	<b>\$152,174</b>
<b>5% Trust Fund Reserve</b>	<b>\$7,609</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts applicable to SCGR</b>	<b>\$165,407</b>
<b>8% Service Charge</b>	<b>\$13,233</b>
<b>A03-Receipts applicable to SCGR</b>	<b>\$174,864</b>
<b>8% Service Charge</b>	<b>\$13,989</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 20<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The public defender Grants and Donations Trust Fund was established as a result of Article V, Revision VII, to allow counties to fund positions in the public defender offices. The revenues projected for 2011-12 and 2012-13 are based on the aggregate funding levels for attorney and support staff positions from Lee, Collier and Charlotte counties.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

**Not Applicable**

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 20<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The Public Defender, 20th Circuit has estimated ICDTF revenues for 2011-12 at \$806,680, an increase of \$15,812 (a 2% increase), over the previous fiscal year. \$564,680 represents revenues from application fees while \$242,000 from defense costs. In 2012-13, the estimated revenues increased by 8% to \$871,220 of which \$609,850 is expected from application fees and \$261,370 from defense costs.

These estimates are derived from a combination of variables such as, number of clients, number of cases (particularly misdemeanor cases), and the collection rate, times the net application fee. The circuit's largest county, Lee County, experienced a collection rate of approximately 56% of applications. In addition to this, PD20 has instituted a collaborative effort with the clerks to distribute remittance notices to clients at first appearance and the issuance of reminders to clients with unpaid balances. These initiatives are expected to have the greatest impact in 2012-13.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$564,680</b>
<b>8% Service Charge</b>	<b>\$45,174</b>
<b>Receipts Applicable to 5%</b>	<b>\$519,506</b>
<b>5% Trust Fund Reserve</b>	<b>\$25,975</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$564,680</b>
<b>8% Service Charge</b>	<b>\$45,174</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$609,850</b>
<b>8% Service Charge</b>	<b>\$48,788</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

# **Budget Entity Level Exhibits or Schedules**

## **Public Defenders Appellate Division**

**Budget Entities: 21650200, 21650700, 21651000,  
21651100, 21651500**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defender Appellate Office-15th Judicial Circuit
	20-2-974015

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	621.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	621.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	621.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Appellate Office, 15<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

The revenue used to support the budget authority for this appellate trust fund is shared from the primary revenue dollars on the trial side of this trust. This authority was established to allow this circuit to utilize an exact amount of authority to assist with its expenditures in the Appellate Division of this office. There is no anticipated increase of authority or revenue dollars beyond what has been estimated on the trial side.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

**Not Applicable**

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**Not Applicable**

# **Budget Entity Level Exhibits or Schedules**

## **Capital Collateral Regional Councils**

**Budget Entities: 21702001 and 21703001**

***CAPITAL COLLATERAL  
REGIONAL COUNSELS***

***Schedule I Series***

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Capital Collateral Regional Counsel Trust Fund
<b>LAS/PBS Fund Number:</b>	Capital Collateral Regional Counsel-Middle Region-21702001
	20-2-073001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	336,108.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	336,108.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	336,108.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Capital Collateral Regional Counsel, Middle Region**

**Capital Collateral Regional Counsel Trust Fund - 2073**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Capital Collateral Regional Counsel-Middle Region is charged with the statutory responsibility of providing legal representation in both state & federal capital post-conviction proceedings to any person convicted and sentenced to death in Florida who is without counsel due to his or her indigency. Section 27.702(3) F.S. (1996 Supp) states: (3) The capital collateral representative shall file motions seeking compensation for representation and reimbursement pursuant to 18 U.S.C . s. 3006A. The methodology used in determining the reimbursement is as follows.

Cases are calendared and tracked to monitor the progress of each case from public records request through representation in the federal courts. Due to this tracking process, it can be estimated when a case will proceed to the federal stage. The reimbursement amount is determined by the number of hours CCRC-Middle attorneys and investigators work on the case during the federal stage. The cases listed below for FY11/12 have CJA's outstanding. Therefore, it is estimated these federal reimbursement dollars will be received during FY 11/12. Based on an average number of cases and the reimbursements per case for the past four years, CCRC-Middle Region estimates the following for FY 12/13.

FY 11/12: 11 cases = \$177,046  
3 cases @ \$13,850 = \$41,550  
\$218,596

FY 12/13: 8 cases @ \$25,000 = \$200,000

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

N/A

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

None

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Capital Collateral Regional Counsel Trust Fund
<b>LAS/PBS Fund Number:</b>	Capital Collateral Regional Counsel-Southern Region-21703001
	20-2-073002

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	523,428.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	523,428.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(11,200.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	512,228.00	(K)		**

**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.



**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Capital Collateral Regional Counsel, South Region**

**Capital Collateral Regional Counsel Trust Fund - 2073**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2011-2012 and FY 2012-2013 as shown on the Schedule I Report.

Capital Collateral Regional Counsel-South Region is charged with the statutory responsibility of providing legal representation in both state & federal capital post-convictions proceedings to any person convicted and sentenced to death in Florida who is without counsel due to his or her indigency. Section 27.702(3) F.S. (1996 Supp) states: The capital collateral representative shall file motions seeking compensation for representation and reimbursement pursuant to 18 U.S.C . s. 3006A. The methodology used in determining the reimbursement is as follows.

When cases enter the federal courts, they are tracked through completion. Reimbursement for hours worked by attorneys and investigators along with applicable expenses are requested from the federal courts. Based on the average reimbursement per case for the past four years, CCRC-South region estimates \$114,560 for FY 11-12, and \$200,480 for FY 12-13.

FY11/12: 4 cases @ \$28,640 = \$114,560

FY12/13: 7 cases @ \$28,640 = \$200,480

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

N/A

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

**N/A**

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

# **Budget Entity Level Exhibits or Schedules**

## **Criminal Conflict and Civil Regional Counsels**

**Budget Entities: 21800100 through 21800500**

***CRIMINAL CONFLICT & CIVIL  
REGIONAL COUNSELS***

***Schedule I Series***

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Criminal Conflict and Civil Regional Counsel-1st District
	20-2-976001

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	28,420.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	28,420.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(4,243.00)	(H)		
Approved "B" Certified Forwards	(3,907.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(198.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	20,072.00	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Civil Defense Trust Fund
<b>Budget Entity:</b>	Criminal Conflict and Civil Regional Counsel- 1st District
<b>LAS/PBS Fund Number:</b>	20-2-976001

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**  
 Total all GLC's 5XXXX for governmental funds; 23,979.00 (A)  
 GLC 539XX for proprietary and fiduciary funds

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

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description (C)

SWFS Adjustment # and Description (C)

**Add/Subtract Other Adjustment(s):**

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

Approved "C" Carry Forward Total (FCO) per LAS/PBS (D)

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

Reserve For Encumbrance (3,907.00) (D)

(D)

(D)

**ADJUSTED BEGINNING TRIAL BALANCE:** 20,072.00 (E)

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** 20,072.00 (F)

**DIFFERENCE:** 0.00 (G)\*

**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict & Civil Regional Counsel, 1<sup>st</sup> Region**

**Indigent Civil Defense Trust Fund - 2976**

**Revenue Estimating Methodology:**

**Restitution**

**RCC1 used FY 10/11 actual revenue (\$49,804) and divided it by the number of civil dependency cases in FY 10/11(2413) and came up with \$20.64 per case.**

**Revenue estimates are based on a 15% growth in cases per year x 20.64 per case**

$$2413 \times 15\% = 362$$

$$2413 + 362 = 2775 \text{ cases in FY 11/12}$$

$$2775 \text{ cases} \times 20.64 = \underline{\$57276 \text{ in FY 11/12}}$$

$$2775 \text{ cases} \times 15\% = 416$$

$$2775 + 416 = 3191 \text{ cases in FY 12/13}$$

$$3191 \text{ cases} \times 20.64 = \underline{\$65862 \text{ FY 12/13}}$$

---

**Fees**

**Actual revenue (10,955) FY 10/11 divided by number of civil dependency cases in FY 10/11(2413) and came up with \$4.53 per case**

$$2413 \times 15\% = 362$$

$$2413 + 362 = 2775 \text{ cases in FY 11/12}$$

$$2775 \text{ cases} \times 4.53 = \$12570 \text{ FY 11/12}$$

$$2775 \text{ case times } 15\% = 416$$

$$2775 + 416 = 3191 \text{ cases in FY12/13}$$

**3191 cases X 4.43=\$14136 FY 12/13**

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**REFUNDS**

**Actual revenue (124.03) FY 10/11 divided by the number of civil dependency cases in FY 10/11 (2413) and came up with 19.45 per case**

**2413 X15% =362**

**2413 + 362 = 2775 cases in FY 11/12**

**2775 cases x .05 = \$138.75**

**2775 cases times 15%= 3191**

**3191 case x .05=\$159.55 FY 12/13**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$12,570</b>
<b>8% Service Charge</b>	<b>\$1,006</b>
<b>Receipts Applicable to 5%</b>	<b>\$11,564</b>
<b>5% Trust Fund Reserve</b>	<b>\$578</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$12,570</b>
<b>8% Service Charge</b>	<b>\$1,006</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$14,136</b>
<b>8% Service Charge</b>	<b>\$1,131</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Criminal Conflict and Civil Regional Counsel-2nd District
	20-2-339134

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	61,480.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	61,480.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(29,699.00)	(H)		
Approved "B" Certified Forwards	(1,000.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	30,781.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Criminal Conflict and and Civil Regional Counsel -2nd District
	20-2-976002

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	17,760.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	17,760.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(183.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	17,577.00	(K)		**

**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: 2012 - 2013**

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Criminal Conflict and Civil Regional Counsel-2nd District
<b>LAS/PBS Fund Number:</b>	20-2-339134

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/11</b>	
Total all GLC's 5XXXX for governmental funds;	<input type="text" value="31,781.00"/> (A)
GLC 539XX for proprietary and fiduciary funds	
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/> (B)
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # ___, Description	<input type="text"/> (C)
SWFS Adjustment # and Description	<input type="text"/> (C)
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<input type="text"/> (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	<input type="text"/> (D)
A/P not C/F-Operating Categories	<input type="text"/> (D)
Reserve for Encumbrance	<input type="text" value="(1,000.00)"/> (D)
	<input type="text"/> (D)
	<input type="text"/> (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="30,781.00"/> (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="30,781.00"/> (F)
<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict & Civil Regional Counsel, 2<sup>nd</sup> Region**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Pursuant to Florida Statutes 28.24(12)(e)(1) each county is required to provide OCCCRC with court technology funding utilizing the methodology set out in the statute. Presently, pursuant to agreement with Polk County OCCCRC is receiving a portion of the 28.24 collected by Polk County. Therefore, our estimate is based upon the funds provided by Polk County. The funds are being utilized to support FTE data entry personnel salary and benefits and other technology costs.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$58,620</b>
<b>8% Service Charge</b>	<b>\$4,690</b>
<b>Receipts Applicable to 5%</b>	<b>\$53,930</b>
<b>5% Trust Fund Reserve</b>	<b>\$2,697</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$58,620</b>
<b>8% Service Charge</b>	<b>\$4,690</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$78,160</b>
<b>8% Service Charge</b>	<b>\$6,253</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict & Civil Regional Counsel, 2<sup>nd</sup> Region**

**Indigent Civil Defense Trust Fund - 2976**

**Revenue Estimating Methodology:**

Pursuant to Florida Statutes 57.082(1)(d) each Circuit Clerk is required to collect \$50 from indigent clients seeking representation from OCCCRC in dependency cases. Not all circuits are complying. The estimating methodology is based upon receipts actually received from participating clerks.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$12,478</b>
<b>8% Service Charge</b>	<b>\$998</b>
<b>Receipts Applicable to 5%</b>	<b>\$11,480</b>
<b>5% Trust Fund Reserve</b>	<b>\$574</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$12,478</b>
<b>8% Service Charge</b>	<b>\$998</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$13,000</b>
<b>8% Service Charge</b>	<b>\$1,040</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Criminal Conflict and Civil Regional Counsel-3rd District
	20-2-976003

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	380.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	380.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(7.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	373.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict & Civil Regional Counsel, 3<sup>rd</sup> Region**

**Indigent Civil Defense Trust Fund - 2976**

**Revenue Estimating Methodology:**

Application fees are not being assessed or collected as expected. Collections in FY 2010-11 were only \$1,205, so funding estimates for the coming fiscal years have been reduced from last year's estimates.

The estimate for FY 2011-12 was calculated by adding \$795 to the amount collected in FY 2010-11 because the amount of trust funds collected as of September 24, 2010 is \$45. The \$45 represents the collection of one application fee in Miami-Dade County minus the clerk's 10% service fee. The estimate for FY 2011-12 was calculated by adding \$1,000 to the estimated amount of revenue for FY 2011-12. The estimates are calculated upon an historical basis of actual revenue received plus anticipated collections.

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,000</b>
<b>8% Service Charge</b>	<b>\$160</b>
<b>Receipts Applicable to 5%</b>	<b>\$1,840</b>
<b>5% Trust Fund Reserve</b>	<b>\$92</b>



**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13  
(calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$2,000</b>
<b>8% Service Charge</b>	<b>\$160</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$3,000</b>
<b>8% Service Charge</b>	<b>\$240</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Criminal Conflict and Civil Regional Counsel-4th District
	20-2-976004

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	48.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	48.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(83.00)	(I)		
LESS: Offset To Deficit Fund Balance	35.00	(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	-	(K)		**

**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: 2012 - 2013**

**Department Title:** Justice Administration  
**Trust Fund Title:** Indigent Civil Defense Trust Fund  
**Budget Entity:** Criminal Conflict and Civil Regional Counsel- 4th District  
**LAS/PBS Fund Number:** 20-2-976004

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/11**  
 Total all GLC's 5XXXX for governmental funds; [ (35.00) ] (A)  
 GLC 539XX for proprietary and fiduciary funds

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

**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description [ ] (C)

SWFS Adjustment # and Description [ ] (C)

**Add/Subtract Other Adjustment(s):**

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

Approved "C" Carry Forward Total (FCO) per LAS/PBS [ ] (D)

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

Offset To Negative Fund Balance [ 35.00 ] (D)

[ ] (D)

[ ] (D)

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

**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)** [ 0.00 ] (F)

**DIFFERENCE:** [ 0.00 ] (G)\*

**\*SHOULD EQUAL ZERO.**

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict & Civil Regional Counsel, 4<sup>th</sup> Region**

**Indigent Civil Defense Trust Fund - 2976**

**Revenue Estimating Methodology:**

**Average estimated amount of monthly receipts multiplied by 12 months**

**AO2- Average Estimated monthly receipts of SCGR                      \$430.91**

**AO2 – Average Estimated annual receipts of SCGR                      \$5171.00**

**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$5,171</b>
<b>8% Service Charge</b>	<b>\$414</b>
<b>Receipts Applicable to 5%</b>	<b>\$4,757</b>
<b>5% Trust Fund Reserve</b>	<b>\$238</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$5,171</b>
<b>8% Service Charge</b>	<b>\$414</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>8% Service Charge</b>	<b>\$400</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

<b>COL A01</b>	<b>COL A02</b>	<b>DESCRIPTION</b>
<b>\$35.00</b>	<b>\$(35.00)</b>	<b>Offset to Deficit Fund Balance</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Criminal Conflict and Civil Regional Counsel-5th District
	20-2-339137

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	100.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	100.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	100.00	(K)		**

**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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2012 - 2013</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Civil Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Criminal Conflict and Civil Regional Counsel -5th District
	20-2-976005

	Balance as of 6/30/2011		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	29,845.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	29,845.00	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(1,223.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2011</b>	28,622.00	(K)		**

**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.

**FY 2012-2013 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict & Civil Regional Counsel, 5<sup>th</sup> Region**

**Indigent Civil Defense Trust Fund - 2976**

**Revenue Estimating Methodology:**

**Civil Application Fees**

**For FY 10/11, RC5's actual revenue was \$28,607. RC5 was appointed to 2,308 cases and it received application fees in approximately 25% of its cases. RC5's appointments also increased approximately 10% from FY09/10. RC5 projects that its caseload will increase at a rate of 10% per year for the next two years. RC5 also projects that it will collect application fees in 50% of its cases in FY11/12 and 75% of its cases in FY12/13. Additionally, all parents who apply for an attorney are required to pay the \$50.00 application fee which is paid into this trust fund. It is estimated that these fees will result in added revenue of 10% more each year.**

**Revenue estimates are based on the following:**

**ESTIMATE FOR FY11/12**

**FY10/11 cases 2,308 x 10% = 231**

**2,308 + 231 = 2,539 cases in FY11/12**

**2,539 x \$50.00 application fee =\$126,950**

**\$126,950 x 50%= \$63,475**

**(Other parent app. Fee) \$63,475 x 10%= \$6,348**

**\$63,475.00 +6,348.00 =\$69,823 in FY11/12**

**ESTIMATE FOR FY12/13**

**FY11/12 cases 2,539 x 10% = 254**

**2,539 + 254 = 2,793 cases in FY12/13**

**2,793 x \$50.00 application fee =\$139,650**

**\$139,650 X 75%=\$104,737**

**(Other parent app. Fee) \$104,737 x 10%= \$10,474**

**\$104,737 + \$10,474 = \$115,211 in FY12/13**

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**RESTITUTION**

**Attorney Fees**

**RC5, due to its collection efforts throughout its thirteen counties, anticipates that for FY11/12 and FY12/13 it will collect an average of \$150.00 per case on 10% of its cases.**

**Revenue estimates are based on the following:**

**ESTIMATE FOR FY11/12**

**FY10/11 cases 2,308 x 10% = 231**

**2,308 + 231 = 2,539 cases in FY11/12**

**2,539 x \$150.00 attorney's fee =\$380,850**

**\$380,850 x 10% = \$38,085 in FY11/12**

**ESTIMATE FOR FY12/13**

**FY11/12 cases 2,539 x 10% = 254**

**2,539 + 254 = 2,793 cases in FY12/13**

**2,793 x \$150.00 attorney's fee =\$418,950**

**\$418,950 x 10% = \$41,895 in FY11/12**



**5 Percent Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 11/12 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$69,823</b>
<b>8% Service Charge</b>	<b>\$5,586</b>
<b>Receipts Applicable to 5%</b>	<b>\$64,237</b>
<b>5% Trust Fund Reserve</b>	<b>\$3,212</b>

**8 Percent Service Charge to General Revenue:**

**Show a detailed calculation of the 8 percent SCGR for FY 11/12 and FY 12/13 (calculated on recurring FY 11/12 and FY 12/13 estimated revenue)**

<b>A02-Receipts Applicable to SCGR</b>	<b>\$69,823</b>
<b>8% Service Charge</b>	<b>\$5,586</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$115,211</b>
<b>8% Service Charge</b>	<b>\$9,217</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 10/11):**

**None**

# **Other Manual Schedules and Supporting Documents**

## **Schedule VIII-A**

### **Priority Listing of Agency Budget Issues Requested Expenditures Over Base Operating Budget**

#### **Manual Inserts**

#### **Technical Checklist-LBR Review**

**SCHEDULE VIII: PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET**

DEPARTMENT: JUSTICE ADMINISTRATION

BUDGET ENTITY: Justice Administrative Commission / Executive Direction & Support

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Agency-Wide Information Technology: Computer Programming Staffing	36260C0	1.00	\$88,904 / 1000	1

Narrative: An additional FTE, Salaries & Benefits, and Expenses General Revenue funding is requested to enhance existing IT applications, reign in or replace legacy applications, and automate manual processes in order to improve agency productivity in the most efficient and effective manner possible.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Workload: Help Desk Staffing	3002110	1.00	\$72,019 / 1000	2

Narrative: An additional FTE, Salaries & Benefits, and Expenses General Revenue funding is requested to address an increased workload associated with responding to inquiries from attorneys, vendors, the courts, agencies administratively served, and the general public.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Agency-Wide Information Technology: Website Reconfiguration	36250C0		\$75,000 / 1000	3

Narrative: Non-recurring General Revenue funding is requested to contract with an outside vendor to reconfigure JAC's website, which was developed in 2004. A significant redesign is needed in order to effectively communicate with court appointed attorneys, due process vendors, agencies administratively served, and the general public.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Workload: Justice Administration Interagency Coordination	3002130	1.00	\$77,648 / 1000	4

Narrative: An FTE, Salaries & Benefits, and Expenses General Revenue funding is requested to provide adequate instructional support in the areas of accounting, budgeting, human resources, revenue collection, purchasing, legislative reporting, public records, and other related activities for the agencies JAC administratively served.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Workload: Capital Collateral Case Status	3000450	1.00	\$72,019 / 1000	5

Narrative: An FTE, Salaries & Benefits, and Expenses General Revenue funding is requested to address workload associated with the shifting of capital collateral case status responsibilities to JAC.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

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**Statewide Guardian ad Litem**

**FY 2012-13 Funding Priorities**

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Issue Code: 3000370      Increase Staff to Represent All Children  
Positions: 64.00  
Salary Rate: \$2,317,740  
General Revenue: \$3,914,598

**Priority #1**

This issue requests funding for 64 additional FTE. Currently, the Guardian ad Litem is representing 21,000 out of 31,000 children who have been abandoned, neglected or abused, and have entered into the Department of Children and Families' child protection system. This is 70% of the children that need to be represented, leaving approximately 10,000 children without a volunteer guardian ad litem or effective advocacy, from a program who's only interest is the child's best interest. Our goal is to increase our representation of these children to 100%, incrementally over the next five years. Beginning with this next Fiscal Year 2012-2013, we are requesting a total of 64 FTE, which includes 38 additional case/volunteer coordinators, 18 program attorneys and 8 clerical/administrative positions. These additional staff allow us to supervise an additional 1,650 volunteers, thereby increasing the number of children represented by 3,367 or 80% by the end of FY 2012-2013. We then outline a plan in our Long Range Program Plan to reach 100% representation over the next five years.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2011-12  
(First through Twentieth Judicial Circuits)**

The Florida Prosecuting Attorneys Association's budget priorities will be determined in November 2011. Amended Legislative Budget Requests will be submitted with a revised Schedule VIII-A.

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**Individual State Attorney Circuit Responses:**

**State Attorney, First Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**Priority #2**

Issue Code: 2401500                  Replacement Equipment – Motor Vehicles  
Forfeiture and Investigative Support Trust Fund (FIST): \$54,681

This agency has two vehicles that meet criteria for replacement and one additional vehicle that will meet or exceed the 120,000 mile criteria for replacement by August 30, 2011. All three vehicles are in need of replacement due to the poor condition of the vehicles. A request has been made to replace the three vehicles from this agency's FIST fund. The FIST fund is not funded through State Funds and can only be used by the State Attorney's Office in support of our investigative department. In other words, the FIST funds can only be used to purchase replacement vehicles, firearms, ammunition, etc., for our investigative unit. All three vehicles that are in need of replacement are vehicles used by this agency's investigators.

**State Attorney, Second Judicial Circuit**

**Priority #1**

Issue Code: 2401500                  Replacement Equipment – Motor Vehicles  
State Attorneys Revenue Trust Fund: \$137,334

The Office of the State Attorney, Second Judicial Circuit presently has 17 vehicles with mileage greater than 100,000 miles. The cost of operation and maintenance of many of these vehicles often exceeds their current value. More importantly, given the breadth of the Second Circuit, it is vital for attorneys and investigators to have reliable, safe and cost efficient transportation. This transportation is vital to the operation of our office.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Second Judicial Circuit**

**Priority #2**

Issue Code: 4300250            Maximize Use of Trust Funds for Operating Expenditures  
State Attorneys Revenue Trust Fund: \$68,667

The Second Judicial Circuit has ten (10) vehicles that exceed current replacement standards and currently the cost to keep the vehicles on the road often exceeds their current value. More importantly given the breadth of the Second Circuit, it is vital for attorneys and investigators to have reliable, safe and cost efficient transportation. This transportation is vital to the operation of our office.

**State Attorney, Third Judicial Circuit**

**Priority #1**

**Priority #2**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**Priority #3**

Issue Code: 2401500            Replacement Equipment – Motor Vehicles  
General Revenue: \$102,160

Six vehicles in the State Attorney's Office, 3rd Circuit (SAO3) inventory of cars exceed 120,000 miles. The Third Judicial Circuit is one of the largest in the state geographically, covering seven counties (more than any other circuit) and hundreds of square miles. It is essential that our Prosecutors and Investigators have transportation to cover all seven counties so they can investigate and prosecute crimes that occur within the circuit. A number of vehicles are in a state of disrepair and it is becoming cost prohibitive to try to repair, rather than replace them. We now have a number of motor vehicles that are inoperative and waiting to be surplus because the cost to repair them exceeds their value. In 2009, SAO3 requested \$170,000 for replacement of ten vehicles, but only received \$67,840. In 2011, we requested \$102,160 (the balance of 2009's request) but received no appropriation. Therefore it is imperative that we again request \$102,160 (the balance of 2009's \$170,000 request) this year. It is imperative that this request be approved so that this office can fulfill its core mission of prosecution of criminals.

**State Attorney, Fourth Judicial Circuit**

**Priority #1**

Issue Code: 4202030            Office Relocation Funding Requirements  
State Attorneys Revenue Trust Fund: \$500,000

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Fourth Judicial Circuit**

**Priority #1**

Our county is requiring our office to move into a new office building. Due to our new office building being approximately 90,000 square feet larger than our current space, we are requesting additional funding to purchase additional office furniture and IT equipment to adequately meet the needs of our current staff.

**Priority #2**

Issue Code: 2401500                      Replacement of Motor Vehicles  
State Attorneys Revenue Trust Fund: \$260,000

Six vehicles in the State Attorney's fleet have exceeded 120,000 miles. It is essential that our investigators and prosecutors have transportation to investigate and prosecute crimes. Replacing these vehicles is a necessity for safety and financial purposes.

**Priority #3**

Issue Code: 36230C0                      Electronic Case Management  
State Attorneys Revenue Trust Fund: \$685,000 / \$485,000 non-recurring

Our circuit is currently working on a paperless initiative to move to electronic case management. Electronic case management will enable our office staff and Assistant State Attorneys to work more efficiently which in turn will save our circuit time and money. Although switching to electronic case management will have a higher cost initially, over time we will see the cost savings in time, paper, file folders, toner, and other various supplies.

**State Attorney, Fifth Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**State Attorney, Sixth Judicial Circuit**

**Priority #1**

Issue Code: 2401500                      Replacement of Motor Vehicles  
State Attorneys Revenue Trust Fund: \$241,500

The 10 automobiles meeting the current Department of Management Services' standard for replacement (10 years and/or 120,000 miles) represent nearly one-third of the State Attorney's fleet of automobiles. The automobiles are necessary for the agency's investigators to perform their duties in support of felony, misdemeanor and juvenile

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Sixth Judicial Circuit**

**Priority #1**

prosecution and civil matters. The condition of these vehicles raises safety and financial concerns.

**State Attorney, Seventh Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**State Attorney, Eighth Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**State Attorney, Ninth Judicial Circuit**

**Priority #1**

Issue Code: 4200A70            State Attorney Equity  
Positions: 37.00  
Salary Rate: \$1,441,655  
General Revenue: \$2,034,520

This request is to fund our office at the statewide equitable amount of \$16.57 per population for the statewide total of State Attorney General Revenue funding.

**Priority #2**

Issue Code: 4300250            Maximize Use of Trust Funds for Operating Expenditures  
Salary Rate: \$1,175,000  
Grants and Donations Trust Fund: \$703,240  
State Attorneys Revenue Trust Fund: \$500,000  
Total Issue: \$1,203,240

Current revenues exceed our existing budget authority. Additional budget authority is required in order to utilize these funds for operational expenditures.

**Priority #3**

Issue Code: 2401500            Replacement Equipment – Motor Vehicles  
State Attorneys Revenue Trust Fund: \$210,000



**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Ninth Judicial Circuit**

**Priority #3**

Our current fleet contains old, high-mileage vehicles. They are incurring high repair bills. Replacing them will be more cost efficient than continuing to operate them beyond their normal life cycle and/or reimbursing employees for using their personal vehicles for agency travel.

**State Attorney, Tenth Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**State Attorney, Eleventh Judicial Circuit**

**Priority #1**

Issue Code: 4200A60            Competitive Area Differential Funding  
Salary Rate: \$1,716,840  
Child Support Trust Fund: \$124,312  
General Revenue: \$1,751,658  
Grants and Donations Trust Fund: \$56,505

The substantial difference in the cost of living across counties severely impacts our ability to recruit and retain high-quality Assistant State Attorneys. This issue requests a comparative area differential to compete with other local governmental agencies and private sector firms in Miami-Dade County.

**Priority #2**

Issue Code: 4200A10            Competitive Area Differential Funding for Support Staff  
Salary Rate: \$700,128  
Child Support Trust Fund: \$56,190  
General Revenue: \$667,255  
Grants and Donations Trust Fund: \$64,619

The substantial difference in the cost of living across counties severely impacts our ability to recruit and retain high-quality support staff. This issue requests a comparative area differential to compete with other local governmental agencies and private sector firms in Miami-Dade County.

**Priority #3**

Issue Code: 2401500            Replacement Equipment – Motor Vehicles

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Eleventh Judicial Circuit**

**Priority #3**

State Attorneys Revenue Trust Fund: \$345,780

Replace needed vehicles that will meet the Department of Management Services' replacement criteria.

**Priority #4**

Issue Code: 2301900            Building Rental for Privately Owned Buildings  
Child Support Trust Fund: \$155,957

This issue addresses required leased space cost increases for the Child Support Enforcement Division of the State Attorney's Office in Miami-Dade County, funded by a contract with the Florida Department of Revenue.

**State Attorney, Twelfth Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**Priority #2**

Issue Code: 2401500            Replacement Equipment – Motor Vehicles  
State Attorneys Revenue Trust Fund: \$80,000

The 12th circuit has four (4) vehicles that will meet the statutory requirements for replacement in FY 2012-13. These vehicles are essential to the day-to-day operations of this office. We depend on them to safely and timely transport our prosecutors and staff to their destinations with reliability. Without replacement, these vehicles become more unreliable and the cost to repair them grows, with the added burden of the loss of their use during repair. With loss of use, we are left scrambling to provide another state issued vehicle, one that is certain to be in the same type of unreliable condition as the one it is replacing as it, too, has surpassed the statutory requirements for replacement. For these reasons, we are requesting replacement for four vehicles as they are critical to ensuring the efficient operation of our office and will allow us to better perform our constitutional and statutorily mandated duties.

Replacement Policy: The State Attorney follows the State standard for replacement vehicles which is twelve (12) years old and/or have in excess of 120,000 miles. Vehicles are used by our investigator and prosecutors to respond to crime scenes and to travel to

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Twelfth Judicial Circuit**

**Priority #2**

and from depositions and seminars and by staff to travel between four office locations. Our DeSoto County office is located 100 miles roundtrip from the main office.

**State Attorney, Thirteenth Judicial Circuit**

**Priority #1**

**Priority #2**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**Priority #3**

Issue Code: 2401500            Replacement of Motor Vehicles  
Civil RICO Trust Fund: \$69,750  
State Attorneys Revenue Trust Fund: \$100,000

This issue benefits all four core activities of the State Attorney, Thirteenth Judicial Circuit in Hillsborough County. These activities are Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution and Civil Action Services. This circuit has seven (7) vehicles that will meet the Florida Department of Management Services' Minimum Equipment Replacement Criteria in Fiscal Year 2012-2013. The cost to replace the 7 vehicles is estimated to be a total of \$169,750.

Issue Code: 3008A10            Enhanced Salary Incentive Payments  
General Revenue: \$3,401

**Priority #4**

This issue benefits all four core activities of the State Attorney, Thirteenth Judicial Circuit in Hillsborough County. These activities are Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution and Civil Action Services. These incentive payments are requisite according to statute. The funds appropriated to this category have been inadequate for 20+ years. The investigative component is integral to the operations of this office.

**State Attorney, Fourteenth Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Fourteenth Judicial Circuit**

**Priority #2**

Issue Code: 2402400            Additional Equipment – Motor Vehicles  
State Attorneys Revenue Trust Fund: \$40,000

The Fourteenth Circuit has two (2) vehicles that will meet replacement criteria. Considering factors of age and mileage, the continued usage of these vehicles has become not only a safety issue, but also a fiscal issue with the cost of repairs and maintenance. These vehicles were donated to the State Attorney's Office by the Jackson County Sheriff's Office and the City of Panama City Beach.

**Priority #3**

Issue Code: 2401500            Replacement Equipment – Motor Vehicles  
State Attorneys Revenue Trust Fund: \$40,000

The Fourteenth Circuit has two (2) vehicles that will meet replacement criteria. Considering factors of age and mileage, the continued usage of these vehicles has become not only a safety issue, but also a fiscal issue with the cost of repairs and maintenance.

**State Attorney, Fifteenth Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**Priority #2**

Issue Code: 2401500            Replacement Equipment – Motor Vehicles  
Forfeiture and Investigative Support Trust Fund (FIST): \$74,000

Replacement of four motor vehicles is requested for personnel who travel constantly and presently use their personal vehicle. Prosecutors and Investigators often go into "The Field" with other Law Enforcement Personnel and should not have to use their personal vehicles in these high crime areas as their license plate numbers could be recorded by the criminal population.

Four unmarked police model vehicles (Chevrolet Impala/Dodge Charger) are requested (\$18,500 X 4).

**State Attorney, Sixteenth Judicial Circuit**

**Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
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FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Sixteenth Judicial Circuit** **Priority #2**

Issue Code: 2401500            Replacement Equipment – Motor Vehicles  
Trust Funds: \$42,530

This office has two vehicles that are past the "drop dead" time.  
Both of these vehicles are now very costly to drive because of the frequent repair costs.

**State Attorney, Seventeenth Judicial Circuit** **Priority #1**

Issue Code: 3000080            Increased Current Prosecution  
Positions: 60.00  
Salary Rate: \$2,129,098  
General Revenue: \$3,294,590 / \$156,618 non-recurring

Additional staff needed to prosecute 13,000 pending felony cases.

**Priority #2**

Issue Code: 3000560            Jimmy Ryce Civil Commitment  
Positions: 6.00  
Salary Rate: \$224,325  
General Revenue: \$345,226 / \$15,552 non-recurring

Need to support increased workload and expedite trials as mandated by statute.

**Priority #3**

Issue Code: 3000640            Enhanced Other Personal Services  
State Attorneys Revenue Trust Fund: \$430,583

Assistant State Attorney training program necessary to support high level of efficiency  
with increased turnover.

**Priority #4**

Issue Code: 4200A60            Competitive Area Differential Funding  
Salary Rate: \$1,210,691  
General Revenue: \$1,362,754

Retain high quality staff who leave due to high cost of living.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Eighteenth Judicial Circuit** **Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**State Attorney, Nineteenth Judicial Circuit** **Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**State Attorney, Twentieth Judicial Circuit** **Priority #1**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Prosecuting Attorneys Association.

**Priority #2**

Issue Code: 4201550           Equity Funding to Relieve Base Budget Inequities  
Positions: 39.00  
Salary Rate: \$1,207,393  
General Revenue: \$1,933,111 / \$101,088 non-recurring

Based off of the Florida Prosecuting Attorney Association current formula (August 2011) there is a funding differential within General Revenue from the funding factors of population and workload compared to current funding levels.

**Priority #3**

Issue Code: 2401500           Replacement Equipment – Motor Vehicles  
State Attorneys Revenue Trust Fund: \$340,000

Being the largest geographic circuit in the State of Florida, transportation is key to completing our prosecution function. By June 30<sup>th</sup> 2013, our agency will have 17 vehicles that will exceed the state criteria for replacement. Further extension of usage will escalate repair cost, through General Revenue, and possibly create safety issues for staff and citizens.

**Priority #4**

Issue Code: 3800270           Florida Bar Training Requirements for New Assistant  
State Attorneys  
General Revenue: \$6,420

Effective May 12, 2005, the Florida Supreme Court amended Rule 6-12.3 and Rule 6-12.4. As Amended, these rules require that, new Florida admittee's must attend

**SCHEDULE VIII-A  
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**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Twentieth Judicial Circuit**

**Priority #4**

Practicing with Professionalism course. Prior to this decision, new members were exempt from the performance and ethics training. To meet this training requirement additional General Revenue funding is necessary.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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FISCAL YEAR 2012-2013**

**TRIALS & APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2012-13 PER THE  
FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

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<b>Issue Code:</b> 4205610	<b>Priority #1</b>
<b>Issue Title:</b> No additional budget or position reduction-Trials & Appeals	

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The Public Defenders are requesting, as their number one funding priority, that they be exempted from any additional position or budget reductions for the 2012-2013 Fiscal Year.

This issue impacts the Civil Trial Indigent Defense, Civil Investigative Services, Criminal Trial Indigent Defense and Criminal Investigative Services Activities.

NOTE: A \$1 'place holder' was entered in order for the narrative display.

Reference issue code 4205610 in the Justice Administrative Commission's Legislative Budget Request.

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<b>Issue Code:</b> 4300200	<b>Priority #2</b>
<b>Issue Title:</b> Maximization of ICDTF's-Trials & Appeals	

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See Individual Circuit Responses.

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<b>Issue Code:</b> 3001300	<b>Priority #3</b>
<b>Issue Title:</b> Workload Issues – Trials & Appeals	

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See Individual Circuit Responses.



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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**TRIALS & APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2012-13 PER THE  
FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

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<b>Issue Code:</b>	<b>Circuit Specific Issues</b>	<b>Priority #4</b>
<b>Issue Title:</b>	<b>Circuit Specific Issues -Workload Issues - Trials</b>	

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See Individual Circuit Responses.

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<b>Issue Code:</b>	<b>4205620</b>
<b>Issue Title:</b>	<b>RESTORE FISCAL YEAR 2011-12 RETIREMENT REDUCTIONS - Trials</b>

**\*This issue is ranked PRIORITY # 5 for the Trials entities.**

**\*This issue is ranked PRIORITY # 4 for the Appeals entities.**

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A Legislative budget priority for the Public Defenders for Fiscal Year (FY) 2012-13 is the restoration of the FY 2011-2012 Retirement Reductions. The substantial budget cuts to the Salaries and Benefit category, due to the imposition of the 3% employee salary contribution for retirement, have impeded the Public Defenders' ability to perform their constitutional duty to provide effective representation to indigent clients.

The total reduction for the Public Defender Trial Entities = \$10,578,119  
General Revenue = \$9,121,739 Trust Funds = \$1,456,380

The total reduction for the Public Defender Appellate Entities = \$ 824,318  
General Revenue = \$815,759 Trust Funds = \$8,559

Total Issue = \$11,402,437

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

**TRIALS & APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2012-13 PER THE  
 FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

**Issue Code: 4205100**

**Issue Title: RESTORE FISCAL YEAR 2007-08 AND FISCAL YEAR 2008-09 BUDGET AND POSITION REDUCTIONS- Appeals**

**\*This issue is ranked PRIORITY # 6 for the Trials entities.**

**\*This issue is ranked PRIORITY # 5 for the Appeals entities.**

The Public Defenders' funding priorities include the restoration of Fiscal Year (FY) 2007-2008 and FY 2008-2009 position and budget reductions.

A reduction to General Revenue, Salaries and Benefits was made in Special Session 2009A via a fund shift to the Public Defenders Revenue Trust Fund (reference issue codes 3403000 and 3403010 in Senate Bill 2A). The Public Defenders are requesting the restoration of 25% of the total General Revenue fund shifted.

Senate Bill 2-A, Special Session 2009A  
 Appropriations Act

Senate Bill 2600, FY 2009-10 General

Issue Codes 3403000 and 3403010

Issue Codes 26A7003 and 26A7004

(Annualized Amount)

General Revenue reduction = -\$1,221,835  
 Public Defenders Revenue  
 Trust Fund increase = \$1,136,307

General Revenue reduction = -\$3,665,505  
 Public Defenders Revenue  
 Trust Fund increase = \$3,665,505

Total:

General Revenue reduction = -\$4,887,340  
 Public Defenders Revenue

Trust Fund increase = \$4,801,812 x 25% = \$1,200,453 (amount to restore to General Revenue)

Note: The Other Salary Amount "OAD" transaction was used to request the specific Salaries and Benefits amount to restore, without impacting salary rate.

Senate Bill 2-A, Special Session 2009A Issue Codes (ICs) 33H0403 and 3403000  
 (Reference IC 1007000, General Appropriations Act FY 2009-10)

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

**TRIALS & APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2012-13 PER THE  
 FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

	Positions	Salary Rate	Salaries and Benefits	Other Personal Services	Acquisition of Motor Vehicles	Operating Expenditures
Public Defender - Trial	34.00	1,266,747	\$2,063,956	\$6,188	\$1,141	\$70,320
Public Defender - Appeals	-0-	-0-	\$156,826	\$9,210	-0-	\$6,971

House Bill 5001 (General Appropriations Act FY 2008-09)  
 IC 1607T10

	Positions	Salary Rate
Public Defender - Trial	45.25	2,217,402
Public Defender - Appeals	2.75	120,519

33V3600

	Positions	Salary Rate	Salaries and Benefits	Other Personal Services	Acquisition of Motor Vehicles	Operating Expenditures
Public Defender - Trial	124.00	4,812,942	\$6,773,619	\$ -0-	\$-0-	\$238,416
Public Defender - Appeals			\$619,183	\$30,241	\$-0-	\$35,513

Senate Bill 2-C - FY 2007-08  
 IC 33V0230 (Reference IC 1007000, General Appropriations Act FY 2008-09)

	Positions	Salary Rate	Salaries and Benefits	Other Personal Services	Acquisition of Motor Vehicles	Operating Expenditures
Public Defender - Trial			\$1,942,453	\$200,140	\$-0-	\$2,843,205
Public Defender - Appeals			\$16,385	\$28,557	\$-0-	\$140,387

House Bill 7009 - FY 2007-08  
 IC 33H0401 (Reference ICs 1008000 and 2108601, General Appropriations Act FY 2008-09)  
 Salaries and Other Personal Acquisition of Operating

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

**TRIALS & APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2012-13 PER THE  
 FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

	Benefits	Services	Motor Vehicles	Expenditures	
Public Defender - Trial		\$5,896,922	\$78,473	\$3,836	\$1,016,131
Public Defender - Appeals		\$ 492,697	\$30,033	\$-0-	\$ 60,549

TOTAL ISSUE:

Positions = 206.00

Rate = 8,417,610

Salaries and Benefits = \$19,162,494

Other Personal Services = \$382,842

Acquisition of Motor Vehicles = \$4,977

Public Defender Operating Expenditures = \$4,411,492

NOTE: The Other Salary Amount "OAD" transaction was used to request the specific Salaries and Benefits amount reduced.

This issue impacts the Civil Trial Indigent Defense, Civil Investigative Services, Criminal Trial Indigent Defense and Criminal Investigative Services Activities.

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**Issue Code: 4205300**

**Issue Title: Restore Fiscal Year 2009-10 Budget Reductions**

**\*This issue is ranked PRIORITY # 7 for the Trials entities.**

**\*This issue is ranked PRIORITY # 6 for the Appeals entities.**

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A Public Defender funding priority for Fiscal Year (FY) 2011-2012 is the restoration of the FY 2009-10 salary rate and budget reductions.

Budget Reductions of 2% in Salaries and Benefits were taken in General Revenue (GR) and the following trust funds: Grants and Donations Trust Fund (GDTF), Indigent Criminal Defense Trust Fund (ICDTF) and the Public Defenders Revenue Trust Fund (PDRTF).

Senate Bill 2600, FY 2009-10 General Appropriations Act

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

**TRIALS & APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2012-13 PER THE  
 FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

Issue Code 3308500

	Salary Rate	GR Salaries & Benefits	GDTF Salaries & Benefits	ICDTF Salaries & Benefits	PDRTF Salaries & Benefits
Public Defenders - Trial	1,529,461	\$1,606,517	\$68,377	\$100,121	\$49,927
Public Defenders - Appeals	164,244	\$196,432			

TOTAL ISSUE:

Rate = 1,693,705

Salaries and Benefits (GR) = \$1,802,949

Salaries and Benefits (TF) = \$218,425

NOTE: The Other Salary Amount "OAD" transaction was used to request the specific Salaries and Benefits amount reduced.

This issue impacts the Civil Trial Indigent Defense, Civil Investigative Services, Criminal Trial Indigent Defense and Criminal Investigative Services Activities

**Individual Public Defender Circuit Responses:**

**Public Defender, First Judicial Circuit**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Second Judicial Circuit & PD Appellate, Second Judicial Circuit**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Third Judicial Circuit**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Public Defender Association, Inc.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

**Public Defender, Fourth Judicial Circuit**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Fifth Judicial Circuit**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Sixth Judicial Circuit**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Seventh Judicial Circuit & PD Appellate, Seventh Judicial Circuit**

Agency Fiscal Year 2012-13 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Eighth Judicial Circuit**

**No Additional Cuts**

**Priority #1**

**Issue: 4205610**

**\*See FPDA response for narrative.**

**Priority #2**

**Issue: 2401500      REPLACEMENT OF MOTOR VEHICLES**

MOTOR VEHICLE ACQUISITION FOR REPLACEMENT OF EXISTING VEHICLE:

Narrative: This vehicle will have over 120,000 miles by the end of FY 2011-12.

2007 Chevrolet Impala

VIN: 2G1WB58K479353440

Estimated 2011-12 Mileage: 125,000

Estimated 2012-13 Mileage: 140,000

(1) Motor Vehicle Replacement @ \$ 19,000

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

**Issue: 2401000      REPLACEMENT EQUIPMENT**

Replacement Policy: Equipment and furniture are replaced at or near the end of their useful life and/or are no longer cost effective to the state due to excessive maintenance or functional obsolescence.

Non-Recurring funding request for replacement of one (1) copier machine:  
 (1) Copier @ \$9,250

The existing copier at our Levy County office has experienced excess wear and tear due to the high volume of documents copied in support of the Levy and Gilchrist County caseloads. Use of worn equipment leads to increased repair and maintenance costs which are not cost effective to the state.

<b>Workload Issue Trial</b>	<b>Priority #3</b>
<b>Issue Code: 3001300</b>	
<b>Issue Title: Public Defender Trial Workload</b>	
Positions:	7.00
Salary Rate:	300,944
Salaries and Benefits – General Revenue Fund	417,044
Public Defender Operations – General Revenue Fund	34,454
<b>Total Issue:</b>	<b>451,498</b>

The Florida Public Defender Association has voted on funding priorities for the Public Defenders. The number three funding priority for all Public Defender Appellate Offices is the Public Defender Appellate Workload issue. The positions and funding requested are as per the Florida Public Defender Association’s workload formula. Reference issue code 3001310 in each Public Defender Trial Legislative Budget Request.

<b>Issue Code: 3000630</b>	<b>Priority #4</b>
<b>Issue Title: JESSICA LUNSFORD SEX CRIMES DEFENSE UNIT</b>	
Positions:	2.00
Salary Rate:	120,000
Salaries and Benefits – General Revenue Fund	157,920
Public Defender Operations – General Revenue Fund	9,326
<b>Total Issue:</b>	<b>167,246</b>

Due to the proliferation of cases in the Eighth Circuit involving sex crimes against minors, our office is requesting recurring funding for a Jessica Lundsford Sex Crimes Defense Unit which would be staffed with two (2) additional Assistant Public Defenders (APDs) with specialized training in the area of sex

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

crimes against minors. This unit would benefit office wide proficiency by segregating these highly specialized cases from general case distribution and allow such cases to be handled by attorneys with the appropriate specialized training, and thereby facilitating the more efficient handling of the broader category of criminal cases by our existing APDs.

Operating Expenditures budget is requested to establish these positions as per the Office of Policy and Budget's Standard # 3 as modified for public defenders.

**RESTORE FISCAL YEAR 2011-12 RETIREMENT REDUCTIONS Priority#5**

**Issue: 4205620**

\*See FPDA response for narrative

**RESTORE FISCAL YEAR 2007-08 AND FISCAL YEAR 2008-09 BUDGET AND POSITION REDUCTIONS Priority#6**

**Issue: 4205100**

\*See FPDA response for narrative

**RESTORE FISCAL YEAR 2009-10 BUDGET REDUCTIONS Priority#7**

**Issue: 4205300**

\*See FPDA response for narrative

**Public Defender, Ninth Judicial Circuit**

<b>Issue Code: 4201550</b>	<b>Priority #1</b>
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<b>Issue Title: Equity Funding to Relieve Base Budget Inequities</b>	
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Salaries and Benefits – General Revenue Fund	2,875,975
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Total Issue:	2,875,975
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It is the intention of the Public Defender, 9th Judicial Circuit to seek relief from the inequity of funding among the twenty Public Defenders circuits. Per case funding range from \$495 to \$184 among the circuits. As such, it is obvious that: not all circuits are funded equally; that budget reductions of the same percentage to all circuits is not equitable; that the Florida Public Defender Association can not obtain a majority vote to redistribute existing funding through a new or existing funding formula. Therefore, the Public Defender, 9th circuit seeks additional General Revenue, in the amount stated above, to be taken proportionately from the existing appropriation for all other Public Defender circuits which exceed the statewide average in per case funding.

This issue impacts this agency's Criminal Trial Indigent Defense activity.

**Public Defender, Ninth Judicial Circuit requests that Issue # 4201550 be their # 1 priority.**



**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

**Public Defender, Tenth Judicial Circuit  
 Priorities # 1-7 are as per FPDA**

<b>Issue Code: 2401000</b>	<b>Priority #8</b>
<b>Issue Title: Replacement Equipment</b>	
Public Defender Operations – General Revenue Fund	29,549
Total Issue:	29,549

Replacement Policy: Equipment and furniture are replaced when worn out, obsolete or due to excessive maintenance, are no longer cost effective to the state.

Public Defender Operating Expenditures are based on 10% of the average cost of equipment items under \$1,000 in the Office of Policy and Budget's (OPB's) Standard #3 as modified for public defender needs.

Average cost of items under \$1,000 = \$2,592 x 10% x 114 (current Full-Time Equivalent (FTE's)) = \$29,549.

This issue impacts all of our agency's activities.

<b>Issue Code: 3800280</b>	<b>Priority #9</b>
<b>Issue Title: FLORIDA BAR TRAINING REQUIREMENTS FOR NEW ASSISTANT PUBLIC DEFENDERS</b>	
Public Defender Operations – General Revenue Fund	3,780
Total Issue:	3,780

The Florida Bar requires all new attorneys to attend a "Practicing with Professionalism" training program. This training is in addition to the normally required continuing legal education credits that all practicing attorneys are required to accrue.

The estimated cost per attorney includes registration fee (\$150), 1 day of lodging and per diem (\$161) and mileage (\$66.75) = \$378. With 10 new attorneys starting each year, the annual cost comes to \$3,780 (= \$378 x 10).

This issue will impact all of our activities.

<b>Issue Code: 3000960</b>	<b>Priority #10</b>
<b>Issue Title: Capital Cases Qualifying Training</b>	
Public Defender Operations – General Revenue Fund	3,559

**SCHEDULE VIII A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

Total Issue: 3,559

The Florida Bar requires all attorneys who handle capital cases to attend one of three approved death penalty conferences every 2 years. This training is in addition to the normally required continuing legal education credits that all practicing attorneys are required to accrue.

The estimated cost per attorney includes registration fee (\$450), 3 days of lodging and per diem (\$500) and mileage (\$66.75) = \$1,017. With 7 attorneys attending every other year, the total annual cost comes to \$3,559 (= \$1,017 x 7 / 2).

This issue impacts all of our agency's activities.

**Public Defender Appellate, Tenth Judicial Circuit  
 Priorities # 1-6 are as per FPDA**

<b>Issue Code: 2401000</b>	<b>Priority #7</b>
<b>Issue Title: REPLACEMENT EQUIPMENT</b>	
Public Defender Operations – General Revenue Fund	12,960
Total Issue:	12,960

Replacement Policy: Equipment and furniture are replaced when worn out, obsolete or due to excessive maintenance, are no longer cost effective to the state. Public Defender Operating Expenditures are based on 10% of the average cost of equipment items under \$1,000 in the Office of Policy and Budget's (OPB's) Standard #3 as modified for public defender needs.

Average cost of items under \$1,000 = \$2,592 x 10% x 50 (current Full-Time Equivalent (FTE's)) = \$12,960.

This issue impacts all of our agency's activities.

**SCHEDULE VIII A**

**PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

<b>Issue Code: 3000960</b>	<b>Priority #8</b>
<b>Issue Title: Capital Cases Qualifying Training</b>	
Public Defender Operations – General Revenue Fund	1,525
Total Issue:	1,525

The Florida Bar requires all attorneys who handle capital cases to attend one of three approved death penalty conferences every 2 years. This training is in addition to the normally required continuing legal education credits that all practicing attorneys are required to accrue. The estimated cost per attorney includes registration fee (\$450), 3 days of lodging and per diem (\$500) and mileage (\$66.75) = \$1,017. With 3 attorneys attending every other year, the total annual cost comes to \$1,525 (= \$1,017 x 3 /2).

This issue will impact our Indigent Appellate Defense activity.

<b>Issue Code: 3800280</b>	<b>Priority #9</b>
<b>Issue Title: FLORIDA BAR TRAINING REQUIREMENTS FOR NEW ASSISTANT PUBLIC DEFENDERS</b>	
Public Defender Operations – General Revenue Fund	756
Total Issue:	756

The Florida Bar requires all new attorneys to attend a "Practicing with Professionalism" training program. This training is in addition to the normally required continuing legal education credits that all practicing attorneys are required to accrue.

The estimated cost per attorney includes registration fee (\$150), 1 day of lodging and per diem (\$161) and mileage (\$66.75) = \$378. With 2 new attorneys starting each year, the annual cost comes to \$756 (= \$378 x 2).

This issue will impact all of our activities.

**.Public Defender, Eleventh Judicial Circuit  
Priorities # 1-7 are as per FPDA**

<b>Issue Code: 3009010</b>	<b>Priority #8</b>
<b>Issue Title: U.S. Supreme Court Padilla Constitutional Mandate</b>	
Positions:	4.00
Salary Rate:	168,000
Salaries and Benefits – General Revenue Fund	233,790
Public Defender Operations – General Revenue Fund	18,652
Total Issue:	252,442

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2012-2013**

The decision of the United States Supreme Court in *Padilla v. Kentucky*, 130 S. Ct. 1473 (2010) places additional burdens and responsibilities on defense attorneys representing criminal defendants facing immigration consequences, in addition to criminal penalties. As a result, we are constitutionally mandated to conduct a thorough review of our client’s immigration status as well as the criminal charges lodged against them, to facilitate both our ability to provide specific immigration advice to our clients and to lessen or eliminate the impact of those immigration consequences on our clients. Given the large immigrant population in Miami-Dade County and, consequently, in our client base, the workload resulting from these additional responsibilities necessitates this request for (4) additional Assistant Public Defender (APD) positions at a salary rate of \$42,000 per position which is the starting salary for APD positions with our office.

<b>Issue Code:</b> 3001090	<b>Priority #9</b>
<b>Issue Title: WORKLOAD CERTIFICATION</b>	
Public Defender Operations – General Revenue Fund	1
Total Issue:	1

Severe budget cuts during the past several years resulted in the Public Defender s Office, 11th Circuit (PD-11), having an excessive caseload which affects the office s ability to comply with all our constitutional, ethical and professional obligations. Therefore, as part of a process to protect the Constitutional rights of people we have been appointed to represent, PD-11 previously certified to the trial court its inability to adequately comply with all its constitutional, ethical and professional obligations. The trial court agreed that the testimonial, documentary, and opinion evidence showed that PD-11 s caseloads were excessive by any reasonable standard. The court ordered PD-11 to decline to temporarily accept new appointments until the case backlog was reduced. However, because the Third District Court of Appeal disagreed with the trial judge, that order was never put into effect, it was stayed. Therefore, PD-11 has continued to accept those felony cases. The Florida Supreme Court is reviewing the Third District s decision. Through the Legislative Budget Request (LBR) issues listed below, which have been designated as FPDA legislative priorities and are being submitted in either PD-11’s or the Justice Administrative Commission’s (JAC) LBR, PD-11 requests workload funding so that we may reasonably comply with our constitutional, ethical and professional obligations while handling our existing caseloads.

- No additional budget or position reductions (Issue Code 4205610 - JAC LBR)
- Restore FY 07-08 and FY 08-09 budget and positions reductions (Issue Code 4205100 - JAC LBR)
- Restore FY 09-10 budget reductions (Issue Code 4205300 - JAC LBR)
- Restore FY 11-12 retirement reductions (Issue Code 4205620 - JAC LBR)
- Public Defender Trial Workload (Issue Code 3001300 - PD-11 LBR)

**SCHEDULE VIII**

**PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

<b>Issue Code:</b> 4300600	<b>Priority #10</b>
<b>Issue Title: DELETION OF UNFUNDED GRANTS AND DONATIONS TRUST FUND</b>	
<b>AUTHORITY</b>	
Salaries and Benefits – GDTF	-124,425
Other Personal Services – GDTF	-15,000
Public Defender Operations – GDTF	-5,008
Total Issue:	-144,433

This is a request to delete the trust fund authority associated with an expired federal grant. The grant was received in 2009 from the U.S. Department of Justice, Office of Justice Programs for a program entitled "Violations of Probation (VOP) Early Representation Project". The original grant period was for 18 months and the grant was extended through June 30, 2011 and all obligations have been liquidated. Accordingly, we are requesting deletion of trust fund authority associated with this grant. No request is made to delete positions nor salary rate as neither were requested when requesting authority for this grant through budget amendment 2010-11P, EOG # 0432.

Salaries - \$124,425  
Other Personal Services - \$15,000  
Public Defender Operations - \$5,008

<b>Issue Code:</b> 4300200	<b>Priority #11</b>
<b>Issue Title: MAXIMIZE USE OF INDIGENT CRIMINAL DEFENSE TRUST FUNDS FOR OPERATING EXPENDITURES</b>	
Salaries and Benefits – ICDF	-400,000
Total Issue:	-400,000

This is a request to transfer Indigent Criminal Trust Fund ("ICDF") authority from our office to the Public Defender, 1st Judicial Circuit ("PD-1") and to the Public Defender, 4th Judicial Circuit ("PD-04"). In recent years, our ICDF authority has been increased as a result of "fund shifts" from General Revenue, most significantly \$595,052 for fiscal year 2010-11. As a result, our recurring trust fund authority now approximates \$1,400,000. Even though our trust fund collections have increased, more than doubling since fiscal year 2008-09, and we continue to work with the Clerk of the Courts and other agencies to further increase collections, we do not anticipate that fiscal year 2012-13 collections will be sufficient to support our trust fund authority. As a result, we would like to transfer \$300,000 of excess authority from the Salaries and Benefits category to PD-1 and \$100,000 of excess authority from the Salaries and Benefits category to PD-4. Please refer to PD-1 and PD-4's Legislative Budget Request (issue code 4300200) for the request to increase ICDF authority as a result of this transfer.

**SCHEDULE VIII**

**PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

Note: The Other Salary Amount ("OAD") transaction was used to request the transfer of Salaries and Benefits authority without positions or salary rate.

**Public Defender Appellate, Eleventh Judicial Circuit  
Priorities # 1-6 are as per FPDA**

**Public Defender, Twelfth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

**Public Defender, Thirteenth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

**Public Defender, Fourteenth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

**Public Defender, Fifteenth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

**Public Defender Appellate, Fifteenth Judicial Circuit  
Priorities # 1-6 are as per FPDA**

**Public Defender, Sixteenth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

**Public Defender, Seventeenth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

**Public Defender, Eighteenth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

<b>Issue Code: 4201550</b>	<b>Priority #8</b>
<b>Issue Title: EQUITY FUNDING TO RELEIVE BASE BUDGET INEQUITIES</b>	
Salaries and Benefits – General Revenue	723,580
Total Issue:	723,850

It is the intention of this agency to seek relief from the inequity of funding among the twenty Public Defender circuits. Per case funding ranges from \$414 to \$164 among the circuits. As such, it is obvious that: 1) not all circuits are funded equally; 2) that budget reductions of the same percentage to all circuits is not equitable; 3) that the Florida Public Defender Association cannot obtain a majority vote to

**SCHEDULE VIII**

**PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

redistribute existing funding through a new or existing funding formula. Averaging the amount of \$222.45 per case (Total General Revenue Appropriation for all Public Defender offices @ \$161,658,303 divided by total caseload 761,689) times the number of cases reported for Fiscal Year 2010-2011, the Office of the Public Defender, 18th Judicial Circuit should be funded an additional amount of \$723,580 above the \$6,287,246 Fiscal year 2011-2012 GR appropriation amount. Should the General Revenue appropriation be redistributed for the twenty public defenders using the FPDA approved funding formula, this office would receive an additional \$3.7 million. This is because the funding formula also takes into account population, cost of living, and the comparison of funding to the circuit state attorney.

Therefore, this agency seeks additional General Revenue, in the amount stated above to be taken proportionally from the existing appropriation for all other Public Defender circuits which exceed the statewide average in per case funding.

(Attachments are provided showing Florida Public Defender Association Trial Workload Funding - Generating this "new" equitable formula and it's redistribution totals per circuit; Funds per case per Circuit).

<b>Issue Code: 4300200</b>	<b>Priority #9</b>
<b>Issue Title: MAXIMIZE USE OF INDIGENT CRIMINAL DEFENSE TRUST FUND FOR OPERATING EXPENDITURES</b>	
Acquisition of Motor Vehicles – ICDTF	38,100
Total Issue:	38,100

Year Make/Model	Identification Number	Actual Mileage 8/17/11	Estimated 6/12 Mileage
2001 Dodge Caravan	2B4GP44361R268576	121,139	125,500
2001 Ford Crown Victoria	2FAFP73W51X131769	152,317	159,817

This issue impacts this agency's Criminal Investigative Services activity.

**Public Defender, Nineteenth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

<b>Issue Code: 160M010</b>	<b>Priority #8</b>
<b>Issue Title: POSTAGE METER AND SCALES LEASE - ADD</b>	
Lease/Purchase/Equipment – ICDTF	1,440
Total Issue:	1,440

**SCHEDULE VIII**

**PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

<b>Issue Code:</b> 160M020	<b>Priority #9</b>
<b>Issue Title:</b> POSTAGE METER AND SCALES LEASE - DEDUCT	
Public Defender Operations – ICDFTF	-1,440
Total Issue:	-1,440

**Public Defender, Twentieth Judicial Circuit**

<b>Issue Code:</b> 4205610	<b>Priority #1</b>
<b>Issue Title:</b> No additional budget or position reduction-Trials & Appeals	
The Public Defenders are requesting, as their number one funding priority, that they be exempted from any additional position or budget reductions for the 2012-2013 Fiscal Year.	

This issue impacts the Civil Trial Indigent Defense, Civil Investigative Services, Criminal Trial Indigent Defense and Criminal Investigative Services Activities.

NOTE: A \$1 'place holder' was entered in order for the narrative display.

Reference issue code 4205610 in the Justice Administrative Commission’s Legislative Budget Request.

<b>Issue Code:</b> 4205100	<b>Priority #2</b>
<b>Issue Title:</b> RESTORE FISCAL YEAR 2007-08 AND FISCAL YEAR 2008-09 BUDGET AND POSITION REDUCTIONS- Appeals	
*See FPDA Narrative	

<b>Issue Code:</b> 4205300	<b>Priority #3</b>
<b>Issue Title:</b> Restore Fiscal Year 2009-10 Budget Reductions	
*See FPDA Narrative	

<b>Issue Code:</b> 3001300	<b>Priority #4</b>
<b>Issue Title:</b> PUBLIC DEFENDER TRIAL WORKLOAD	
Positions	23
Salary Rate	988,816
Salaries and Benefits	\$1,370,287
Public Defender Operations	\$113,206
<b>Total Issue:</b>	<b>\$1,483,493</b>

In accordance with Chapter 27.51, Florida Statutes, Public Defenders are charged with the representation of indigent defendants. The Public Defenders have been requested to expand to a wide range of duties and responsibilities. While the Legislature and the Courts have placed these increased

**SCHEDULE VIII A**



**PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

demands on Public Defenders, funds for the additional work have not kept pace. A need is generated for sufficient numbers of attorneys to provide thorough, effective and efficient legal representation for indigent persons. Additionally, adequate operating expenditures are required to support and maintain these positions. Excessive caseloads can only weaken the defense and increase the possibility of charges of ineffective counsel or increase the use of court-appointed counsel at an additional cost to the state.

All new positions will be originally classified as an Assistant Public Defender at a rate of 42,992. This impacts all of this agency's approved activities.

<b>Issue Code:</b> 4201550	<b>Priority #5</b>
<b>Issue Title:</b> EQUITY FUNDING TO RELIEVE BASE BUDGET INEQUITIES	
Salaries and Benefits – GR	\$348,333
Other Personal Services – GR	\$80,000
Public Defender Operations – GR	\$155,000
<b>Total Issue:</b>	<b>\$583,333</b>

The Florida Public Defender Association (FPDA) has acknowledged the need for reprioritizing General Revenue (GR) appropriations based upon caseload in an attempt to address inequities within the twenty circuits of public defenders, and in particular, the gross inequities of the 20th circuit. Accordingly, in 2011-12, the FPDA voted to request an amount of \$5,000,000 of GR funds which would be shared between the 5th and 20th circuits. Having been recognized by the FPDA as the two neediest circuits, in 2011-12 the legislature granted a GR appropriation to the 5th circuit and 20th circuit in the amount of \$375,000 each. In 2012-13, the 20th circuit is requesting an additional total GR appropriation of \$1,750,000 with the option that this amount could be appropriated over three fiscal years in equal increments of \$583,333 beginning in 2012-13 through 2014-15.

Please refer to Exhibit A attached hereto for details.

This exhibit was submitted to the Special Funding Committee of the FPDA on August 4, 2011.

<b>Issue Code:</b> 3800170	<b>Priority #6</b>
<b>Issue Title:</b> EQUITY FUNDING TO RELIEVE BASE BUDGET INEQUITIES	
Positions	1.0
Salary Rate	68,500
Salaries and Benefits – GR	\$88,647
Public Defender Operations – GR	\$4,713
<b>Total Issue:</b>	<b>\$93,360</b>

**SCHEDULE VIII A**

**PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

The Public Defender, 20th Circuit is requesting the position of an Assistant Public Defender who would be designated trainer for the felony division within the 20th Circuit. This position requires an experienced attorney. Not only will the 20th circuit become more effective and efficient, there will be savings in travel expenses, cost of outside conferences and seminars as the need to attend some of these will be reduced.

Public Defender Operating Expenditures are requested to establish this position as per the Office of Policy and Budget's Standard #3, as modified for Public Defenders.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

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**Capital Collateral Regional Councils**

**FY 2012-13 Funding Priorities**

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**Capital Collateral Regional Counsel, Middle Region (CCRC-M)**

**Priority #1**

Issue Code: 4205630      Restore Fiscal Year 2011-12 Budget and Position Reductions  
Positions: 1.00  
Salary Rate: \$86,464  
General Revenue: \$112,280

CCRC-M's budget has been reduced to FY01/02 funding levels. This loss of funding, as well as the FY11/12 retirement funding reduction has left CCRC-M in a precarious position. If adequate funds are not available, proper representation cannot be provided and thereby cases will be referred to the Registry. AG Report # 2007-092 dated January 2007, stated that CCRC's are more cost effective than Registry counsel. Therefore, it is logical that funding CCRC's provides a cost savings to the taxpayers of Florida.

**Priority #2**

Issue Code: 4205800      Restore 33% of Funds from Fiscal Year 2007-2008  
Through Fiscal Year 2011-2012 Reductions  
General Revenue: \$290,312

Since FY07/08, CCRC-M has realized a 20% reduction in funding. The CCRC's expect an increase in cases following recent Florida Supreme Court decisions adding filing requirements to the legal process in state and federal courts. Additionally, recent United States Supreme Court decisions have been clarified so that the lower courts are processing cases faster than in previous years. This additional workload will require a partial restoration of funds so the CCRC's can continue to meet legal and professional requirements set by the Florida Supreme Court.

**Priority #3**

Issue Code: 4200A40      Pay Equity Increase for Capital Attorneys  
Salary Rate: \$216,000  
General Revenue: \$246,067

Current rate and corresponding salary structure does not permit the CCRC's to compensate the attorneys at a level commensurate with the professional services being performed, or at an equivalent level to similar government agencies such as State Attorney and Public Defender offices. Failure to address the rate/salary discrepancy will: (1) result in good lawyers leaving government services; (2) impede CCRC's ability to provide effective legal representation; (3) impede CCRC's ability to meet

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

**Capital Collateral Regional Counsel, Middle Region (CCRC-M)**

**Priority #3**

performance based budget standards established by the Legislature.

**Priority #4**

Issue Code: 4200A50            Pay Equity Increase for Capital Investigators  
Salary Rate: \$44,000  
General Revenue: \$49,526

Investigative services are a vital ingredient to the effective representation of capital post-conviction clients. Due to the complexity and intricacies of cases, only investigators with the best of skills can competently perform the type of investigations that will result in meaningful, effective results. Unfortunately, the current salary structure is not commensurate with the desired hiring goals. In 2000 and 2004, the General Appropriations Act provided State Attorney Investigators with competitive pay increases in their base salary. CCRC's are requesting salary increases for each investigator to ensure that capital post-conviction clients receive the same quality investigative efforts as other government public safety participants.

**Priority #5**

Issue Code: 24010C0            Information Technology Infrastructure Replacement  
General Revenue: \$92,652

Computer technology is a major factor in making CCRC-Middle more effective and efficient. CCRC-M has the ability to scan and retrieve pertinent data in a more timely fashion allowing employees to be more productive. Funds are required to replace equipment that has been in service for many years and is now out of warranty.

**Capital Collateral Regional Counsel, Southern Region (CCRC-S)**

**Priority #1**

Issue Code: 4205630            Restore Fiscal Year 2011-12 Budget and Position Reductions  
Positions: 1.00  
Salary Rate: \$86,850  
General Revenue: \$112,282

CCRC-South's budget has been reduced to FY00/01 funding levels. This loss of funding, as well as the FY11/12 retirement funding reduction has left CCRC-S in a precarious position. If adequate funds are not available, proper representation cannot be provided and thereby cases will be referred to the Registry. AG Report # 2007-092 dated January 2007, stated that CCRC's are more cost effective than

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

**Capital Collateral Regional Counsel, Southern Region (CCRC-S)**

**Priority #1**

Registry counsel. Therefore, it is logical that funding CCRC's provides a cost savings to the taxpayers of Florida.

**Priority #2**

Issue Code: 4205800      Restore 33% of Funds from Fiscal Year 2007-2008  
through Fiscal Year 2010-2011 Reductions

General Revenue: \$279,689

Since FY07/08, CCRC-S has realized a 23% reduction in funding. The CCRC's expect an increase in cases following recent Florida Supreme Court decisions adding filing requirements to the legal process in state and federal courts. Additionally, recent United States Supreme Court decisions have been clarified so that the lower courts are processing cases faster than in previous years. This additional workload will require a partial restoration of funds so the CCRC's can continue to meet legal and professional requirements set by the Florida Supreme Court.

**Priority #3**

Issue Code: 4200A40      Pay Equity Increase for Capital Attorneys

Salary Rate: \$216,000

General Revenue: \$246,067

Current rate and corresponding salary structure does not permit the CCRC's to compensate the attorneys at a level commensurate with the professional services being performed, or at an equivalent level to similar government agencies such as State Attorney and Public Defender offices. Failure to address the rate/salary discrepancy will: (1) result in good lawyers leaving government services; (2) impede CCRC's ability to provide effective legal representation; (3) impede CCRC's ability to meet performance based budget standards established by the Legislature.

**Priority #4**

Issue Code: 4200A50      Pay Equity Increase for Capital Investigators

Salary Rate: \$30,400

General Revenue: \$37,012

Investigative services are a vital ingredient to the effective representation of capital post-conviction clients. Due to the complexity and intricacies of cases, only investigators with the best of skills can competently perform the type of investigations that will result in meaningful, effective results. Unfortunately, the current salary structure is not commensurate with the desired hiring goals. In 2000 and 2004, the General Appropriations Act provided State Attorney Investigators with competitive pay increases in their base salary. CCRC's are requesting salary increases for each investigator to ensure

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2012-2013**

**Capital Collateral Regional Counsel, Southern Region (CCRC-S)**

**Priority #4**

that capital post-conviction clients receive the same quality investigative efforts as other government public safety participants.

Issue Code: 3000640      Enhanced Other Personal Services  
General Revenue: \$31,600

**Priority #5**

OPS personnel are required to assist with the scanning of documents into the electronic library.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Office of Criminal Conflict and Civil Regional Councils Funding Priorities for FY 2012-2013.**

**Office of Criminal Conflict and Civil Regional Council - First Region**

**Priority #1**

Issue Code: 5300250            Increased Due Process Costs  
General Revenue: \$974,129

The Office of Criminal Conflict and Civil Regional Council, 1<sup>st</sup> DCA Region (RCC1) is requesting additional Due Process dollars to pay for recurring, non-appropriated expenses. The Regional Conflict Council currently has no General Revenue appropriations to cover these expenses. In addition, RCC1 is requesting additional Contracted Service dollars to cover Capital Cases.

**Priority #2**

Issue Code: 51R0100            Increased Authorized Rate  
Salary Rate: \$94,009

The Office of Criminal Conflict and Civil Regional Council, 1<sup>st</sup> DCA Region is requesting additional rate to use with vacant rate to fill positions in Gadsden County to provide qualified cost effective representation in a county not yet being serviced.

**Priority #3**

Issue Code: 3000A50            Assistant Regional Councils Salary Adjustment  
Salary Rate: \$168,012  
General Revenue: \$191,399

The Office of Criminal Conflict and Civil Regional Council, 1<sup>st</sup> DCA Region is requesting rate and salary dollars to use with vacant rate to fill positions in Okaloosa and Walton Counties to provide cost effective representation in two counties not yet being serviced.

**Priority #4**

Issue Code: 3000320            Additional Staffing Needs for New Regional Council  
Positions: 3.00                    Offices  
Salary Rate: \$90,000  
General Revenue: \$157,067

The Office of Criminal Conflict and Civil Regional Council, 1<sup>st</sup> DCA Region is

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Office of Criminal Conflict and Civil Regional Counsel - First Region (Continued)**

requesting additional staffing to be used with priority #2 to provide cost effective representation in Okaloosa and Walton Counties not yet being serviced.

**Priority #5**

Issue Code: 3000380                      Criminal Conflict & Civil Regional Counsel Capital  
Positions: 7.00                              Attorneys  
Salary Rate: \$477,000  
General Revenue: \$683,663

The Office of Criminal Conflict and Civil Regional Counsel, 1<sup>st</sup> DCA Region requires additional resources for the additional defense of capital cases. This request is for an additional attorney unit consisting of two legal assistants, an investigator and four attorneys who meet the criteria required at a rate of \$90,000 each. Fla. R. Crim. P.3.122 establishes minimum standards for death qualified attorneys, therefore, requiring a higher salary structure. Original salary and FTE calculations did not include adequate funding for the restricted caseloads and specialized training required of attorneys who are assigned death penalty cases.

**Office of Criminal Conflict and Civil Regional Counsel - Second Region**

**Priority #1**

Issue Code: 2301900                      Building Rental for Privately Owned Buildings  
General Revenue: \$354,420

Funding for office space is necessary to maintain operational continuity throughout Region Two.

**Priority #2**

Issue Code: 3000A50                      Assistant Regional Counsels Salary Adjustment  
Salary Rate: \$157,500  
General Revenue: \$179,424

Salary increases necessary for attorney retention.

**Priority #3**

Issue Code: 3000A40                      Regional Counsels Salary Adjustment  
Salary Rate: \$32,791  
General Revenue: \$37,356



**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Office of Criminal Conflict and Civil Regional Counsel - Second Region (continued)**

Salary for Regional Counsel should be no less than that of a Capital Collateral Regional Counsel.

**Priority #4**

Issue Code: 3000640           Enhanced Other Personal Services  
General Revenue: \$104,000

Other Personal Services is an essential requirement to scan documents.

**Office of Criminal Conflict and Civil Regional Counsel – Third Region**

**Priority #1**

Issue Code: 2301900           Building Rental for Privately Owned Office Space  
General Revenue: \$202,608

Funding is necessary to lease and operate offices in Region 3 to eliminate reliance on Due Process/Contracted Services funds which is caused by the counties refusal to provide support.

**Priority #2**

Issue Code: 3000380           Criminal Conflict and Civil Regional Counsel Capital  
Positions: 36.00               Attorneys  
Salary Rate: \$1,930,682  
General Revenue: \$3,362,317

Funding is necessary to provide an equitable salary for the hiring of Lead Counsel for Death Penalty cases.

**Priority #3**

Issue Code: 3001360           Criminal Conflict and Civil Regional Counsel Workload  
Positions: 11.00  
Salary Rate: \$390,000  
General Revenue: \$640,827

Additional FTE, salaries and rate are required to provide effective representation and reduce attorney turnover for Miami-Dade and Monroe County.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Office of Criminal Conflict and Civil Regional Counsel – Third Region (continued)**

**Priority #4**

Issue Code: 36201C0            Information Infrastructure Replacement  
General Revenue: \$117,392

Funding is necessary to eliminate reliance on Due/Process Contracted Services funds, which is caused by the counties refusal to provide support.

**Priority #5**

Issue Code: 51R0100            Increase Current Authorized Rate  
Salary Rate: \$162,149

This agency's authorized salary rate was reduced by 32,540 in Fiscal Year 2009-10 and by an additional 129,609 in Fiscal Year 2011-12, for a total salary rate reduction of 162,149. The negative impact of this rate reduction is reflected in a reduced ability to hire four (4) full-time equivalent employee (FTE) appropriately qualified.

**Priority #6**

Issue Code: 3000A40            Regional Counsel Salary Adjustment  
Salary Rate: \$32,791  
General Revenue: \$37,356

Salary adjustment to equitably align the Regional Counsel's salary with that of the Capital Collateral Regional Counsel.

**Priority #7**

Issue Code: 3000A70            Regional Counsel Capital Attorneys Salary Adjustment  
Salary Rate: \$98,000  
General Revenue: \$184,000

Funding is necessary to eliminate the reliance on the use of Due Process/Contracted Services funds.

**Priority #8**

Issue Code: 3402600/  
                  3402610            Transfer Unfunded Indigent Civil Defense Trust Fund  
                                  Budget to General Revenue – Add/Deduct  
Trust Fund: -\$86,956  
General Revenue: \$86,956

General Revenue funding is necessary as the trust fund dollars have not been collected.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Office of Criminal Conflict and Civil Regional Counsel – Third Region (continued)**

Issue Code: 3800300                      Regional Counsel Attorney Training                      **Priority #9**  
General Revenue: \$30,000

Funding is required to maintain eligibility to cover all specialized areas.

**Priority #10**

Issue Code: 2401500                      Additional Equipment – Motor Vehicle  
General Revenue: \$34,500

Purchase of a vehicle to use in Miami-Dade and Monroe Counties to help offset travel paid out of our Due Process/Contracted Services appropriation.

**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region**

**Priority #1**

Issue Code: 2301900                      Building Rental for Privately Owned Office Space  
General Revenue: \$741,641

Without the Article V funding from the counties, as the Legislature had intended, it has created an extreme hardship on the Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> District. The funds (Contracted Services) currently being used to cover the cost of rents has been decreased further creating limited resources to provide adequate representation.

**Priority #2**

Issue Code: 51R0100                      Increase Current Authorized Rate  
Salary Rate: \$41,170

The removal of rate has created a difficult position of trying to maintain and hire staff. The restoration of the rate would allow longer term retention of qualified attorneys and staff.

**Priority #3**

Issue Code: 3000380                      Criminal Conflict and Civil Regional Counsel Capital  
Positions: 7.00                              Attorneys  
Salary Rate: \$462,840  
General Revenue: \$700,572 / \$25,104 non-recurring

The representation of defendants charged with a death penalty has had a significant impact on the monies saved to the taxpayers. The funding for this activity was never

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2012-2013**

**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region (continued)**

included in the original start up of the Agency; therefore in continuing the savings it is essential to hire appropriate staff.

**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region**

**Priority #1**

Issue Code: 5300250            Increased Due Process Costs for Criminal Conflict and  
General Revenue: \$587,663    Civil Regional Counsels

The Office of Criminal Conflict and Civil Regional Conflict Counsel, 5<sup>th</sup> District is requesting additional Due Process dollars to pay for recurring, non-appropriated expenses. Regional Conflict counsel currently has no General Revenue appropriations to cover these expenditures. In addition, RC5 is requesting additional Contracted Service dollars to cover Appellate Cases.

**Priority #2**

Issue Code: 3001360            Criminal Conflict and Civil Regional Counsel Workload  
Positions: 13.00  
Salary Rate: \$575,000  
General Revenue: \$916,280

The Office of Criminal Conflict and Civil Regional Counsel, 5<sup>th</sup> District is requesting additional FTEs, rate and salary to serve additional clients due to increased workloads.

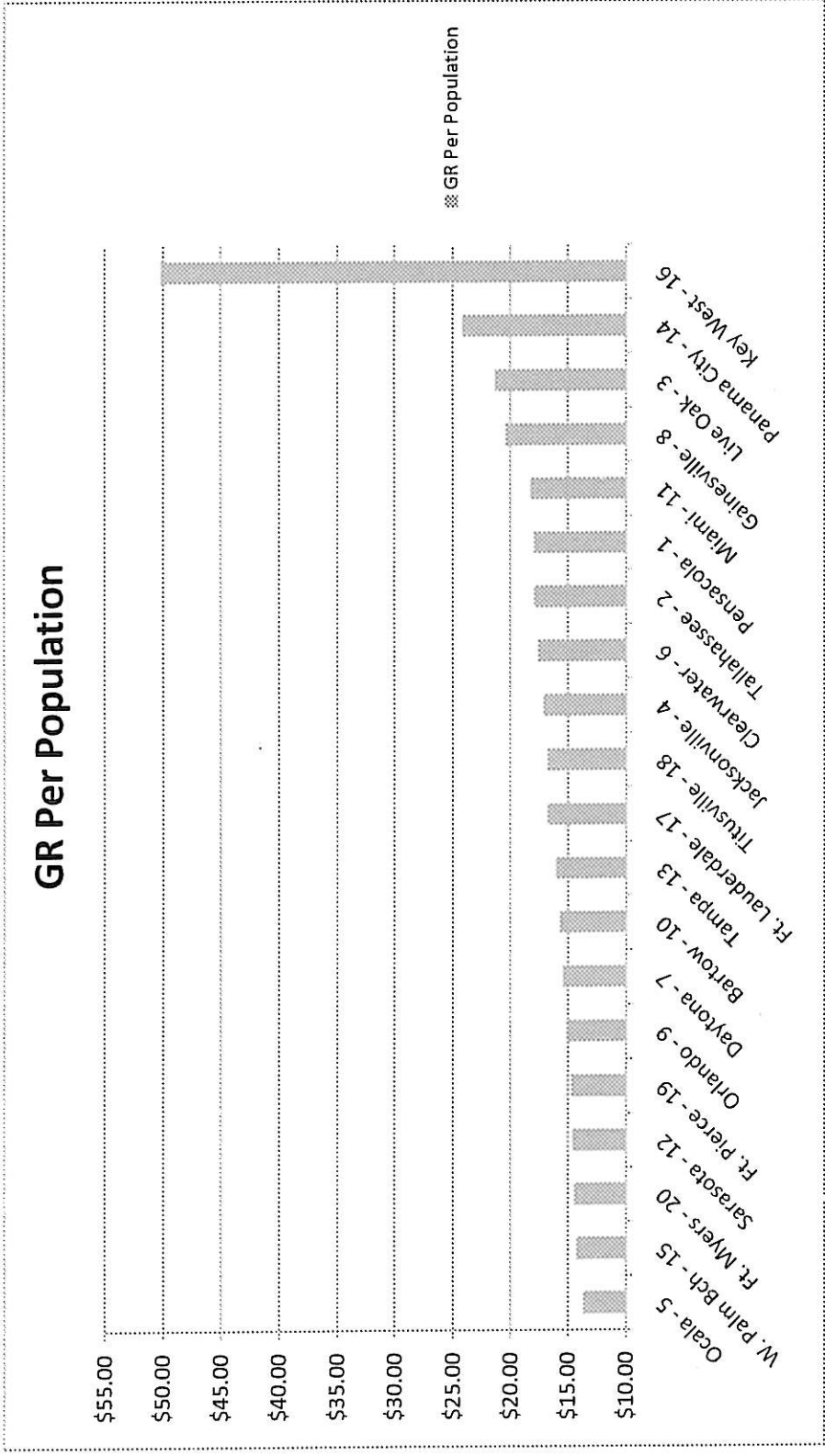
**Priority #3**

Issue Code: 3000380            Criminal Conflict and Civil Regional Counsel Capital  
Positions: 6.00                    Attorneys  
Salary Rate: \$432,000  
General Revenue: \$613,373

The Office of Criminal Conflict and Civil Regional Counsel, 5<sup>th</sup> District requires additional resources for the additional defense of capital cases. Fla. R. Crim. P.3.122 establishes minimum standards for death qualified attorneys. Original salary and FTE calculation did not include proper funding for the restricted caseloads and heightened experience required of attorneys who are assigned to death penalty cases.

## General Revenue Per Population FY 2011-12

Circuit	Population	GR	GR Per Population
Ocala - 5	1,035,784	\$14,210,359	\$13.72
W. Palm Bch - 15	1,320,134	\$18,799,456	\$14.24
Ft. Myers - 20	1,152,276	\$16,668,162	\$14.47
Sarasota - 12	737,143	\$10,767,936	\$14.61
Ft. Pierce - 19	602,131	\$8,863,826	\$14.72
Orlando - 9	1,414,641	\$21,403,254	\$15.13
Daytona - 7	854,692	\$13,188,359	\$15.43
Bartow - 10	728,612	\$11,410,827	\$15.66
Tampa - 13	1,229,226	\$19,698,879	\$16.03
Ft. Lauderdale - 17	1,748,066	\$29,326,562	\$16.78
Titusville - 18	966,094	\$16,216,348	\$16.79
Jacksonville - 4	1,128,442	\$19,302,048	\$17.11
Clearwater - 6	1,381,239	\$24,284,314	\$17.58
Tallahassee - 2	387,327	\$6,960,641	\$17.97
Pensacola - 1	684,856	\$12,315,567	\$17.98
Miami - 11	2,496,435	\$45,562,429	\$18.25
Gainesville - 8	376,246	\$7,686,085	\$20.43
Live Oak - 3	190,967	\$4,067,627	\$21.30
Panama City - 14	293,909	\$7,098,634	\$24.15
Key West - 16	73,090	\$3,665,870	\$50.16
<b>State Total</b>	<b>18,801,310</b>	<b>\$311,497,183</b>	<b>\$16.57</b>
<b>Source: Population-Census Data 2010</b>			
<b>Office of Economic &amp; Demographic Research</b>			
<a href="http://edr.state.fl.us/Content/population-demographics/data/index.cfm">http://edr.state.fl.us/Content/population-demographics/data/index.cfm</a>			
<b>Source: Conference Report on Senate Bill 2000 May 4, 2011</b>			
<b>General Revenue only</b>			
			DJW



State Attorney, 19th Judicial Circuit																
IC 4200300 - Attachment A																
FULL RESTORATION OF BUDGET REDUCTIONS																
	HB 2145 FY 2000-01 GAA	SB 2000 FY 2001-02 GAA	HB 27E FY 2002-03 GAA	SB 2-A FY 2003-04 Special Session A GAA	HB 1835 FY 2004-05 GAA	SB 2600 FY 2005-06 GAA	HB 5001 FY 2006-07 GAA	SB 2800 FY 2007-08 GAA	HB 5001 FY 2008-09 GAA	SB 2-A FY 2009-09 Special Session A	Difference	% GR Reduction				
Positions	144.00	144.00	148.00	150.00	158.50	163.50	166.00	167.40	168.00	166.00						
<b>Salaries and Benefits</b>																
General Revenue	6,138,699	6,358,758	6,740,199	6,764,640	7,660,461	7,884,013	8,815,432	9,483,007	8,654,187	8,477,191						
State Attorneys Revenue Trust Fund										64,540						
Grants and Donations Trust Fund	548,384	275,000	440,362	446,049	561,582	628,701	659,275	696,577	1,326,400	1,326,400						
<b>Other Personal Services</b>																
General Revenue	19,658	19,658	19,658	19,658	19,658	28,741	19,658	19,658	19,658	19,658	19,414					
Grants and Donations Trust Fund	28,000				10,650	121,500	121,500	76,678	76,678	76,678	76,678					
<b>Expenses</b>																
General Revenue	257,582															
Grants and Donations Trust Fund	115,254															
<b>Operating Capital Outlay</b>																
General Revenue	53,806															
Forfeiture and Investigative Support Trust Fund	80,503															
<b>Acquisition Motor Vehicles</b>																
Forfeiture and Investigative Support Trust Fund	72,000	16,300	16,300	16,300	16,300	16,300										
Grants and Donations Trust Fund				90,000		50,032	75,048									
<b>State Attorney Operating Expenditures</b>																
General Revenue		261,217	260,029	317,548	686,432	685,682	696,062	708,811	538,453	531,776						
Grants and Donations Trust Fund		10,704	10,704			91,500	6,000									
<b>Risk Management Insurance</b>																
General Revenue	74,645	35,816	35,816	99,718	206,669	159,895	39,051	57,068	53,323	53,323						
<b>Salary Incentive Payments</b>																
General Revenue	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,874	8,764						
<b>Law Library</b>																
General Revenue	20,710															
<b>Retention Incentive Bonuses</b>																
General Revenue	29,217															
<b>Leave Liability</b>																
Grants and Donations Trust Fund								200,335	200,335	200,335						
<b>Totals:</b>	144.00	144.00	148.00	150.00	158.50	163.50	166.00	167.40	168.00	166.00						
General Revenue	6,603,191	6,684,323	7,064,576	7,210,438	8,582,094	8,767,205	9,579,077	10,277,418	9,274,495	9,090,468	(1,186,950)	-11.55%				
State Attorneys Revenue Trust Fund										64,540						
Forfeiture and Investigative Support Trust Fund	152,503	16,300	16,300	16,300	16,300	16,300	-	-	-	-						
Grants and Donations Trust Fund	691,638	285,704	451,066	536,049	572,232	891,733	861,823	973,590	1,603,413	1,603,413						
<b>Total All Funds:</b>	7,447,332	6,986,327	7,531,942	7,762,787	9,170,626	9,675,238	10,440,900	11,251,008	10,877,908	10,758,421						
IC 4200300 - ATTACHMENT A																

State Attorney, 19th Judicial Circuit								
IC 4200300 - ATTACHMENT B								
FULL RESTORATION OF BUDGET REDUCTIONS								
<i>General Revenue</i>	<b>SB 2800 FY 2007-08 GAA</b>		<b>HB 5001 FY 2008-09 GAA</b>		<b>SB 2-A FY 2008-09 Special Session A</b>		<b>Difference</b>	<b>% GR Reduction</b>
Positions	167.40		168.00		166.00		(2.00)	
<b>Salaries and Benefits</b>		9,483,007		8,654,187		8,477,191	(1,005,816)	
<b>Other Personal Services</b>		19,658		19,658		19,414	(244)	
<b>State Attorney Operating Expenditures</b>		708,811		538,453		531,776	(177,035)	
<b>Risk Management Insurance</b>		57,068		53,323		53,323	(3,745)	
<b>Salary Incentive Payments</b>		8,874		8,874		8,764	(110)	
<b>Totals:</b>	167.40		168.00		166.00			
<b>General Revenue</b>		10,277,418		9,274,495		9,090,468	(1,186,950)	-11.55%





STATISTICAL ANALYSIS  
WORKLOAD VS. FUNDING/  
FTE VS. WORKLOAD/FUNDING

Thal FY 10-11 FY 10-11 Filled Pos. Vacant FY 10-11 FY 10-11 TOTAL Thal FY 10-11 FY 11-12 FY 11-12 FY 11-12 TOTAL  
Circuit Caseload FTE 6/30/2011 Positions Trust Fund Gen Rev Circuit Caseload FTE Trust Fund Gen Rev

Circuit	FY 10-11 Caseload	FY 10-11 FTE	6/30/2011 Positions	Vacant	FY 10-11 Trust Fund	FY 10-11 Gen Rev	TOTAL	Thal FY 10-11 Caseload	FY 11-12 FTE	FY 11-12 Trust Fund	FY 11-12 Gen Rev	TOTAL	
3	9,365	30	27.5	2.5	296,393	2,268,516	2,564,909	3	9,365	30	384,094	2,256,168	2,640,262
16	5,642	43	36	7	273,320	2,550,664	2,823,984	16	5,642	42	320,455	2,538,094	2,858,549
14	20,873	61	56.25	4.75	858,079	3,841,506	4,699,585	14	20,873	61	974,143	3,827,754	4,801,897
8	21,912	74	65	9	608,376	4,555,300	5,163,676	8	21,912	74	669,138	4,541,693	5,210,831
19	22,791	78	72.62	4.48	1,223,866	4,323,262	5,547,128	19	22,791	78	1,326,427	4,307,846	5,634,273
12	24,202	95.5	82.9	12.6	763,844	5,499,385	6,263,229	12	24,202	95.5	857,491	5,483,837	6,341,328
5	32,883	101	97.8	3.2	1,230,786	5,831,559	7,062,345	5	32,883	108	1,466,551	6,190,782	7,657,333
18	31,602	119	104	15	1,838,823	6,304,039	8,142,862	18	31,602	119	1,947,274	6,287,246	8,235,520
2	20,728	*34/83	107.6	8.4	662,271	4,882,314	5,544,585	2	20,728	85	945,193	4,864,956	5,810,149
1	36,819	119	118.85	0.15	992,284	6,999,834	7,992,118	1	36,819	119	1,228,188	6,981,872	8,210,060
20	45,176	130	121	9	2,180,597	6,953,178	9,133,775	20	45,176	137	2,181,745	7,309,030	9,490,775
7	36,170	*39/114	130.2	16.8	697,135	6,873,351	7,570,486	7	36,170	144	813,303	6,855,697	7,669,000
4	41,373	147	140.12	6.88	1,557,579	9,485,107	11,042,686	4	41,373	147	1,643,696	9,459,193	11,102,889
10	35,065	*50/114	141.77	22.23	1,088,097	6,470,328	7,558,425	10	35,065	114	1,155,697	6,452,785	7,608,482
9	65,379	206	176.1	29.9	4,388,681	9,658,717	14,047,398	9	65,379	221	4,554,859	10,484,044	15,038,903
15	47,040	*37/194	192.25	38.75	1,544,949	11,977,477	15,955,082	15	47,040	194	1,645,821	11,046,301	12,692,122
13	59,591	221.5	196.25	25.25	3,977,605	13,912,285	17,626,975	13	59,591	223	3,942,678	13,876,867	17,819,545
17	55,389	223	199.3	23.7	3,714,690	12,987,231	15,405,942	17	55,389	226	2,722,627	13,161,571	15,884,198
6	80,837	222	210.1	11.9	2,418,711	12,987,231	15,405,942	6	80,837	226	2,722,627	13,161,571	15,884,198
11	85,833	*24/384	374.65	33.35	3,694,332	23,834,250	27,528,582	11	85,833	384	4,075,920	23,783,922	27,859,842

LBR FILLED POSITIONS AS OF 6/30/11 VS. GENERAL REV STATS FY 12-13.XLS  
\*Appellate Divison FTE

PD 127K  
ATTACHMENT  
IC 3382020  
SC V 1212-2

FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.  
TRIAL WORKLOAD FUNDING - GENERATING FORMULA FOR FY 2012-2013

PD 187M ATTACHMENT  
(1 of 2)

Circuit	Statewide Workload:			Equity Inclusion Mark w/ % Total	Equity Workload:			Total FY 2009/10 Workload	Workload Funds Utilization		FTE'S GENERATED @ \$64,689 Each	Circuit
	Category Value	Value Percentage	Statewide Workload		Value	Value Percentage	Equity Workload		Salary & Benefit Cost	Salary Rate @ 71.83%		
1	3,6124	3.6124%	\$ 5,839,684	0.0000	0.00%	\$ -	\$ 5,839,684	\$ -	\$ -	\$ 5,839,684	90.0	1
2	2,1214	2.1214%	\$ 3,429,415	0.0000	0.00%	\$ -	\$ 3,429,415	\$ -	\$ -	\$ 3,429,415	53.0	2
3	1,1183	1.1183%	\$ 1,807,773	0.0000	0.00%	\$ -	\$ 1,807,773	\$ -	\$ -	\$ 1,807,773	28.0	3
4	6,3821	6.3821%	\$ 10,268,664	0.0000	0.00%	\$ -	\$ 10,268,664	\$ -	\$ -	\$ 10,268,664	159.0	4
5	5,9854	5.9854%	\$ 9,692,066	0.0000	0.00%	\$ -	\$ 9,692,066	\$ -	\$ -	\$ 9,692,066	150.0	5
6	9,2452	9.2452%	\$ 14,945,645	0.0000	0.00%	\$ -	\$ 14,945,645	\$ -	\$ -	\$ 14,945,645	231.0	6
7	4,4832	4.4832%	\$ 7,283,710	0.0000	0.00%	\$ -	\$ 7,283,710	\$ -	\$ -	\$ 7,283,710	112.0	7
8	2,3822	2.3822%	\$ 3,802,483	0.0000	0.00%	\$ -	\$ 3,802,483	\$ -	\$ -	\$ 3,802,483	59.0	8
9	8,2644	8.2644%	\$ 13,360,019	0.0000	0.00%	\$ -	\$ 13,360,019	\$ -	\$ -	\$ 13,360,019	207.0	9
10	3,7185	3.7185%	\$ 6,011,285	0.0000	0.00%	\$ -	\$ 6,011,285	\$ -	\$ -	\$ 6,011,285	93.0	10
11	8,7822	8.7822%	\$ 14,116,375	0.0000	0.00%	\$ -	\$ 14,116,375	\$ -	\$ -	\$ 14,116,375	218.0	11
12	3,2959	3.2959%	\$ 5,231,087	0.0000	0.00%	\$ -	\$ 5,231,087	\$ -	\$ -	\$ 5,231,087	81.0	12
13	7,3847	7.3847%	\$ 11,889,404	0.0000	0.00%	\$ -	\$ 11,889,404	\$ -	\$ -	\$ 11,889,404	184.0	13
14	2,0349	2.0349%	\$ 3,289,576	0.0000	0.00%	\$ -	\$ 3,289,576	\$ -	\$ -	\$ 3,289,576	51.0	14
15	5,0472	5.0472%	\$ 8,159,213	0.0000	0.00%	\$ -	\$ 8,159,213	\$ -	\$ -	\$ 8,159,213	126.0	15
16	1,2680	1.2680%	\$ 2,046,605	0.0000	0.00%	\$ -	\$ 2,046,605	\$ -	\$ -	\$ 2,046,605	32.0	16
17	8,5958	8.5958%	\$ 13,895,895	0.0000	0.00%	\$ -	\$ 13,895,895	\$ -	\$ -	\$ 13,895,895	215.0	17
18	6,2316	6.2316%	\$ 10,073,902	0.0000	0.00%	\$ -	\$ 10,073,902	\$ -	\$ -	\$ 10,073,902	156.0	18
19	2,7621	2.7621%	\$ 4,465,092	0.0000	0.00%	\$ -	\$ 4,465,092	\$ -	\$ -	\$ 4,465,092	69.0	19
20	7,4666	7.4666%	\$ 12,070,415	0.0000	0.00%	\$ -	\$ 12,070,415	\$ -	\$ -	\$ 12,070,415	187.0	20
Totals	100.0000	100.0000%	\$ 181,658,308	0.0000	0.00%	\$ -	\$ 181,658,308	\$ -	\$ -	\$ 181,658,308	2,501.0	Totals

PREPARED BY: FLORIDA PUBLIC DEFENDERS COORDINATION OFFICE

CATEGORY WEIGHTING CHART

Distribution Categories	Value Points
General Population	10
Price Level Index (CPI)	5
Judgeships	0
PD/SA Trial Appr. w/0 T.F. Average \$ - Goal	10
Weighted Caseload	0
Weighted Additional Atty Units	75
<b>Total Points Assigned:</b>	<b>100</b>

\*Equity Workload - The formula calculates the following:  
 1) The formula cuts the equity percentages from the total workload.  
 2) The calculated equity dollars are distributed by percentage of each circuit's data value total to the statewide total of all the circuit's data values marked for equity inclusion.  
 3) The total equity dollars are capped at \$0

FTE Cost Calculations:	
APD Salary Rate:	42,892
Fringe Benefits *	18,775
Total S&B cost/FTE	59,767
S&B Lapsed @ %:	0.00%
PD Operations Cost:	69,767
HR Serv. Fee/FTE:	4,683
<b>Total:</b>	<b>64,689</b>

\*FY0809 Formula costs pending LAS/PBS update.

Pg 18TH Attachment  
 (2 of 2)

FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.

STATISTICAL INPUT FOR:

(b7.F.) Average Differential - GOAL using FY 2011-2012

Circuit	P.D. w/o TF	FY2011-12	
		Cases	Funds per Case
1	\$ 6,984,872	35,192	\$198.39
2	\$ 7,864,956	19,399	\$250.78
3	\$ 2,258,681	9,228	\$244.49
4	\$ 9,459,193	41,506	\$227.90
5	\$ 6,198,782	32,214	\$192.18
*6	\$ 18,161,571	66,784	\$197.08
7	\$ 8,536,697	36,855	\$186.02
8	\$ 4,541,693	20,983	\$216.45
9	\$ 6,482,044	63,877	\$164.13
10	\$ 6,452,785	34,780	\$185.53
11	\$ 28,783,922	83,949	\$283.31
12	\$ 5,888,837	26,926	\$203.66
13	\$ 11,948,698	58,132	\$205.54
14	\$ 3,827,194	20,344	\$188.15
15	\$ 11,046,301	43,800	\$252.20
16	\$ 2,538,094	6,127	\$414.25
17	\$ 6,636,367	52,907	\$262.29
18	\$ 8,287,249	31,460	\$199.85
19	\$ 4,397,846	21,005	\$205.09
20	\$ 7,309,030	42,590	\$171.61
<b>Total</b>	<b>161,658,308</b>		<b>\$222.45</b>

723580

August 4, 2011

**Re: Equity Realignment of General Revenue Funds in Favor of the Twentieth Circuit in the Amount of \$583,333 in each of the Following Years: 2012-13, 2013-14 & 2014-15**

This letter is written to request an equitable realignment of funds to the 20<sup>th</sup> Circuit consistent with the FPDA's vote to request \$5,000,000 to be allocated, in part, to the 20<sup>th</sup> Circuit.

In fiscal 2011-12, the FPDA, recognized the dire need for equity funding for the 5<sup>th</sup> and 20<sup>th</sup> Circuits, having found those circuits to be grossly underfunded. As a result, the FPDA voted to request a special appropriation of \$5,000,000 to be shared between those two circuits. The 5<sup>th</sup> and 20<sup>th</sup> Circuits, however, each received general revenue appropriations of only \$375,000 in 2011-12. In addition, the 9<sup>th</sup> Circuit, which was not included in the original FPDA request, received \$750,000. As such, pursuant to the FPDA's vote, a realignment of general revenue funds to the 20<sup>th</sup> Circuit is warranted. Towards that end, please refer to the recapitulation, below;

Special Appropriation	\$ 5,000,000
General Revenue Appropriation received (5 <sup>th</sup> & 20 <sup>th</sup> )	(750,000)
	<hr/>
	\$ 4,250,000
General Revenue Appropriation received (9 <sup>th</sup> )	(750,000) <sup>i</sup>
	<hr/>
	\$ 3,500,000
20 <sup>th</sup> Circuit's share	\$ 1,750,000
Amortized over 3 yrs	\$ 583,333 <sup>ii</sup>

<sup>i</sup> The \$750,000 allocation to the 9<sup>th</sup> Circuit is included in the above recapitulation, even though such allocation was not included within the FPDA's vote and, arguably, should not reduce the remaining funds allocable to the 20<sup>th</sup> Circuit.

<sup>ii</sup> The above recapitulation is amortized over 3 years for purposes of reducing any fiscal strain to the circuits that may result from a lump sum payment to the 20<sup>th</sup> Circuit.

## Fiscal Year 2012-13 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration

Agency Budget Officer/OPB Analyst Name: Yvonne Enoch /

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)				
	2130	2131	2135	2150	2160

### 1. GENERAL

1.1	Are Columns A01, A02, A04, A05, A36, A93, IA1, IA5, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? <b>(CSDI)</b>	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? <b>(CSDI)</b>	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. <b>(EXBR, EXBA)</b>	Y	Y	Y	Y	Y
1.4	Has security been set correctly? <b>(CSDR, CSA)</b>					
<b>TIP</b>	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 59 of the LBR Instructions?	Y	Y	Y	Y	Y
2.2	Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	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 30)? Do they clearly describe the issue?	Y	Y	Y	Y	Y
2.4	Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 30) been followed?	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
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	Y

### AUDITS:

Action	Program or Service (Budget Entity Codes)				
	2130	2131	2135	2150	2160
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

Action		Program or Service (Budget Entity Code)				
		2130	2131	2135	2150	2160
3.4	Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? ( <b>EXBR, EXBC - Report should print "Records Selected Net To Zero"</b> )	Y	Y	Y	Y	Y
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.					
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the 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.					
<b>4. EXHIBIT D (EADR, EXD)</b>						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 62 of the LBR Instructions?	Y	Y	Y	Y	Y
4.2	Is the program component code and title used correct?	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.					
<b>5. EXHIBIT D-1 (ED1R, EXD1)</b>						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y	Y	Y
<b>AUDITS</b>						
5.2	Do the fund totals agree with the object category totals within each appropriation category? ( <b>ED1R, XD1A - Report should print "No Differences Found For This Report"</b> )	Y	Y	Y	Y	Y
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? ( <b>EXBR, EXBB - Negative differences need to be corrected in Column A01.</b> )	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? ( <b>EXBR, EXBD - Differences need to be corrected in Column A01.</b> )	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 2010-11 approved budget. Amounts should be positive.					



	Program or Service (Budget Entity Codes)				
Action	2130	2131	2135	2150	2160
<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>					

Action	Program or Service (Budget Entity Code)				
	2130	2131	2135	2150	2160

<b>6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)</b>						
6.1	Are issues appropriately aligned with appropriation categories?	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.					
<b>7. EXHIBIT D-3A (EADR, ED3A)</b>						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 30 of the LBR Instructions.)	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
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 69 through 70 of the LBR Instructions?	Y	Y	Y	Y	Y
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	Y	Y	Y	Y	Y
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	Y	Y	Y
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	Y	Y	Y	Y	Y
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	Y
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y	Y	Y	Y	Y
7.9	Does the issue narrative reference the specific county(ies) where applicable?	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 #12-009?	Y	Y	Y	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. <b>(PLRR, PLMO)</b>	N/A	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?	Y	Y	Y	Y	Y
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	N/A	N/A	N/A

Action	Program or Service (Budget Entity Codes)				
	2130	2131	2135	2150	2160
7.14 Do the amounts reflect appropriate FSI assignments?	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 29 and 88 of the LBR Instructions.)	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Code)				
		2130	2131	2135	2150	2160
7.16	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)? Have the correct issue codes been used for the Statewide Email Consolidation (17C10C0, 17C11C0, 17C14C0, 33015C0 and 55C04C0)	Y	Y	Y	Y	Y
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	N/A
<b>AUDIT:</b>						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. <b>(EADR, FSIA - Report should print "No Records Selected For Reporting")</b>	Y	Y	Y	Y	Y
7.19	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? <b>(GENR, LBR1)</b>	Y	Y	Y	Y	Y
7.20	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? <b>(GENR, LBR2)</b>	N/A	N/A	N/A	N/A	N/A
7.21	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? <b>(GENR, LBR3)</b>	Y	Y	Y	Y	Y
7.22	Have FCO appropriations been entered into the nonrecurring column A04? <b>(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) )</b>	N/A	N/A	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 <b>OADA/OADR</b> 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 67 through 71 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	2130	2131	2135	2150	2160
<p><b>TIP</b> If an appropriation made in the FY 2011-12 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 Code)				
	2130	2131	2135	2150	2160

**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
8.2	Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	Y	Y	Y	Y	Y
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IC, and Reconciliation to Trial	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?	N/A	N/A	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	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
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	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	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)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)?	Y	Y	Y	Y	Y
8.10	Are the statutory authority references correct?	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
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	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
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	Y	Y	Y	Y	Y
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	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
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Code)				
		2130	2131	2135	2150	2160
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
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
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y	Y	Y
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	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
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y	Y
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y	Y	Y
8.25	Are current year September operating reversions appropriately shown in column A02? <b>DUE TO THE EARLY SUBMISSION DATE OF THE 2012-13 LBR, CERTIFIED FORWARD REVERSIONS AT 9/30/11 WILL NEED TO BE ADDED BY AGENCIES DURING THE TECHNICAL REVIEW PERIOD.</b>	N/A	N/A	N/A	N/A	N/A
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
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
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y	Y
<b>AUDITS:</b>						
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
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? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? <b>(SC1R, SC1A - Report should print "No Discrepancies Exist For This</b>	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. <b>(SC1R, DEPT)</b>	Y	Y	Y	Y	Y
<b>TIP</b>	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!					

	Program or Service (Budget Entity Codes)				
Action	2130	2131	2135	2150	2160
<b>TIP</b> Determine if the agency is scheduled for trust fund review. (See page 125 of the LBR Instructions.)					



Action		Program or Service (Budget Entity Code)				
		2130	2131	2135	2150	2160
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.					
<b>9. SCHEDULE II (PSCR, SC2)</b>						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? ( <b>BRAR, BRAA - Report should print "No Records Selected For This Request"</b> ) 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	Y	Y
<b>10. SCHEDULE III (PSCR, SC3)</b>						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 90 of the LBR Instructions.)	Y	Y	Y	Y	Y
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 97 of the LBR Instructions for appropriate use of the OAD transaction.) Use <b>OADI</b> or <b>OADR</b> to identify agency other salary amounts requested.	Y	Y	Y	Y	Y
<b>11. SCHEDULE IV (EADR, SC4)</b>						
11.1	Are the correct Information Technology (IT) issue codes used?	Y	Y	Y	Y	Y
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					
<b>12. SCHEDULE VIIIA (EADR, SC8A)</b>						
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	Y	Y
<b>13. SCHEDULE VIIIB-1 (EADR, S8B1)</b>						
13.1	<b>NOT REQUIRED FOR THIS YEAR</b>	N/A	N/A	N/A	N/A	N/A
<b>14. SCHEDULE VIIIB-2 (EADR, S8B2)</b>						
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has not been used?	Y	Y	Y	Y	Y
<b>15. SCHEDULE XI (LAS/PBS Web - see page 105 of the LBR Instructions for detailed instructions)</b>						
15.1	Agencies are required to generate this spreadsheet via the LAS/PBS Web. <b>The Final Excel version on longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website.</b> (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
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y	Y	Y	Y
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
15.3	Does the FY 2010-11 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Code)				
		2130	2131	2135	2150	2160
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? ( <b>Audit #1 should print "No Activities Found"</b> )	Y	Y	Y	Y	Y
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? ( <b>Audit #2 should print "No Operating Categories Found"</b> )	N/A	N/A	N/A	N/A	N/A
15.6	Has the agency provided the necessary standard (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
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? ( <b>Audit #4 should print "No Discrepancies Found"</b> )	Y	Y	Y	Y	Y
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
<b>16. MANUALLY PREPARED EXHIBITS &amp; SCHEDULES</b>						
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
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	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
<b>AUDITS - GENERAL INFORMATION</b>						
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions (pages 156-158) 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.					
<b>17. CAPITAL IMPROVEMENTS PROGRAM (CIP) Due October 15, 2011</b>						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?					
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?					
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?					
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?					
17.5	Are the appropriate counties identified in the narrative?					
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?					

		Program or Service (Budget Entity Codes)				
Action		2130	2131	2135	2150	2160
<b>TIP</b> 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.						
<b>18. FLORIDA FISCAL PORTAL</b>						
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

Action	Program or Service (Budget Entity Codes)				
	2130	2131	2135	2150	2160

**19. CREATION OF DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO)**

<p>19.1 If you are an agency that no longer exists or is transferred to DEO after the approval of the reorganization by the Legislative Budget Commission (LBC), have you submitted the following schedules, as applicable:</p> <ul style="list-style-type: none"> <li>• Schedule I: Trust Funds Available and Schedule IB -DEPARTMENT LEVEL</li> <li>• Schedule IA: Detail of Fees and Related Costs (Part I and Part II)</li> <li>• Schedule IC: Reconciliation of Unreserved Fund Balances</li> <li>• Reconciliation: Beginning Trial Balance to Schedule I and IC</li> <li>• Exhibit D-1: Detail of Expenses</li> <li>• Schedule XI: Agency-Level Unit Cost Summary</li> <li>• Opening Trial Balance as of July 1, 2011</li> <li>• Schedule I Narratives related to Column A01</li> <li>• Inter-Agency Transfer Form</li> </ul>	N/A	N/A	N/A	N/A	N/A
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## Fiscal Year 2012-13 LBR Technical Review Checklist

Department/Budget Entity (Service): Justice Administration

Agency Budget Officer/OPB Analyst Name: Yvonne Enoch /

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)				
	2165	2170	2180		

### 1. GENERAL

1.1	Are Columns A01, A02, A04, A05, A36, A93, IA1, IA5, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? <b>(CSDI)</b>	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? <b>(CSDI)</b>	Y	Y	Y		

### AUDITS:

1.3	Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. <b>(EXBR, EXBA)</b>	Y	Y	Y		
1.4	Has security been set correctly? <b>(CSDR, CSA)</b>					
<b>TIP</b>	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 59 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 30)? 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 30) 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.	Y	Y	Y		

### AUDITS:

Action	Program or Service (Budget Entity Codes)				
	2165	2170	2180		
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		

Action		Program or Service (Budget Entity Code)				
		2165	2170	2180		
3.4	Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? ( <b>EXBR, EXBC - Report should print "Records Selected Net To Zero"</b> )	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.					
<b>4. EXHIBIT D (EADR, EXD)</b>						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 62 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.					
<b>5. EXHIBIT D-1 (ED1R, EXD1)</b>						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y		
<b>AUDITS</b>						
5.2	Do the fund totals agree with the object category totals within each appropriation category? ( <b>ED1R, XD1A - Report should print "No Differences Found For This Report"</b> )	Y	Y	Y		
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? ( <b>EXBR, EXBB - Negative differences need to be corrected in Column A01.</b> )	Y	Y	Y		
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? ( <b>EXBR, EXBD - Differences need to be corrected in Column A01.</b> )	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 2010-11 approved budget. Amounts should be positive.					

	Program or Service (Budget Entity Codes)				
Action	2165	2170	2180		
<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>					



	Program or Service (Budget Entity Code)				
Action	2165	2170	2180		

**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 30 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 69 through 70 of the LBR Instructions?	Y	Y	Y		
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	Y	Y	Y		
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	Y		
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	Y	Y	Y		
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		
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 #12-009?	Y	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. <b>(PLRR, PLMO)</b>	N/A	N/A	N/A		
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	Y	Y	Y		
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		

Action	Program or Service (Budget Entity Codes)				
	2165	2170	2180		
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 29 and 88 of the LBR Instructions.)	Y	Y	Y		

Action		Program or Service (Budget Entity Code)				
		2165	2170	2180		
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)? Have the correct issue codes been used for the Statewide Email Consolidation (17C10C0, 17C11C0, 17C14C0, 33015C0 and 55C04C0)	Y	Y	Y		
7.17	Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	N/A	N/A	N/A		
<b>AUDIT:</b>						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. <b>(EADR, FSIA - Report should print "No Records Selected For Reporting")</b>	Y	Y	Y		
7.19	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? <b>(GENR, LBR1)</b>	Y	Y	Y		
7.20	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? <b>(GENR, LBR2)</b>	N/A	N/A	N/A		
7.21	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? <b>(GENR, LBR3)</b>	Y	Y	Y		
7.22	Have FCO appropriations been entered into the nonrecurring column A04? <b>(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) )</b>	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 <b>OADA/OADR</b> 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 67 through 71 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	2165	2170	2180		
<p><b>TIP</b> If an appropriation made in the FY 2011-12 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 Code)				
Action	2165	2170	2180		

**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 and Schedule IB 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 IC, and Reconciliation to Trial	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)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)?	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?	Y	Y	Y		
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)				
		2165	2170	2180		
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? <b>DUE TO THE EARLY SUBMISSION DATE OF THE 2012-13 LBR, CERTIFIED FORWARD REVERSIONS AT 9/30/11 WILL NEED TO BE ADDED BY AGENCIES DURING THE TECHNICAL REVIEW PERIOD.</b>	N/A	N/A	N/A		
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		
<b>AUDITS:</b>						
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? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? <b>(SC1R, SC1A - Report should print "No Discrepancies Exist For This</b>	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. <b>(SC1R, DEPT)</b>	Y	Y	Y		
<b>TIP</b>	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!					

	Program or Service (Budget Entity Codes)				
Action	2165	2170	2180		
<b>TIP</b> Determine if the agency is scheduled for trust fund review. (See page 125 of the LBR Instructions.)					

		Program or Service (Budget Entity Code)				
Action		2165	2170	2180		
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.					
<b>9. SCHEDULE II (PSCR, SC2)</b>						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? ( <b>BRAR, BRAA - Report should print "No Records Selected For This Request"</b> ) 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		
<b>10. SCHEDULE III (PSCR, SC3)</b>						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 90 of the LBR Instructions.)	Y	Y	Y		
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 97 of the LBR Instructions for appropriate use of the OAD transaction.) Use <b>OADI</b> or <b>OADR</b> to identify agency other salary amounts requested.	Y	Y	Y		
<b>11. SCHEDULE IV (EADR, SC4)</b>						
11.1	Are the correct Information Technology (IT) issue codes used?	Y	Y	Y		
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					
<b>12. SCHEDULE VIIIA (EADR, SC8A)</b>						
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		
<b>13. SCHEDULE VIIIB-1 (EADR, S8B1)</b>						
13.1	<b>NOT REQUIRED FOR THIS YEAR</b>	N/A	N/A	N/A		
<b>14. SCHEDULE VIIIB-2 (EADR, S8B2)</b>						
14.1	Do the reductions comply with the instructions provided on pages 102 through 104 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has not been used?	Y	Y	Y		
<b>15. SCHEDULE XI (LAS/PBS Web - see page 105 of the LBR Instructions for detailed instructions)</b>						
15.1	Agencies are required to generate this spreadsheet via the LAS/PBS Web. <b>The Final Excel version on longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website.</b> (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?	Y	Y	Y		
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
15.3	Does the FY 2010-11 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	Y	Y	Y		



Action		Program or Service (Budget Entity Code)				
		2165	2170	2180		
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? ( <b>Audit #1 should print "No Activities Found"</b> )	Y	Y	Y		
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? ( <b>Audit #2 should print "No Operating Categories Found"</b> )	N/A	N/A	N/A		
15.6	Has the agency provided the necessary standard (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? ( <b>Audit #4 should print "No Discrepancies Found"</b> )	Y	Y	Y		
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
<b>16. MANUALLY PREPARED EXHIBITS &amp; SCHEDULES</b>						
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		
<b>AUDITS - GENERAL INFORMATION</b>						
TIP	Review <i>Section 6: Audits</i> of the LBR Instructions (pages 156-158) 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.					
<b>17. CAPITAL IMPROVEMENTS PROGRAM (CIP) Due October 15, 2011</b>						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?					
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?					
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?					
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?					
17.5	Are the appropriate counties identified in the narrative?					
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?					

		Program or Service (Budget Entity Codes)				
Action		2165	2170	2180		
<p><b>TIP</b> 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.</p>						
<b>18. FLORIDA FISCAL PORTAL</b>						
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		

	Program or Service (Budget Entity Codes)				
Action	2165	2170	2180		

**19. CREATION OF DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO)**

<p>19.1 If you are an agency that no longer exists or is transferred to DEO after the approval of the reorganization by the Legislative Budget Commission (LBC), have you submitted the following schedules, as applicable:</p> <ul style="list-style-type: none"> <li>• Schedule I: Trust Funds Available and Schedule IB -DEPARTMENT LEVEL</li> <li>• Schedule IA: Detail of Fees and Related Costs (Part I and Part II)</li> <li>• Schedule IC: Reconciliation of Unreserved Fund Balances</li> <li>• Reconciliation: Beginning Trial Balance to Schedule I and IC</li> <li>• Exhibit D-1: Detail of Expenses</li> <li>• Schedule XI: Agency-Level Unit Cost Summary</li> <li>• Opening Trial Balance as of July 1, 2011</li> <li>• Schedule I Narratives related to Column A01</li> <li>• Inter-Agency Transfer Form</li> </ul>	N/A	N/A	N/A		
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