



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

October 15, 2012

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

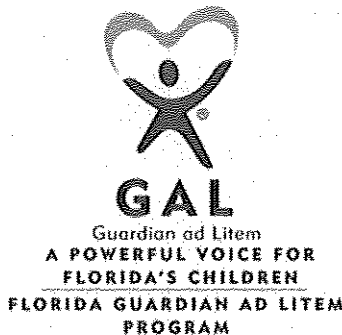
Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our 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 2013-2014 Fiscal Year. This submission has been approved by me as Executive Director for the Justice Administrative Commission on behalf of all agencies within the Department.

Sincerely,

Alton L. "Rip" Colvin, Jr.

Enclosure



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

Justice Administrative Commission  
Statewide Guardian ad Litem Office  
Tallahassee, Florida

October 15, 2012

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

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

Terry Rhodes, Staff Director  
Senate Appropriations Committee  
201 The Capitol  
Tallahassee, FL 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 2013-2014 Fiscal Year.

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

Sincerely,

Alan F. Abramowitz

Attachments: FY 13-14 Legislative Budget Request

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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)



**Honorable Richard Weiss**  
Polk County  
*Chair*

October 15, 2012

**Honorable Buddy Irby**  
Alachua County  
*Vice Chairman*

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

**Honorable Sharon Bock**  
Palm Beach Clerk  
*Secretary/Treasurer*

**Honorable Dwight Brock**  
Collier County

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

**Honorable Ken Burke**  
Pinellas County

**Honorable John Crawford**  
Nassau County

**Honorable Harvey Ruvin**  
Dade County

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

**Honorable Tim Sanders**  
Madison County

**Honorable Thomas McGrady**  
Judge

Dear Directors:

**Senate**  
**Honorable Pat Frank**  
Hillsborough County

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 2013-14 Fiscal Year. This submission is being provided by me as Executive Director of the CCOC.

**House**  
**Honorable Lydia Gardner**  
Orange County

**Joe Boyd**  
General Counsel

Sincerely,

**John Dew**  
Executive Director

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

2560-102 Barrington Circle  
Tallahassee, Florida 32308

Phone: 850.386.2223  
Fax: 850.386.2224

John D. Dew  
Executive Director

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 10, 2012

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

LEGISLATIVE BUDGET REQUEST  
Fiscal Year 2013-2014

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 2013-14 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 cursive script, appearing to read "William Eddins".

William Eddins,  
State Attorney

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

October 15, 2012

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, 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 2013-14 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 2013-2014 October 15, 2012

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

Terry Rhodes, 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 2013-14 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

October 15, 2012

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 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 2013-14 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", with a long horizontal line extending to the right.

W. E. Donahoe  
Executive Director



# OFFICE OF THE STATE ATTORNEY

FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY

**PETER ANTONACCI**  
STATE ATTORNEY



LEGISLATIVE BUDGET REQUEST – FISCAL YEAR 2013-14

Justice Administration  
State Attorney, Fifteenth Judicial Circuit

October 15, 2012

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

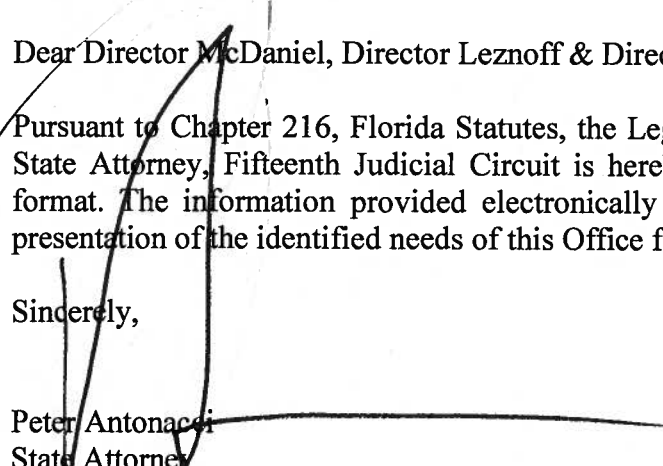
JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

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

Dear Director McDaniel, Director Leznoff & Director Rhodes:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Office of the State Attorney, Fifteenth Judicial Circuit is hereby approved and submitted in the prescribed format. The information provided electronically and contained herein is a true and accurate presentation of the identified needs of this Office for the 2013-14 Fiscal Year.

Sincerely,

  
Peter Antonacci  
State Attorney  
Fifteenth Judicial Circuit



# OFFICE OF THE STATE ATTORNEY

EIGHTEENTH JUDICIAL CIRCUIT OF FLORIDA  
BREVARD AND SEMINOLE COUNTIES

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

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**

October 15, 2012

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 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,

A handwritten signature in black ink, appearing to read "N. R. Wolfinger".

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 7, 2012

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 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 2013-14 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.

Sincerely,

A handwritten signature in black ink, appearing to read "Raymond E. Rhodes".

Raymond E. Rhodes  
Executive Director



# Law Offices of the Public Defender Matt Shirk

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

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

October 15, 2012

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 2013-14 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 2, 2012

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, our 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 2013-14 Fiscal Year. This submission has been approved by Howard H. Babb, Jr., Public Defender.

Sincerely,

A handwritten signature in blue ink, appearing to read "H. Babb, Jr.", written over a printed name.

Howard H. Babb, Jr.  
Fifth Circuit Public Defender

LAW OFFICE OF THE  
CAPITAL COLLATERAL REGIONAL COUNSEL-SOUTH

State of Florida



Neal A. Dupree  
Capital Collateral Regional Counsel

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

LEGISLATIVE BUDGET REQUEST

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

September 10, 2012

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, our Legislative Budget Request for Capital Collateral Regional Counsel – 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 2013-14 Fiscal Year. This submission has been approved by me the Capital Collateral Regional Counsel for the Southern Region.

Sincerely,

  
Neal A. Dupree  
Capital Collateral Regional Counsel

**MONROE COUNTY**

**KEY WEST**

801 Eisenhower Dr.  
P.O. BOX 4127  
KEY WEST, FL 33041-4127  
PHONE: (305) 294-2501

**MARATHON**

PUBLIC DEFENDER'S OFFICE  
4695 OVERSEAS HIGHWAY, SUITE 2  
MARATHON, FL 33050  
PHONE: (305) 289-6015

**PLANTATION KEY**

50 High Point Rd.  
TAVERNIER, FL 33070  
PHONE: (305) 853-7410



**ROSEMARY E. ENRIGHT  
PUBLIC DEFENDER**

**PUBLIC DEFENDER**  
SIXTEENTH JUDICIAL CIRCUIT OF FLORIDA  
IN AND FOR MONROE COUNTY

**LEGISLATIVE BUDGET REQUEST**

Public Defender, 16<sup>th</sup> Judicial Circuit  
Key West

September 7, 2012

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, our Legislative Budget Request for the Public Defender 16<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 2013-14 Fiscal Year. This submission has been approved by Rosemary E. Enright, Public Defender 16<sup>th</sup> Judicial Circuit.

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

Rosemary E. Enright  
Public Defender 16<sup>th</sup> Judicial Circuit

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 TRETTS  
EXECUTIVE ASSISTANT

MARY LU TOMBLESON  
EXECUTIVE DIRECTOR

**JAMES RUSSO**  
PUBLIC DEFENDER

Office of the Public Defender, 18<sup>th</sup> J.C.  
Viera, Florida 32940

October 15, 2012

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, our Legislative Budget Request for the Office of the Public Defender, Eighteenth 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 2013-2014 Fiscal Year. This submission has been approved by James Russo, Public Defender.



James Russo,  
Public Defender, 18<sup>th</sup> J.C.



## LEGISLATIVE BUDGET REQUEST

Capital Collateral Regional Counsel  
Middle Region  
Tampa, Florida

October 15, 2012

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

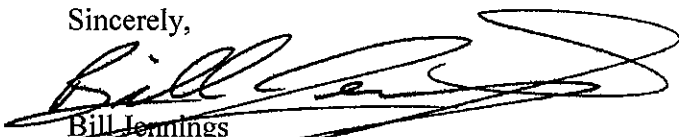
JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for Capital Collateral Regional Counsel-Middle 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 2013-14 Fiscal Year. This submission has been approved by me as the Capital Collateral Regional Counsel for the Middle Region.

Sincerely,

  
Bill Jennings  
Capital Collateral Regional Counsel



LAW OFFICE OF THE  
CAPITAL COLLATERAL REGIONAL COUNSEL-SOUTH

State of Florida



Neal A. Dupree  
Capital Collateral Regional Counsel

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

LEGISLATIVE BUDGET REQUEST

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

September 10, 2012

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, our Legislative Budget Request for Capital Collateral Regional Counsel – 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 2013-14 Fiscal Year. This submission has been approved by me the Capital Collateral Regional Counsel for the Southern Region.

Sincerely,

  
Neal A. Dupree  
Capital Collateral Regional Counsel

**Administrative Office**  
2000 West Main Street, Suite 500  
Fort Myers, Florida 33901  
Telephone: 239.533.1500  
Facsimile: 239.533.1501



Reply to:  
Regional Counsels Office  
2000 West Main Street, Suite 500  
Fort Myers, FL 33901  
Phone: 239.533.1500  
Facsimile: 239.533.1501

**LAW OFFICES OF  
ITA M. NEYMOTIN**  
**CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL SECOND DISTRICT**  
LEGISLATIVE BUDGET REQUEST

Criminal Conflict and Civil Regional Counsel, Second District  
Fort Myers, Florida  
October 15, 2012

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, our Legislative Budget Request for the Criminal Conflict and Civil Regional Counsel, Second 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 2013-14 Fiscal Year. This submission has been approved by Ita M. Neymotin, Regional Counsel.

Sincerely,

A handwritten signature in cursive script that reads 'Ita M. Neymotin'.

Ita M. Neymotin  
Regional Counsel for the Second District



**FY 2013-14**  
**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			
Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Agency Bu</b>		AppORTioned to this IT Service in FY 2013-14			
Phone: <b>(850) 488-2415</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.63		\$40,704
A-1.1	State FTE		0.63		\$40,704
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$6,003
B-1	Servers	5	4.83	0.5	\$3,686
B-2	Server Maintenance & Support		4.83	1.5	\$261
B-3	Network Devices & Hardware (e.g., routers, switches, hubs, cabling, etc.)	1	17		\$2,055
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)	2			\$1,080
<b>E. Other (Please describe in Footnotes Section below)</b>		3,4			\$8,132
<b>F. Total for IT Service</b>					<b>\$65,741</b>
<b>G. Please identify the number of users of the Network Service</b>					<b>250</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) firewall device, nine (9) switches, six (6) fiber media converters, one (1) web filter appliance				
2	DSL connection used for testing				
3	SSRC rack space, data ports and hardware maintenance				
4	Standard expense package for 0.63 FTE, \$3,913				
5	1 logical server				
6					
7					
8					
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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 2013-14			
Phone: <b>(850) 488-2415</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.50		\$30,003
A-1	State FTE		0.50		\$30,003
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$1,491
B-1	Servers		3.56	0	\$0
B-2	Server Maintenance & Support		3.56	3.56	\$852
B-3	Wireless Communication Devices (e.g., Blackberries, iPhones, PDAs, etc.)	1	39	5	\$639
B-4	Online Storage (indicate GB of storage)		129.7		\$0
B-5	Archive Storage (indicate GB of storage)		1050		\$0
B-6	Other Hardware Assets (Please specify in Footnote Section below)	2			\$0
<b>C. Software</b>		3			\$3,064
<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>		4			\$3,106
<b>F. Total for IT Service</b>					\$37,664
<b>G. Please provide the number of user mailboxes.</b>					220
<b>H. Please provide the number of resource mailboxes.</b>					32
<b>I. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	Includes five Blackberry devices and 34 activesync				
2	PineApp email filtering device				
3	Includes Symantec Enterprise vault, Panda anti-virus and BlackBerry Exchange Server				
4	Includes the standard expense package for FTE's, \$3,106 for .5 FTE				
5					
6					
7					
8					
9					

Non-Strategic IT Service: <b>Desktop Computing Service</b>				
Agency: <b>Justice Administrative Commission</b> Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Ag</b> Phone: <b>(850) 488-2415</b>			# of Assets & Resources Apportioned to this IT Service in FY 2013-14	
Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>				
A-1 State FTE		0.30		\$22,463
A-2 OPS FTE		0.00		\$0
A-3 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				
B-1 Servers		1.22	0	\$0
B-2 Server Maintenance & Support		1.22	0.39	\$275
B-3.1 Desktop Computers		97	0	\$0
B-3.2 Mobile Computers (e.g., Laptop, Notebook, Handheld, Wireless Computer)		6	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				
<b>E. Other (Please describe in Footnotes Section below)</b>				
	1			\$1,863
<b>F. Total for IT Service</b>				<b>\$24,601</b>
<b>G. Please identify the number of users of this service.</b>				<b>215</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 0.3 FTE, \$1,863 for .3 FTE			
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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 2013-14			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.09		\$6,640
A-1	State FTE		0.09		\$6,640
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			1.46	0.56	\$223
B-1	Servers		0.73	0	\$0
B-2	Server Maintenance & Support		0.73	0.56	\$223
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			\$559
<b>F. Total for IT Service</b>					<b>\$7,422</b>
<b>G. Please identify the number of users of this service.</b>					<b>215</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 .09 FTE, \$559				
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14					
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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 2013-14			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.03		\$2,358
A-1	State FTE		0.03		\$2,358
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			0.66	0	\$0
B-1	Servers		0.33	0	\$0
B-2	Server Maintenance & Support	1	0.33	0	\$0
B-3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>		2			\$0
<b>D. External Service Provider(s)</b>			0	0	\$0
<b>E. Other (Please describe in Footnotes Section below)</b>		3			\$186
<b>F. Total for IT Service</b>					<b>\$2,544</b>
<b>G. Footnotes - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.</b>					
1	Server under Dell Maintenance				
2	Pinnacle				
3	Standard expense package for 0.03 FTE, \$186				
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14					
15					



Non-Strategic IT Service:		Agency Financial and Administrative Systems Support Service			
Agency: <b>Justice Administrative Commission</b>		# of Assets & Resources			
Prepared by: <b>Alton L. "Rip" Colvin, Jr., Executive Director; Michael Mauterer, Age</b>		AppORTioned to this IT Service in FY 2013-14			
Phone: <b>(850) 488-2415</b>					
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.22		\$34,357
A-1	State FTE		0.22		\$34,357
A-2	OPS FTE		0.00		\$0
A-3	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>			2.948	1.14	\$314
B-1	Servers		1.474	0	\$0
B-2	Server Maintenance & Support		1.474	1.14	\$314
B-3	Other Hardware Assets (Please specify in Footnote Section below)		0	0	\$0
<b>C. Software</b>		1,3,4			\$21,621
<b>D. External Service Provider(s)</b>			0	0	\$0
<b>E. Other (Please describe in Footnotes Section below)</b>		2			\$1,335
<b>F. Total for IT Service</b>					<b>\$57,627</b>
<b>G. Please identify the number of users of this service.</b>					<b>195</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 - bluezone				
2	Standard expenses package for 0.22 FTE, \$1,335.36				
3	Business Office Management System Software Maintenance				
4	Laserfiche electronic document management system software maintenance				
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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 2013-			
Phone: <b>(850) 488-2415</b>		14			
Service Provisioning -- Assets & Resources (Cost Elements)		Footnote Number	Number used for this service	Number w/ costs in FY 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.30		\$23,908
A-1	State FTE		0.30		\$23,908
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			\$1,863
<b>F. Total for IT Service</b>					<b>\$25,771</b>
<b>G. How many locations currently host assets and resources used to provide this service?</b>					<b>1</b>
<b>G. Footnotes</b> - Please indicate a footnote for each corresponding row above. Maximum footnote length is 1024 characters.					
1	Standard expenses package for 0.3 FTE, \$1,863.30				
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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 2013-14			
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 2013-14	Estimated FY 2013-14 Allocation of Recurring Base Budget (based on Column G64 minus G65)
<b>A. Personnel</b>			0.23		\$15,346
A-1.1	State FTE		0.23		\$15,346
A-2.1	OPS FTE		0.00		\$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>					\$200
B-1	Servers		1.33	0	\$0
B-2	Server Maintenance & Support		1.33	1	\$200
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	\$433
<b>E. Other (Please describe in Footnotes Section below)</b>		2			\$1,441
<b>F. Total for IT Service</b>					<b>\$17,420</b>
<b>G. Please identify the number of Internet users of this service.</b>					<b>10,000</b>
<b>H. Please identify the number of intranet users of this service.</b>					<b>215</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	data port for public web server wwwja				
2	standard expense package for 0.23 FTE, \$1,440.95				
3					
4					
5					
6					
7					
8					
9					
10					
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12					
13					
14					
15					

Non-Strategic IT Service:		Data Center Service		
Dept/Agency: <b>Justice Administrative Commission</b>		# of Assets & Resources Apportioned to this IT Service in FY 2013-14		
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 2013-14	Estimated FY 2013-14 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.)		0.30		\$18,002
A-1.1 State FTE		0.30		\$18,002
A-2.1 OPS FTE		0.00		\$0
A-3.1 Contractor Positions (Staff Augmentation)		0.00		\$0
<b>B. Hardware</b>				\$4,012
B-1 Non-Mainframe Servers (including single-function logical servers not assigned to another service)	6	4.58	0.5	\$3,686
B-2 Servers - Mainframe		0	0	\$0
B-3 Server Maintenance & Support		4.58	2.08	\$326
B-4 Online or Archival Storage Systems (Indicate GB of storage)	1	39270		\$0
B-5 Data Center/ Computing Facility Internal Network				\$0
B-6 Other Hardware (Please specify in Footnotes Section below)	2			\$0
<b>C. Software</b>	3			\$2,751
<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)	4			\$0
E-3 Environmentals (e.g., HVAC, fire control, and physical security)	4			\$0
E-4 Other (please specify in Footnotes Section below)				\$0
<b>F. Other</b> (Please describe in Footnotes Section below)	5			\$1,863
<b>G. Total for IT Service</b>				<b>\$35,912</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	~8725GB SAN storage & ~30,545GB tape storage			
2	SAN fiber channel switches & tape backup unit			
3	backup software maintenance/support			
4	included in lease agreement			
5	Standard expense package for 0.3 FTE, \$1,863.30			
6	includes 1 logical server			
7				
8				
9				

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 Entry Code	Budget Entity	Program Component Code	Program Component	Appropriation Category Code	Appropriation Category	Fund Code	Fund	FSI	Identified Funding as % of	100.0000%	100.0000%	100.0000%	100.0000%	100.0000%	100.0000%	100.0000%	100.0000%	100.0000%				
									Line Item Total	Funding Identified for IT Service												
									\$37,664	\$37,664	\$37,664	\$37,664	\$37,664	\$37,664	\$37,664	\$37,664	\$37,664	\$37,664	\$37,664			
1	21300800	JAC/Executive Direction	1602000000	Executive Leadership/Sup. Svc	010000	Salaries & Benefits	1000	General revenue	1	\$193,781	\$30,003	\$40,704	\$22,463	\$6,640	\$2,358	\$34,357	\$23,908	\$15,346	\$18,002			
2	21300800	JAC/Executive Direction	1602000000	Executive Leadership/Sup. Svc	040000	Expenses	1000	General revenue	1	\$42,725	\$3,106	\$20,591	\$1,863	\$559	\$186	\$1,335	\$1,863	\$2,074	\$11,147			
3	21300800	JAC/Executive Direction	1602000000	Executive Leadership/Sup. Svc	060000	Operating Capital Outlay	1000	General revenue	1	\$7,373	\$0	\$3,686	\$0	\$0	\$0	\$0	\$0	\$0	\$3,686			
4	21300800	JAC/Executive Direction	1602000000	Executive Leadership/Sup. Svc	100777	Contracted Services	1000	General revenue	1	\$30,824	\$4,555	\$760	\$275	\$223	\$0	\$21,935	\$0	\$0	\$3,077			
5										\$0												
6										\$0												
7										\$0												
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26										\$0												
27										\$0												
28										\$0												
29										\$0												
30										\$0												
<b>Sum of IT Cost Elements Across IT Services</b>																						
IT Cost Element Data as entered on IT Service Worksheets										<b>Personnel</b>		State FTE (#)	2.60	0.50	0.63	0.30	0.09	0.03	0.22	0.30	0.23	0.30
												State FTE (Costs)	\$193,781	\$30,003	\$40,704	\$22,463	\$6,640	\$2,358	\$34,357	\$23,908	\$15,346	\$18,002
										OPS FTE (#)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
										OPS FTE (Cost)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
										Vendor/Staff Augmentation (# Positions)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
										Vendor/Staff Augmentation (Costs)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
										Hardware	\$12,517	\$1,491	\$6,003	\$275	\$223	\$0	\$314	\$0	\$200	\$4,012		
										Software	\$27,436	\$3,064	\$0	\$0	\$0	\$0	\$21,621	\$0	\$0	\$2,751		
										External Services	\$11,336	\$0	\$10,903	\$0	\$0	\$0	\$0	\$0	\$433	\$0		
										Plant & Facility (Data Center Only)	\$9,284									\$9,284		
Other	\$20,349	\$3,106	\$8,132	\$1,863	\$559	\$186	\$1,335	\$1,863	\$1,441	\$1,863												
Budget Total	\$274,703	\$37,664	\$65,741	\$24,601	\$7,422	\$2,544	\$57,627	\$25,771	\$17,420	\$35,912												
FTE Total	2.60	0.50	0.63	0.30	0.09	0.03	0.22	0.30	0.23	0.30												
<b>Users</b>		Cost Per User	252	250	215	215	195	10,215	1,705,371,693													
		(cost/all mailboxes)	\$149	262.96532	114.4230233	34.52027907																

Help Desk Tickets: 100  
Cost/Ticket: 6.184883333

**LEGISLATIVE BUDGET REQUEST FY 2013-2014**

<b>SCHEDULE VII: Agency Litigation Inventory</b>			
Agency:	Office of the State Attorney      Second Circuit		
Contact Person:	Carl J. Whitley	Phone Number:	850-606-6015
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Danielle Gripper v. Leon County State Attorney Office		
Court with Jurisdiction:	Circuit Court of the 2nd Judicial Circuit		
Case Number:	2012CA951		
Summary of the Complaint:	Gripper was the victim of a crime that took place in May 2009. She asserts that her rights as a victim were abridged when she did not speak at the plea hearing of one of the defendants.		
Amount of Claim:	\$500,000		
Specific Statutes or Laws (including GAA) Challenged	Gripper's "Bill of Complaint" asserts a violation of the Florida Crime Victims' Bill of Rights.		
Status of the Case:	Pending Motion to Dismiss	Hearing on motion 9-24-12	
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	Mike Andrews, Risk Mgmt.	Office of the Attorney General or Division of Risk Management	
	W. Bennett Carter, Jr. 850-422-3345	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).			

**LEGISLATIVE BUDGET REQUEST FY 2013-2014**

<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 2013-2014**

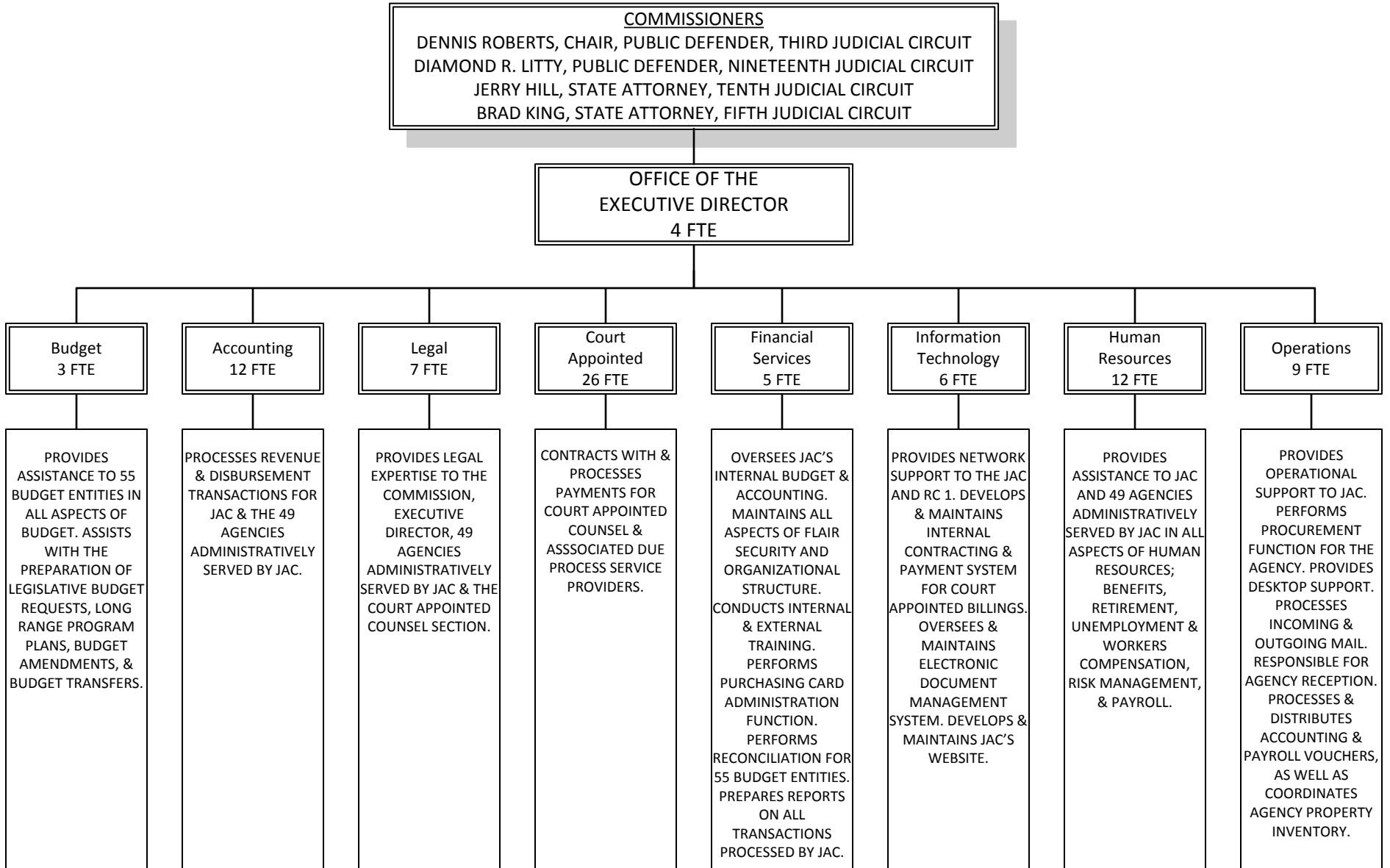
<b>SCHEDULE VII: Agency Litigation Inventory</b>		
Agency:	Public Defender 17th Judicial Circuit	
Contact Person:	Catherine Keuthan	Phone Number: 954-831-8665
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Michael Brannon vs Public Defender 17th Judicial Circuit	
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	



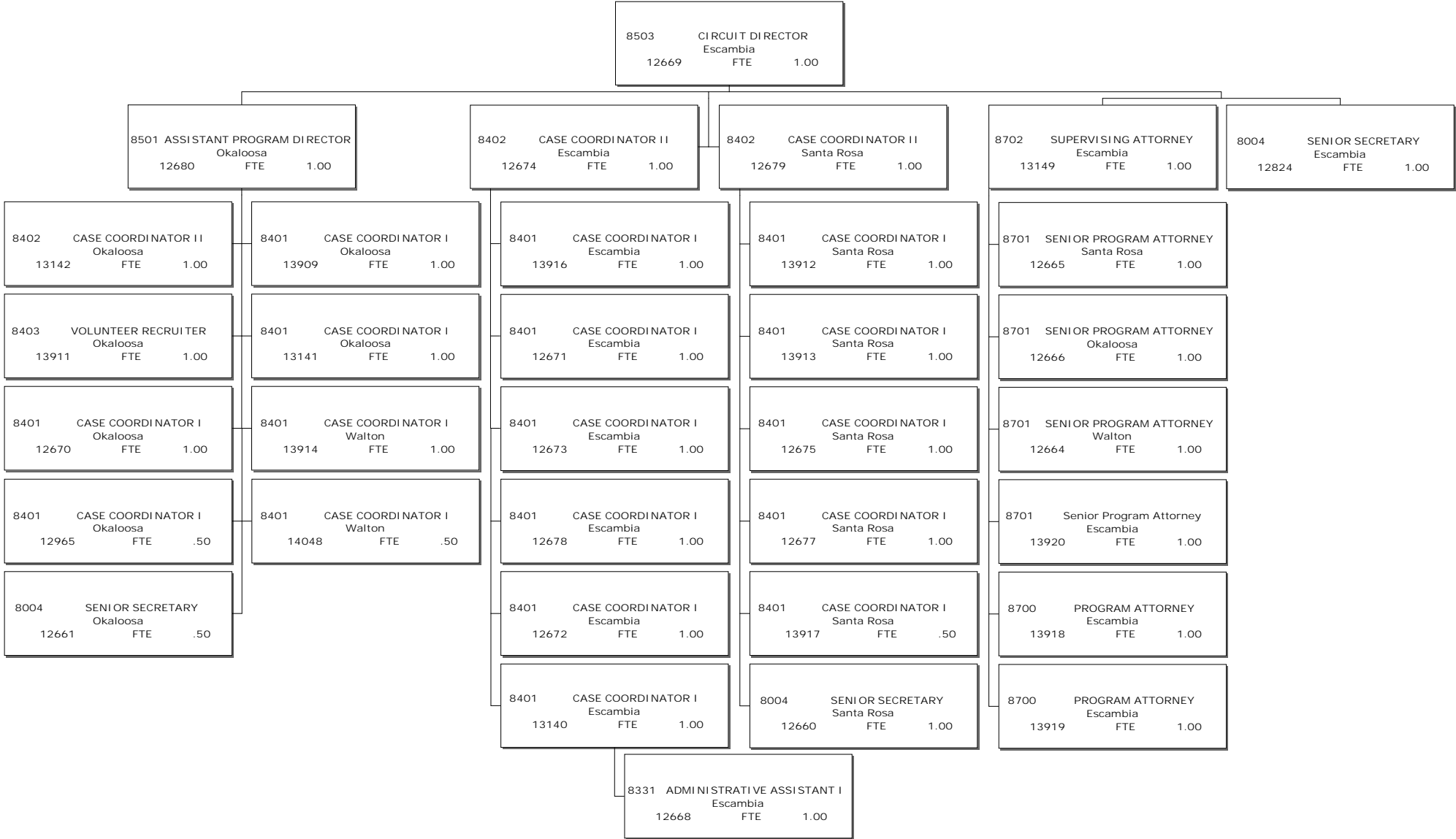
# JUSTICE ADMINISTRATIVE COMMISSION

JULY 2012

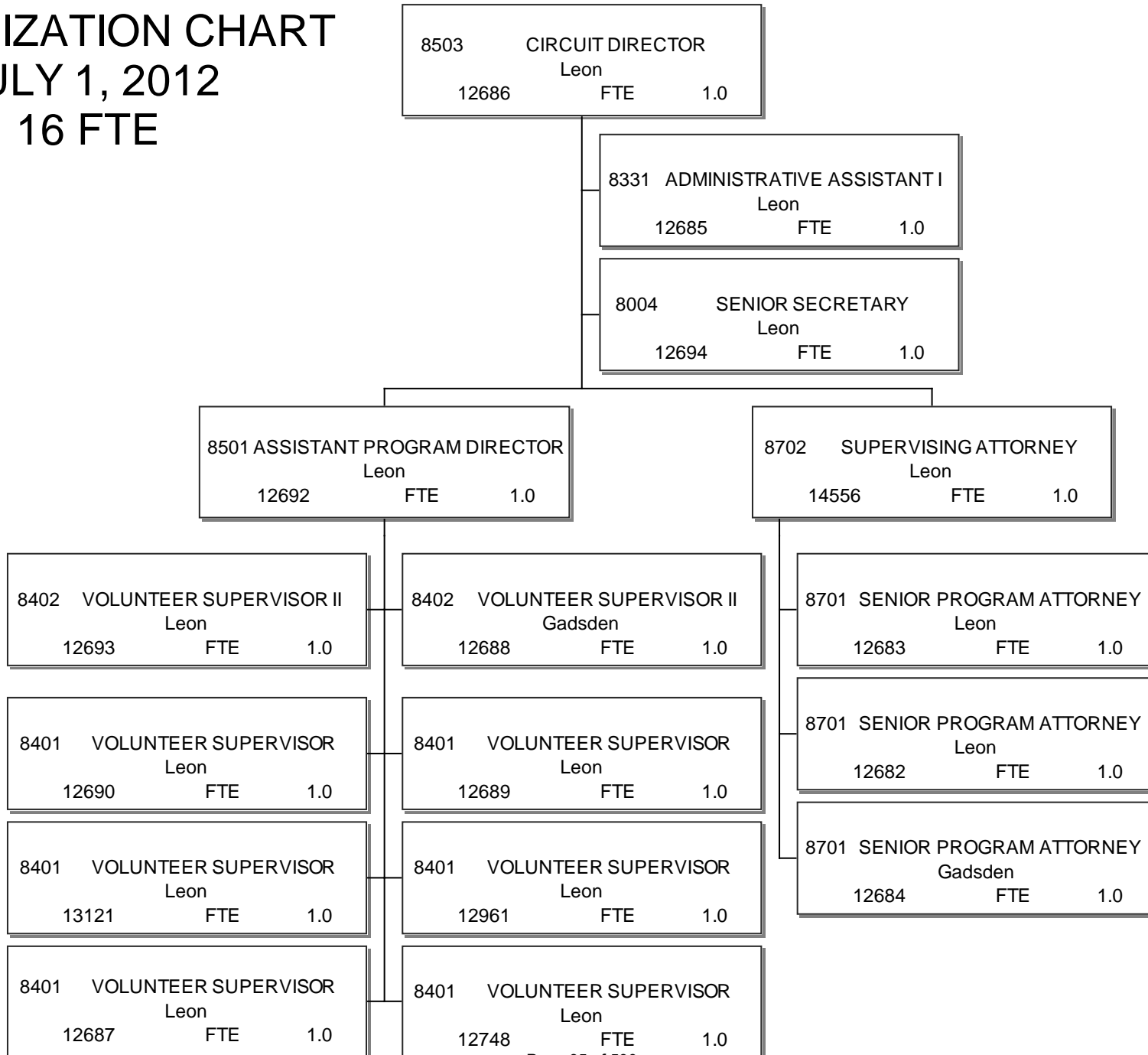
THE JUSTICE ADMINISTRATIVE COMMISSION ADMINISTRATIVELY SERVES THE OFFICES OF STATE ATTORNEYS, PUBLIC DEFENDERS, CAPITAL COLLATERAL REGIONAL COUNSELS, CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSELS, THE STATEWIDE GUARDIAN AD LITEM PROGRAM, AND CLERKS OF COURTS OPERATIONS CORPORATION; AS WELL AS PROVIDES COMPLIANCE AND FINANCIAL REVIEW OF COURT APPOINTED ATTORNEY DUE PROCESS COSTS. THE JAC IS CURRENTLY AUTHORIZED 80 FTE.



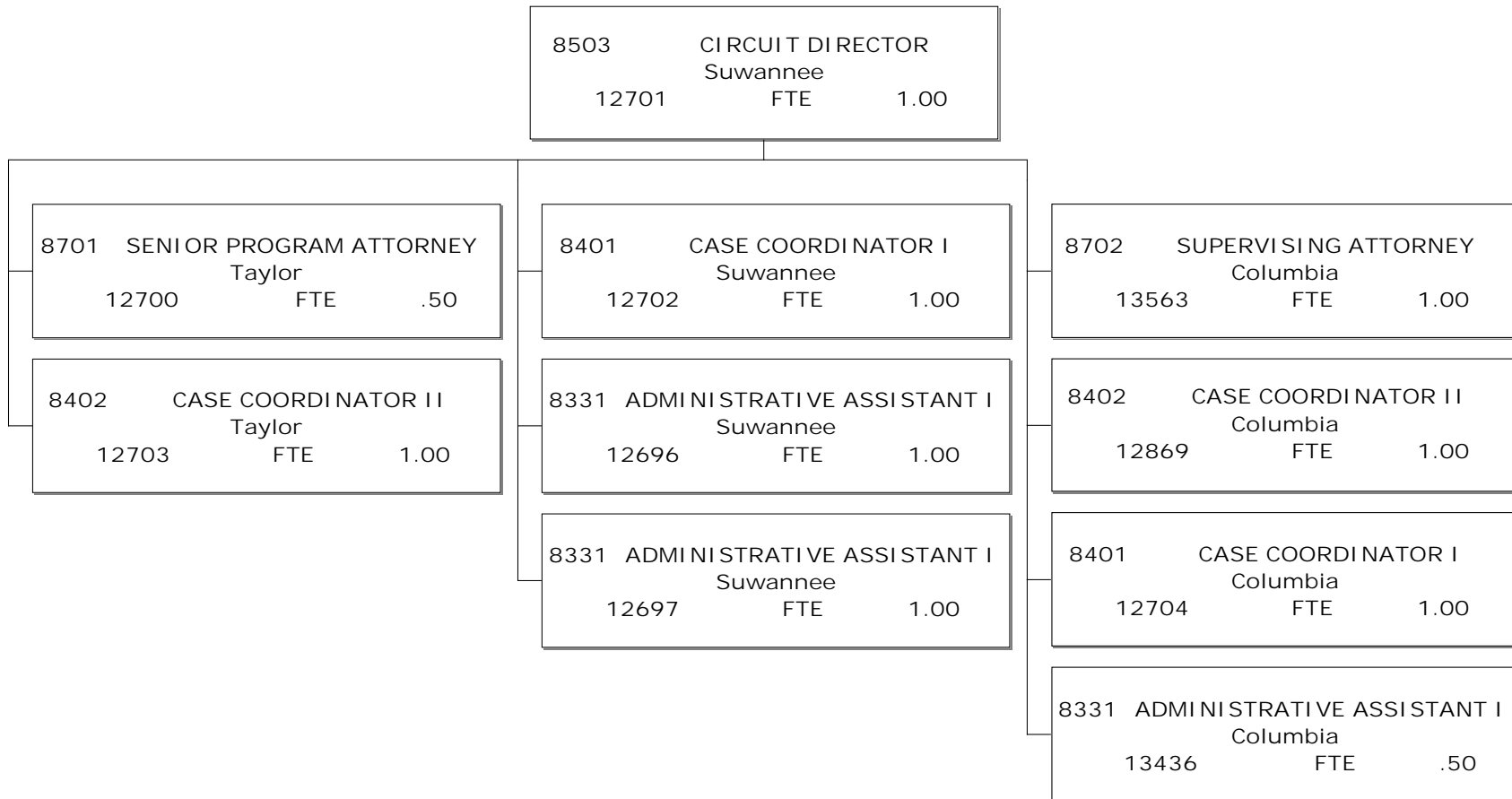
# 1st CIRCUIT ORGANIZATIONAL CHART JULY 1, 2012 33 FTE



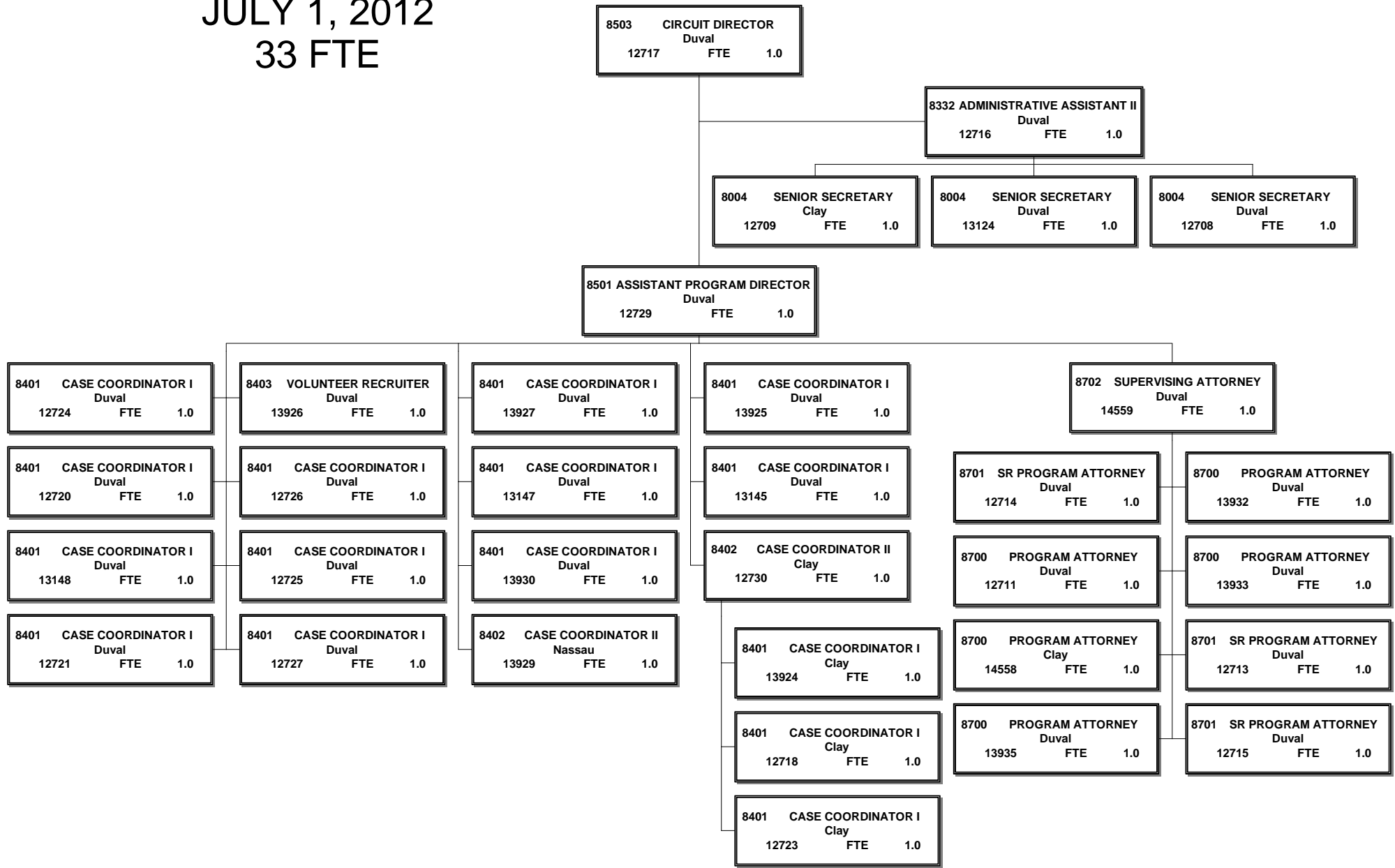
# 2nd CIRCUIT ORGANIZATION CHART JULY 1, 2012 16 FTE

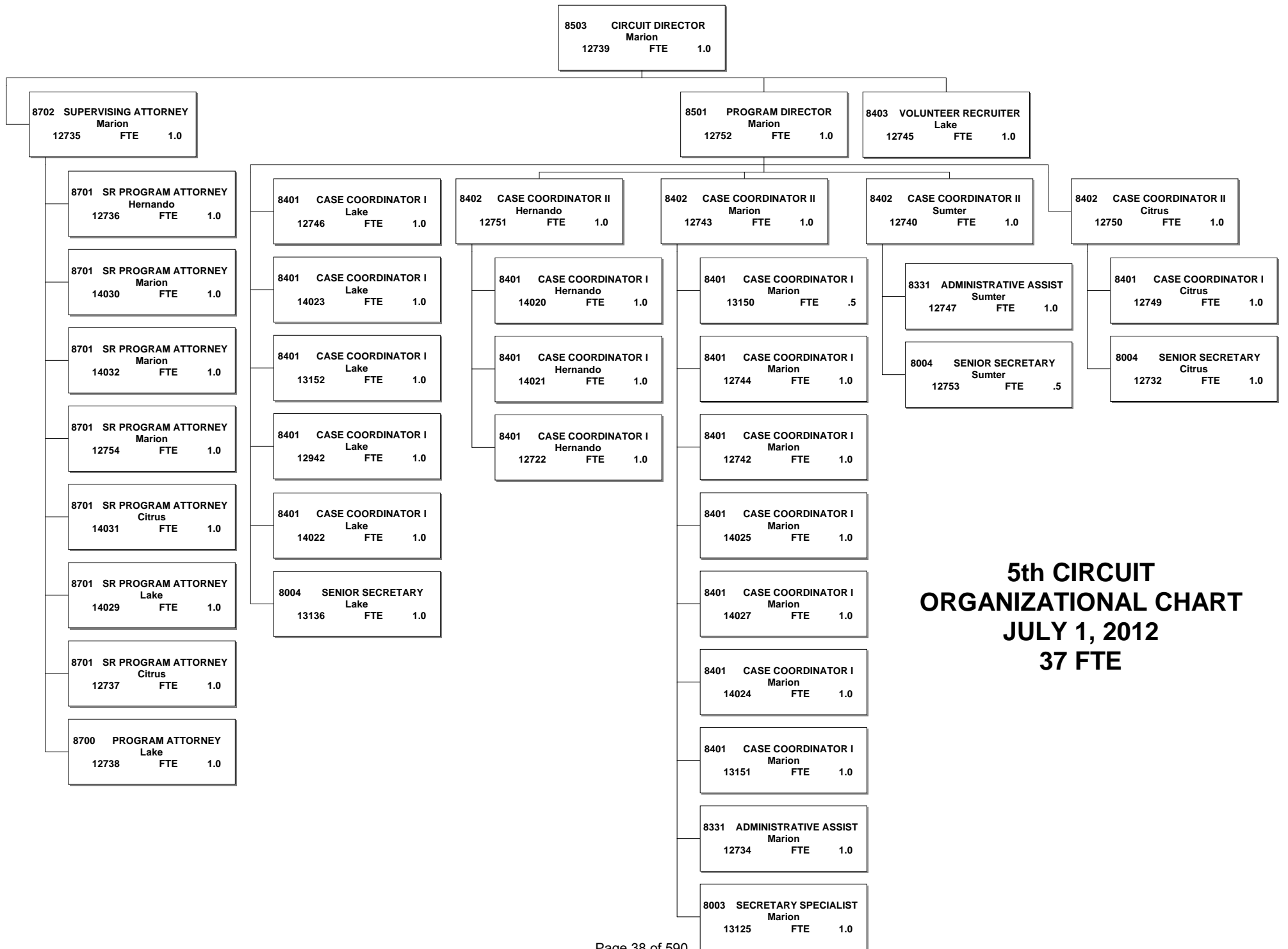


# 3rd CIRCUIT ORGANIZATIONAL CHART JULY 1, 2012 9.0 FTE



# 4th CIRCUIT ORGANIZATION CHART JULY 1, 2012 33 FTE





**5th CIRCUIT  
ORGANIZATIONAL CHART  
JULY 1, 2012  
37 FTE**

6th CIRCUIT  
 ORGANIZATION CHART  
 JULY 1, 2012  
 42 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 1.00

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  
 Pinellas  
 13949 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pasco  
 14011 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  
 14012 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  
 13951 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pasco  
 12759 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 12765 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13945 FTE 1.00

8401 SENIOR SECRETARY  
 Pinellas  
 12758 FTE 1.00

8401 CASE COORDINATOR I  
 Pasco  
 13944 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pinellas  
 14560 FTE 1.00

8700 PROGRAM ATTORNEY  
 Pasco  
 14564 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 12766 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13156 FTE .50

8004 SENIOR SECRETARY  
 Pinellas  
 12767 FTE 1.00

8401 CASE COORDINATOR I  
 Pasco  
 13154 FTE 1.00

8701 SENIOR PROGRAM ATTORNEY  
 Pinellas  
 13952 FTE 1.00

8401 CASE COORDINATOR I  
 Pinellas  
 13153 FTE 1.00

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 Pinellas  
 14563 FTE 1.00

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 Pasco  
 12789 FTE 1.00

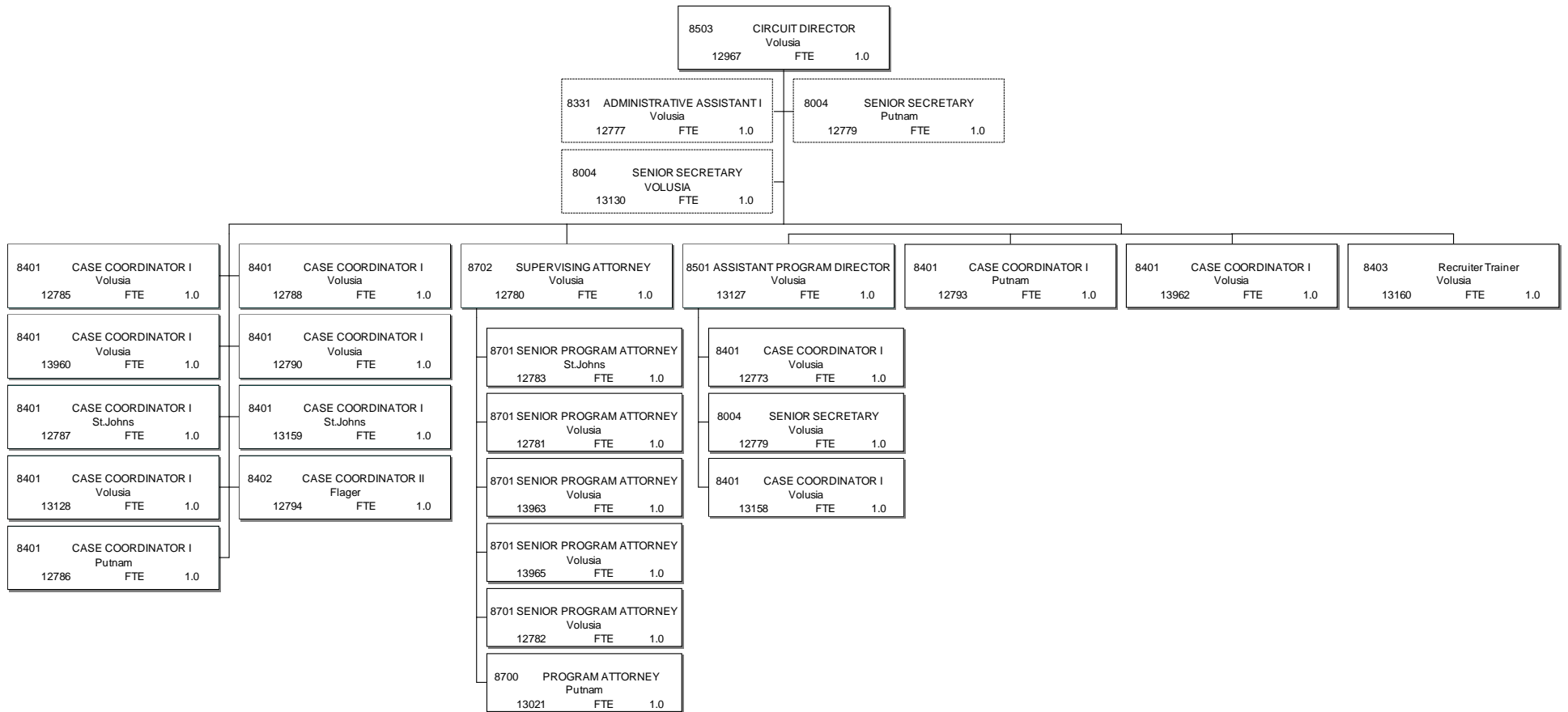
8700 PROGRAM ATTORNEY  
 Pinellas  
 13953 FTE 1.00

8401 CASE COORDINATOR I  
 Pasco  
 13050 FTE 1.00

8004 SENIOR SECRETARY  
 Pasco  
 12757 FTE 1.00

8004 SENIOR SECRETARY  
 Pasco  
 12755 FTE 1.00

# 7th Circuit Organizational Chart FTE: 25.50 7/1/2012

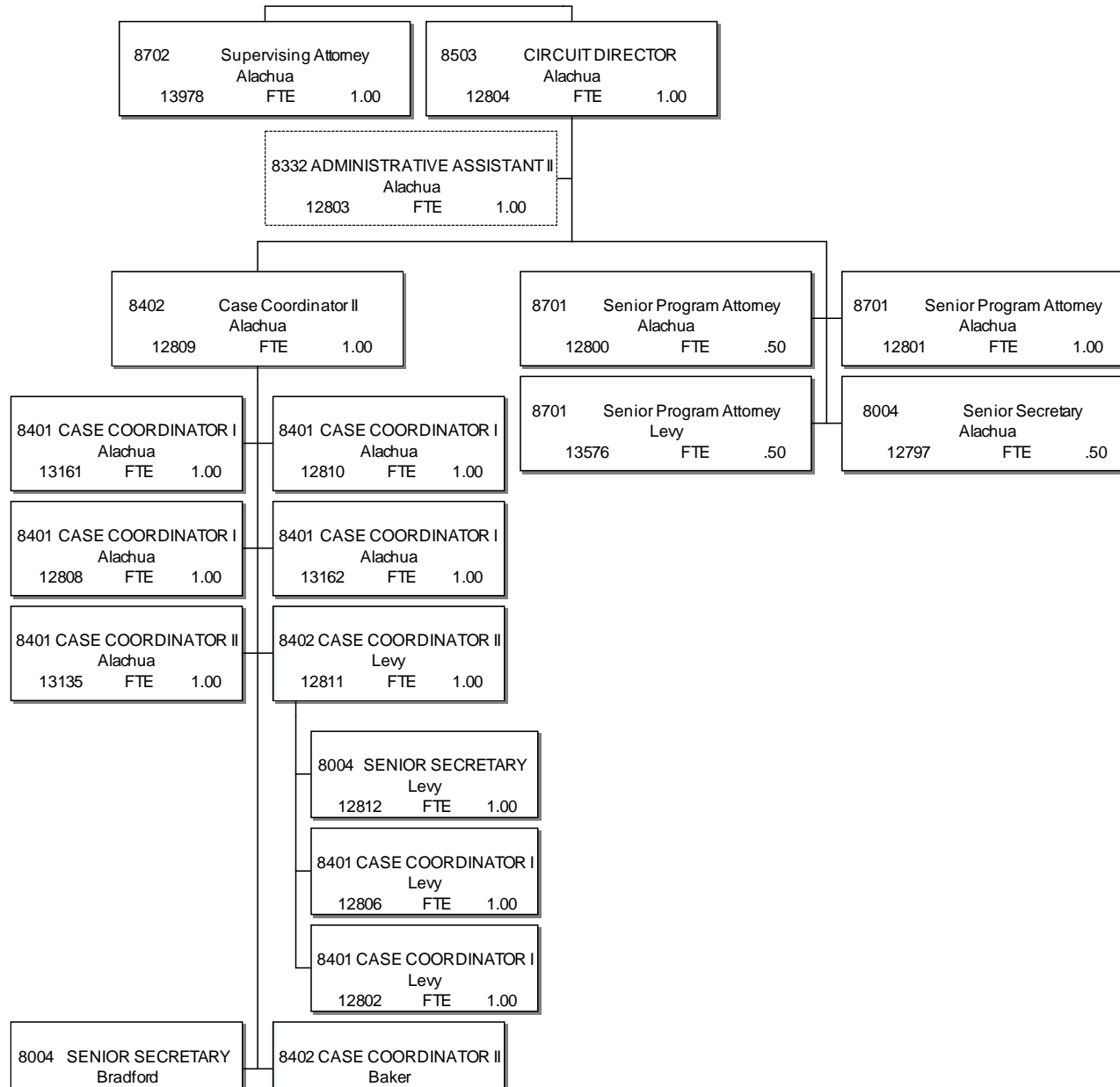




# 8th Circuit Organizational Chart

FTE: 17.50

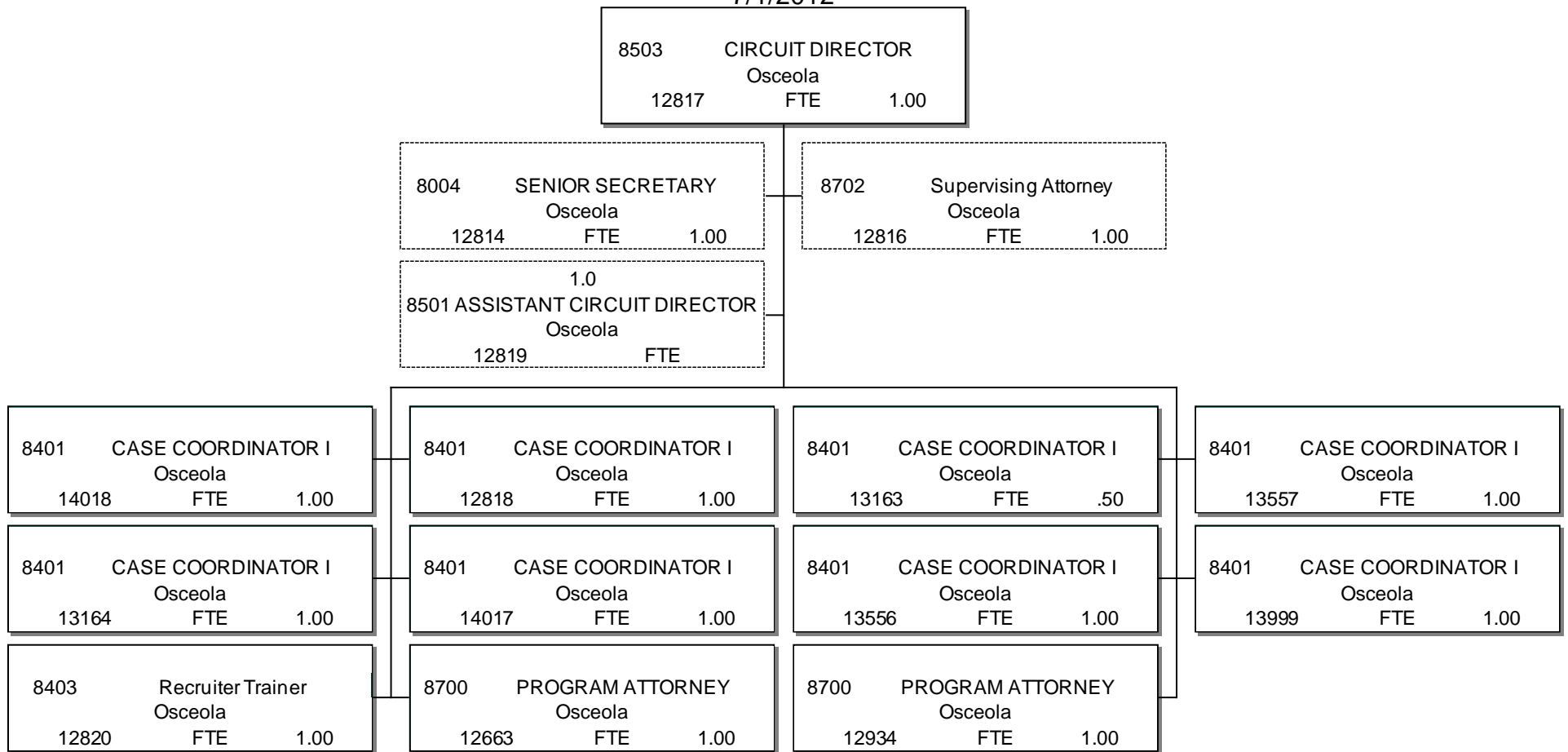
7/1/2012

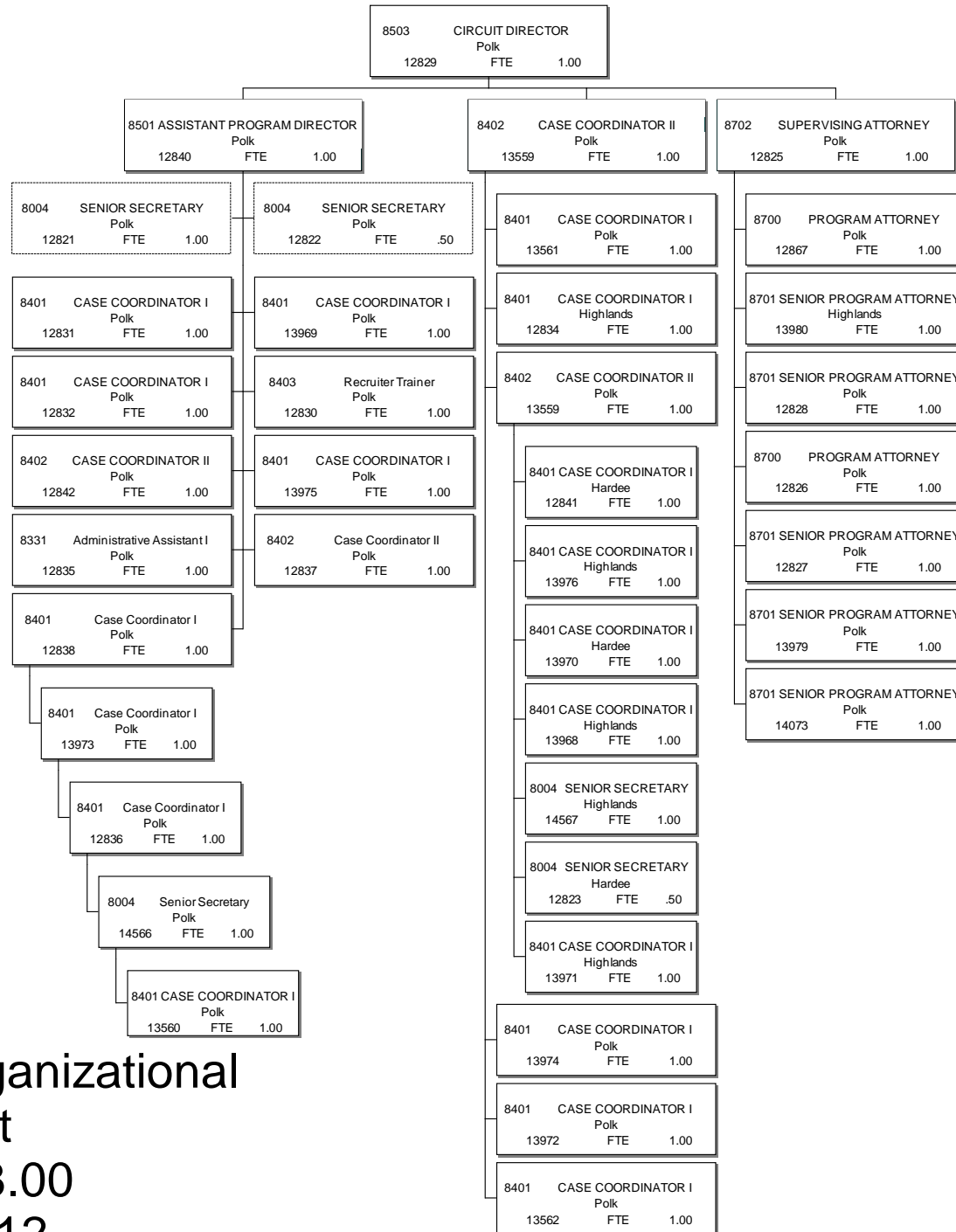


# 9th Circuit Organizational Chart

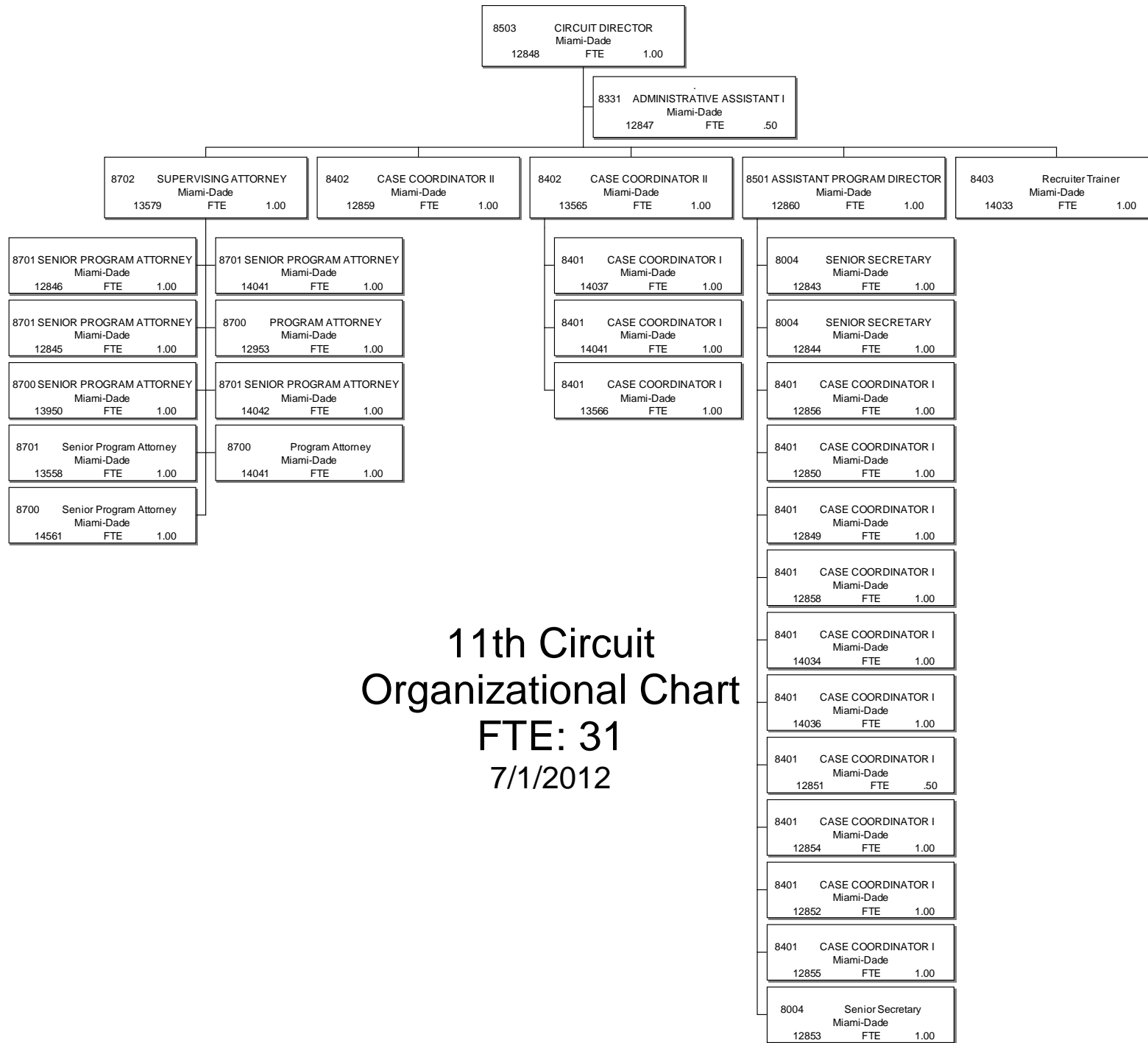
## 14.50 FTE

7/1/2012





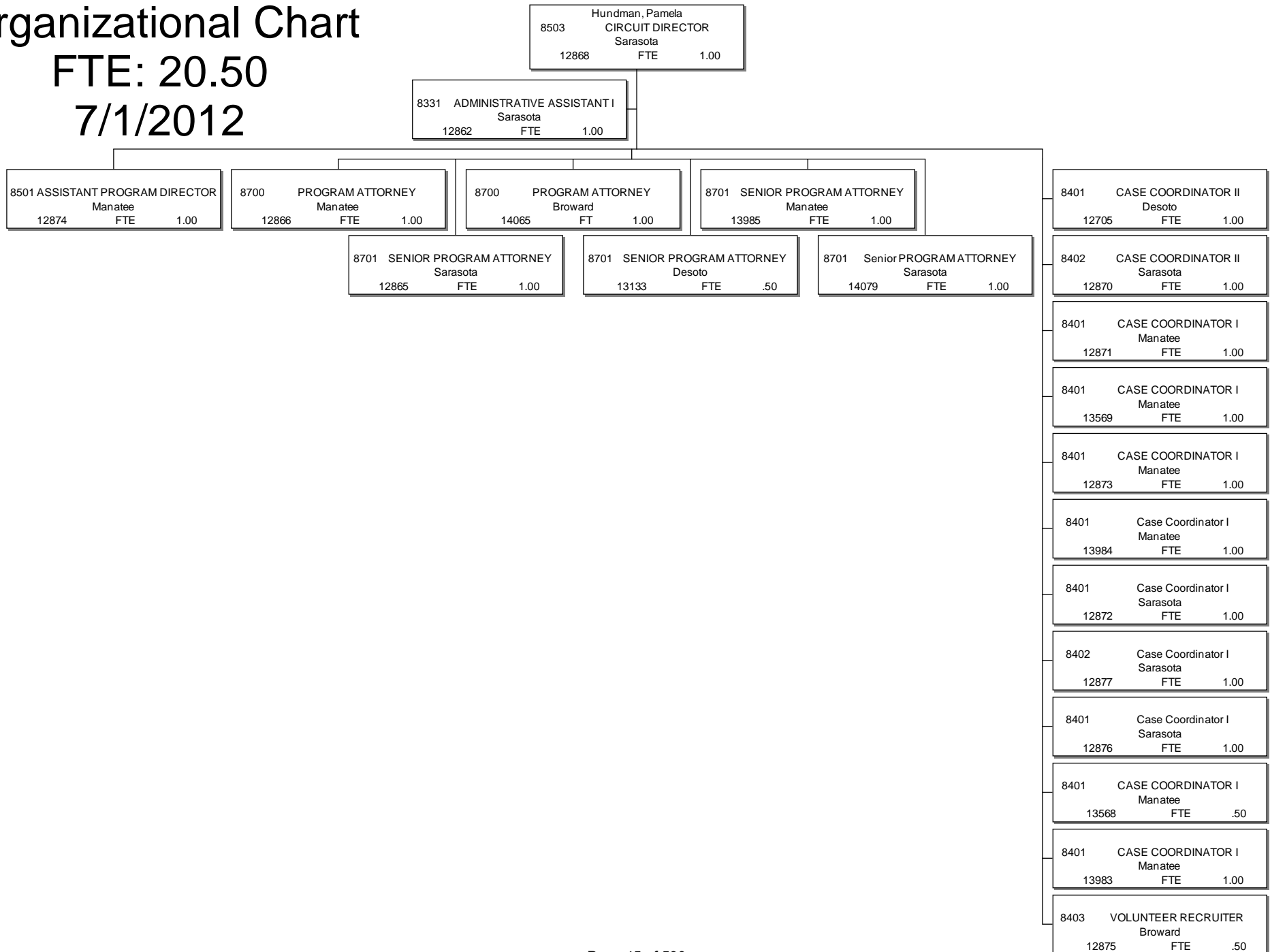
10th Circuit Organizational  
Chart  
FTE: 38.00  
7/1/2012



11th Circuit  
 Organizational Chart  
 FTE: 31  
 7/1/2012

# 12th Circuit Organizational Chart

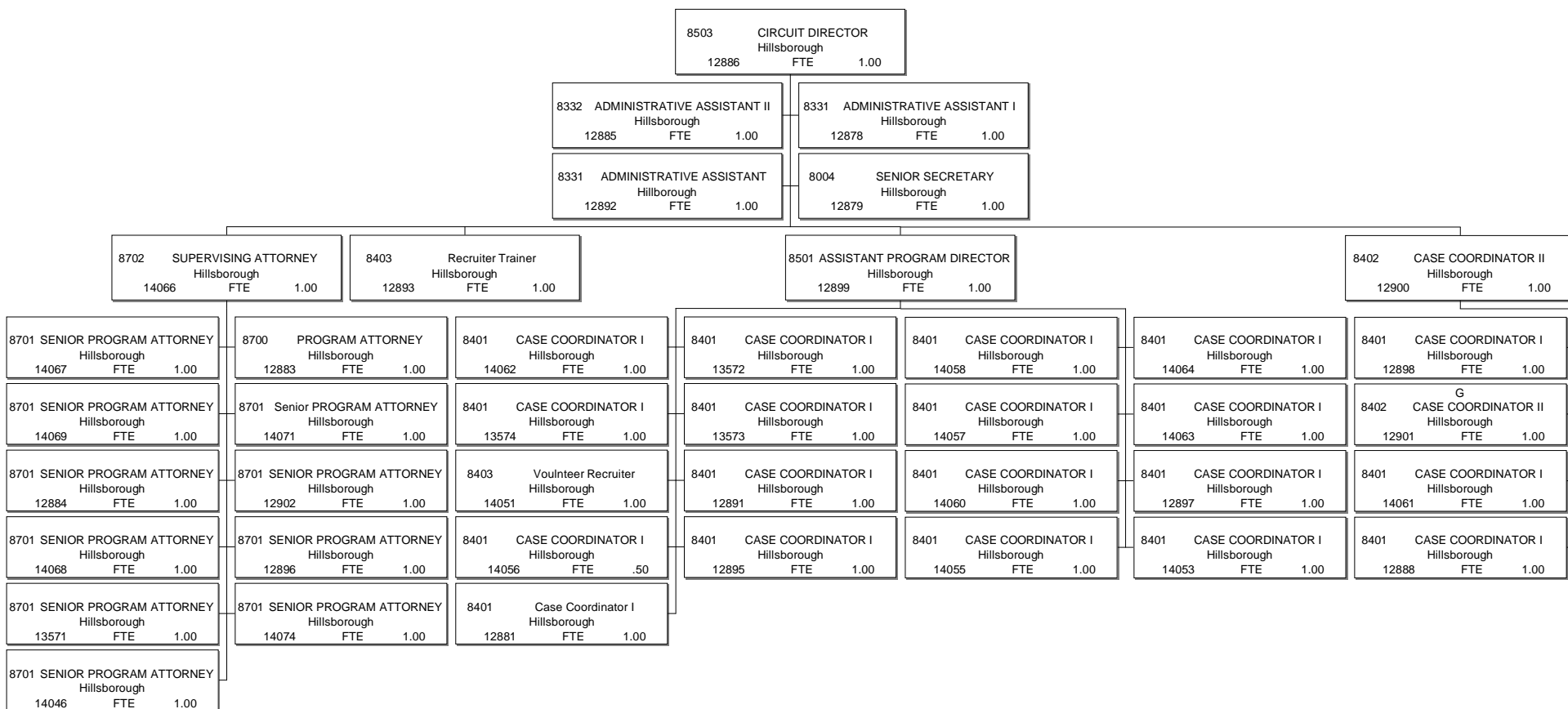
FTE: 20.50  
7/1/2012



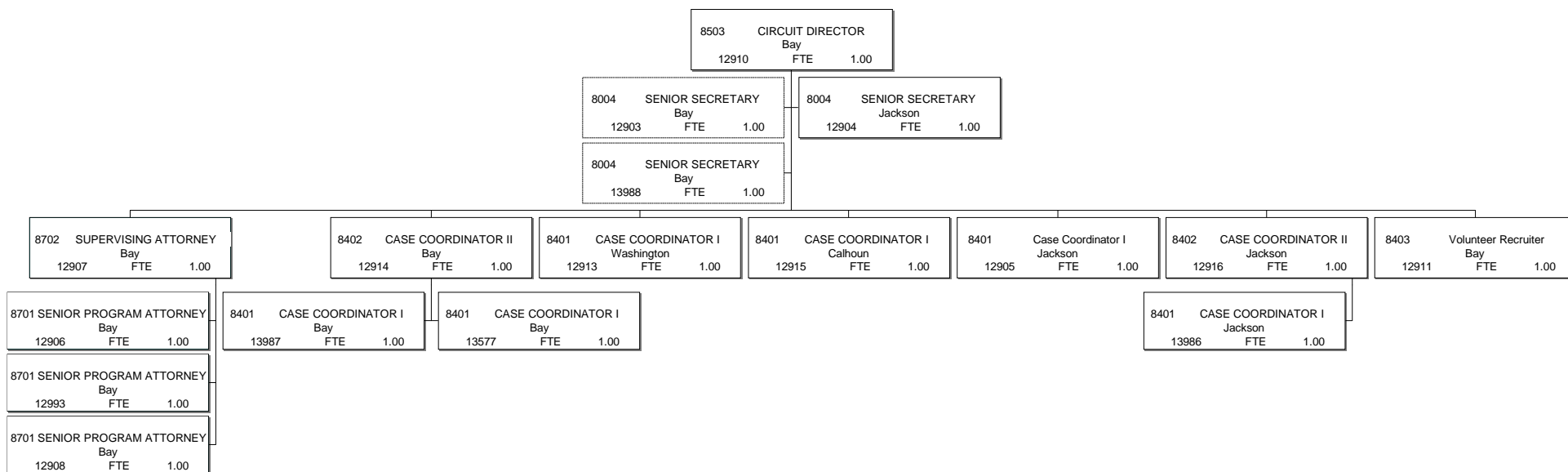
# 13th Circuit Organizational

## FTE: 40.50

### 7/1/2012

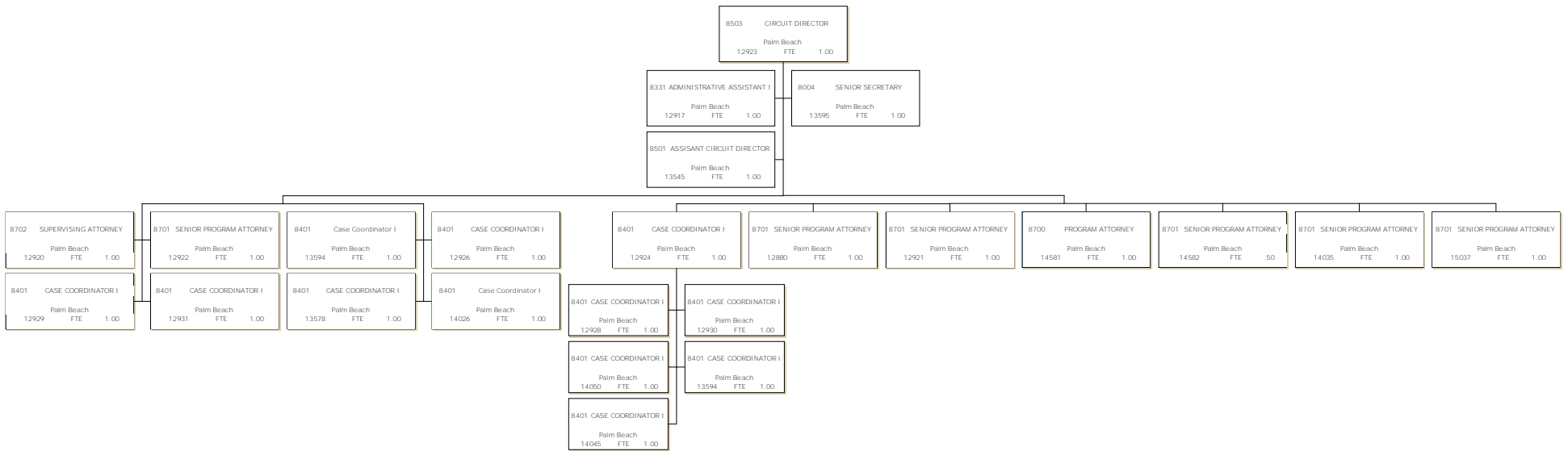


14th Circuit  
Organizational  
Chart  
FTE: 17.00  
7/1/2012



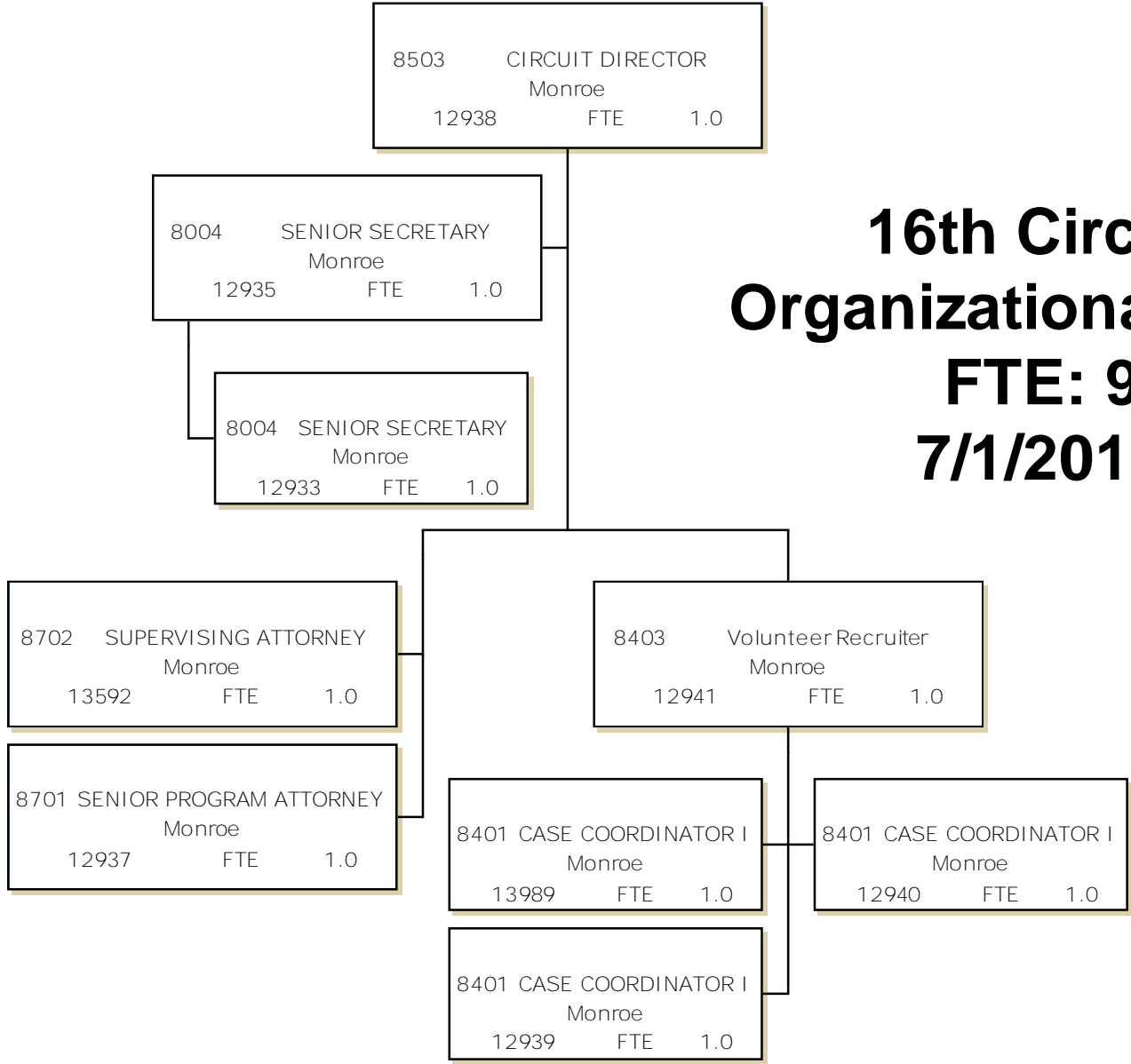
# 15th Circuit Organizational Chart

FTE: 23.50  
7/1/2012

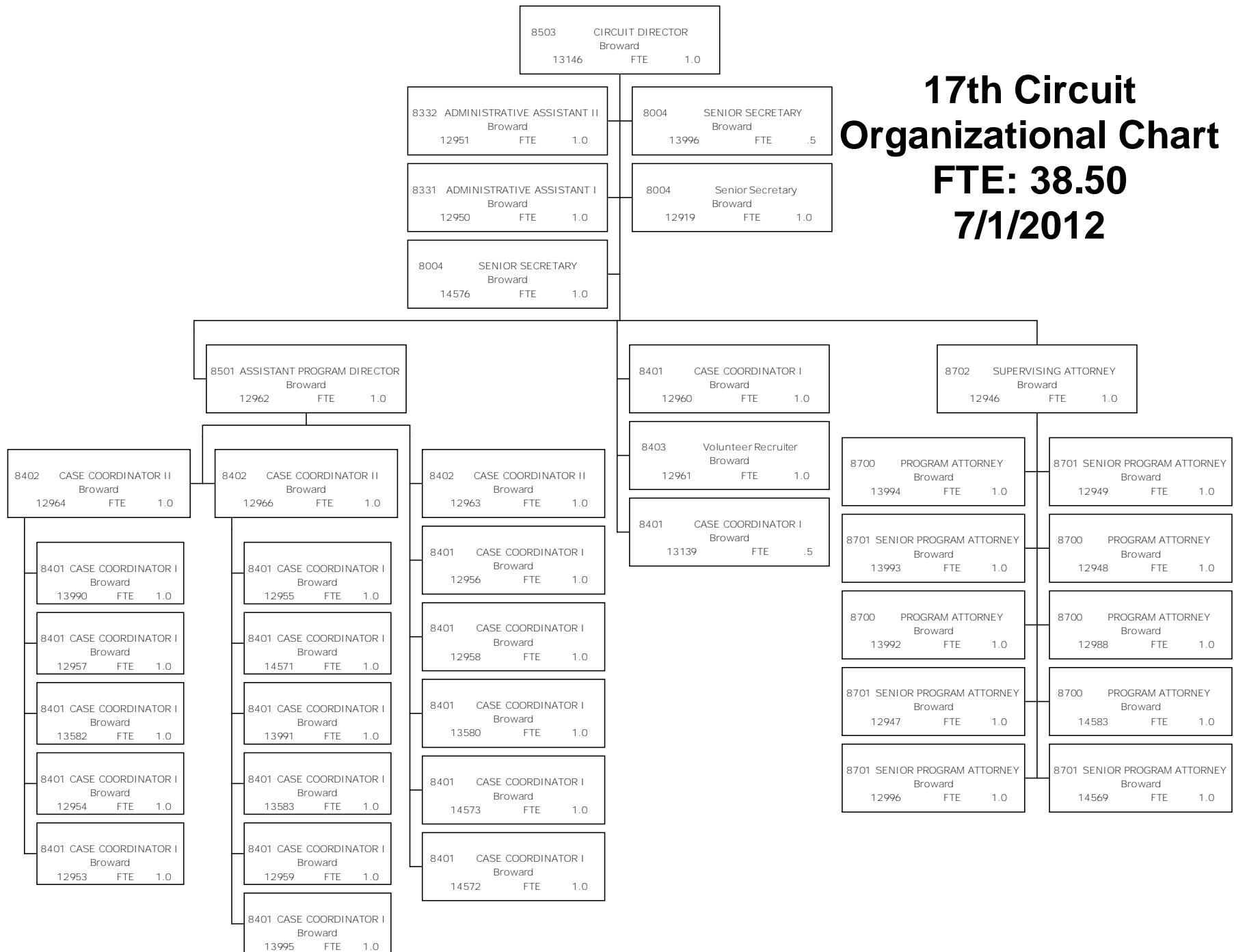




# 16th Circuit Organizational Chart FTE: 9 7/1/2012

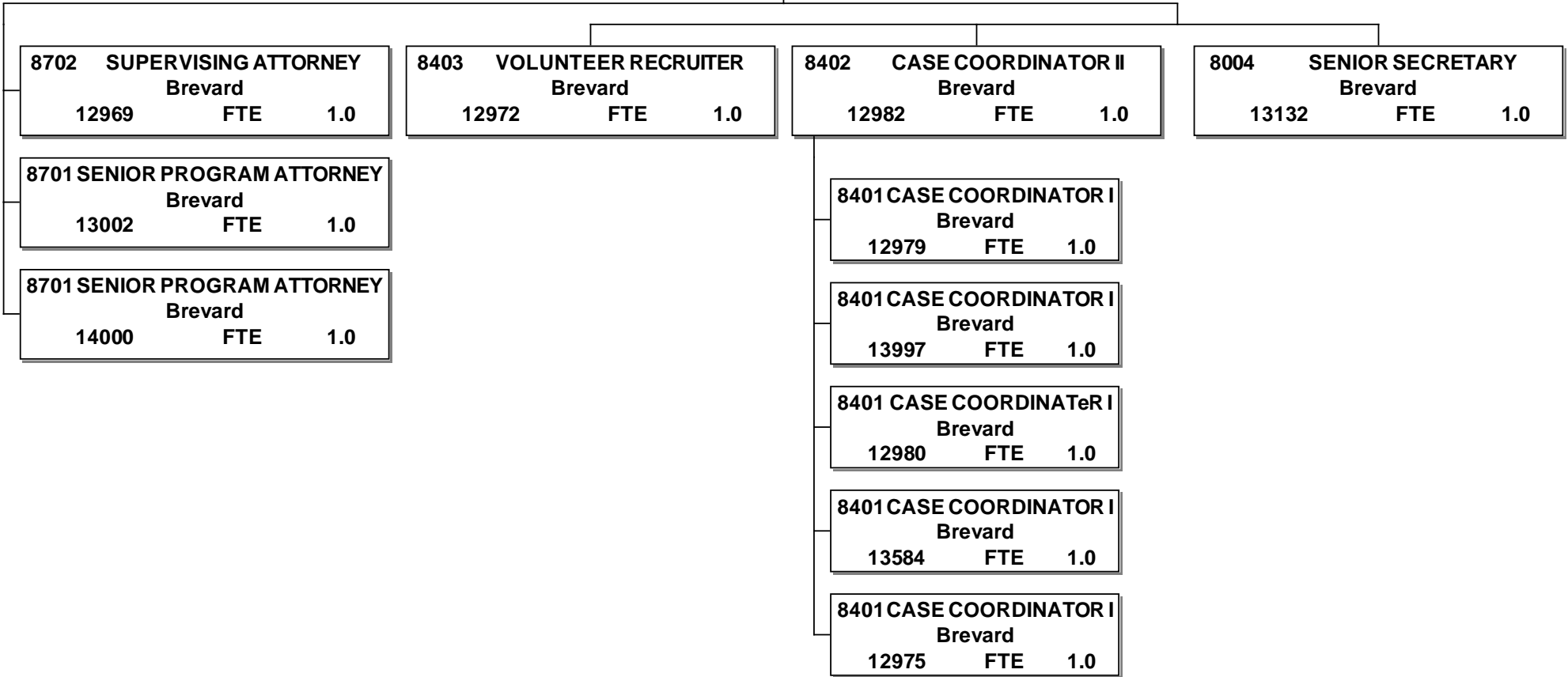


# 17th Circuit Organizational Chart FTE: 38.50 7/1/2012

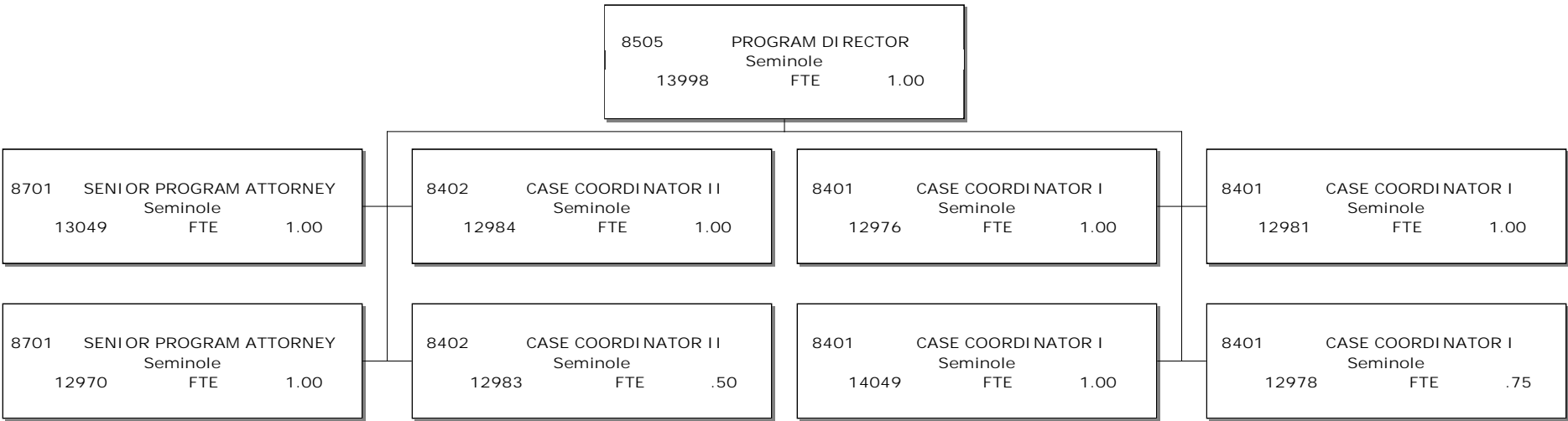


18th CIRCUIT (Brevard County)  
 ORGANIZATIONAL CHART  
 JULY 1, 2012  
 12 FTE

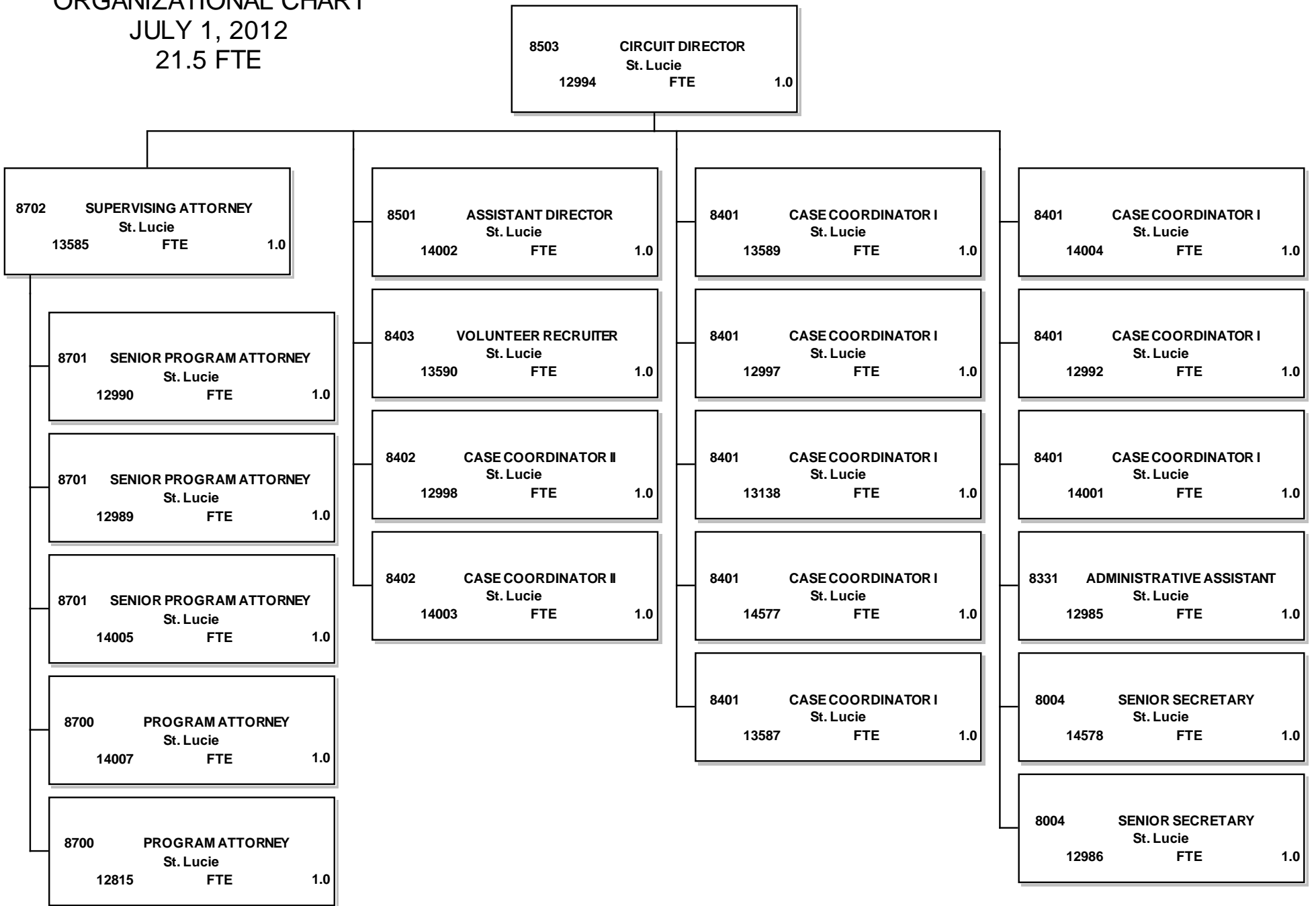
<b>8503</b>	<b>CIRCUIT DIRECTOR</b>
	Brevard
12974	FTE 1.0



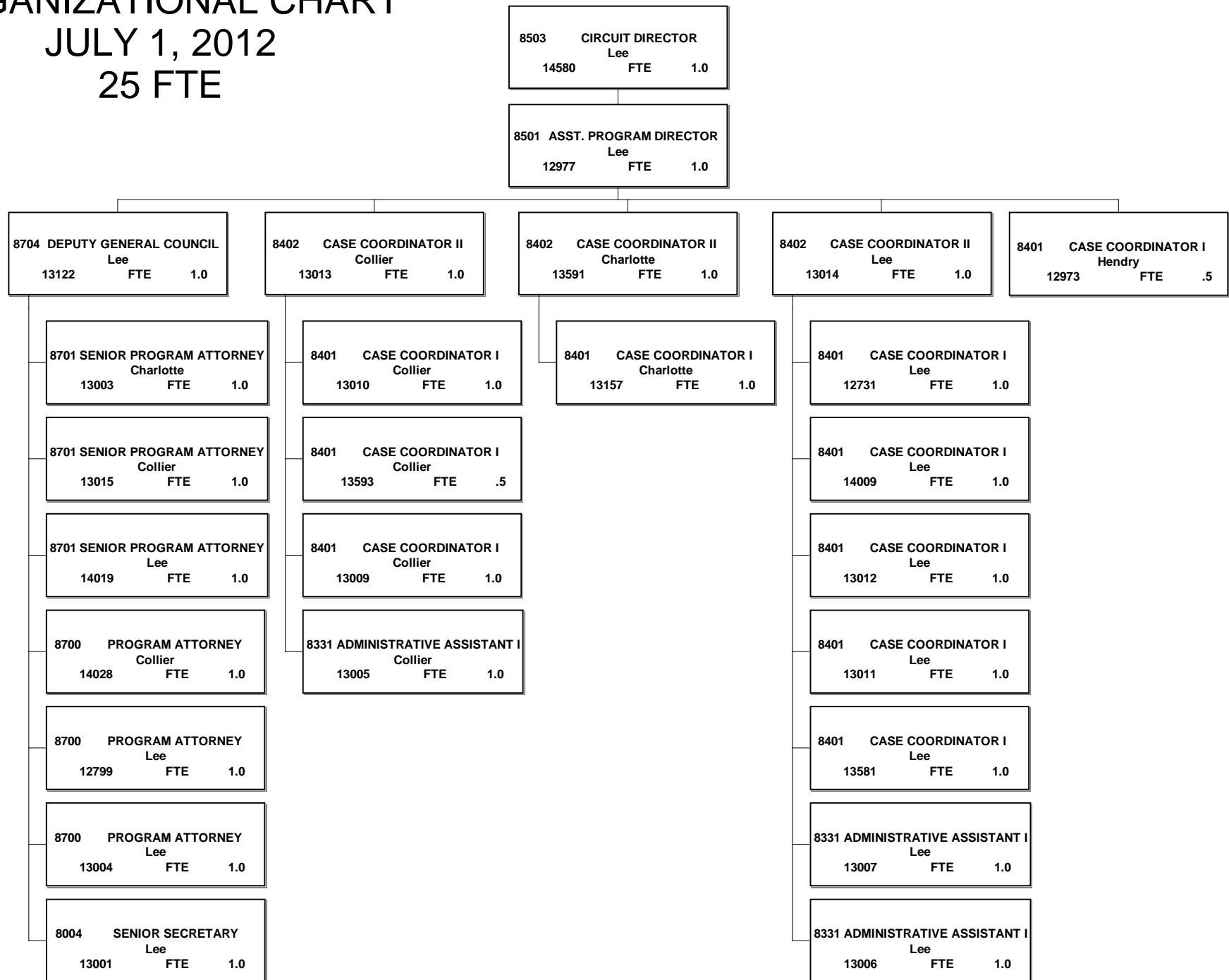
# 18th CIRCUIT(Seminole County) ORGANIZATIONAL CHART JULY 1, 2012 8.5 FTE



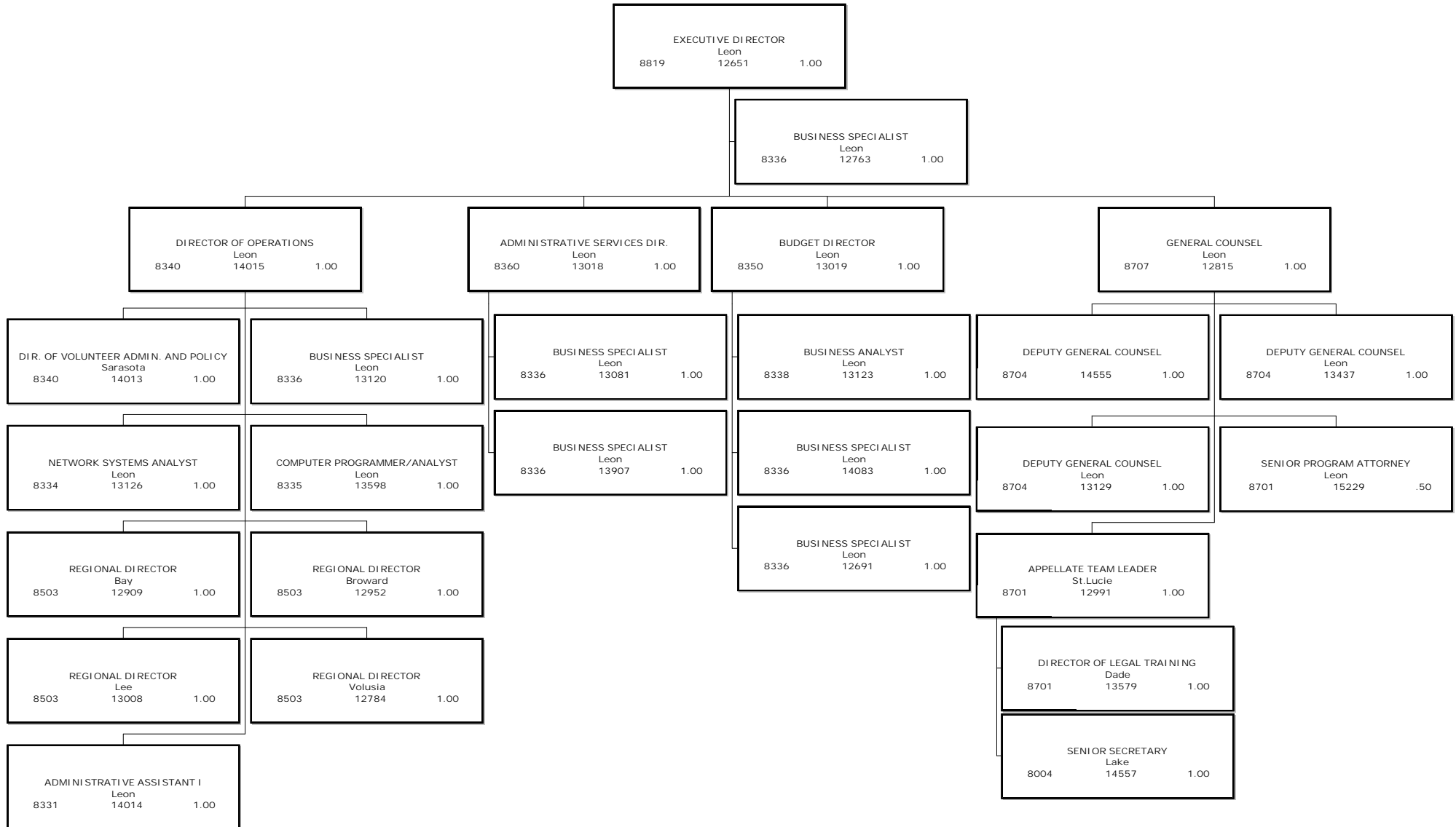
19th CIRCUIT  
 ORGANIZATIONAL CHART  
 JULY 1, 2012  
 21.5 FTE



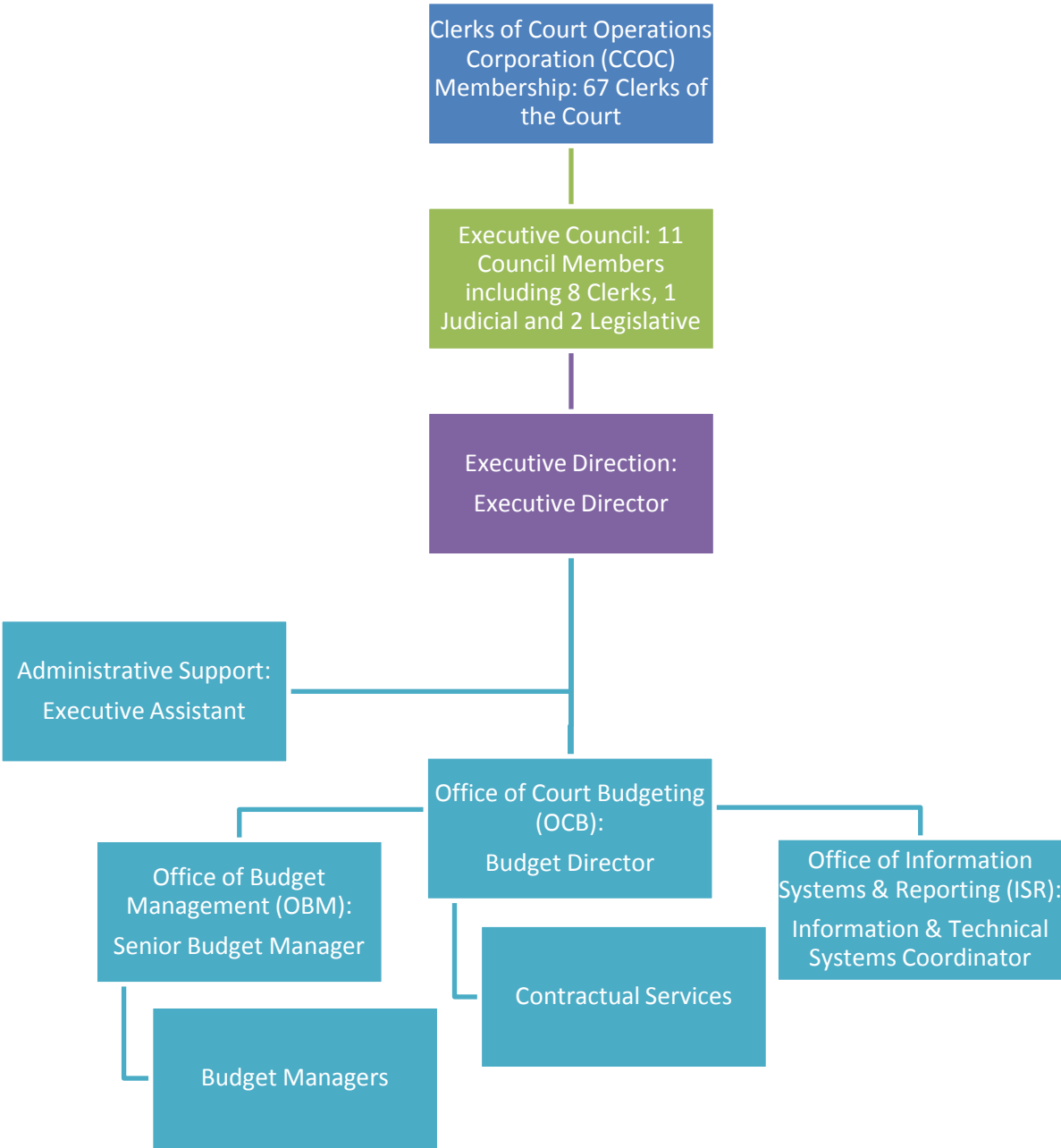
# 20th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2012 25 FTE



# STATEWIDE OFFICE ORGANIZATION CHART JULY 1, 2012



# ORGANIZATIONAL CHART

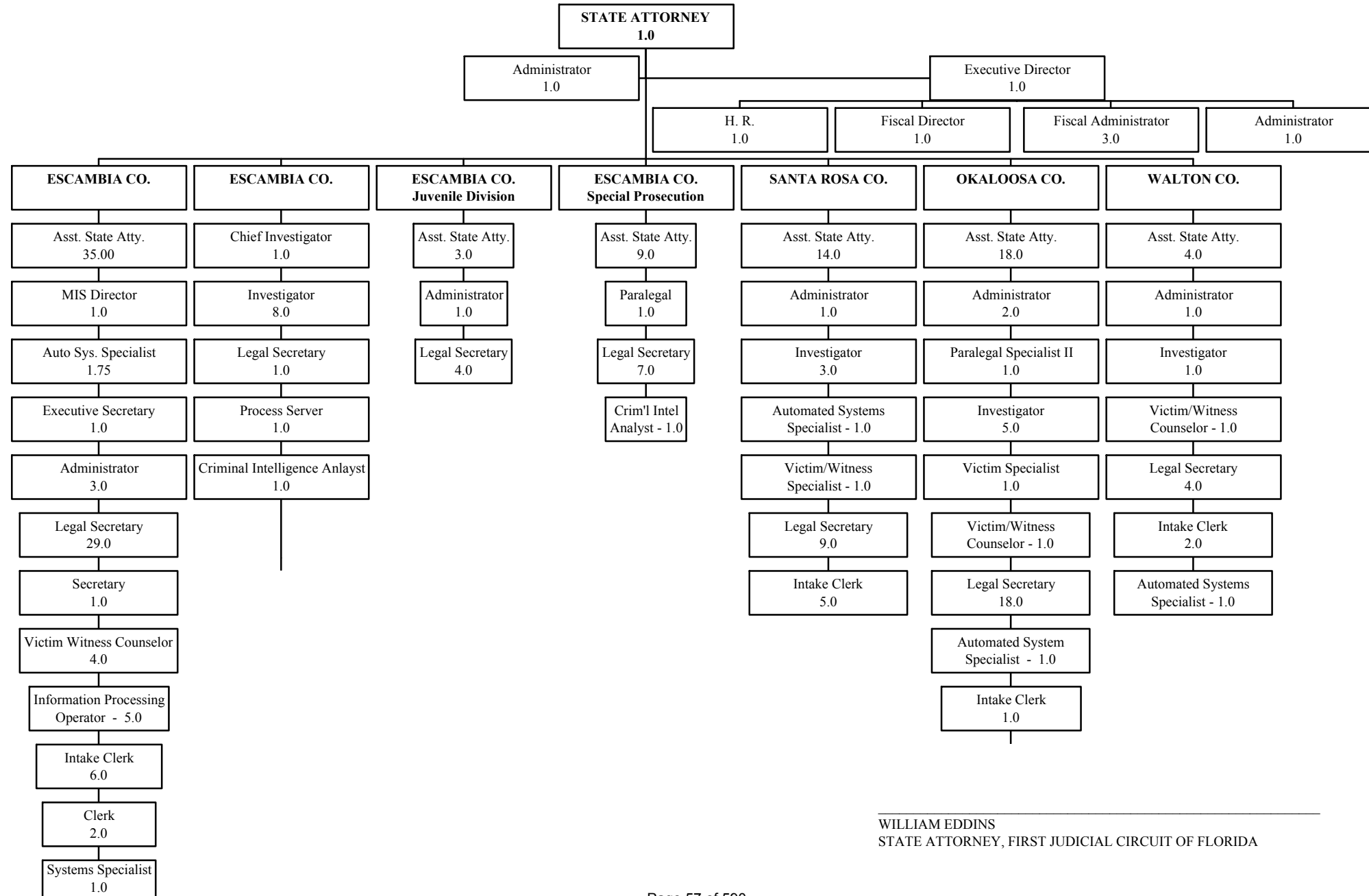


Currently in effect as adopted by the Executive Council on 8/18/09



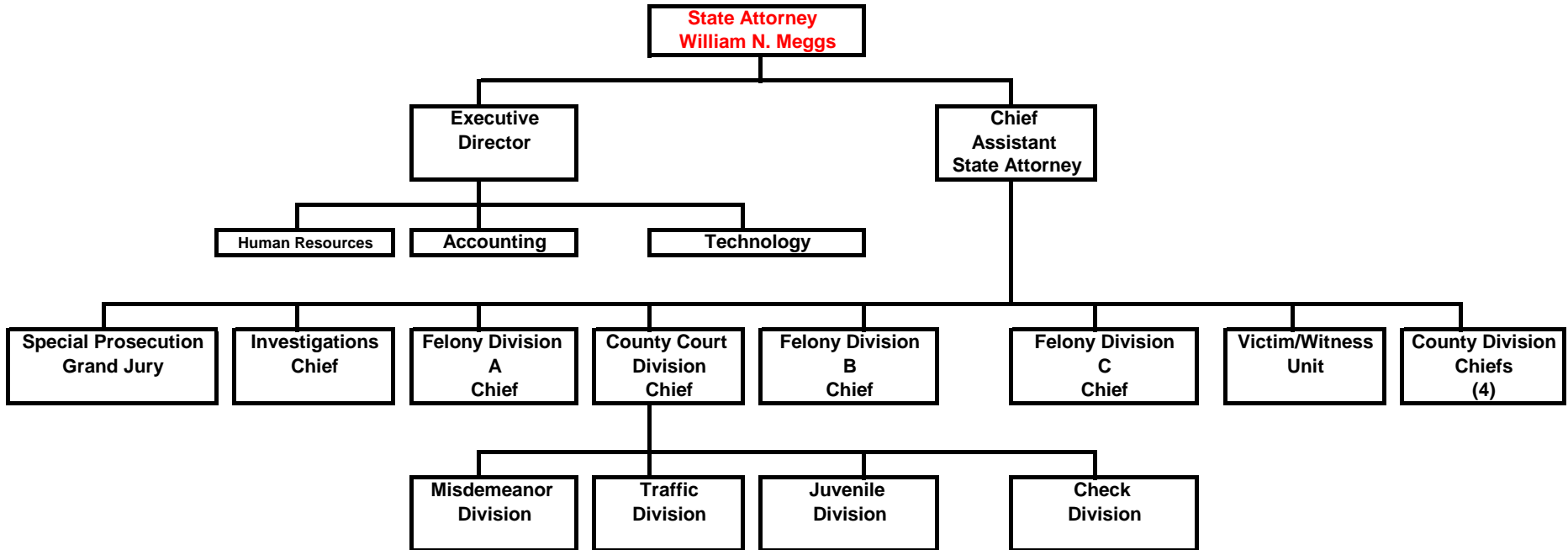
**ORGANIZATION CHART  
STATE ATTORNEY, FIRST JUDICIAL CIRCUIT  
JULY 1, 2012**

**231.75 Positions**



WILLIAM EDDINS  
STATE ATTORNEY, FIRST JUDICIAL CIRCUIT OF FLORIDA

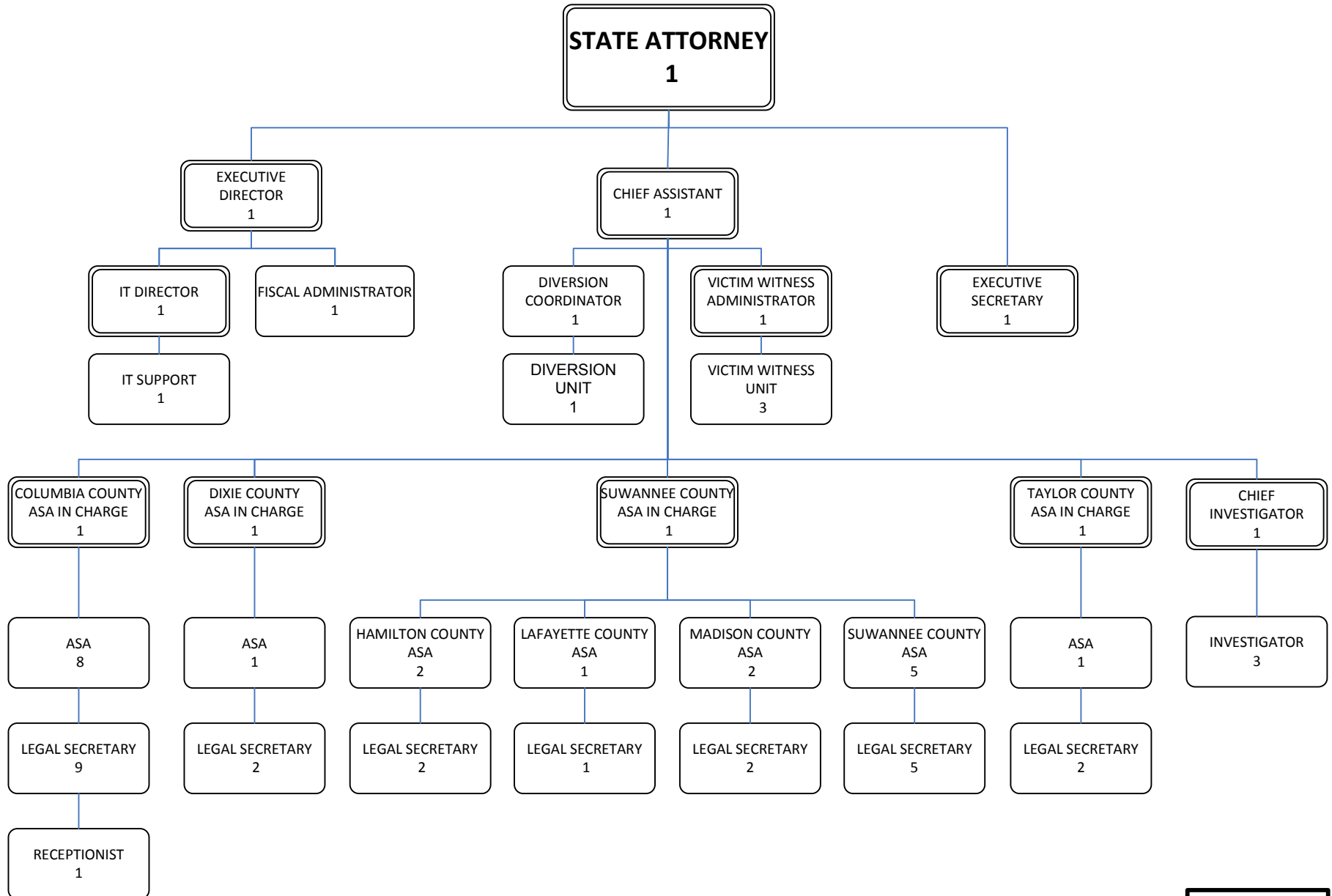
**Organizational Chart  
Office of the State Attorney  
Second Judicial Circuit  
As of July 1, 2012**



**ORGANIZATIONAL CHART  
OFFICE OF THE STATE ATTORNEY  
THIRD JUDICIAL CIRCUIT**

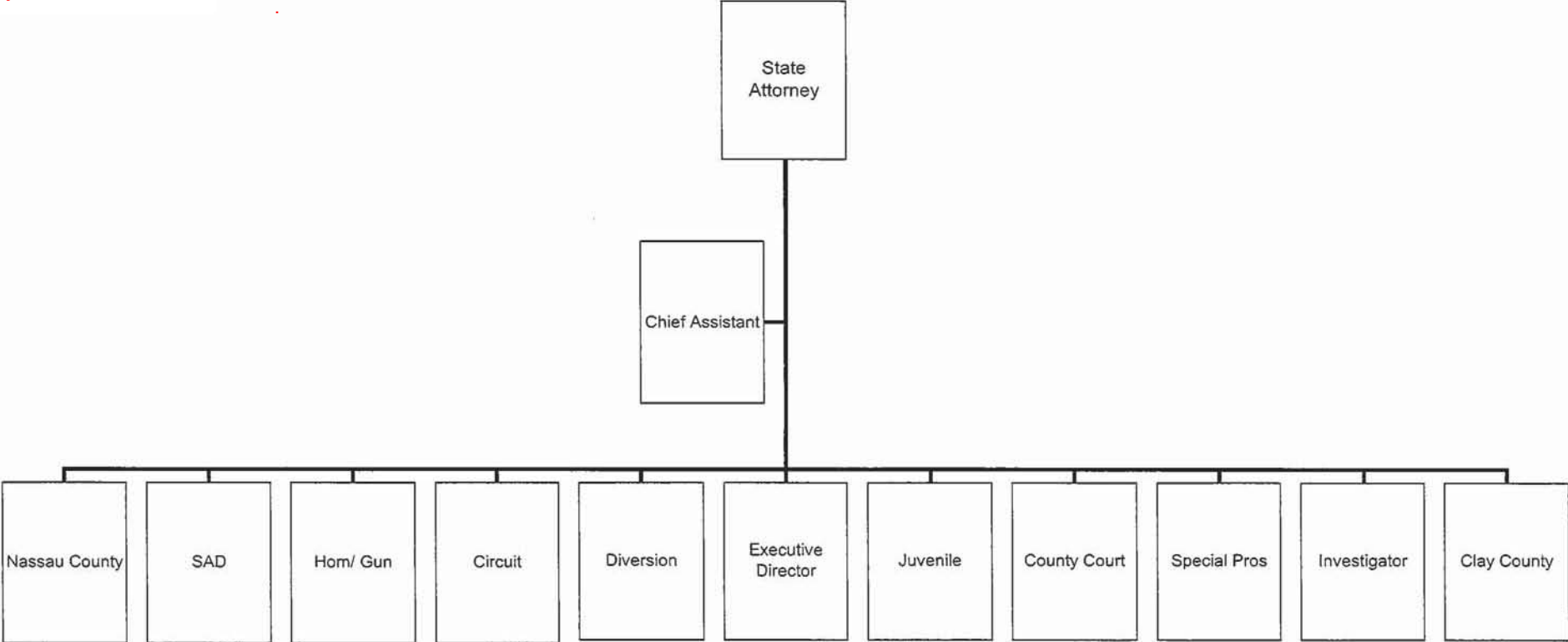
MAIN OFFICE: 100 COURT STREET SE, LIVE OAK, FL 32064

**2011 - 2012**

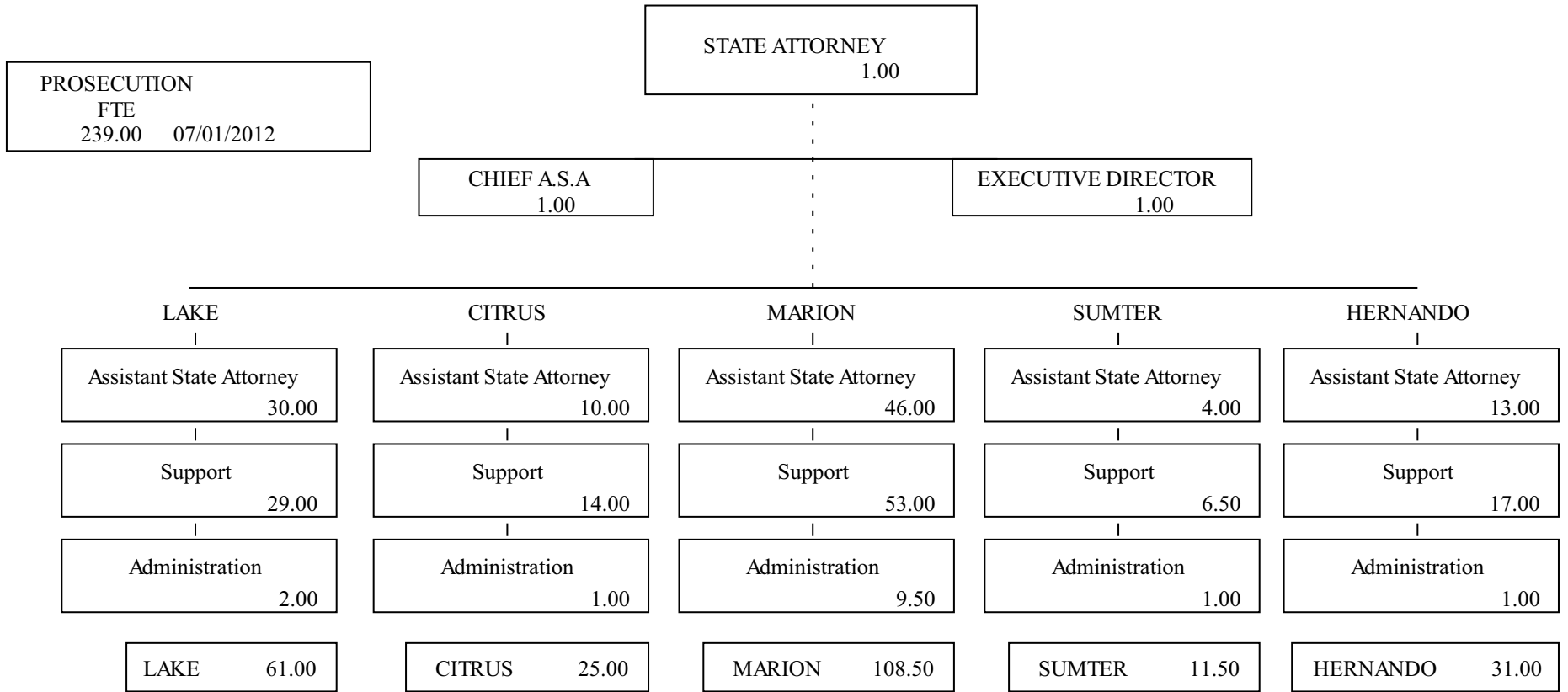


**TOTAL  
65**

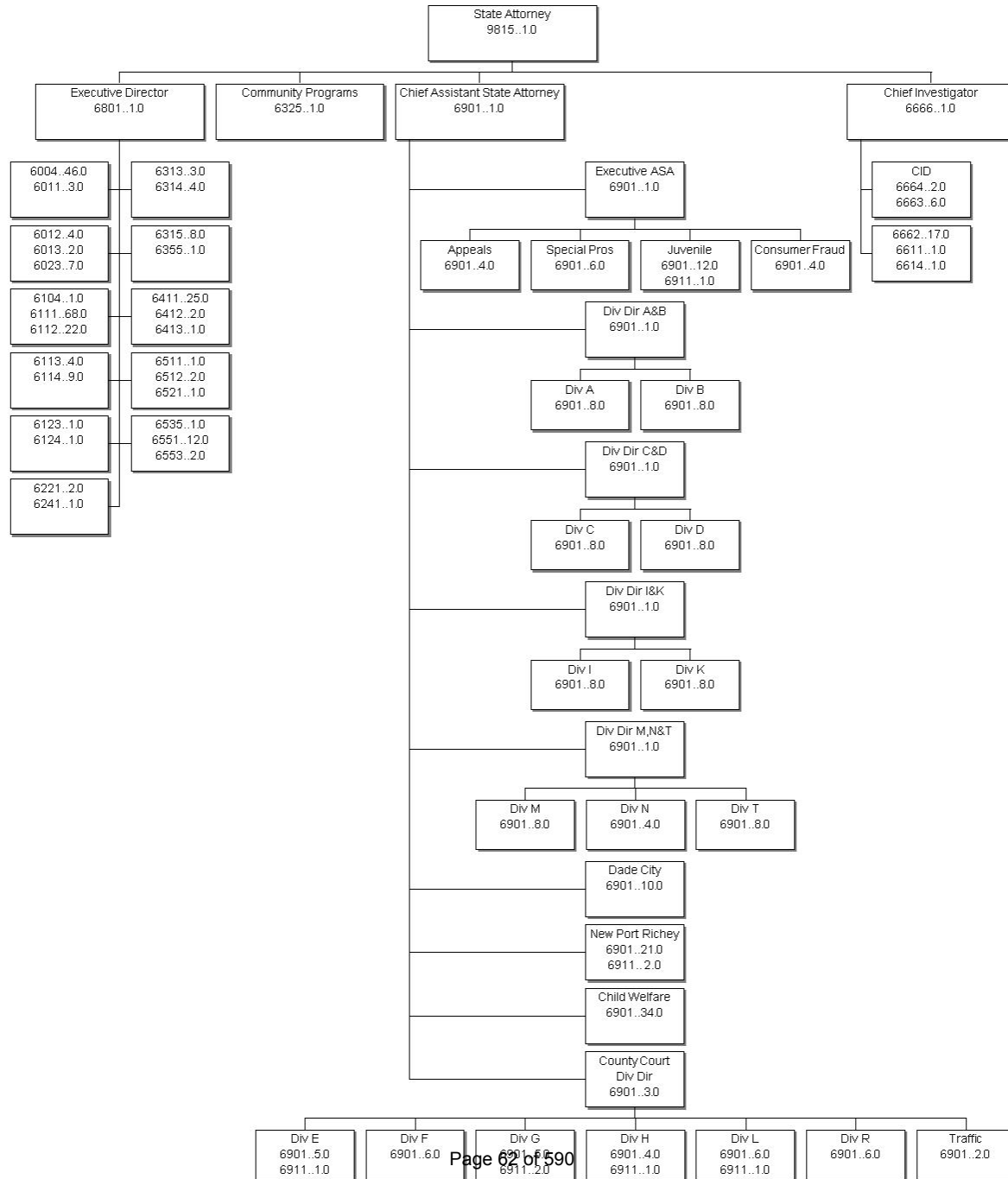
July 1, 2012



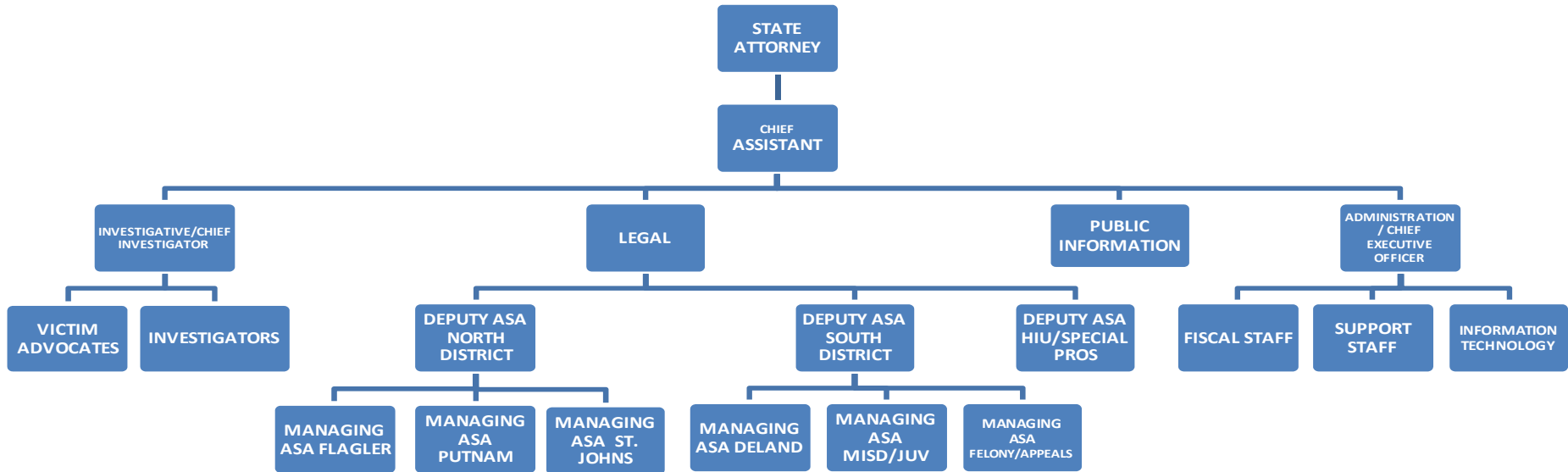
STATE ATTORNEY'S OFFICE, 5th JUDICIAL CIRCUIT



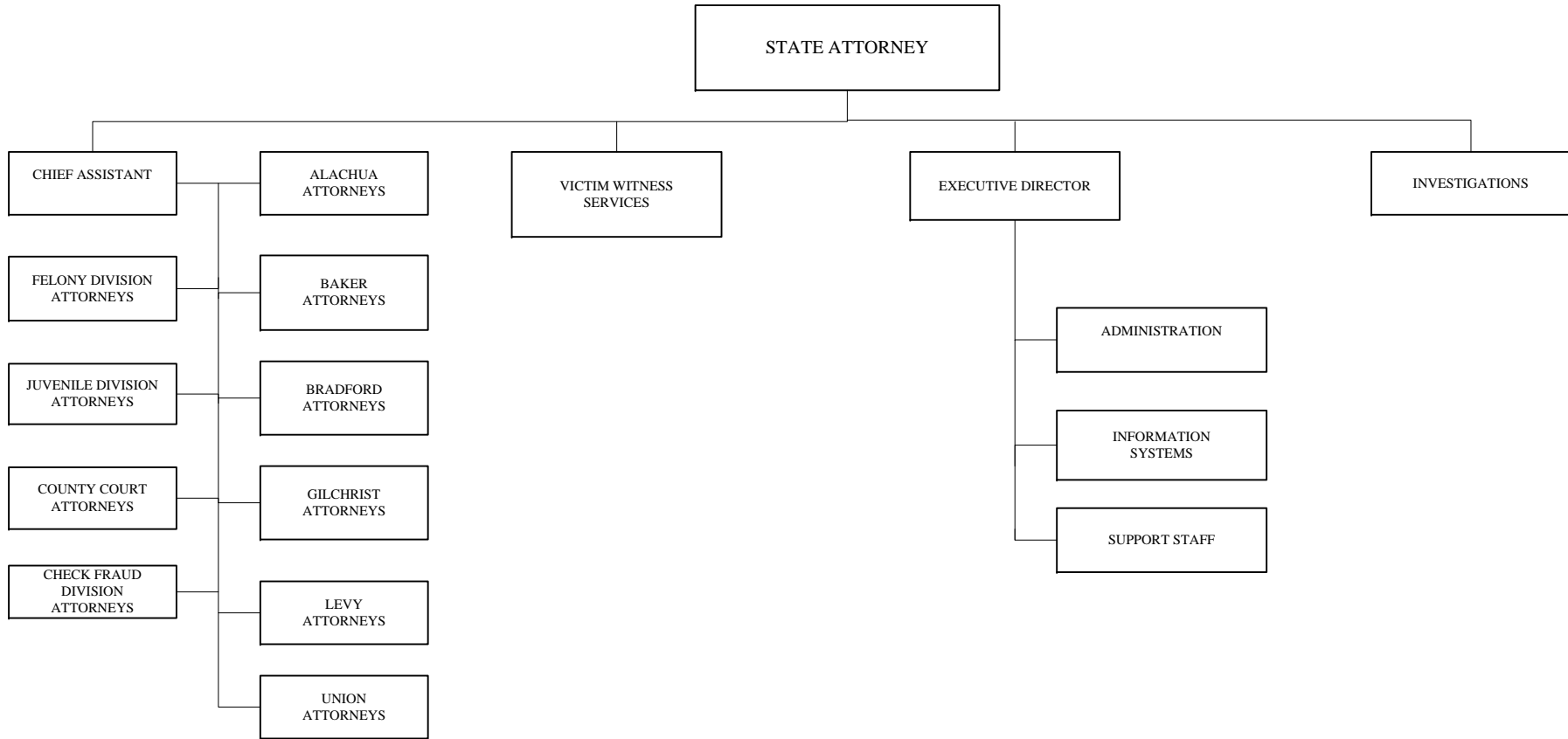
**Schedule X**  
**Organizational Structure**  
**Office of the State Attorney - Sixth Judicial Circuit**  
**Effective July 1, 2012**



# ORGANIZATIONAL CHART SEVENTH JUDICIAL CIRCUIT



WILLIAM P. CERVONE  
STATE ATTORNEY  
ORGANIZATIONAL FLOW CHART

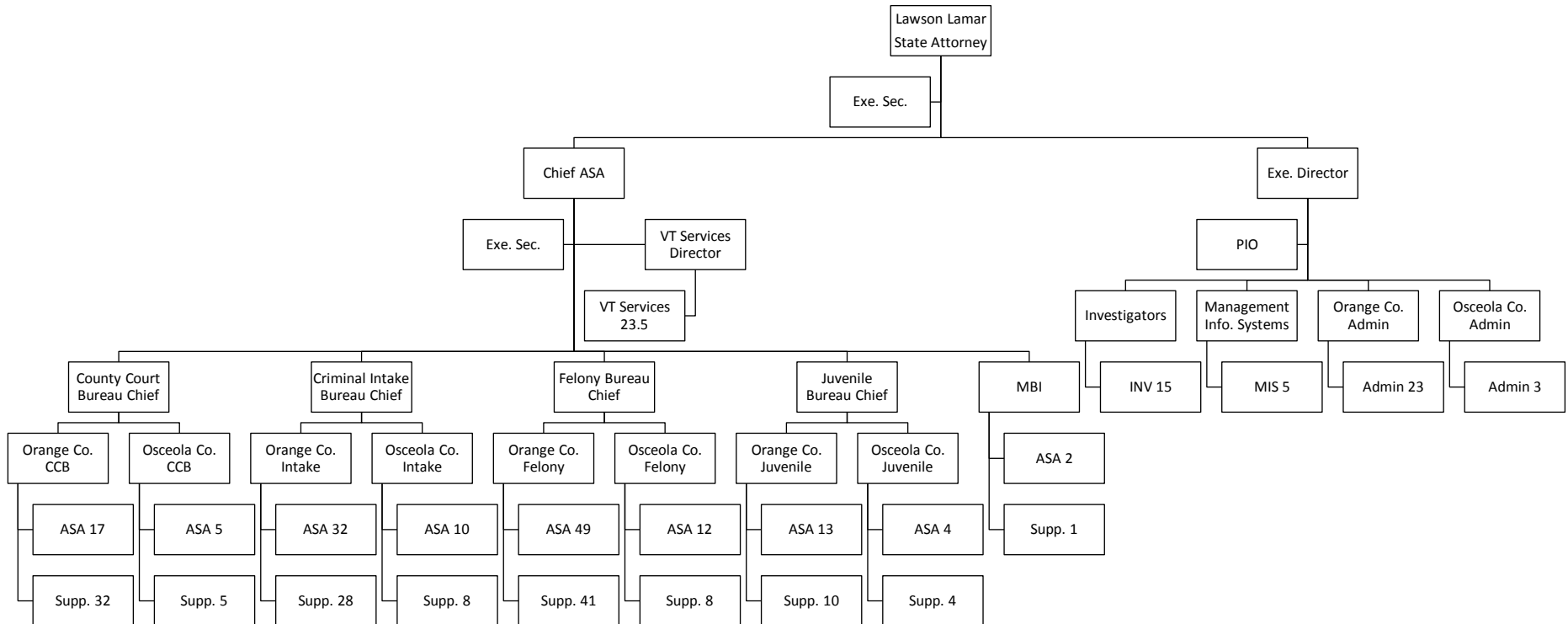




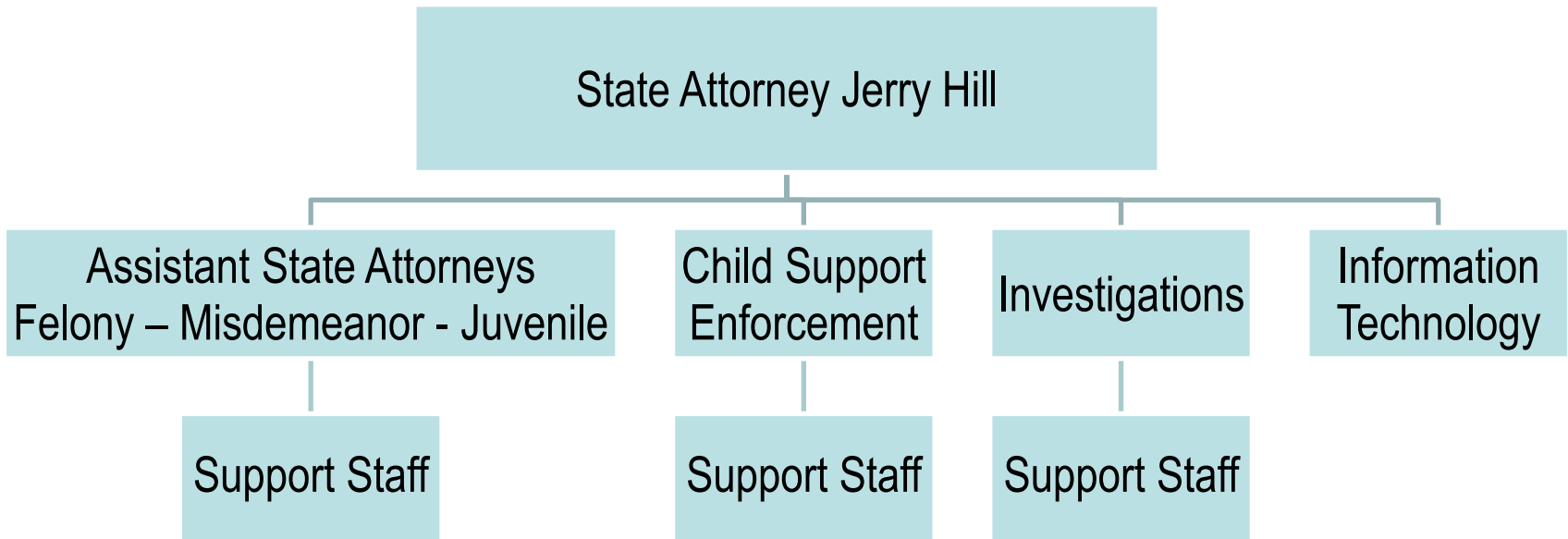
# State Attorney, Ninth Judicial Circuit

## Organizational Chart

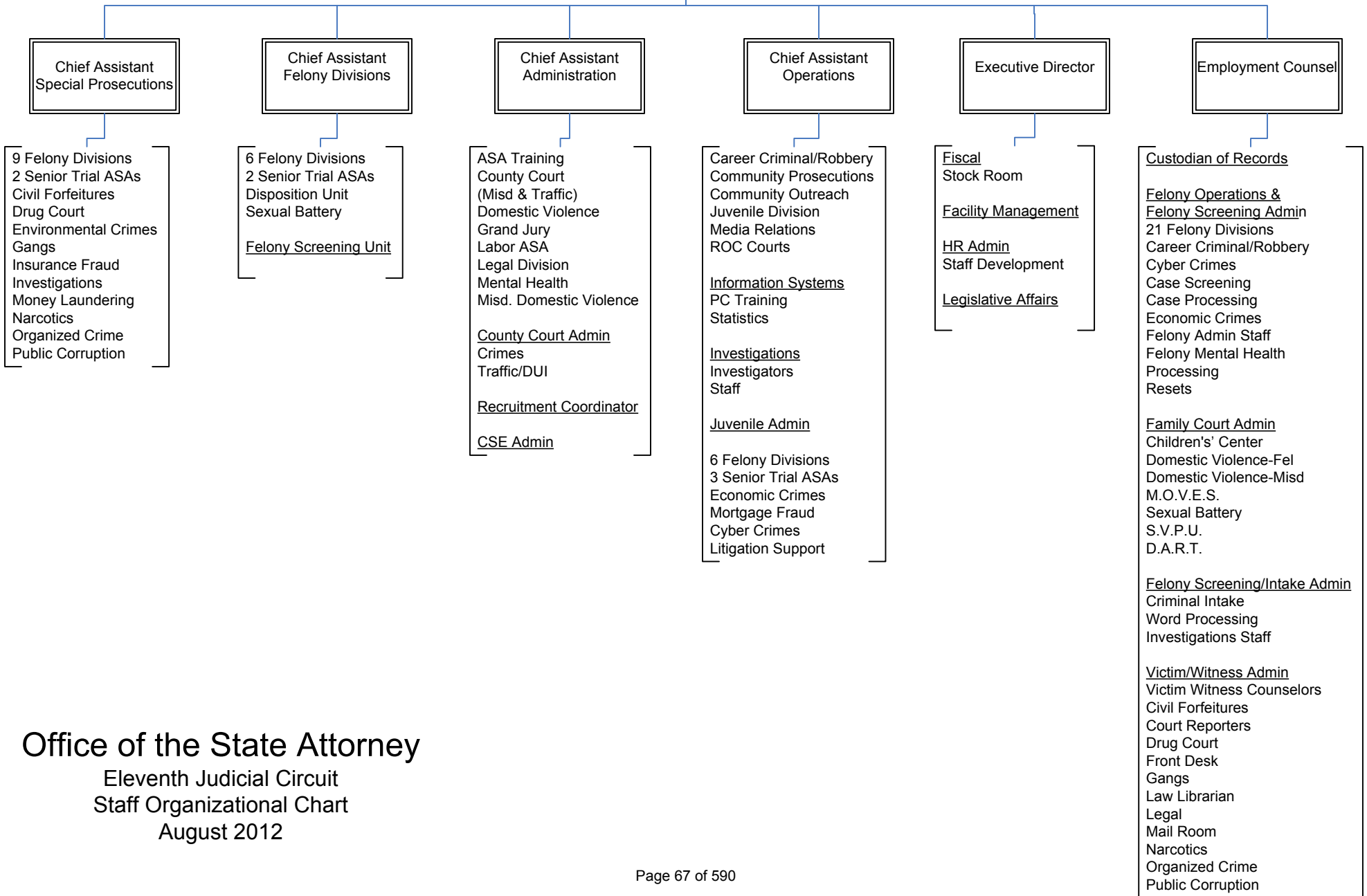
July 2012  
361.5 FTE



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

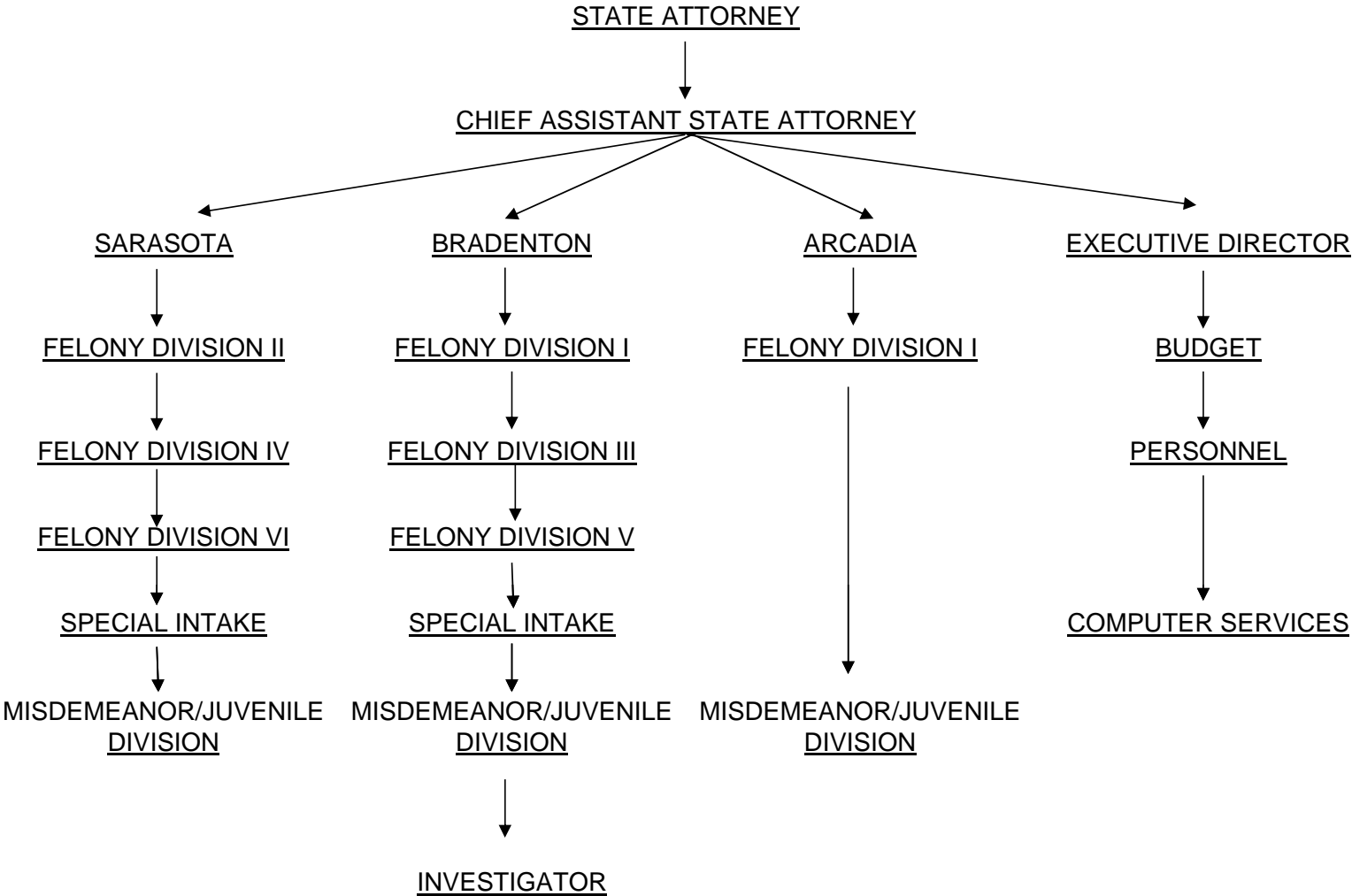


KATHERINE FERNANDEZ RUNDLE  
STATE ATTORNEY

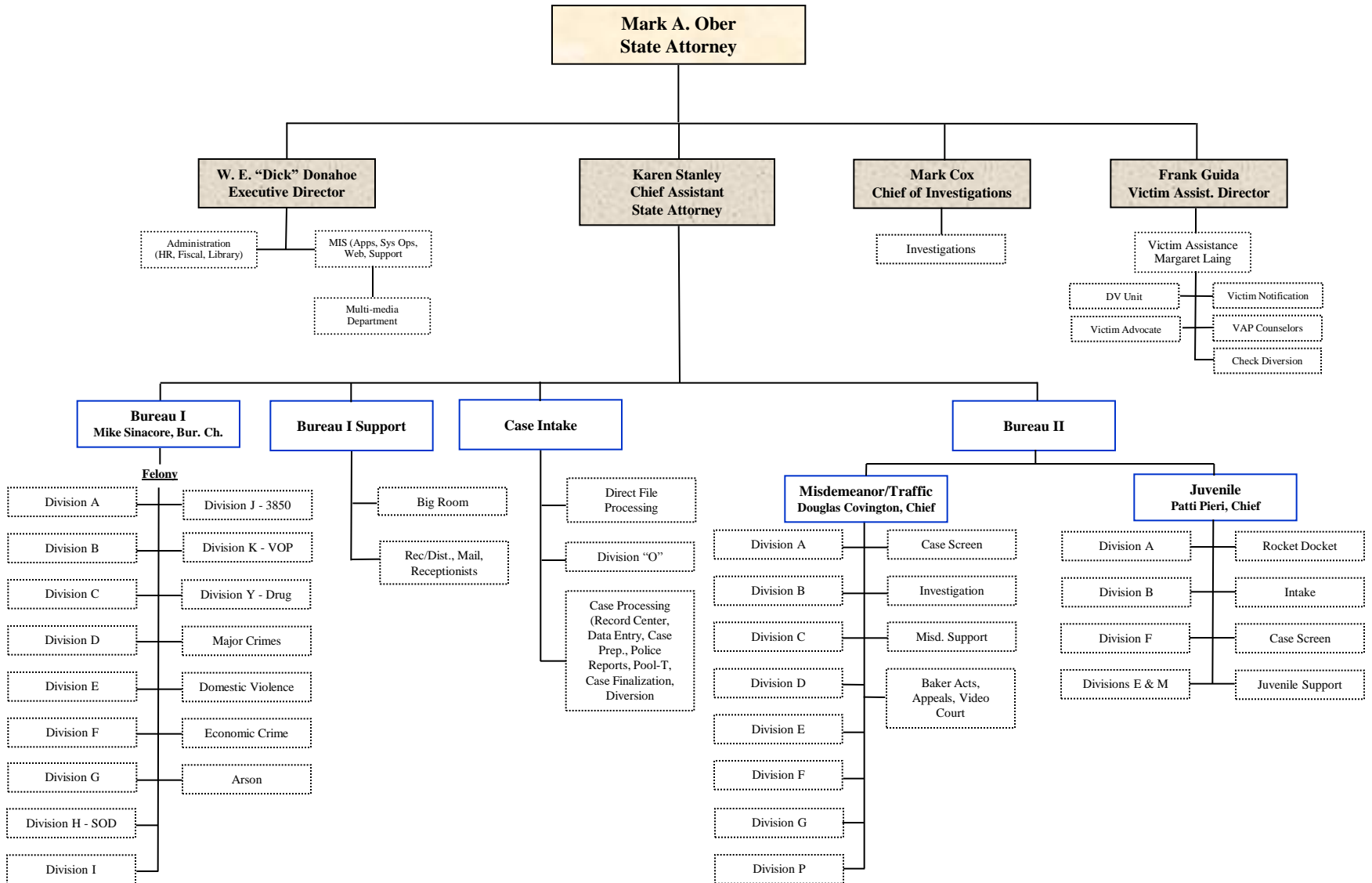


Office of the State Attorney  
Eleventh Judicial Circuit  
Staff Organizational Chart  
August 2012

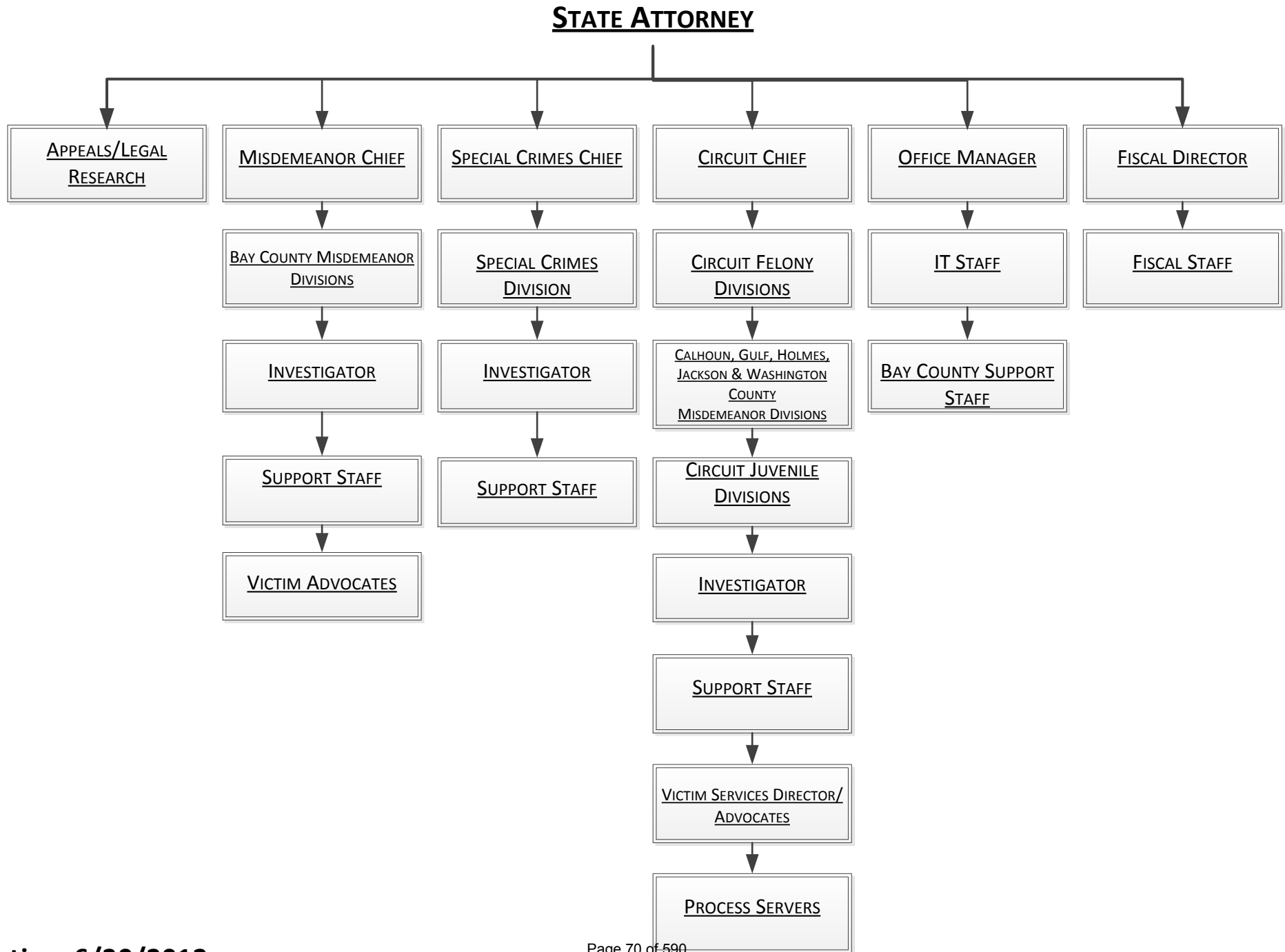
**OFFICE OF THE STATE ATTORNEY - TWELFTH JUDICIAL CIRCUIT**

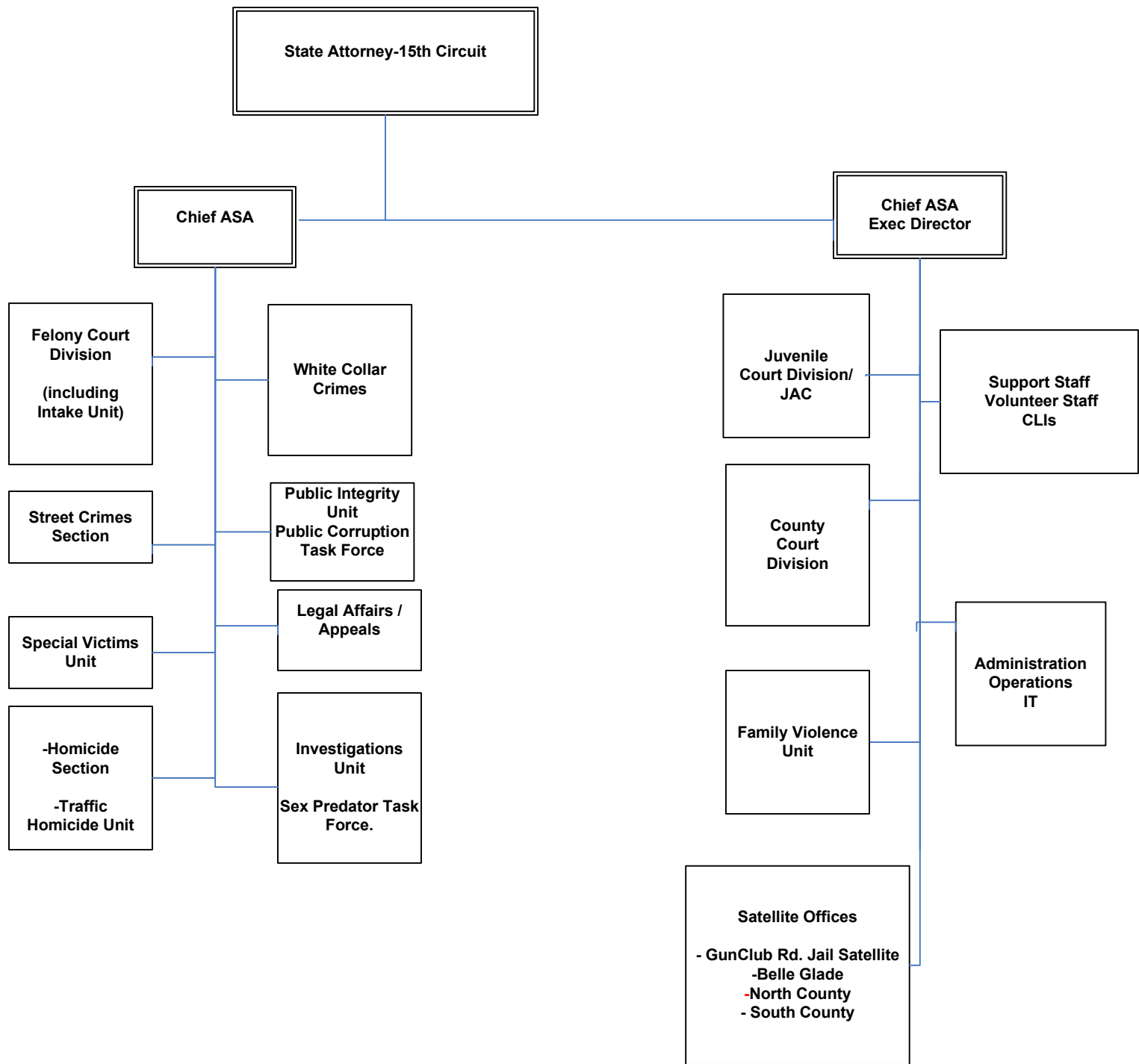


# OFFICE OF THE STATE ATTORNEY 13TH JUDICIAL DISTRICT

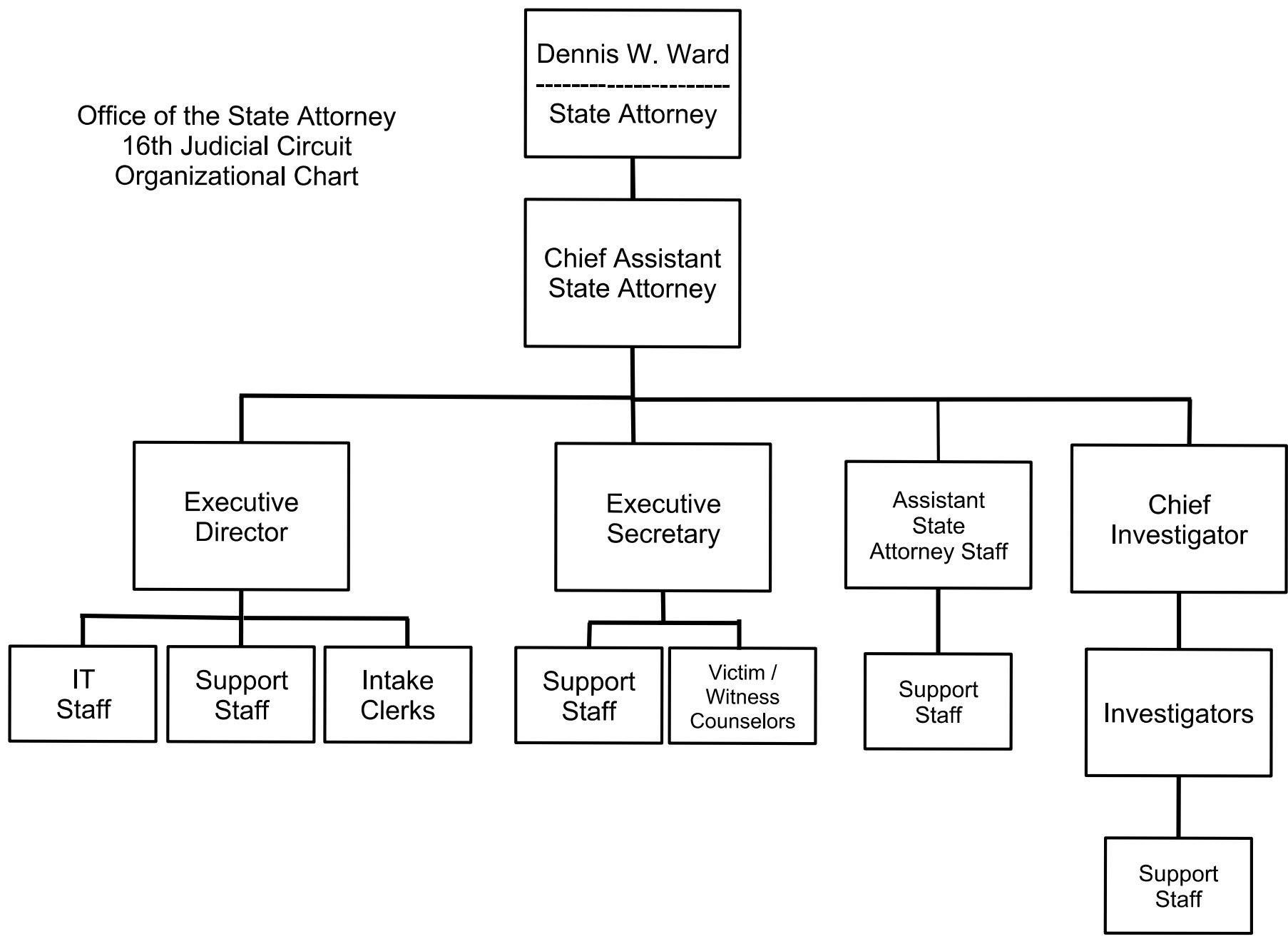


# OFFICE OF THE STATE ATTORNEY – FOURTEENTH JUDICIAL CIRCUIT





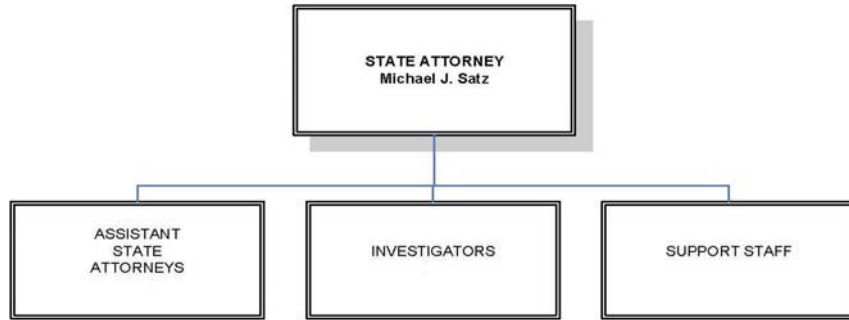
Office of the State Attorney  
16th Judicial Circuit  
Organizational Chart







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**

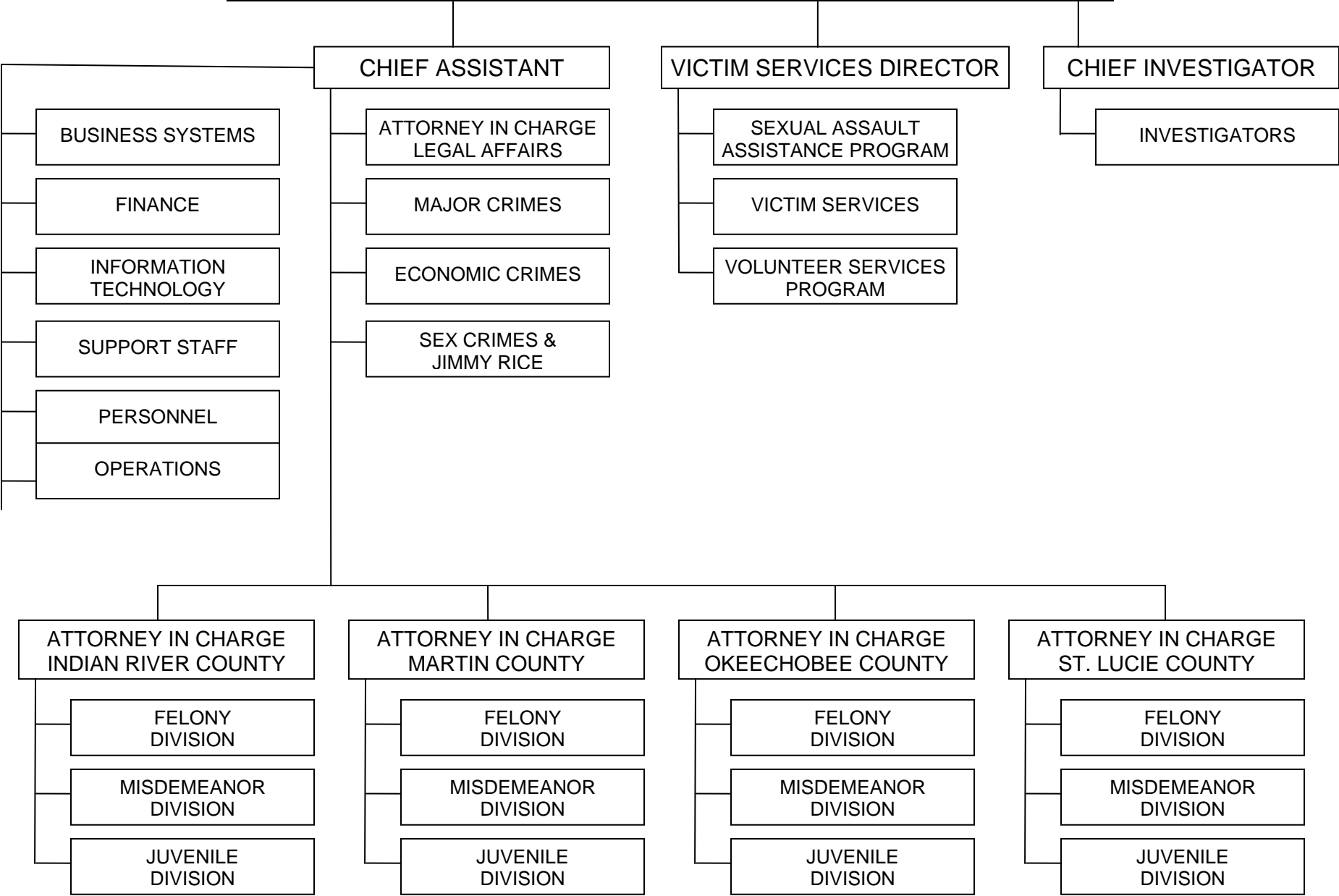
**ASSISTANT  
STATE  
ATTORNEYS**

**SUPPORT  
STAFF**

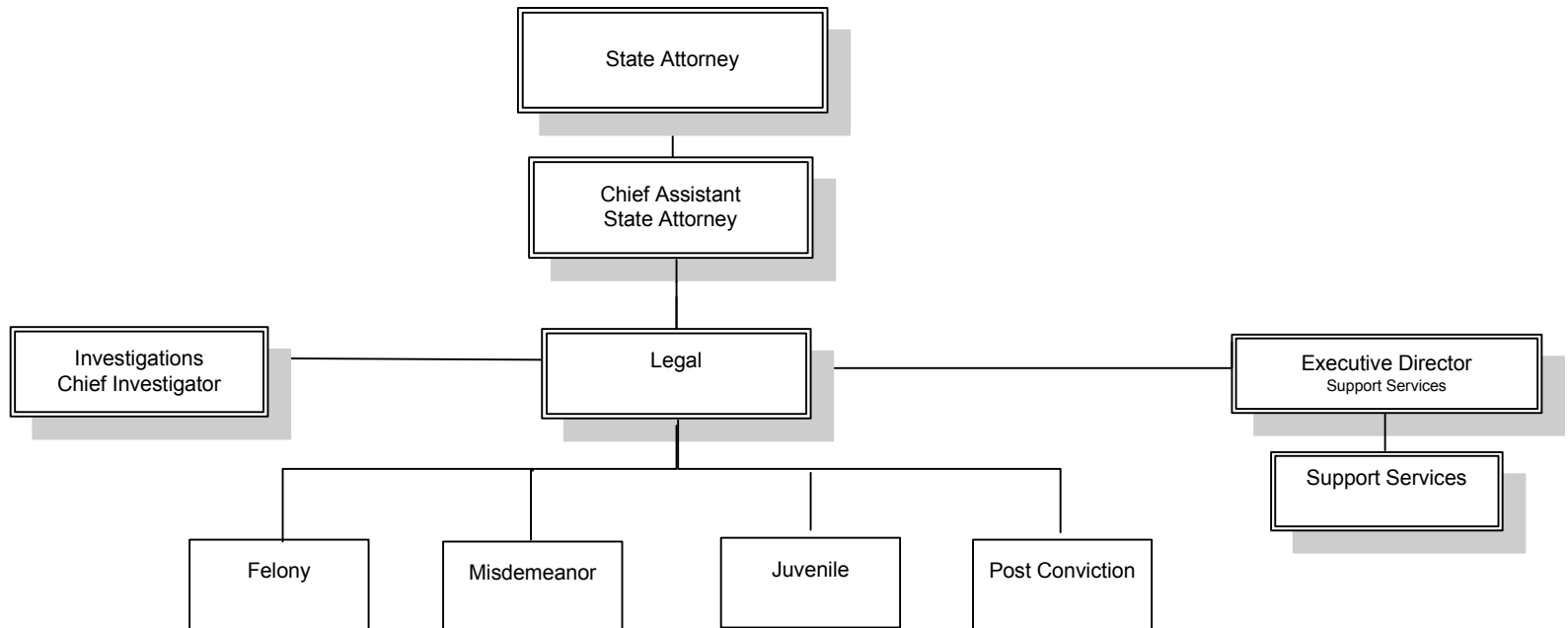
*Norman R. Wolfinger*  
**Norman R. Wolfinger**  
State Attorney

July 2012

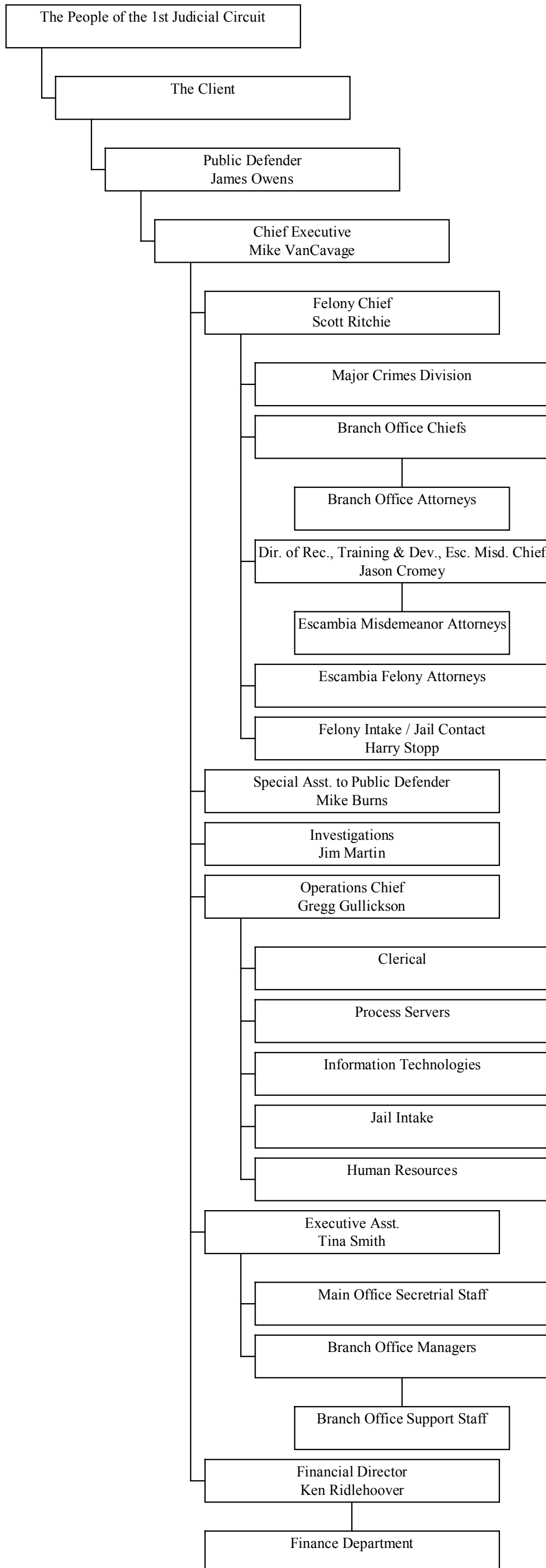
**STATE ATTORNEY**  
 Nineteenth Judicial Circuit  
 Indian River, Martin, Okeechobee, and St. Lucie Counties



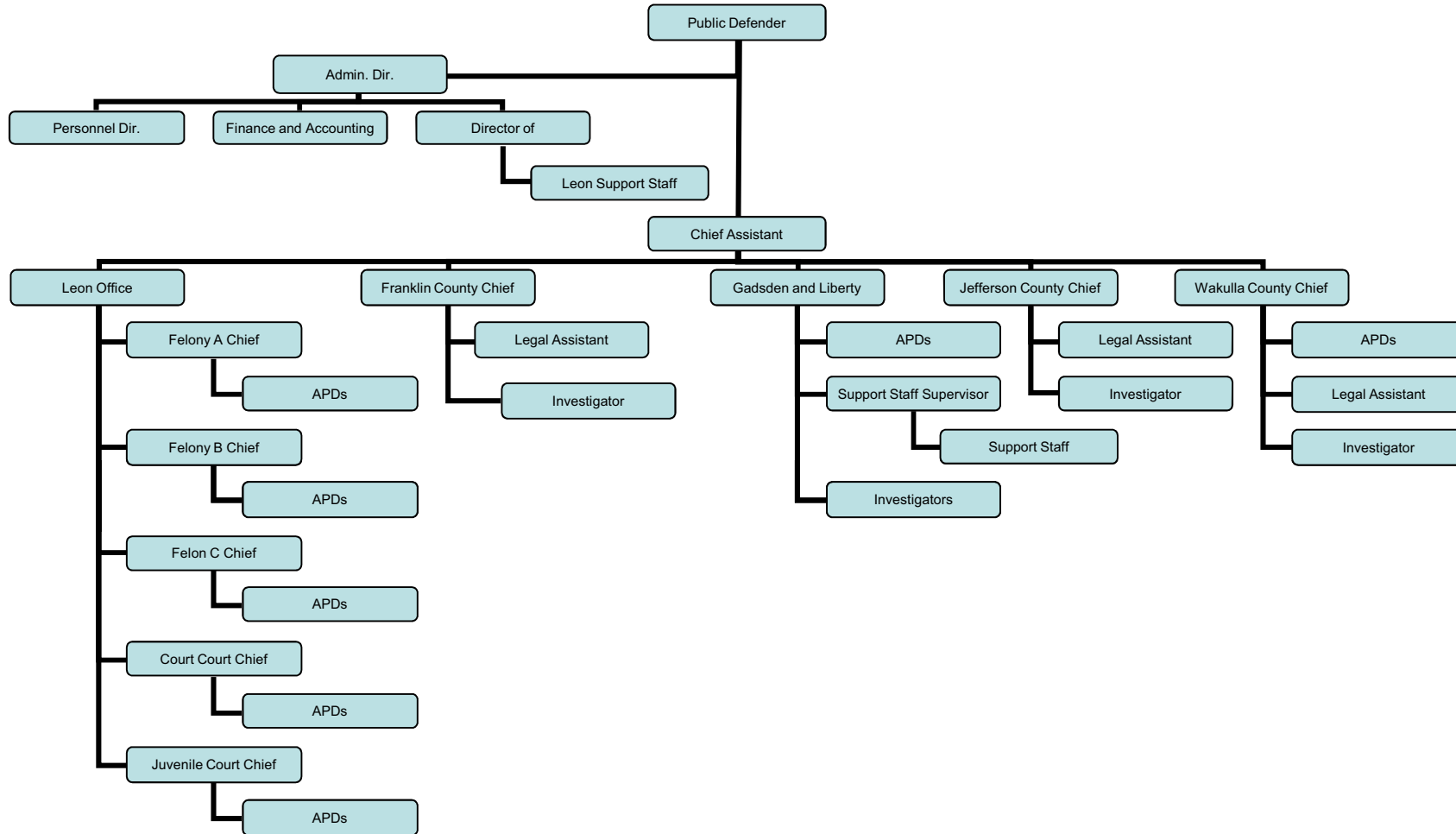
# Office of the State Attorney, 20<sup>th</sup> Judicial Circuit



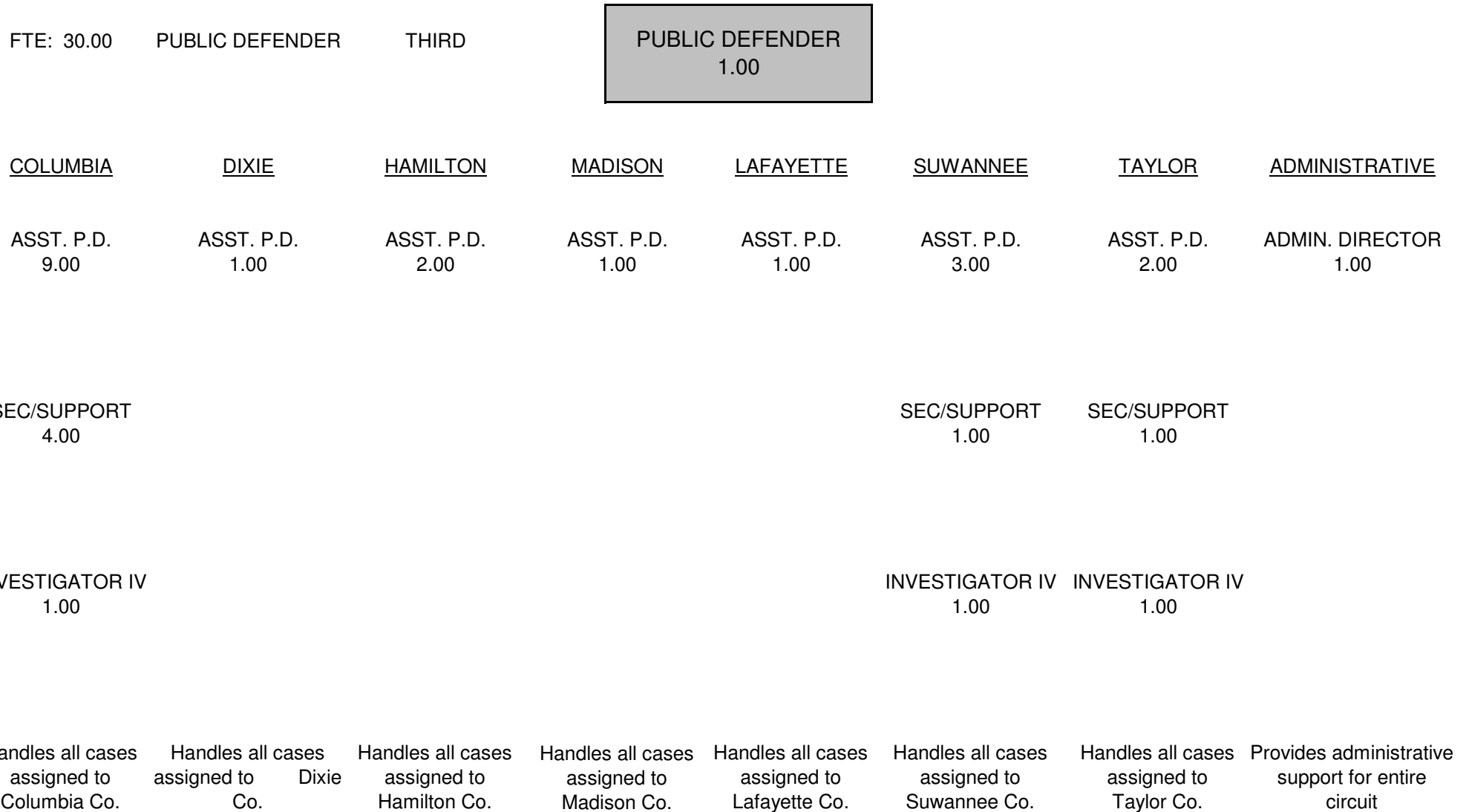
# Office of the Public Defender First Judicial Circuit



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



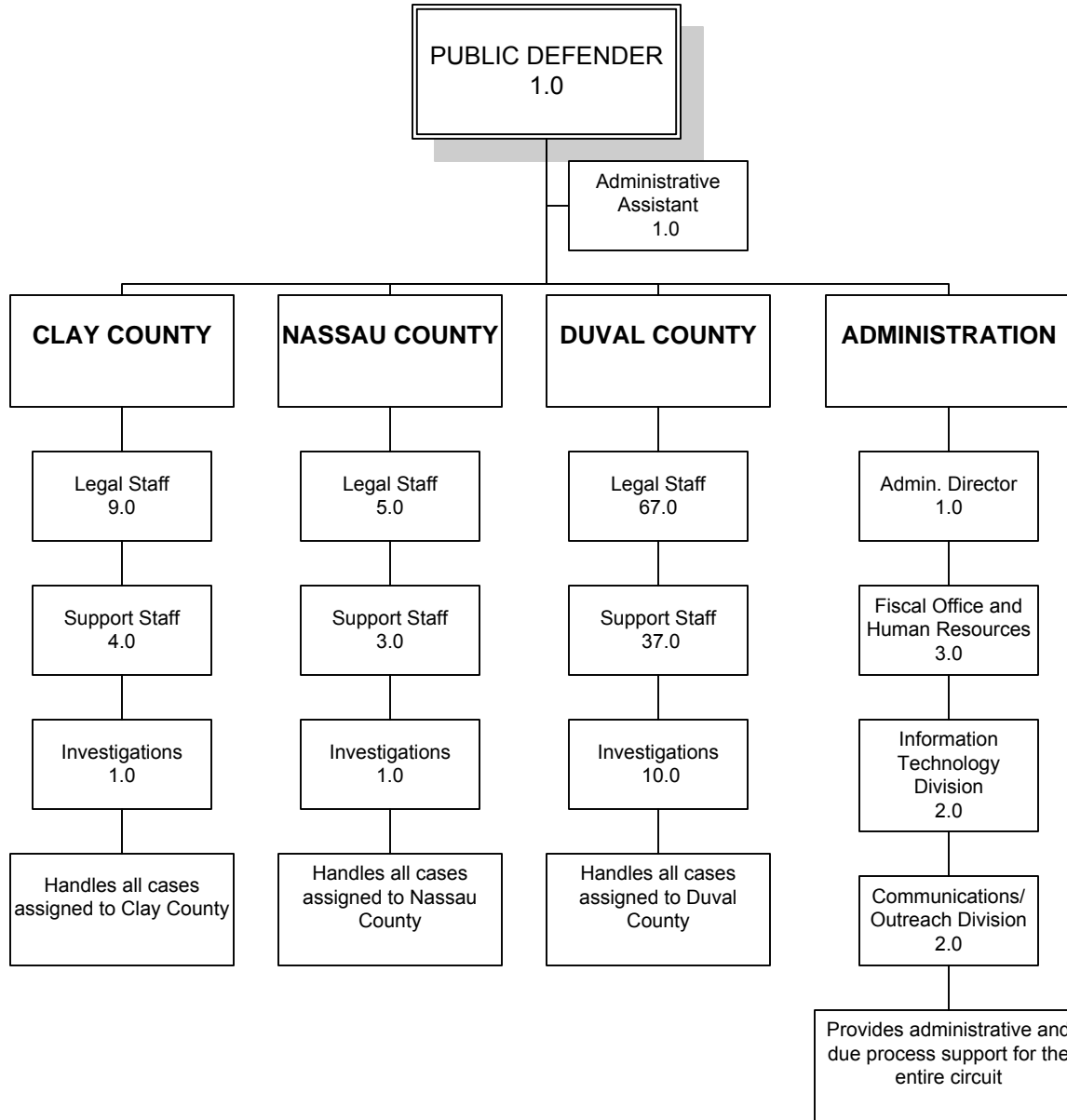
**ORGANIZATIONAL CHART**  
**C. DENNIS ROBERTS, PUBLIC DEFENDER, THIRD JUDICIAL CIRCUIT**



**SCHEDULE X  
ORGANIZATIONAL CHART**

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

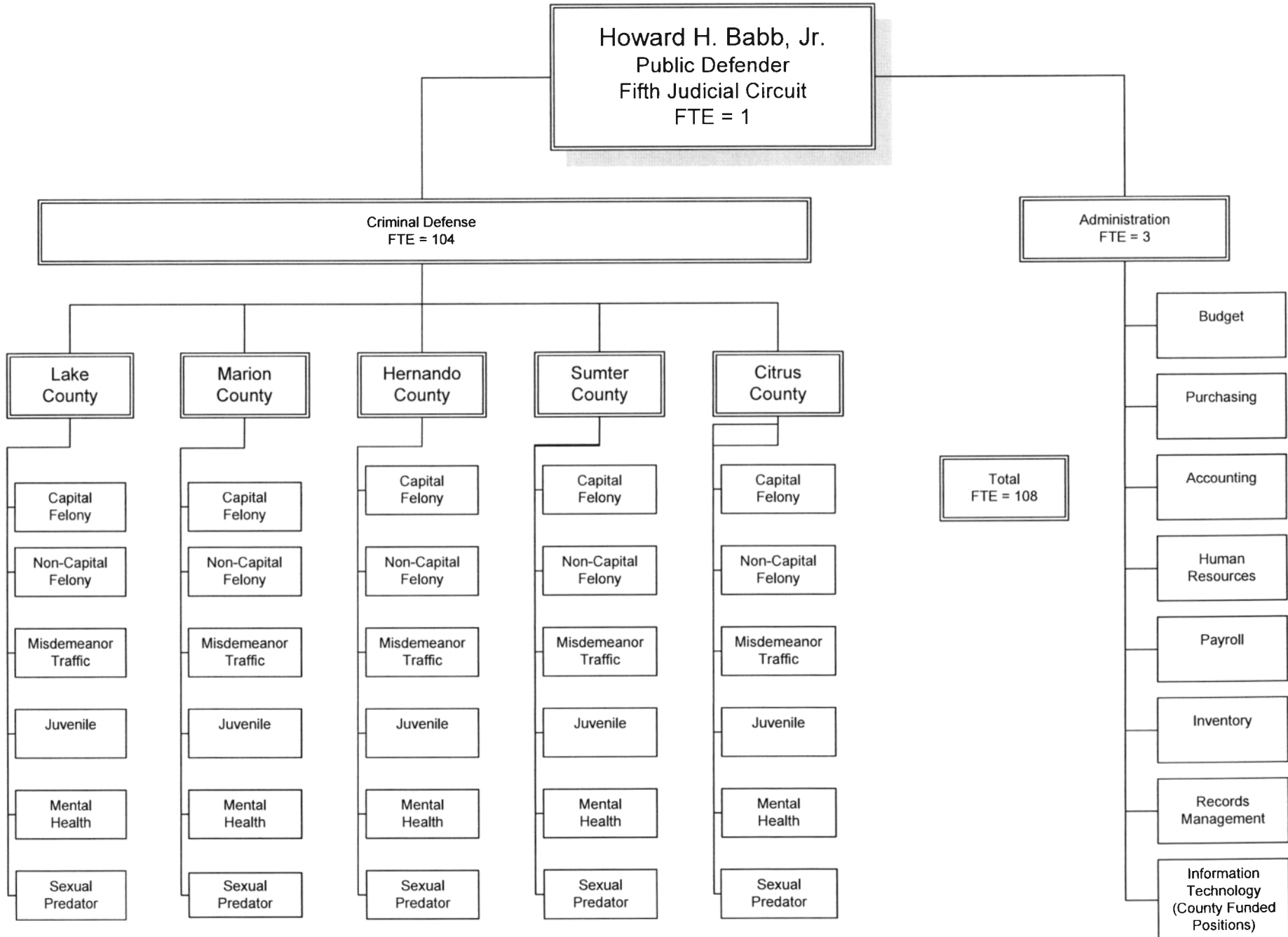
**FY 2012-13**  
**Total FTE's: 147**





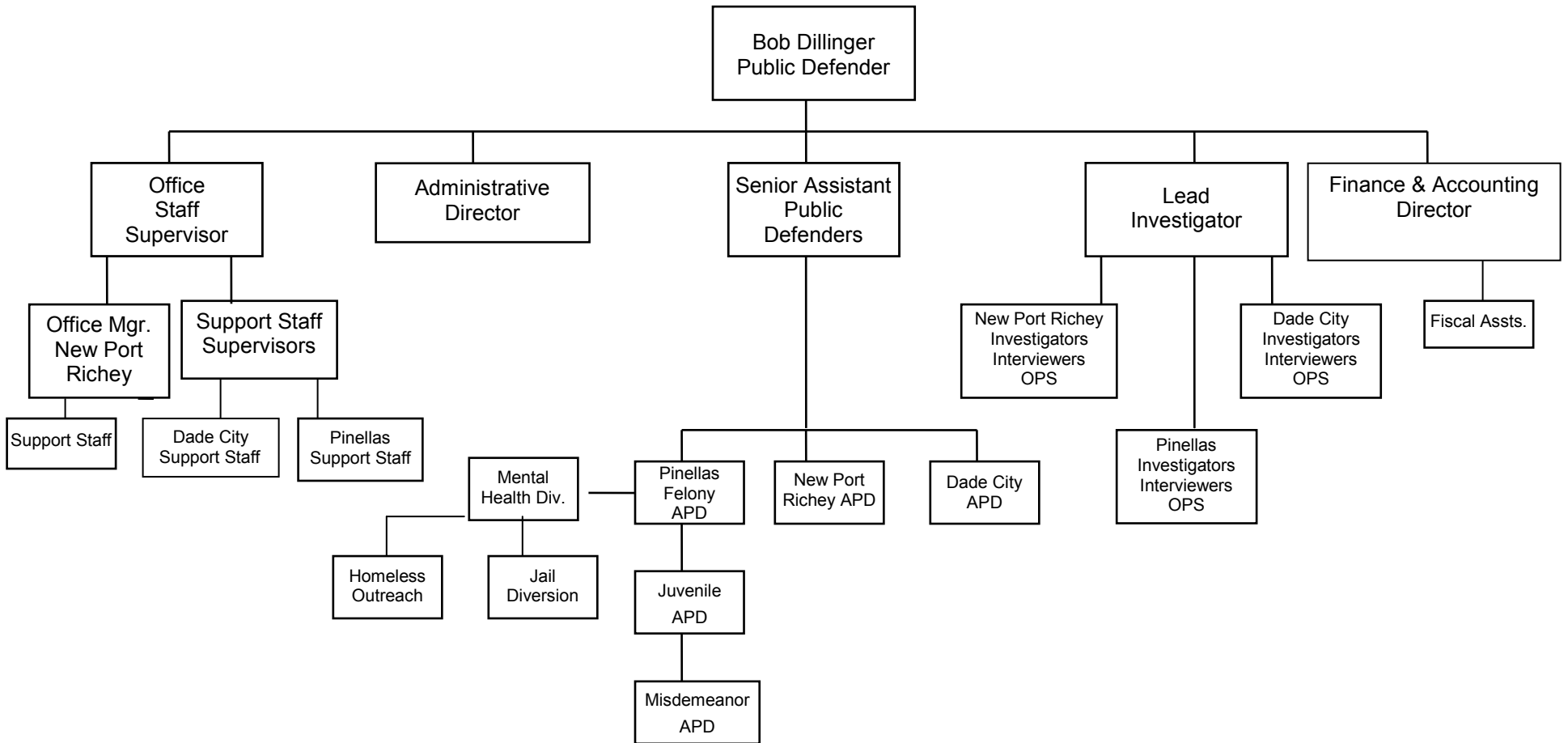
# 2012/2013 Fiscal Year

As of July 1, 2012



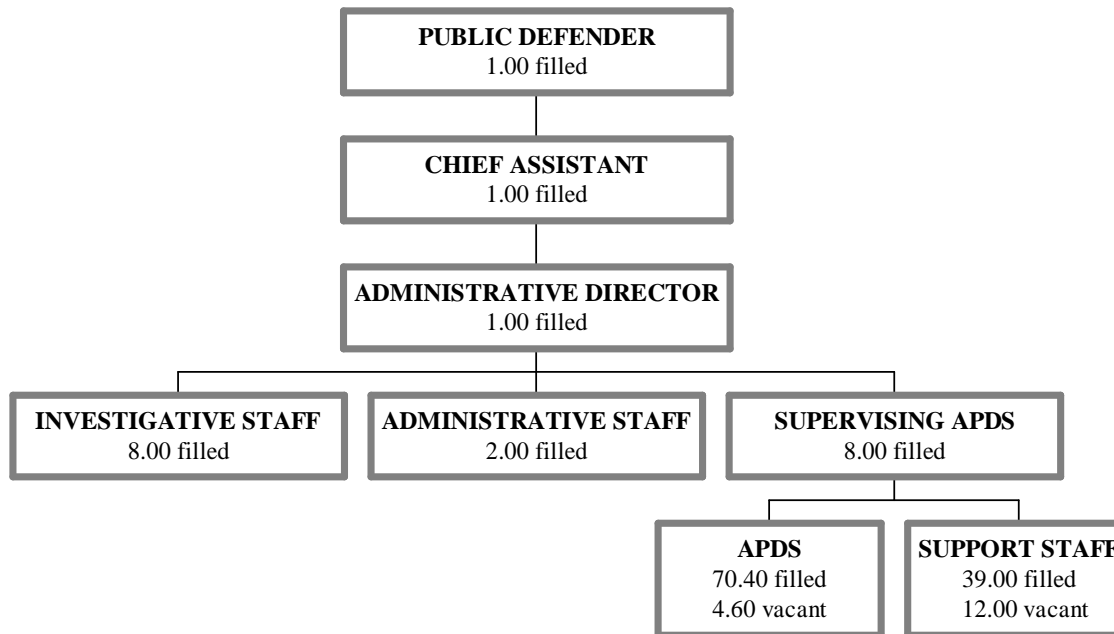
# Organizational Chart

July 1, 2012

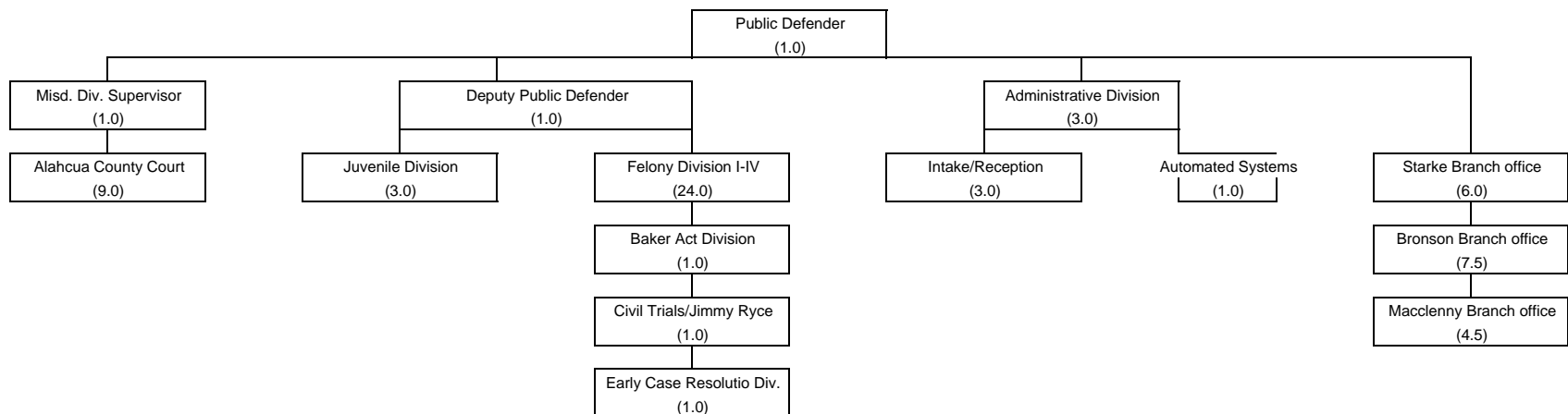


OFFICE OF  
PUBLIC DEFENDER  
SEVENTH JUDICIAL CIRCUIT  
ORGANIZATIONAL CHART

07/01/2012



**PUBLIC DEFENDER, 8TH CIRCUIT  
ORGANIZATIONAL CHART AS OF JULY 1, 2012 (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.

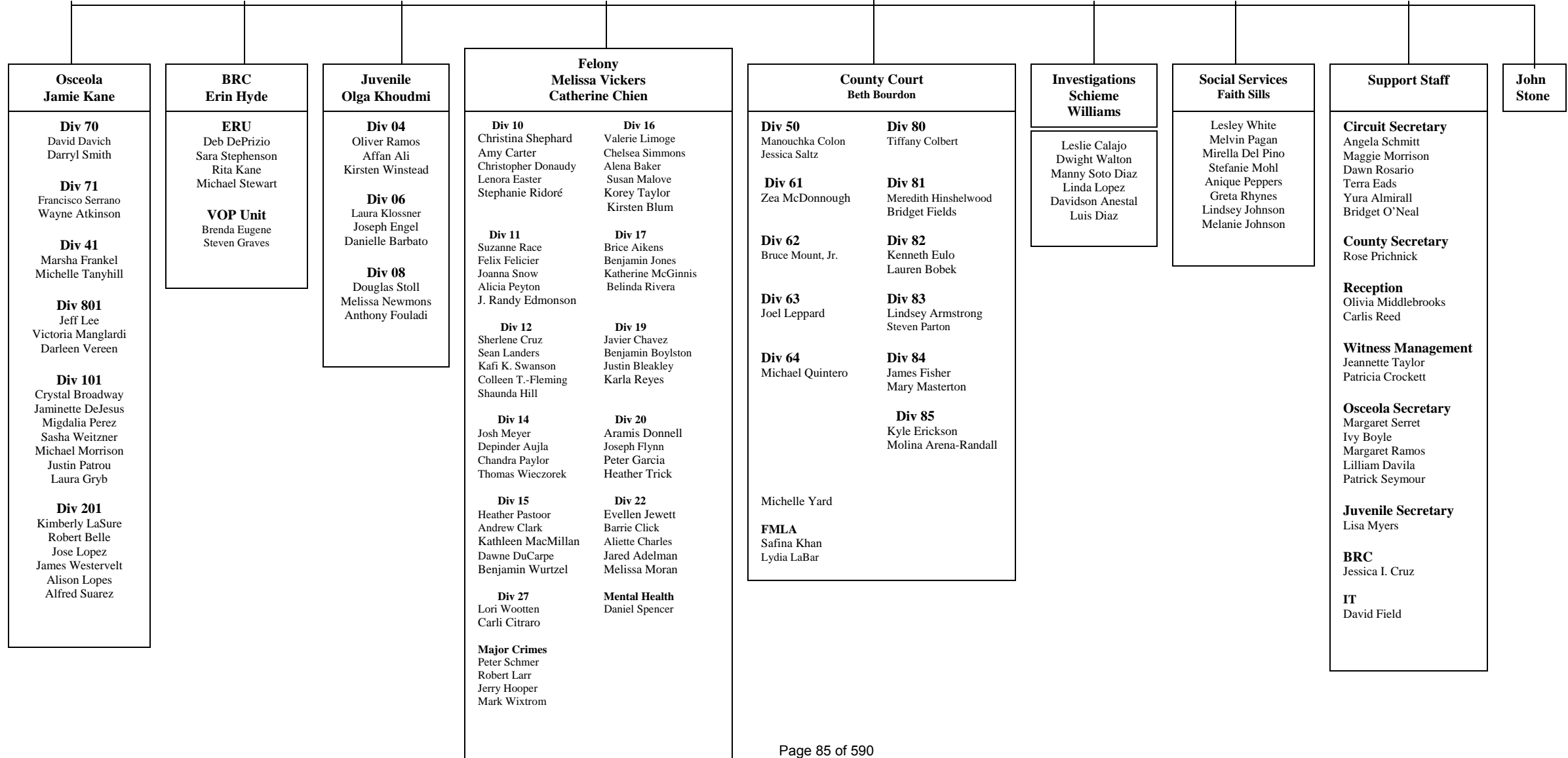
Stacy Scott is the Public Defender for the Eighth Judicial Circuit and is responsible for performing the duties described above, as provided by law, in Alachua, Baker, Bradford, Gilchrist, Levy and Unions Counties. Offices are maintained at Gainesville in Alachua County, Starke, in Bradford County, Macclenny,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

**PUBLIC DEFENDER  
ROBERT WESLEY**

**Chief Asst. Public  
Defender  
Eileen Forrester**

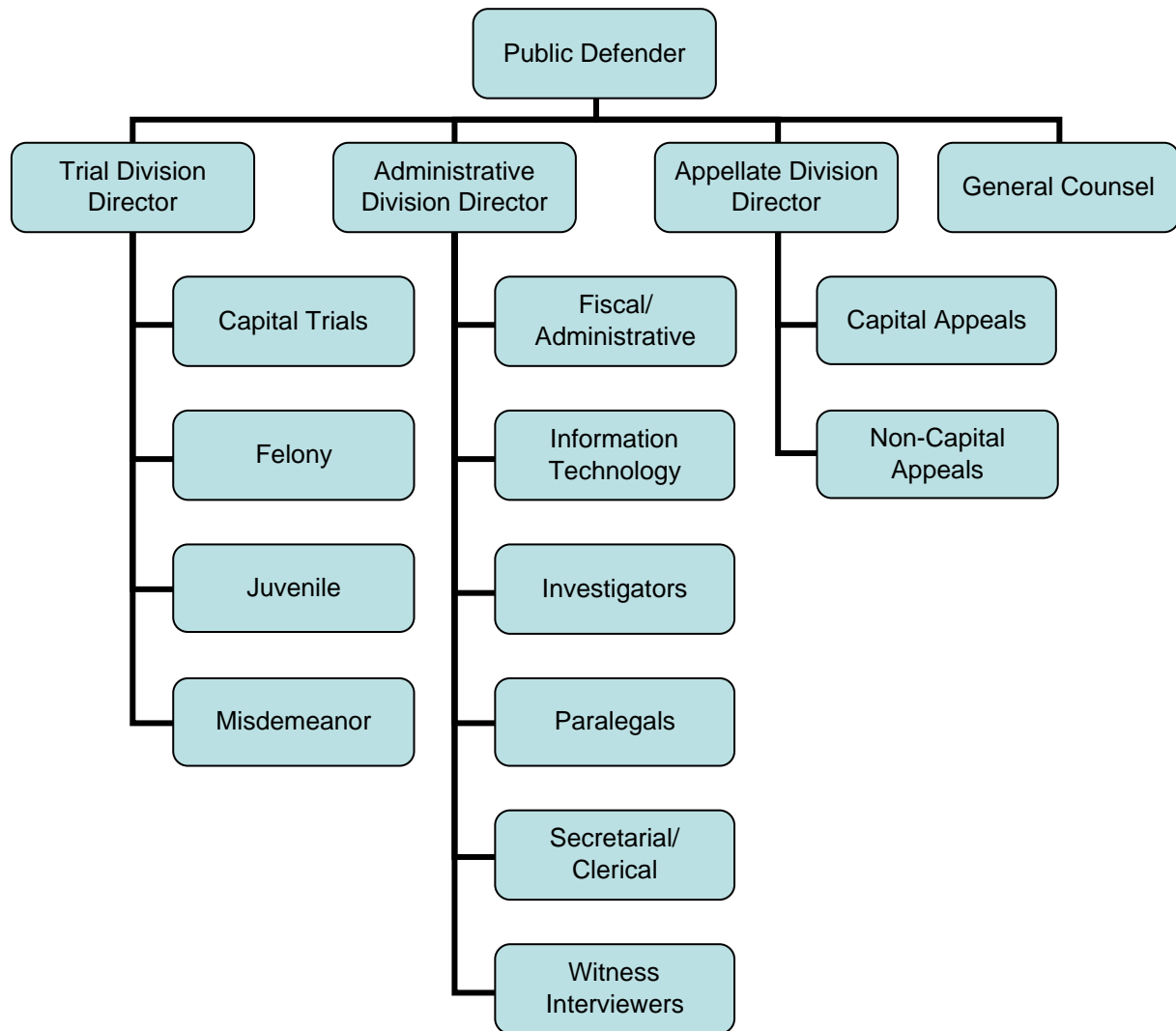
**Administration  
To-Lan Trinh-Le**

Jill Reid  
Diem Cao



Schedule X Organizational Structure

OFFICE OF THE PUBLIC DEFENDER  
TENTH JUDICIAL CIRCUIT  
(As of July 1, 2012)

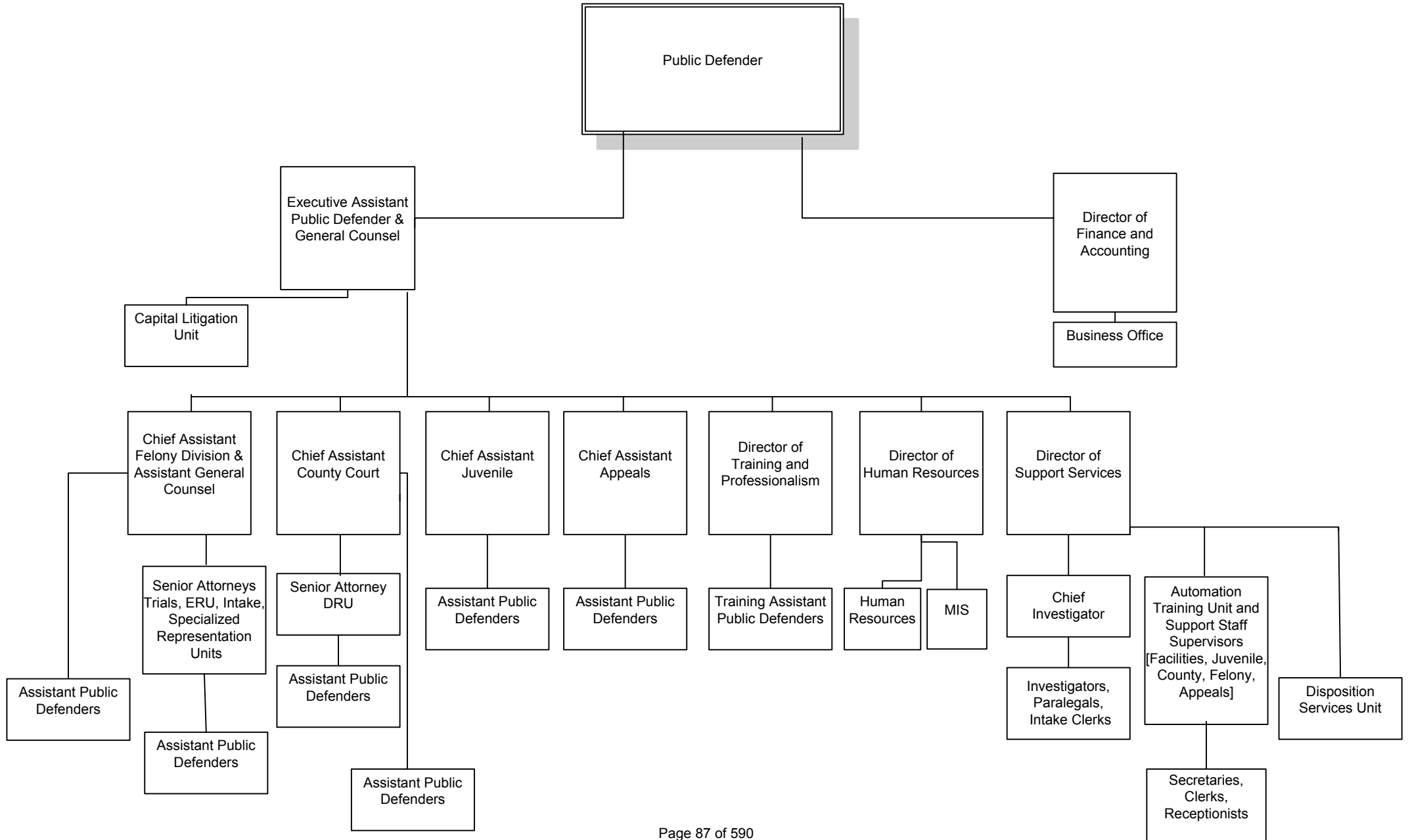


Trials 114 FTEs  
Appeals 50 FTEs

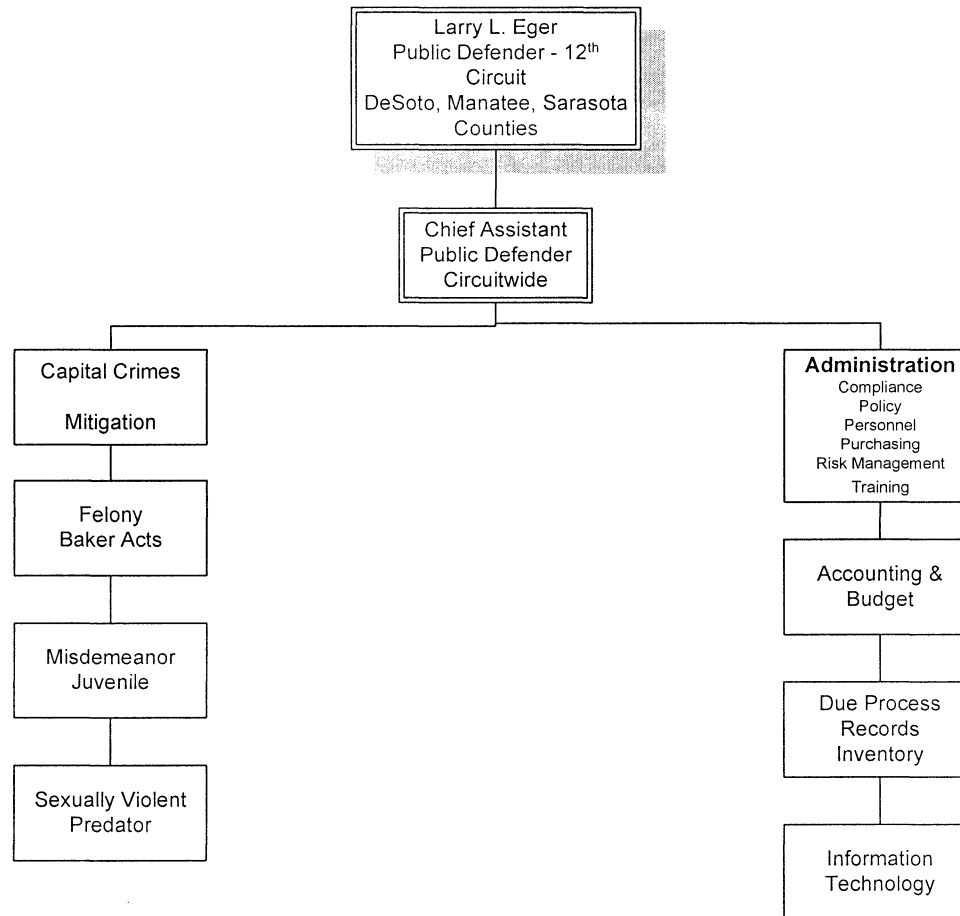
**LAW OFFICES OF THE PUBLIC DEFENDER**  
 Eleventh Judicial Circuit of Florida



**Organizational Chart**



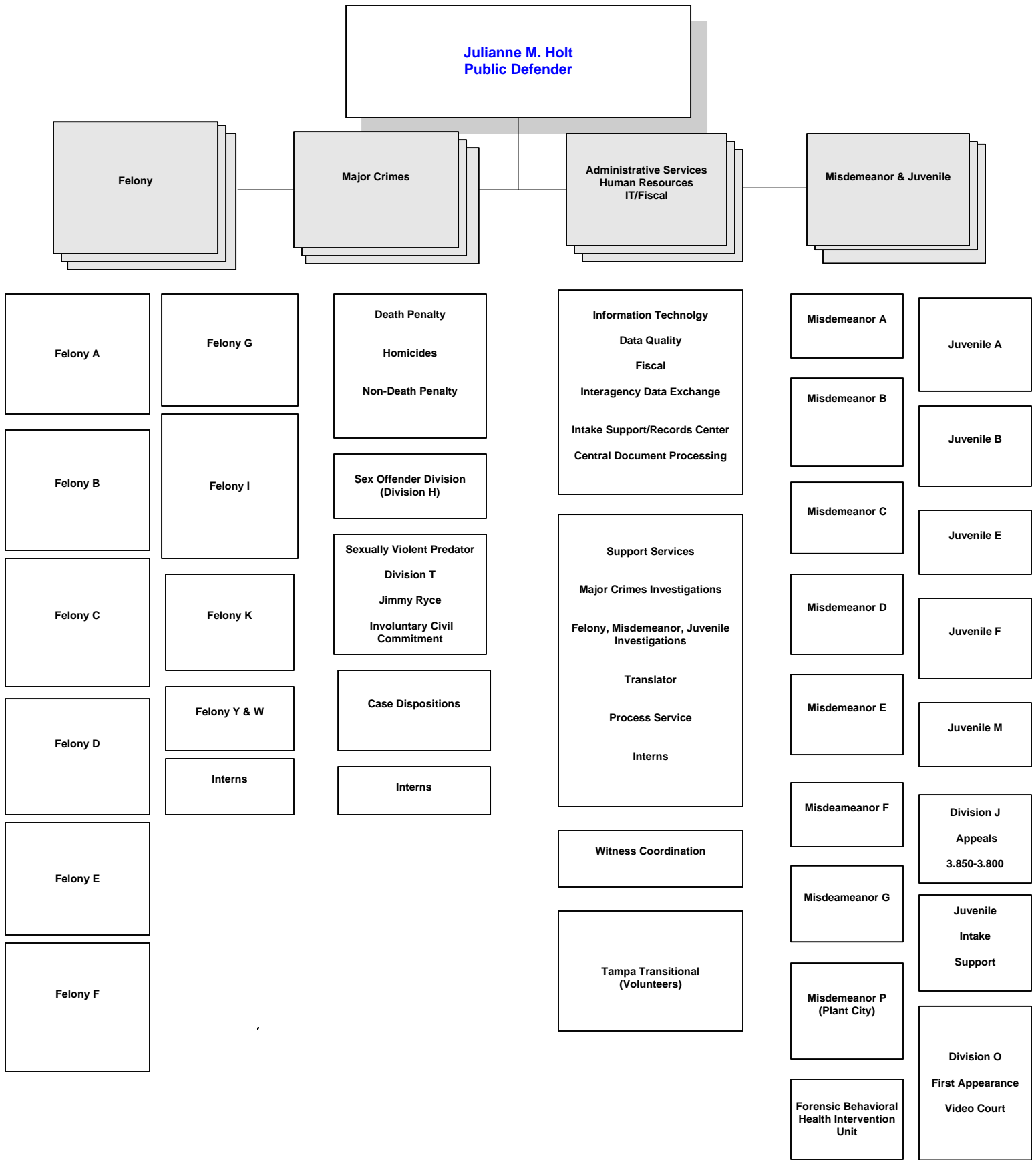
Office of the  
Public Defender  
Twelfth Judicial  
Circuit  
June 30, 2012



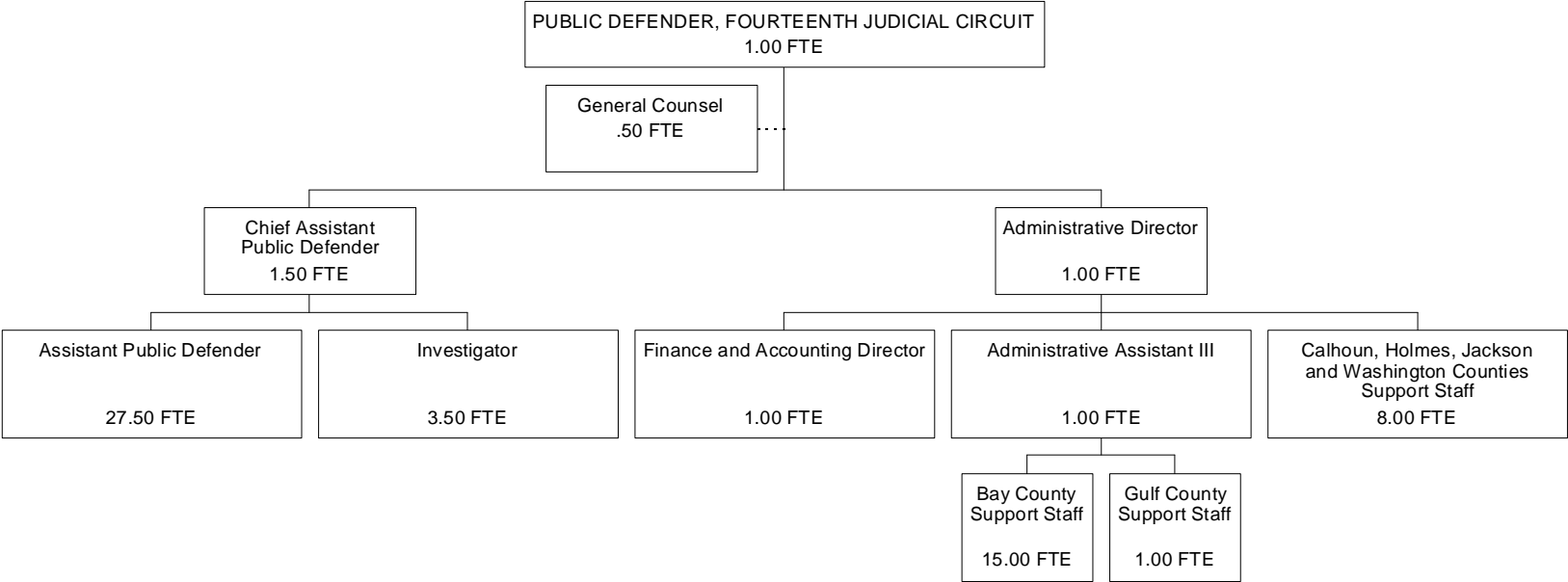
**95.5 FTE Positions  
Appropriated**

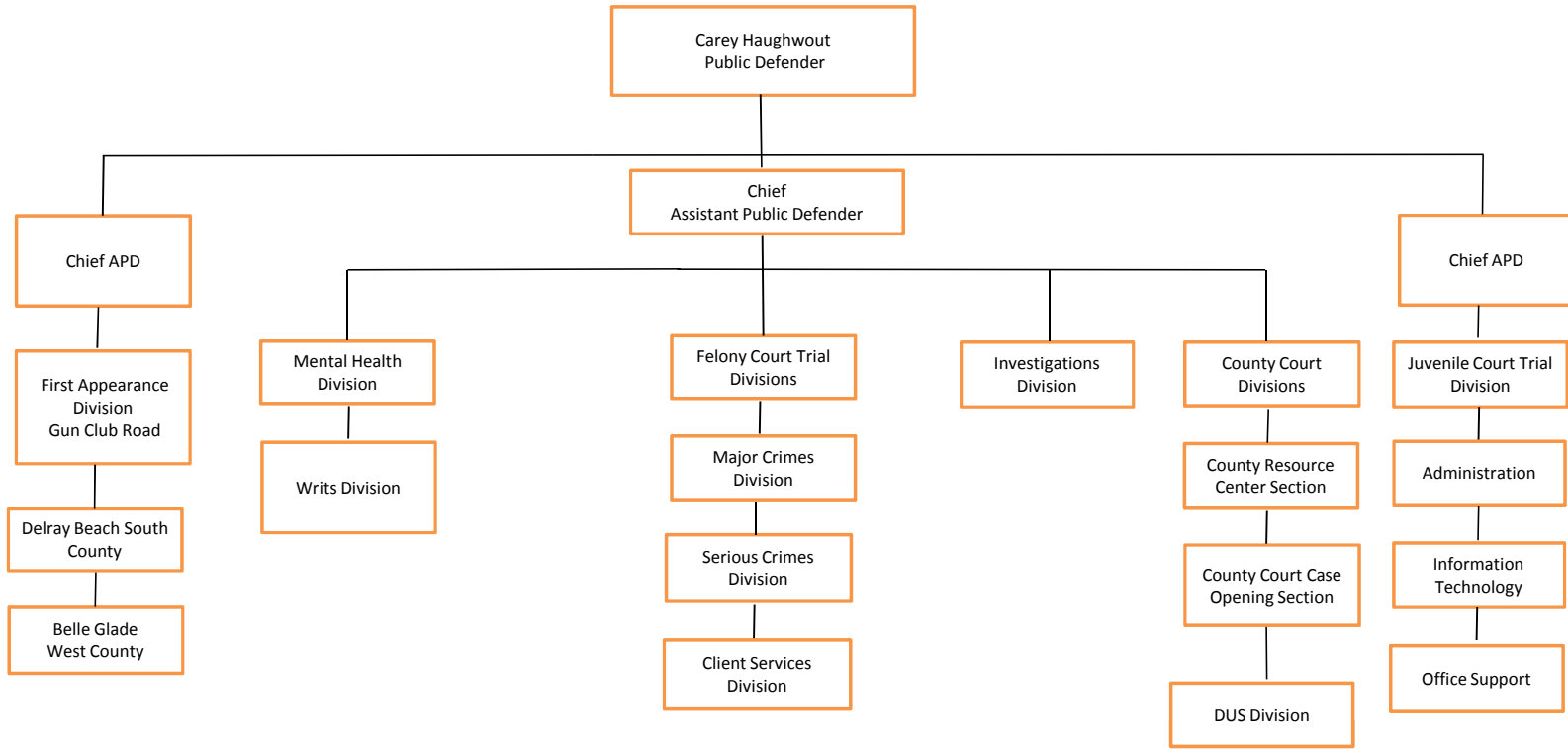


**Julianne M. Holt  
Public Defender**



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



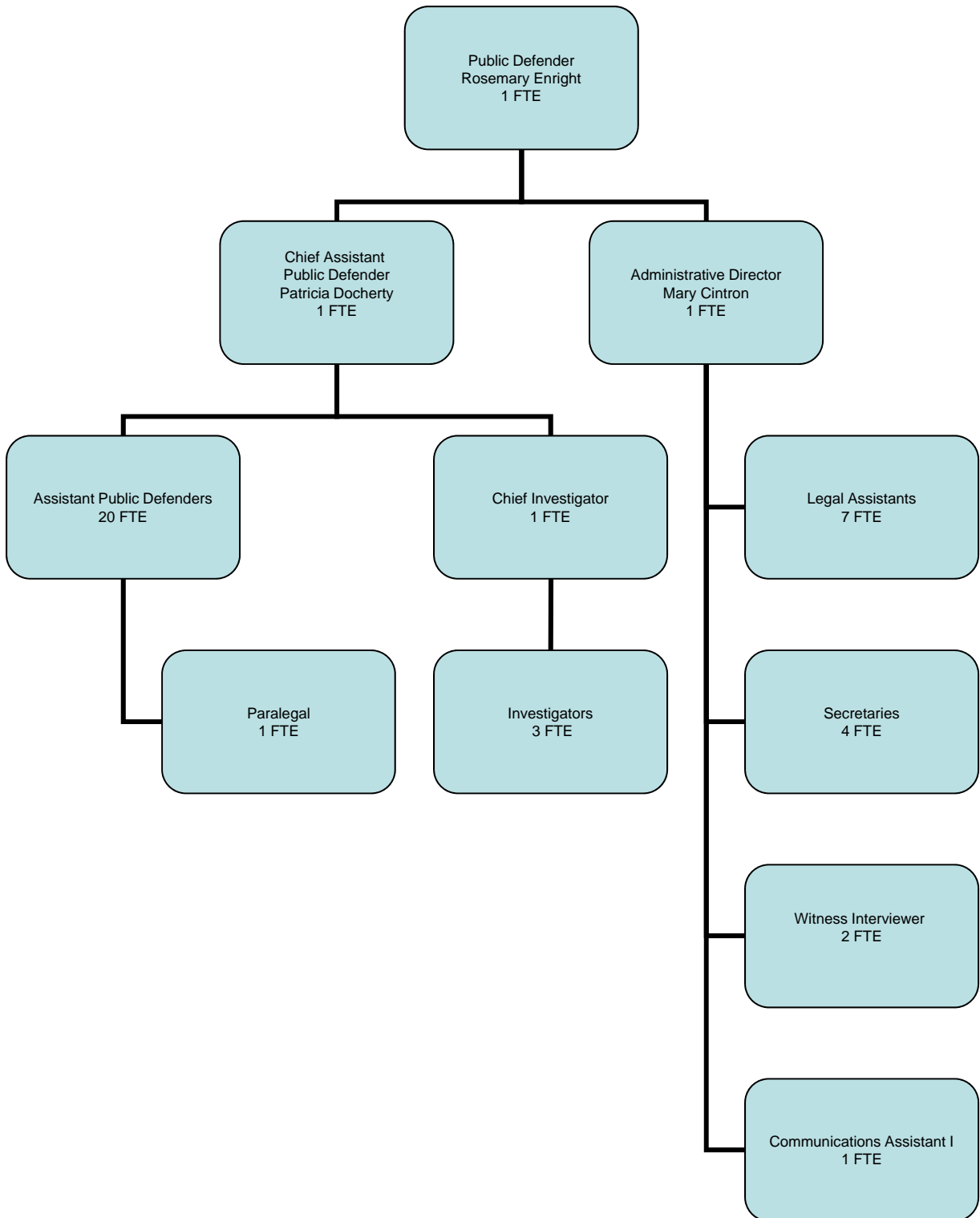


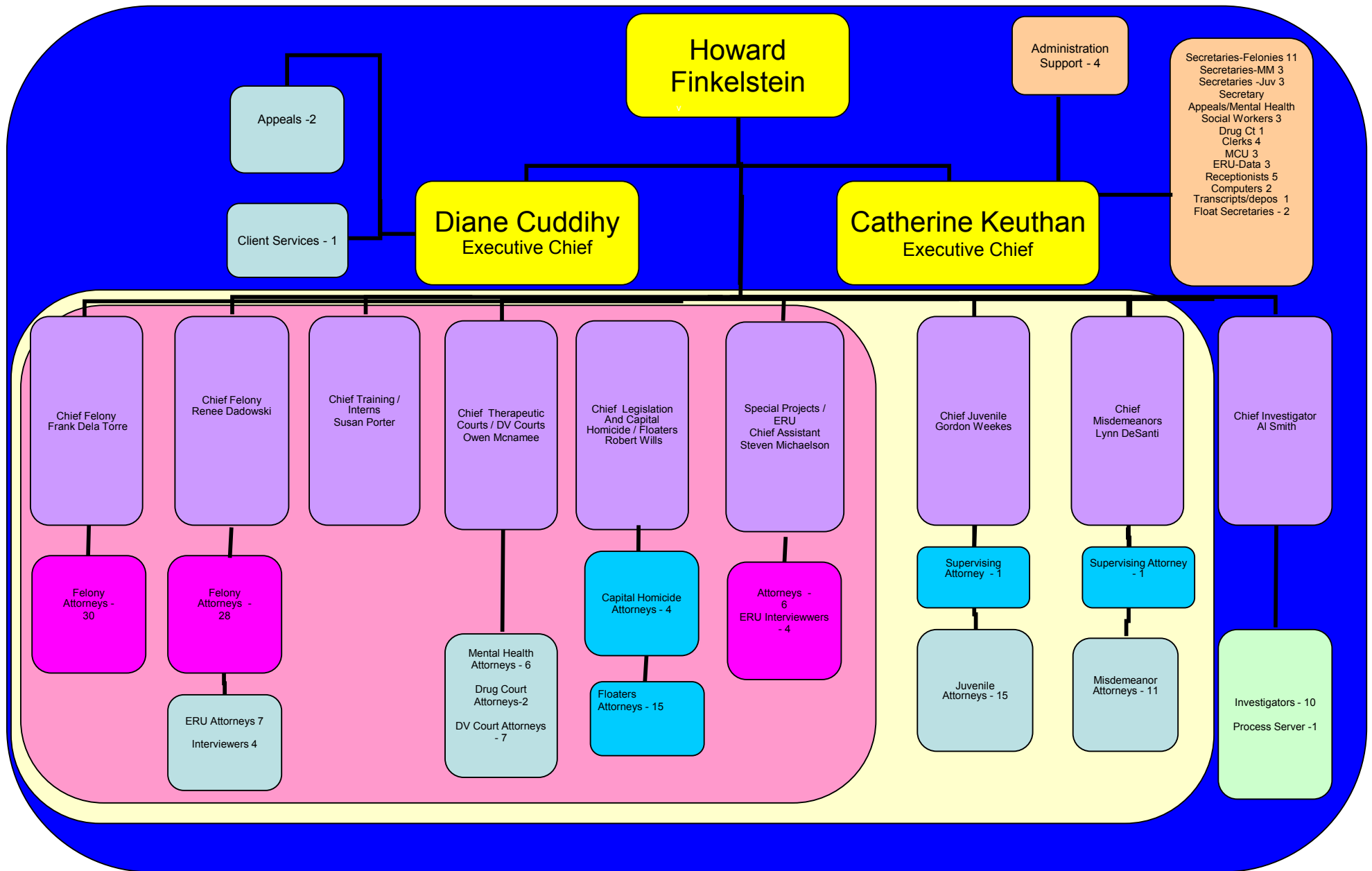
**194.00 FTE POSITIONS STATE FUNDED**

OFFICE OF THE PUBLIC DEFENDER

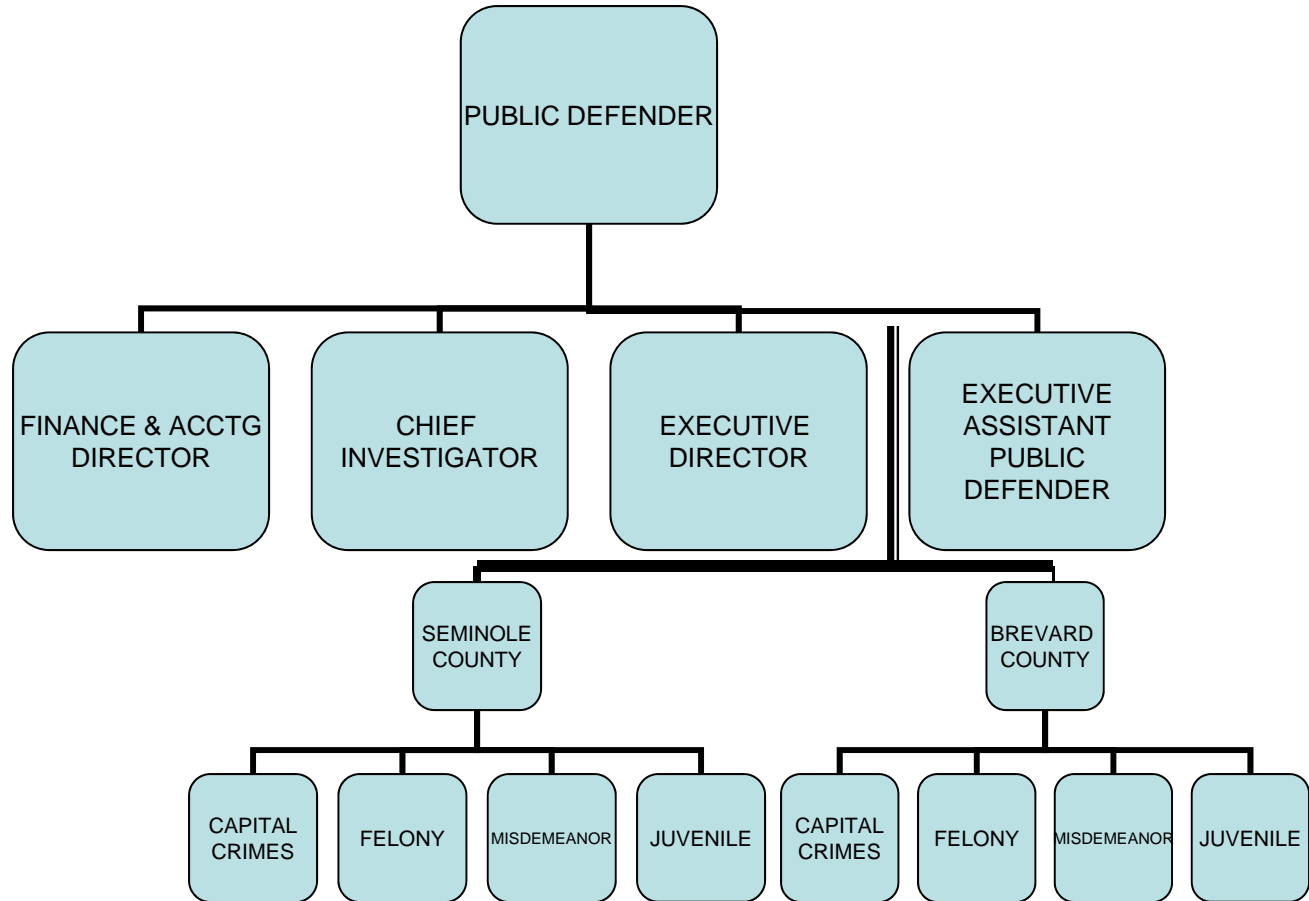
SIXTEENTH JUDICIAL CIRCUIT

July 1, 2012



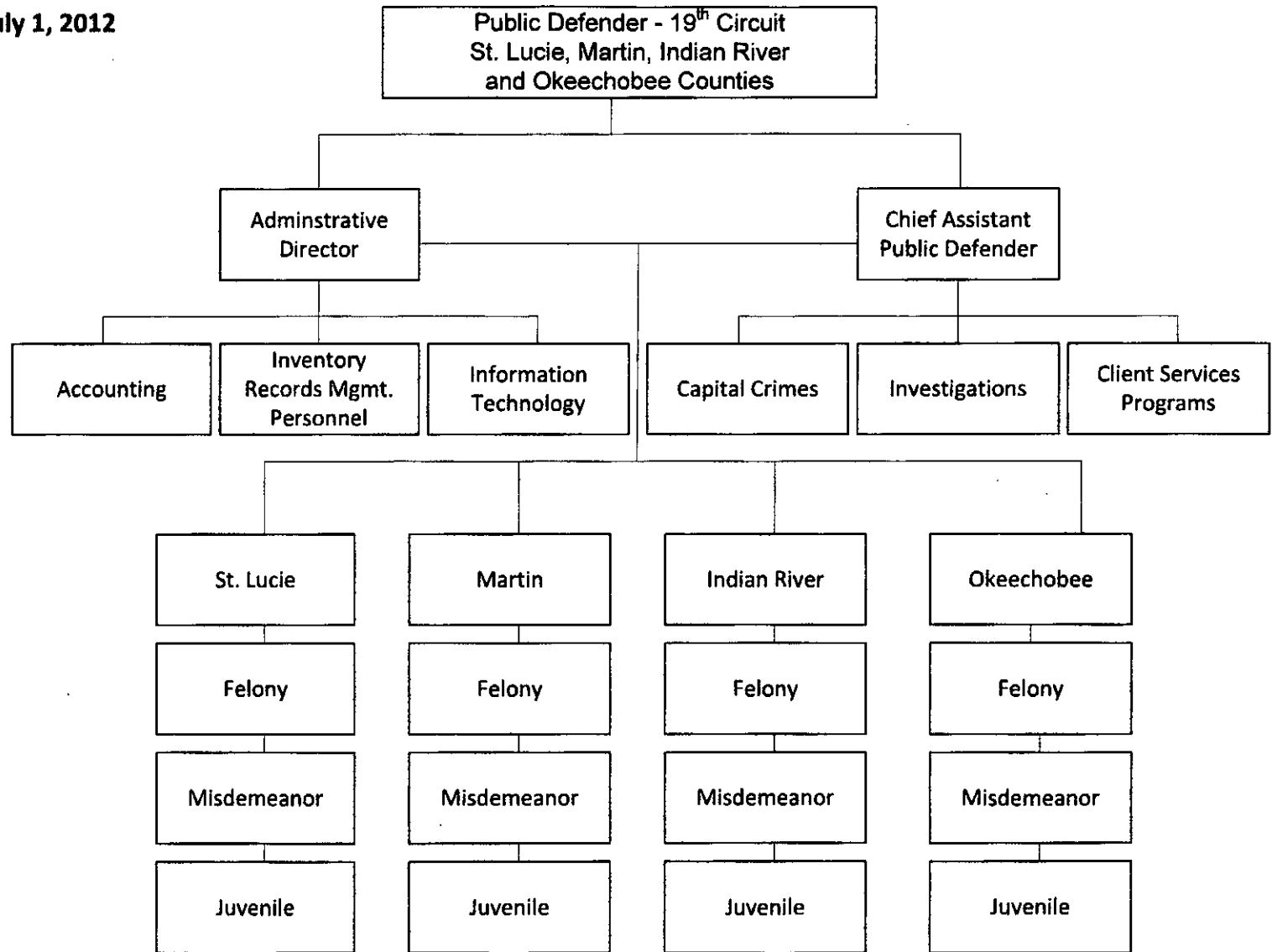


# PUBLIC DEFENDER, EIGHTEENTH JUDICIAL CIRCUIT



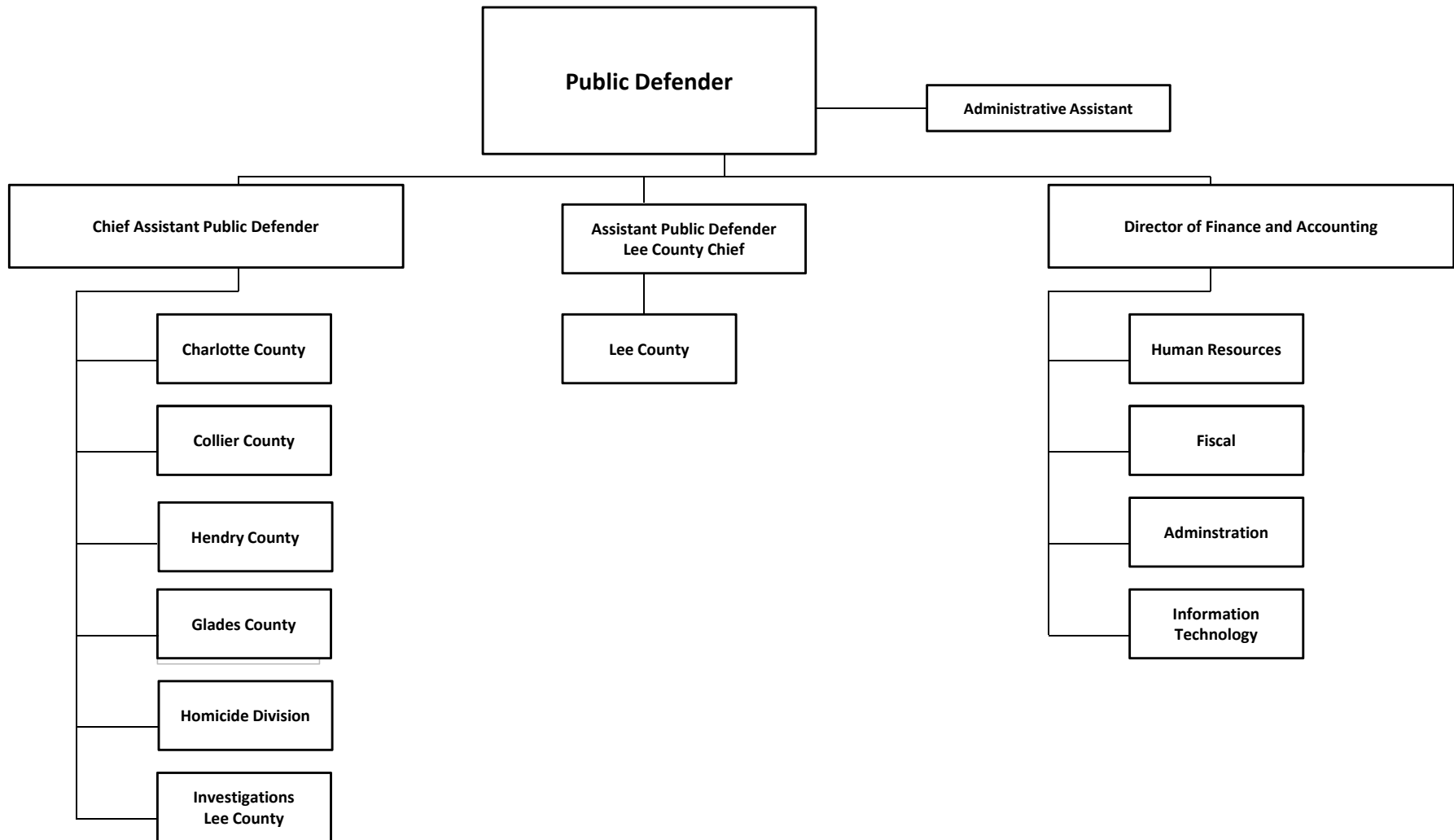
**119 FTE POSITIONS STATE FUNDED**

**Office of the Public Defender  
Nineteenth Judicial Circuit  
Effective July 1, 2012**



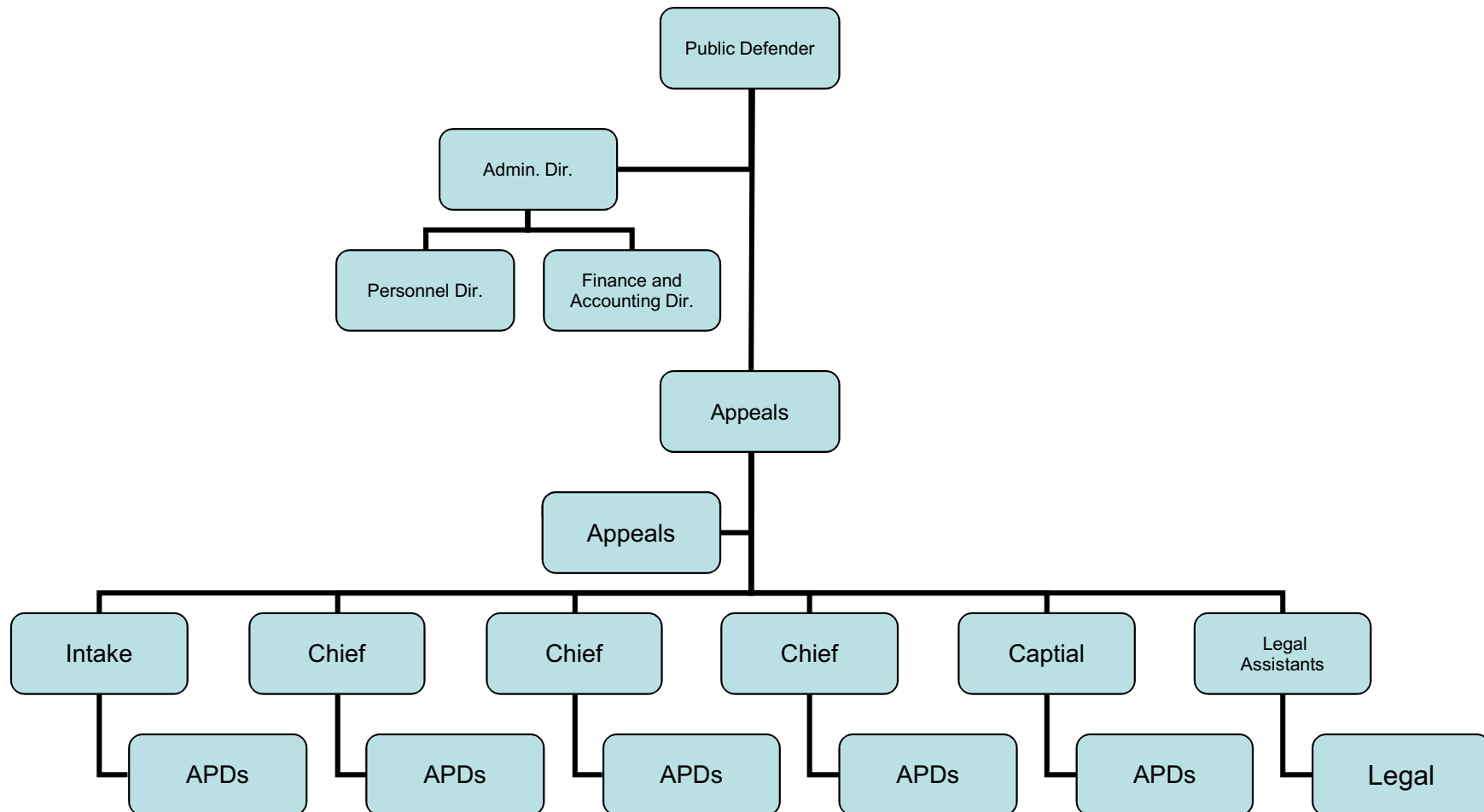
**78 FTE Positions State Funded**

Law Offices of Kathleen A. Smith  
Public Defender - 20th Judicial Circuit  
Organization Chart  
As of July 1, 2012





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



Carey Haughwout  
Public Defender

Chief APD

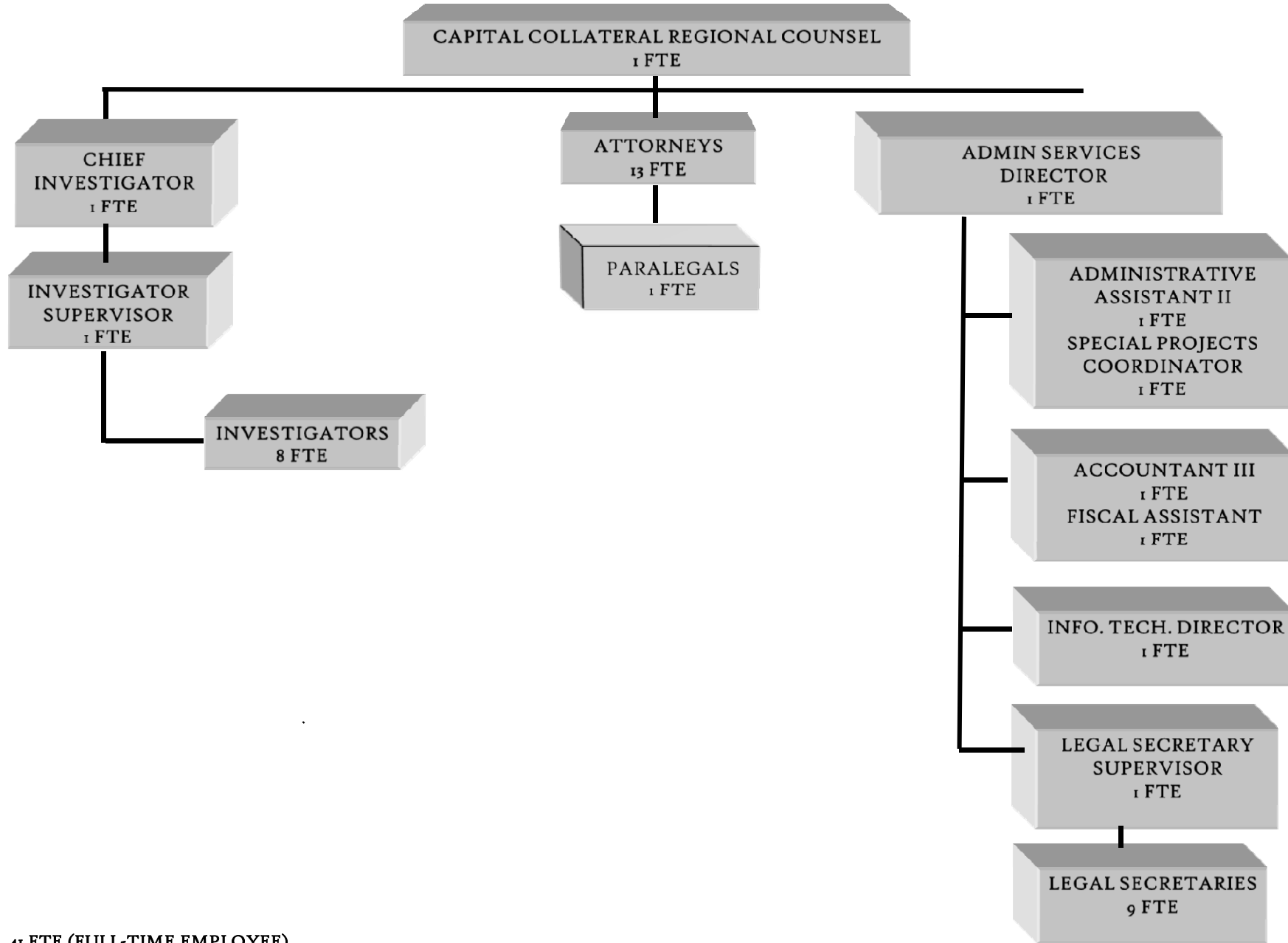
Appeals Division  
Main

Appeals Division  
North County

Capital Appeals

**37.00 FTE POSITIONS STATE FUNDED**

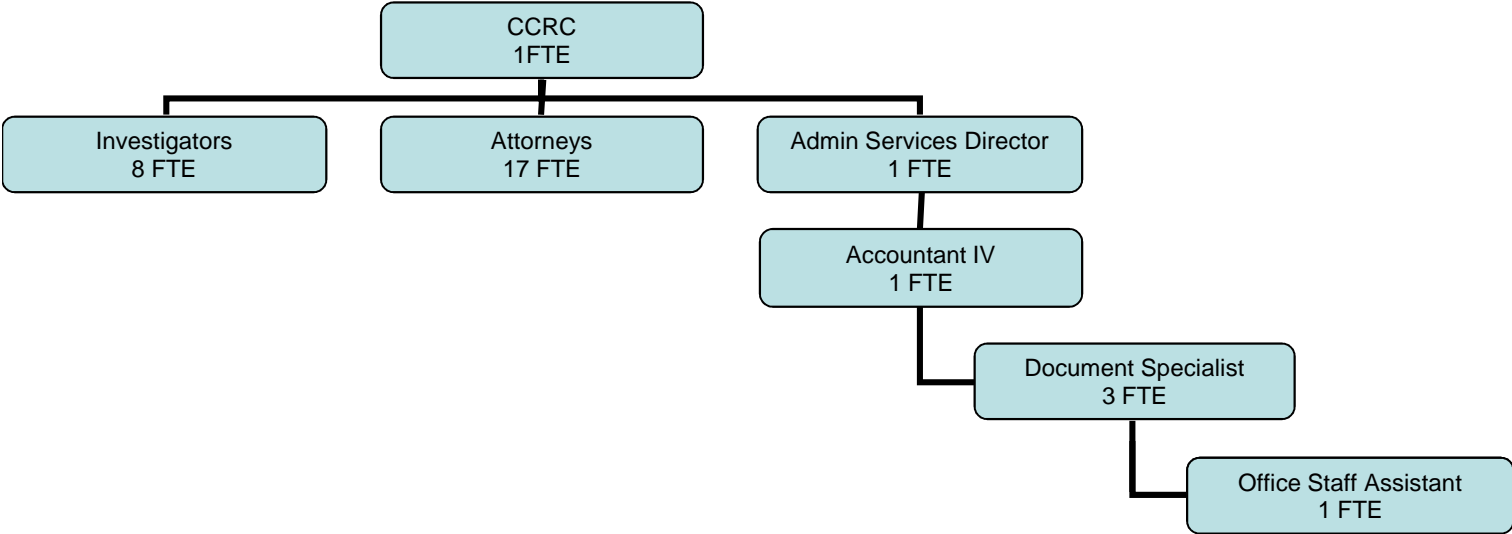
# CAPITAL COLLATERAL REGIONAL COUNSEL - MIDDLE REGION ORGANIZATIONAL CHART

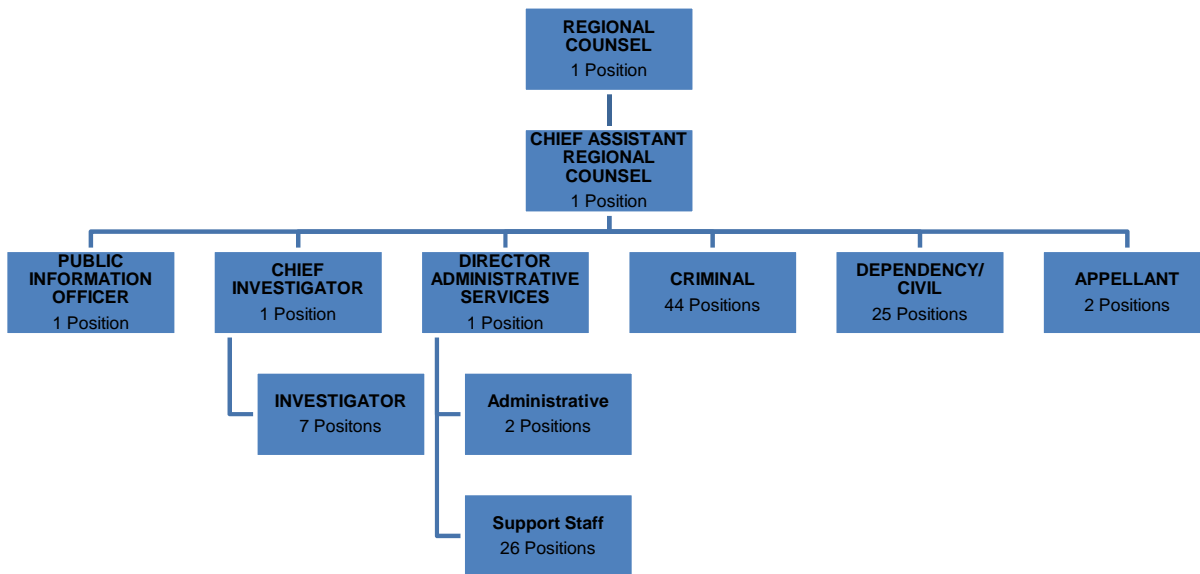


41 FTE (FULL-TIME EMPLOYEE)  
UPDATED 07/01/12

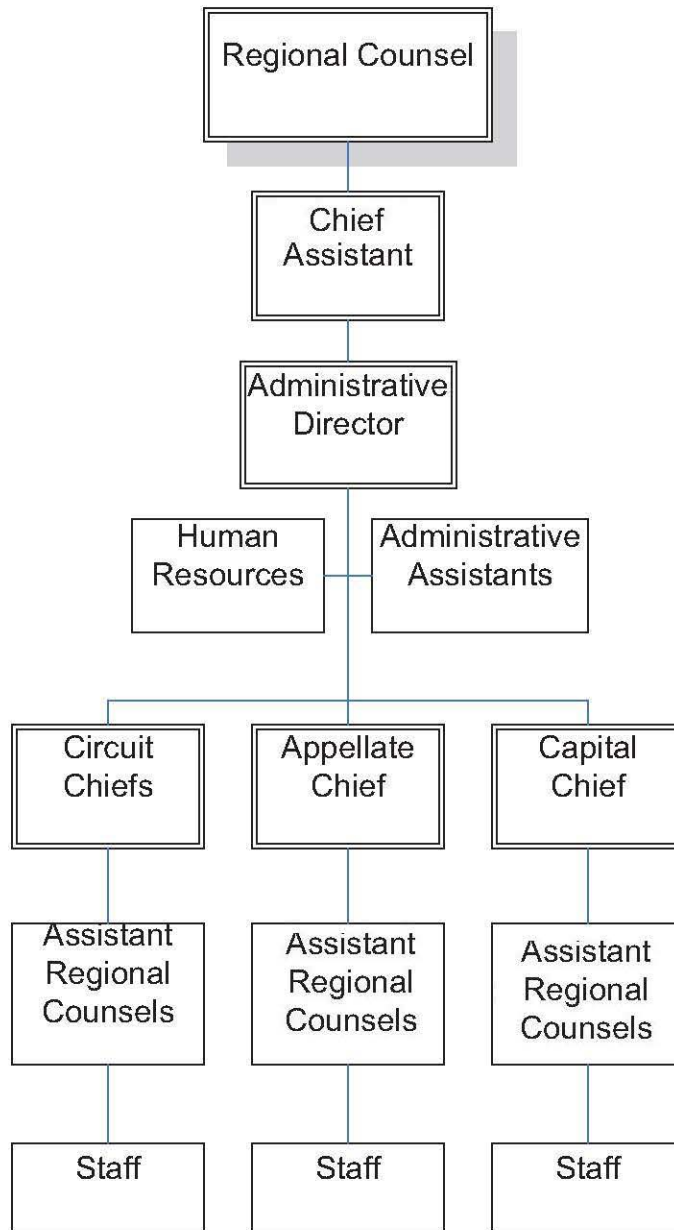
LEGISLATIVE BUDGET REQUEST FY 2010 - 2011  
CCRC-S ORG CHART

CCRC-South's Organizational Chart

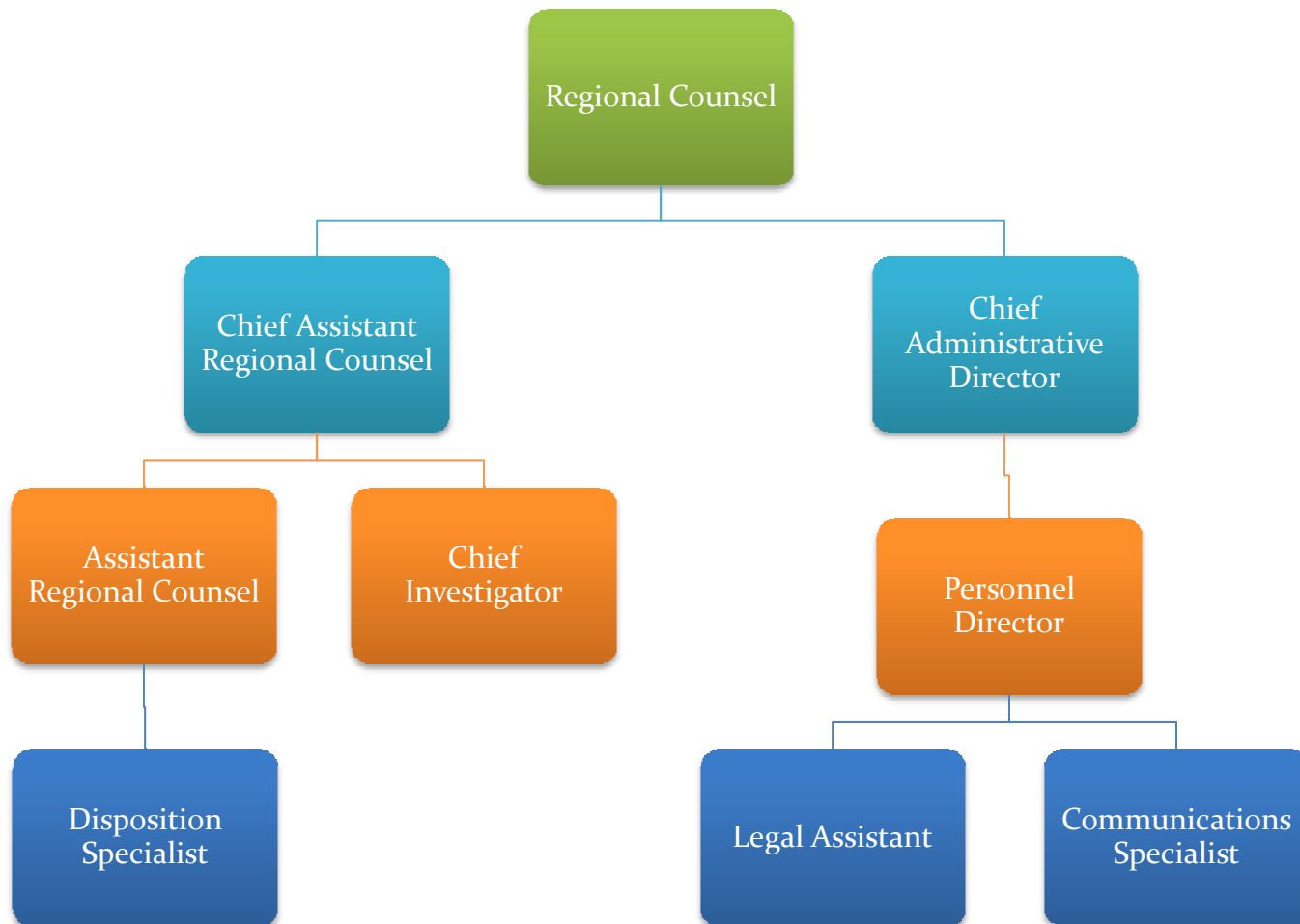




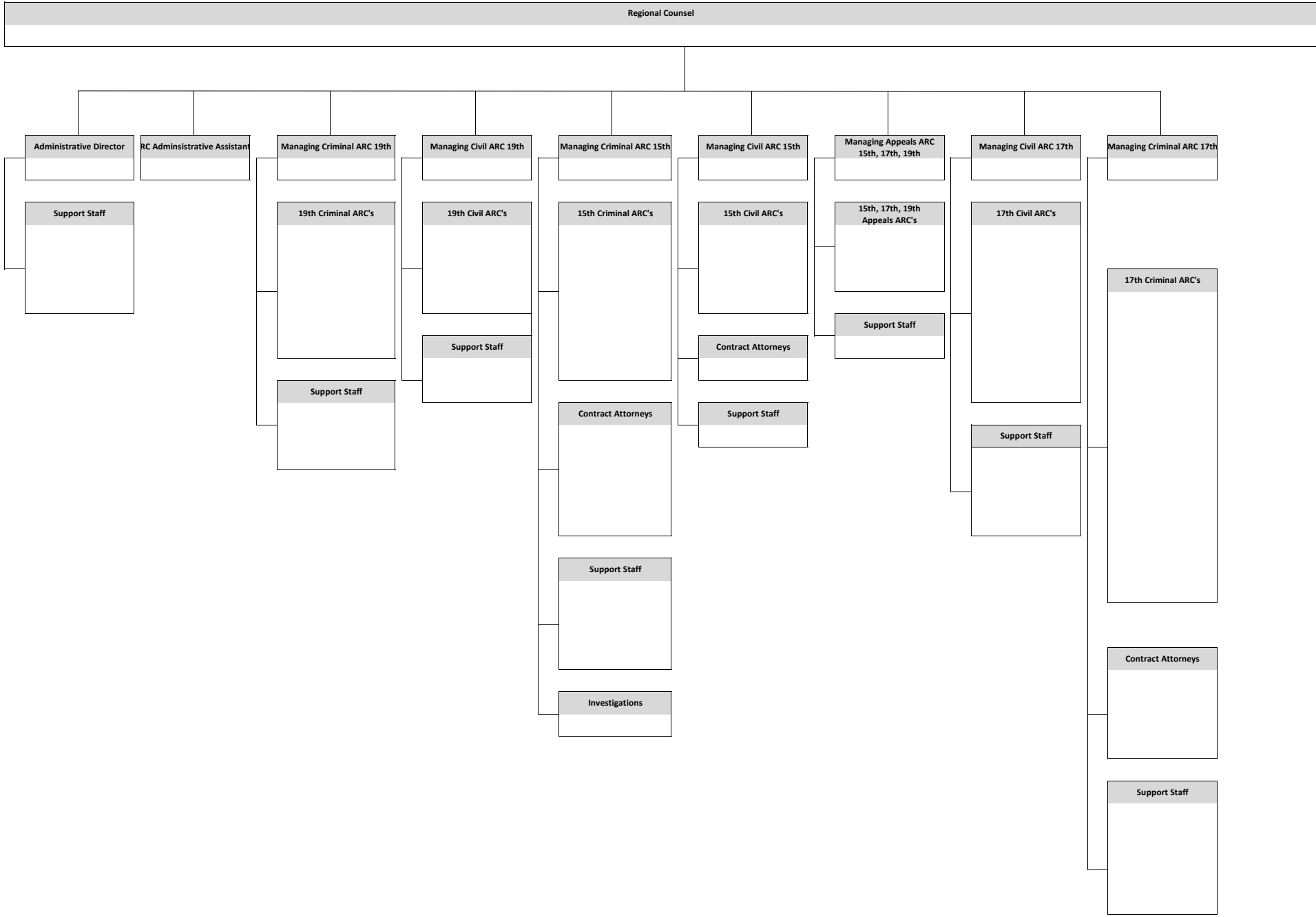
Schedule X Organization Structure  
Regional Counsel, Second District



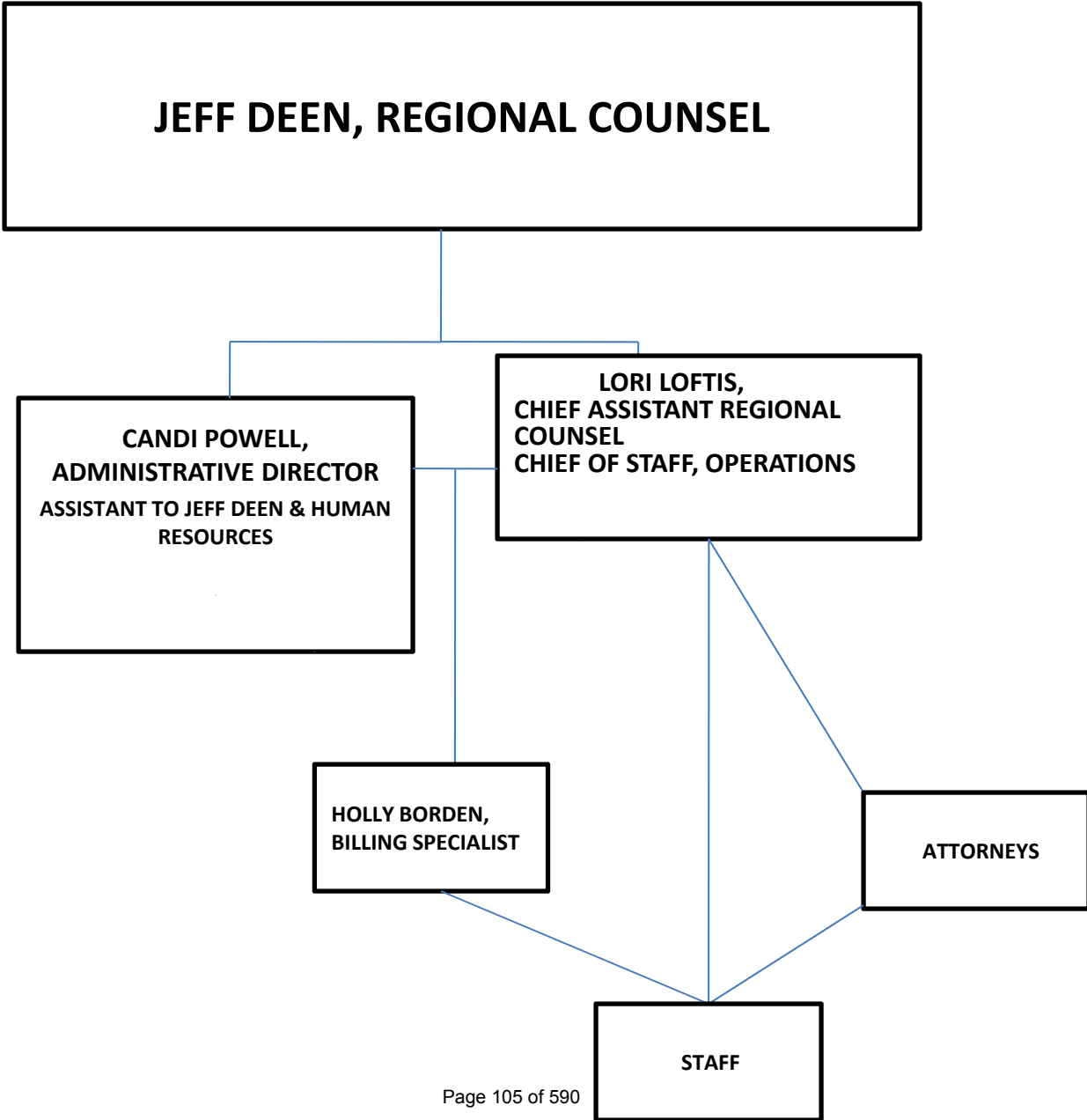
# Criminal Conflict and Civil Regional Counsel; Third D.C.A. Region of Florida



SCHEDULE X - ORGANIZATION CHART  
 CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL, 4TH DISTRICT







JUSTICE ADMINISTRATION		FISCAL YEAR 2011-12			
SECTION I: BUDGET		OPERATING		FIXED CAPITAL OUTLAY	
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT			1,226,103,467	0	
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)			23,194,499	0	
FINAL BUDGET FOR AGENCY			1,249,297,966	0	
SECTION II: ACTIVITIES * MEASURES		Number of Units	(1) Unit Cost	(2) Expenditures (Allocated)	(3) FCO
Executive Direction, Administrative Support and Information Technology (2)					0
Represent Children * Average number of children represented.		21,847	1,372.67	29,988,804	
Civil Investigative Services * Number of appointed civil cases investigated		27,867	190.51	5,308,936	
Criminal Investigative Services * Number of appointed criminal cases investigated		720,372	115.46	83,173,310	
Criminal Trial Indigent Defense * Number of appointed criminal cases		720,372	115.46	83,173,310	
Civil Trial Indigent Defense * Number of appointed civil cases		27,867	190.51	5,308,938	
Indigent Appellate Defense * Number of appointed appellate cases		41	305,820.00	12,538,620	
Death Penalty Legal Counsel * Number of active cases		179	17,527.21	3,137,371	
Death Row Case Preparation * Number of active cases		179	18,242.60	3,265,426	
Felony Prosecution * Felony Cases Referred		393,132	498.87	196,122,648	
Misdemeanor Prosecution * Misdemeanor/Criminal Traffic Cases Referred		920,456	106.75	98,257,206	
Juvenile Prosecution * Juvenile Cases Referred		119,056	256.91	30,586,363	
Child Support Enforcement Services * Child Support Enforcement Actions		17,564	1,216.80	21,371,833	
Civil Action Services * Number of Civil Actions		104,464	114.63	11,974,267	
Regional Counsel Workload * Number of appointed cases.		59,376	571.25	33,918,281	
Clerks Legislative Budget Request And Final Appropriation Allocations * Number of work products produced in support of Clerks' budget request analyses and Clerks of Court Operations Corporation Legislative Budget Requests.		302	1,386.16	418,621	
Trust Fund And Clerks' Budget Status Monitoring, Analysis, Reporting And Issues Management * Number of Clerks of Court Operations Corporation technical and analytical products produced in support of implementing Clerks' approved budgets.		2,341	157.78	369,370	
Provide Education And Training To Clerks' Offices * Number of education and training programs and opportunities provided to Clerks' offices during the fiscal year.		68	6,518.31	443,245	
TOTAL				619,356,551	
SECTION III: RECONCILIATION TO BUDGET					
PASS THROUGHS					
TRANSFER - STATE AGENCIES				584,383,134	
AID TO LOCAL GOVERNMENTS					
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS					
OTHER					
REVERSIONS				45,558,374	
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)				1,249,298,059	

### SCHEDULE XI/EXHIBIT VI: AGENCY-LEVEL UNIT COST SUMMARY

- (1) Some activity unit costs may be overstated due to the allocation of double budgeted items.
- (2) Expenditures associated with Executive Direction, Administrative Support and Information Technology have been allocated based on FTE. Other allocation methodologies could result in significantly different unit costs per activity.
- (3) Information for FCO depicts amounts for current year appropriations only. Additional information and systems are needed to develop meaningful FCO unit costs.
- (4) Final Budget for Agency and Total Budget for Agency may not equal due to rounding.

-----  
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):	1,249,297,966	
TOTAL BUDGET FOR AGENCY (SECTION III):	1,249,298,059	
	-----	-----
DIFFERENCE:	93-	
(MAY NOT EQUAL DUE TO ROUNDING)	=====	=====

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

**Agency: Justice Administrative Commission**

**Contact: Alton "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 2012 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 2013-2014 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget

	Issue (Revenue or Budget Driver)	R/B*	FY 2013-2014 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a				
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.

\* R/B = Revenue or Budget Driver

# **Budget Entity Level Exhibits or Schedules**

**Justice Administrative Commission**

**Budget Entity: 21300800**

*Justice Administrative Commission*

*Schedule I Series*

**INSTRUCTIONS FOR COMPLETING THE FY 2013-2014 LEGISLATIVE  
BUDGET REQUEST SCHEDULE 1 NARRATIVE**

**Justice Administrative Commission - 21300800**

**Indigent Criminal Defense Trust Fund - 2059**

**Revenue Estimating Methodology:**

**Receipts are based upon funds to be transferred to JAC to support increased Public Defender budget authority requested for FY 2013-14.**

**5 Percent Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 11/12):**

None

**INSTRUCTIONS FOR COMPLETING THE FY 2013-2014 LEGISLATIVE  
BUDGET REQUEST SCHEDULE 1 NARRATIVE**

**Justice Administrative Commission**

**Child Support Trust Fund - 2084**

**Revenue Estimating Methodology:**

Receipts for FY 2012-13 and FY 2013-14 are based upon the Governor's Office calculation for the HR contract for this trust fund.

**5 Percent Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 11/12):**

None



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>66,169.06</b>	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	32,538.87	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>98,707.93</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 (Non-Operating)	(29,825.82)	(I)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>68,882.11</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**

<b>Budget Period: 2013 - 2014</b>	
<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, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	35,765.09 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	33,117.02 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	68,882.11 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	68,882.11 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission - 21300800**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Drug Court Grant – 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

Other Transfers In – Receipts are based upon amounts to be transferred to JAC to support increased Public Defender Trust Fund Authority requested for FY 2013-14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$300,200</b>
<b>Less 8% Service Charge</b>	<b>\$24,016</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$276,184</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$13,809</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$300,200</b>
<b>X 8% Service Charge</b>	<b>\$24,016</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$300,200</b>
<b>X 8% Service Charge</b>	<b>\$24,016</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**\$1,210            FY 2010-11 Non-Certified Forward Payable Adjustment**



**INSTRUCTIONS FOR COMPLETING THE FY 2013-2014 LEGISLATIVE  
BUDGET REQUEST SCHEDULE 1 NARRATIVE**

**Justice Administrative Commission - 21300800**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Receipts are based upon the Governor's Office calculation for the HR contract for this trust fund, \$22,093; and for \$945,256 to be transferred to JAC to support increased Public Defender budget authority requested for FY 2013-14.

**5 Percent Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 11/12):**

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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	81,091.46	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	7,512.89	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>88,604.35</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(84,048.55)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,672.64)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>1,883.16</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Guardian ad Litem**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**DCF Grant – Realizing Change Child Protection – Federal Pass Through,  
Revenue Code 015100**

The Department of Children and Families transfers grant funds from the Children’s Justice Grant to pay for an agreed upon number of employees and volunteers to attend the annual summit. The Guardian ad Litem Program must return any funds not utilized per the Interagency Funding Agreement.

The amount for Fiscal Year 2012-13 is \$30,000.00. The amount for Fiscal Year 2013-14 is expected to be the same.

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

Pursuant to Chapter 938.10, Florida Statutes, 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 \$151.00 against the offender. Each month the Clerk of the Court transfers \$50.00 of the court costs to the Statewide Guardian ad Litem Program.

The amount was provided by staff of the Department of Children and Families.

**Other Grants – Lee and Gadsden counties, Nonprofits, private foundation,  
and Public Records Requests, Revenue Code 001100**

Lee (Circuit 20) and Gadsden (Circuit 2) counties contract with the Guardian ad Litem Program to hire and supervise IT and Secretarial Support and these counties provide monthly reimbursement for these Other Personal Services (OPS) payroll costs. For part of Fiscal Year 2011-12, Fiscal Year 2012-13 and Fiscal Year 2013-14 these revenues are coded to revenue code 008000.

Nonprofit organizations in circuits 6 and 10 have an agreement with the Guardian ad Litem Program to hire and supervise support staff to these circuits and these nonprofits provide monthly reimbursement for these Other Personal Services (OPS) payroll costs. The agreement amount for Circuit 10 is \$8,957 for salary and FICA and the amount for Circuit 6 is a total of \$33,856 for salary, FICA and the 8% service charge to general revenue.

**Reimbursed From Counties – Lee and Gadsden counties, Revenue Code 000800**

Lee (Circuit 20) and Gadsden (Circuit 2) counties contract with the Guardian ad Litem Program to hire and supervise IT and Secretarial Support and these counties provide monthly reimbursement for these Other Personal Services (OPS) payroll costs. The agreement for Lee County is \$57,000. For Fiscal Year 2012-13, Gadsden County’s OPS is projected to be \$10,892 based on actual payrolls and projections for the rest of the year. Fiscal Year 2013-14 for Gadsden County’s OPS is projected based on a total of 2,000 hours for .5 FTE at \$10.35 an hour and .0765 for FICA.

These revenues may increase if additional counties want to support staff in the circuits.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$211,705</b>
<b>Less 8% Service Charge</b>	<b>\$16,936</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$194,769</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$9,738</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$211,705</b>
<b>X 8% Service Charge</b>	<b>\$16,936</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$211,955</b>
<b>X 8% Service Charge</b>	<b>\$16,956</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A02**

**DESCRIPTION**

**\$81,603**

**September 2012 Reversion**

# **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: 2013 - 2014</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
	20-8-588002

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,031,116.40</b>	(A)		
ADD: Other Cash (cash in bank)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,031,116.40</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(135,738.92)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(39,163.60)	(I)		
LESS: Non-Certified Payable Adj.		(J)		
LESS: Current Comp. Absences Liab. Adj.		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>856,213.88</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**

<b>Budget Period:</b>	<b>2013 - 2014</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Clerks of Court Operation Corp. - 21350200
<b>LAS/PBS Fund Number:</b>	20-2-588002

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	837,487.28 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # ____, Receivable Adjustment	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	13,937.23 (D)
Current Compensated Absences	4,789.37 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	856,213.88 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	856,213.88 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**



**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Clerks of Court Operations Corporation -21350200**

**Clerks of Court Trust Fund - 2588**

**Revenue Estimating Methodology:**

The Revenue Estimating Conference provided estimated receipts of \$1,900,000 for FY 2012-13 and \$2,000,000 for FY 2013-14. This was based on projected filings and the dollars received to fund the Clerks of Court Operations Corporation.

The split out of these amounts between the filling fees and education are based on the actual amounts received in FY 2011-2012 as follows:

	<b>Actual Receipts</b>		<b>Est Receipts</b>		<b>Est Receipts</b>
	<b><u>FY 2011/2012</u></b>		<b><u>FY 2012/2013</u></b>		<b><u>FY 2013/2014</u></b>
Article V Fees s28.241	\$1,388,182	76%	\$1,444,000		\$1,520,000
Art V-Education s34.041	\$437,632	34%	\$456,000		\$480,000
<b>Total</b>	<b>\$1,825,814</b>	<b>100%</b>	<b>\$1,900,000</b>		<b>\$2,000,000</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,900,000</b>
<b>Less 8% Service Charge</b>	<b>\$152,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,748,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$87,400</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,900,000</b>
<b>X 8% Service Charge</b>	<b>\$152,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,000,000</b>
<b>X 8% Service Charge</b>	<b>\$160,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

<b>(\$275)</b>	<b>Prior Year Certified Forward Encumbrance</b>
<b>\$14,187</b>	<b>SEPTEMBER 2011 CF REVERSIONS</b>
<b>\$4,022</b>	<b>LEAVE LIABILITY ADJ FY 2010-11</b>
<b>(\$13,087)</b>	<b>PY EQUITY ADJ (CF PAYABLE/EXPENDITURE)</b>

**COLUMN A02    DESCRIPTION**

<b>\$3,429</b>	<b>September 2012 Reversion</b>
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# **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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	402,141.32	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	402,141.32	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(4,635.89)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(31,725.34)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	365,780.09	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE

## State Attorney Office, 1st Circuit

### State Attorney Revenue Trust Fund - 2058

#### Revenue Estimating Methodology:

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

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 01's estimated receipts are \$323,852 for FY 12/13 and \$331,948 for FY 13/14.

**Cost of Prosecution:** The revenues anticipated in the State Attorney Revenue Trust Fund, Cost of Prosecution for FY 2012-13 is \$1,100,000. The revenues anticipated for FY 2013-14 is \$1,200,000. The revenue estimates were determined by using an average of the monthly deposits for FY 2011-12. We also anticipate an increase in our Cost of Prosecution collections due to the fact that our Circuit has three new Clerk of Courts which have indicated they will review their office practices in collection procedures for Cost of Prosecution and make any adjustments needed to maximize collection.

**Worthless Checks:** The revenues anticipated in the State Attorney Revenue Trust Fund, Worthless Checks, for FY 2012-13 is \$250,000 for FY 2012-13 and \$275,000 for FY 2013-14. The revenue in Worthless Checks varies from month to month. 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 2012-13 is \$15,000. It is also anticipated that we will receive \$15,000 in FY 2013-14. The revenue estimates were determined by using an average of the monthly deposits.

**Criminal History/Background Checks:** The revenues anticipated in Criminal History/Background Checks for FY 2012-13 is \$3,000. It is also anticipated that we will receive \$3,000 in FY 2013-14. The revenue estimates were determined by using an average of the monthly deposits.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,691,852</b>
<b>Less 8% Service Charge</b>	<b>\$135,348</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,556,504</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$77,825</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,691,348</b>
<b>X 8% Service Charge</b>	<b>\$135,348</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,824,948</b>
<b>X 8% Service Charge</b>	<b>\$145,996</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	153,558.31	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	153,558.31	(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, 07/01/2012</b>	153,558.31	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 1<sup>st</sup> Circuit**

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

**Revenue Estimating Methodology:**

**FISTF – STATE & FEDERAL:** There is no way to determine revenue estimates for FY 2012-13 and FY 2013-14 for FIST. The State Attorney Office, First (1<sup>st</sup>) Judicial Circuit may or may not receive revenue for either FIST State or FIST Federal during either fiscal year.

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>(\$17,496)</b>	<b>FY 2010-11 CF ENCUMBRANCE</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	15,205.81	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	23,866.45	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>39,072.26</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 (SCGR)	(3,144.69)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>35,927.57</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 1st Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Victims of Crime Act (VOCA):** The revenue amounts are fixed under Contract No. V11172 and is anticipated to be \$121,500 for FY 2012-13 and is anticipated to be \$118,012 for FY 2013-14 under Contract No. V12172.

**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 2012-13 are \$200,000 and the same amount of anticipated revenues for FY 2013-14.

**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 2012-13, this office is slated to receive \$5,000 under Contract No.: C11-1918-SA. This grant will terminate in FY 2012-13; therefore, we will not receive any funds in FY 2013-14.

**US Marshall Service Regional Fugitive Task Force:** This grant is a reimbursable grant designed to reimburse up to \$6,000 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 \$6,000 for overtime hours in FY 2012-13. We anticipated being reimbursed in FY 2013-14 the sum of \$6,000.

**AARA Drug Court Expansion:** This grant is a reimbursable grant billed monthly to the Justice Administrative Service. The revenue amounts will be fixed under contract. In FY 2012-13, this office is slated to receive \$12,000 under Contract No.: 2010-ARRC-State-7-W7-307. This grant will terminate in FY 2012-13 (June 20, 2013); therefore, we will not receive any funds in FY 2013-14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$200,000</b>
<b>Less 8% Service Charge</b>	<b>\$16,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$184,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$9,200</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$200,000</b>
<b>X 8% Service Charge</b>	<b>\$16,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$200,000</b>
<b>X 8% Service Charge</b>	<b>\$16,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	70,077.09	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	70,077.09	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,703.15)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(16,487.34)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	47,886.60	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 2nd Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Cost of Prosecution** – This projection is based on the trend line of historical data together with seasonal factors such as student influx. Clerk of Court collection practices have matured to the point where those on Clerk managed payment programs are performing much more satisfactorily than in the past. This has resulted in increased collections on older cases as well as current cases.

**Worthless Checks** – This estimate is also based on historical collections. While technology has reduced the number of worthless check prosecutions to some degree, that trend has appeared to level off. Our projection anticipates we are at the baseline of collections. We continue in our efforts to collect on older cases still outstanding.

**Misdemeanor Diversion** – This projection is based on several years of historical data. Offenses subject to diversion have expanded thereby increasing collections.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014 Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 02's estimated receipts are \$186,040 for FY 12/13 and \$190,691 FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,111,040</b>
<b>Less 8% Service Charge</b>	<b>\$88,883</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,022,157</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$51,108</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,111,040</b>
<b>X 8% Service Charge</b>	<b>\$88,883</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,145,691</b>
<b>X 8% Service Charge</b>	<b>\$51,108</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	478,961.70	(A)		478,961.70
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	25,872.59	(D)	12,772.90	38,645.49
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>504,834.29</b>	(F)		<b>504,834.29</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 (SCGR)	(2,201.68)	(I)		(2,201.68)
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>502,632.61</b>	(K)	<b>12,772.90</b>	<b>515,405.51</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.

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

<b>Budget Period:</b>	<b>2013 - 2014</b>
<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:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	502,632.61 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # B2100006, Receivable Adjustment	12,772.90 (C)
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	515,405.51 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	515,405.51 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 2nd Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Victims of Crime Act (VOCA)** – Revenue estimates are based on the grant contract. This contract has been recently renewed and the estimate comports with the award.

FY 2012-13 = \$223,135

FY 2013-14 = \$223,135

**Stop Violence Against Women (VAWA)** - Revenue estimates are based on the grant contract. This contract has been recently renewed and the estimate comports with the award.

FY 2012-13 = \$60,720

FY 2013-14 = \$60,720

**National Highway Safety/Florida Department of Transportation-  
DUI**

Revenue estimates are based on the grant contract. This contract has been recently renewed and the estimate comports with the award.

FY 2012-13 = \$80,000

FY 2013-14 = \$80,000

**VAWA Rural Assistant Grant**

Revenue estimates are based on the grant contract. This contract has been recently renewed and the estimate comports with the award.

FY 2012-13 = \$6,852

FY 2013-14 = \$6,852

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	298,569.69	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	298,569.69	(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 (SCGR)	(10,857.73)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	287,711.96	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 3rd Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Cost of Prosecution & Worthless Checks**

During FY 2011-2012 the State Attorney Office in the Third Judicial Circuit experienced a downward trend in collections of Cost of Prosecution and Worthless Checks which we believe to be caused by the poor economy coupled with continuing high unemployment. As you know, collections of Cost of Prosecution and Worthless Check monies come from criminal defendants who generally suffer more as a group in the ranks of the unemployed. While we are cautiously optimistic that the overall economy and employment prospects will improve in the next few years, we will remain conservative in our revenue estimating by projecting the same revenues for FY 2013-2014 in both COP and W/C.

**Article V Traffic Fines**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 03's estimated receipts are \$108,195 for FY 12/13 and \$110,900 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$480,595</b>
<b>Less 8% Service Charge</b>	<b>\$38,448</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$442,147</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$22,107</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$480,595</b>
<b>X 8% Service Charge</b>	<b>\$38,448</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$483,300</b>
<b>X 8% Service Charge</b>	<b>\$38,664</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	233,697.06	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	42,053.17	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>275,750.23</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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>275,750.23</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 3rd Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

- 1. Stop Violence Against Women VAWA:** The revenue amounts are fixed under Contract No. 13-8029-SAO and are anticipated to be \$49,060 for FY 2012-2013 and an additional \$49,060 for FY 2013-2014.
- 2. Victims of Crime Act VOCA:** The revenue amounts are fixed under Contract No. V12097 and are anticipated to be \$200,453 for FY 2012-2013 and an additional \$200,453 for FY 2013-2014.
- 3. Rural Sexual Assault Assistance Program:** The revenue amounts are fixed (subject to the availability of funds) under Subcontract 10RUR07 and are anticipated to be \$10,833 which is currently being paid at the rate of \$471 per month for 23 months ending 9/30/12, and \$12,996 which will be paid at the rate of \$361 per month for 36 months, beginning 10/1/12 and ending 9/30/15. Thus the revenue for FY 2012-2013 will be \$4,662 (3 months at \$471 & 9 months at \$361) and an additional \$4,332 (12 months at \$361) for FY 2013-2014.

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,753,803.38	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	4,753,803.38	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(40,099.11)	(H)		
Approved "B" Certified Forwards	(6,720.89)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(40,700.11)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	4,666,283.27	(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**

<b>Budget Period: 2013 - 2014</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 4th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058004

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	4,673,004.16 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(6,720.89) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	4,666,283.27 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	4,666,283.27 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 4th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Cost of Prosecution:**

The State Attorney's Office Fourth Judicial Circuit revenue projections are based on our last three fiscal years performance.

In fiscal year 2009-2010 our revenues were approximately \$1,250,700, fiscal year 2010-11 revenues were approximately \$1,520,500, and fiscal year 2011-12 revenues were approximately \$1,472,550.

The State Attorney's Office Fourth Judicial Circuit is projecting revenues for fiscal year 2012-13 to be \$2,000,000, and the projections for FY 2013-14 are \$2,000,000.

**Worthless Checks:**

The State Attorney's Office Fourth Judicial Circuit revenue projections are based on our last three fiscal years performance.

In fiscal year 2009-2010 our revenues were approximately \$148,550, fiscal year 2010-11 revenues were approximately \$80,000, and fiscal year 2011-12 revenues were approximately \$20,000. Revenues have decreased last fiscal year due to a reduction in staff in the Worthless Check Division.

Our revenue projection for FY 2012-13 is \$100,000 and \$100,000 for FY 2013-14.

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 04's estimated receipts are \$526,956 for FY 12/13 and \$540,130 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,626,956</b>
<b>Less 8% Service Charge</b>	<b>\$210,156</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,416,800</b>
<b>5% Trust Fund Reserve</b>	<b>\$120,840</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,626,956</b>
<b>X 8% Service Charge</b>	<b>\$210,156</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,640,130</b>
<b>X 8% Service Charge</b>	<b>\$211,210</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$7,656</b>	<b>September 2012 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,304,597.69	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,304,597.69	(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 (SCGR)	(4,986.94)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,299,610.75	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

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

**Revenue Estimating Methodology:**

FIST revenues are case dependent; therefore, it is difficult to project revenues for future fiscal years. The State Attorney's Office Fourth Judicial Circuit is requesting \$250,000 for fiscal year 2012-2013 and fiscal year 2013-2014 in FIST (State), and we are requesting \$2,000 in FIST (Federal) for fiscal years 2012-13 and 2013-14. FIST (federal) is a newly created fund for our circuit in late fiscal year 2012. We are projecting revenues based on the past three year's revenues.

Revenues FIST (State):

Fiscal Year 2010: \$216,119

Fiscal Year 2011: \$119,326

Fiscal Year 2012: \$896,704 / \$151,014 \*

\*The increase in revenues in fiscal year 2012 was due to a federal forfeiture case. Our revenues without this case were \$151,014. We are anticipating an increase of revenues for fiscal year 2012-2013 and 2013-2014.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$250,000</b>
<b>Less 8% Service Charge</b>	<b>\$20,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$230,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$11,500</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$250,000</b>
<b>X 8% Service Charge</b>	<b>\$20,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$250,000</b>
<b>X 8% Service Charge</b>	<b>\$20,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$1,352</b>	<b>September 2011 CF Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	642,646.46	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	19,353.47	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	661,999.93	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(2,163.11)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(480.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	659,356.82	(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**

<b>Budget Period:</b>	<b>2013 - 2014</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 4th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339007

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	661,519.93 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # ____, Receivable Adjustment	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(2,163.11) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	659,356.82 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	659,356.82 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 4th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Insurance Fraud Prosecution:**

The projected revenue amounts for the Insurance Fraud Prosecution Trust Fund for FY 2012-13 are \$138,618.00 and the same for FY 2013-14.

**Victims against Crime Act VOCA:**

The revenue amounts under Contract No. V11230 are anticipated to be \$183,000 for FY 2012-13 and \$200,000 for FY 2013-14.

**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 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 Hilliard, 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 \$60,000 in FY 2012-13 and \$100,000 in FY 2013-14. This trust fund is subject to an 8% service charge, and is thereby reduced by that amount every year.

**Tax Recovery:**

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

**Arrest Grant:**

This is a Federal Pass-through Grant. This office is slated to receive \$60,000 FY 2012-13 and \$70,000 for FY 2013-14.

**Fla. Coastal Law School Program:**

This program is through the Post-Graduate Public Interest Employment Program with Florida Coastal School of Law. The projected revenues for FY-2012-13 and FY 2013-14 are \$2,000.

**BYRNE - JAG - CPU Grant:**

This program was appropriated by the Florida Legislature and funded through the Edward Byrne Memorial Justice Assistance Grant. In FY 2012-13, this office is slated to receive \$125,000 and \$150,000 for FY 2013-14.

**Stop Violence against Women VAWA:**

The revenue amounts under Contract No. 13-8030-SAO are anticipated to be \$89,000 for FY 2012-13 and \$100,000 for FY 2013-14.

**FDLE Victim/Witness Protection Program:**

This program assists victims and witnesses who are being threatened for testifying. The projected revenues for FY-2012-13 and FY 2013-14 are \$2,000.

**FDLE Bullet Proof Vests Partnership Program:**

This program has provided some assistance in replacing expired bullet proof vests for our investigators. The projected revenue for FY-2012-13 is \$800.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$62,000</b>
<b>Less 8% Service Charge</b>	<b>\$4,960</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$57,040</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,852</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$62,000</b>
<b>X 8% Service Charge</b>	<b>\$4,960</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$102,000</b>
<b>X 8% Service Charge</b>	<b>\$8,160</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$104</b>	<b>September 2011 Reversion</b>





## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,812,394.33	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,812,394.33	(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 (SCGR)	(29,970.62)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,782,423.71	(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:**

**Cost of Prosecution**

Cost of prosecution is still new enough for us not to have a long history upon which to base projections. Revenue based on actual figures for FY 2010-2011 is \$950,637 and for FY 2011-2012 are \$1,111,397.

Because we cannot predict that a defendant will pay their cost of prosecution fee, we are averaging the past 2 fiscal years to obtain estimated receipts for FY 2012-13 and FY 2013-14 and that average is \$1,031,017.

**Worthless Checks**

Worthless check revenue projections are based on the past two year's performance. Revenues have decreased slightly, so our projections have been adjusted accordingly. Receipts for FY 2010-2011 were \$26,384 and receipts for FY 2011-2012 were \$21,027. The averages for FY 2012-2013 = \$23,705.

**Article V Traffic Fines**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 05's estimated receipts are \$275,577 for FY 12/13 and \$282,466 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,330,299</b>
<b>Less 8% Service Charge</b>	<b>\$106,424</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,223,875</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$61,194</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,330,299</b>
<b>X 8% Service Charge</b>	<b>\$106,424</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,337,188</b>
<b>X 8% Service Charge</b>	<b>\$106,975</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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-5th Judicial Circuit
	20-2-095001

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1.07	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1.07	(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, 07/01/2012</b>	1.07	(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: 2013 - 2014</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-5th Judicial Circuit
	20-2-316005

	Balance as of 6/30/2012		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, 07/01/2012</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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	240,488.02	(A)		240,488.02
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	7,972.11	(D)	706.75	8,678.86
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>248,460.13</b>	(F)		<b>248,460.13</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 (SCGR)	(31,738.64)	(I)		(31,738.64)
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>216,721.49</b>	(K)	<b>706.75</b>	<b>217,428.24</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.

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

<b>Budget Period:</b>	<b>2013 - 2014</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 5th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339014

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	216,721.49 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # B2100007, Receivable Adjustment	706.75 (C)
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	217,428.24 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	217,428.24 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 5th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**VOCA**

The revenue amounts are fixed und Contract V12086 and are anticipated to be \$85,506 for FY 2012-2013 and 2013-2014.

**VAWA**

The revenue amounts are fixed under Contract 13-8031-SAO and are anticipated to be \$86,302 for FY 2012-2013 and 2013-2014.

**Local Ordinance**

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 2011-2012 were \$23,175 and estimated receipts for FY 2012-2013 and FY 2013-14 are \$23,175.

**County IT**

Each county is responsible for reimbursing each IT employee's salary plus a percentage of certain personnel's salary throughout the circuit. Marion county reimbursement for FY 2012-2013 is \$322,000. Lake county reimbursement for FY 2012-2013 is \$260,000. Hernando county reimbursement for FY 2012-2013 is \$132,000. Citrus county reimbursement for FY 2012-2013 is \$119,000. Sumter county reimbursement for FY 2012-2013 is \$87,500. The expected reimbursement from each county for FY 2013-2014 is the same as FY 2012-2013 (\$920,500).



**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$943,675</b>
<b>Less 8% Service Charge</b>	<b>\$75,494</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$868,181</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$43,409</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$943,675</b>
<b>X 8% Service Charge</b>	<b>\$75,494</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$943,675</b>
<b>X 8% Service Charge</b>	<b>\$75,494</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**\$707                    Statewide Financial Statement Adjustment # B2100007**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	5,933,646.85	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	105,804.52	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>6,039,451.37</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 (SCGR)	(52,962.11)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>5,986,489.26</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**COST OF PROSECUTION** - Cost of Prosecution revenue increased 1.9 % from 2010-11 to 2011-12. Revenue should stabilize FY 2012-13 and FY 2013-14.

**WORTHLESS CHECK** - Revenue decreased 4.75% from FY 2010-11 to FY 2011-12. Since the amount of check writers is decreasing revenue FY12/13 and FY13/14 should be reduced by 10%.

**ARTICLE V TRAFFIC FINES** - Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 06's estimated receipts are \$665,161 for FY 12/13 and \$681,790 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,505,060</b>
<b>Less 8% Service Charge</b>	<b>\$200,405</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,304,655</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$115,233</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,505,060</b>
<b>X 8% Service Charge</b>	<b>\$200,405</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,521,689</b>
<b>X 8% Service Charge</b>	<b>\$201,735</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,078,192.29	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	13,699.50	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,091,891.79	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(50,292.05)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,041,599.74	(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**

<b>Budget Period: 2013 - 2014</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 6th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339002

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	994,993.57 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # ____, Receivable Adjustment	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
Current Compensated Absences	46,606.17 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>1,041,599.74 (E)</b>
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>1,041,599.74 (F)</b>
<b>DIFFERENCE:</b>	<b>0.00 (G)*</b>

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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 extended grant commenced July 1, 2010 and anticipated revenues for FY 2012/13 are \$2,191. This grant terminates September 30, 2012.

**DUI SPECIAL PROSECUTION - Grant K8-13-06-04**

DUI Special Prosecution is a one year Federal indirect grant between this circuit and Florida Department of Transportation. This reimbursable grant will receive revenues of \$68,863 in FY 2012-13 and \$90,000 FY 2013-14 with the anticipation of the grant continuing for a second year.

**CHILD WELFARE LEGAL SERVICES - QJ3CO**

This two year agreement is between this circuit and Florida Department of Children and Families. Revenue for FY 2012-13 and FY 2013-14 will be \$3,163,824 per year payable at a monthly rate of \$263,652.

**VOCA - Victim of Crime Act-Grant #V12005**

This reimbursable grant is between this circuit and the Office of the Attorney General. Revenue in FY 2012-13 will be \$44,183 and the same amount is anticipated for FY 2013-14.

**TAX COLLECTION ENFORCEMENT DEFERRED PROGRAM**

This agreement with the Department of Revenue is to aid the Department in the collection of unpaid sales tax from our local business owners. The revenue is fixed under agreement with Able Trust at \$12,500 per quarter for maximum of \$50,000 per year.

**5 Percent State Trust Fund Reserve:**

**Not Applicable**

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

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$51,503</b>	<b>LEAVE LIABILITY ADJUSTMENT FY 10/11</b>
<b>\$11,710</b>	<b>September 2011 Certified Forward Reversion</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$12,258</b>	<b>September 2012 Certified Forward Reversion</b>





## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,205,559.12	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,205,559.12	(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 (SCGR)	(29,908.81)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,175,650.31	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 7th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

1) Cost of Prosecution: Revenue estimates are based on historical data, current contracts, new collection methodologies and evaluation of current criminal justice activity trends within our circuit. We have actively worked with the clerks and courts within our circuit to increase the productivity in the collection of cost of prosecutions. The rate of collection increase as well as an increase in the criminal conviction rate within our circuit to record levels has resulted in an increase of 68% for the 2012 year over our base line of 2008. Collections in 2008 were \$572,702 compared with \$965,983 in 2012. We expect to continue this increase for the coming year with the further automation of the clerk and court digital systems resulting in a reduced increase but reaching \$1,400,000 before leveling off the following year at our target collection of \$1,550,000 based on current and anticipated levels of assessed costs.

2) Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 07's estimated receipts are \$353,166 for FY 12/13 and \$361,995 for FY 13/14.

3) Worthless Checks: Estimates are based on historical data, and new efforts intended to increase revenues. Our worthless check division continues to provide a critical need to the small business owners of our communities and recent marketing efforts should lead to future increased revenues.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,023,166</b>
<b>Less 8% Service Charge</b>	<b>\$161,853</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,861,313</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$93,066</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,023,166</b>
<b>X 8% Service Charge</b>	<b>\$161,853</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,211,995</b>
<b>X 8% Service Charge</b>	<b>\$176,960</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,610.48</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>1,610.48</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, 07/01/2012</b>	<b>1,610.48</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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	51,277.51	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	16,114.70	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>67,392.21</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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>67,392.21</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 7th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

1) Victims of Crime Act (VOCA) : This is a Federal Grant passed through the state government to this agency. The amount has been reduced by the Federal government for this year to \$143,937. The federal government has sent notice that further reductions can be expected in future years , potentially ending the program which will result in personnel and services reductions if the funding is not replaced with GR funds.

2) Stop Violence Against Women (VAWA): This is a Federal Grant passed through state government to this agency. The amount should be stable for another year. We receive \$78,161 from this grant.

3) JAG Drug Court: This grant is not expected to continue after the 2013-2014 budget year, although the final decision has not been communicated to this office at this time. We receive \$31,362 from this grant.

4) Local Ordinance Prosecution: Statutory charge assessed to local municipalities or counties for prosecution of their local ordinances. Revenues are not expected to increase during this budget year.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$90</b>
<b>Less 8% Service Charge</b>	<b>\$7</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$83</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$90</b>
<b>X 8% Service Charge</b>	<b>\$7</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$90</b>
<b>X 8% Service Charge</b>	<b>\$7</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**





## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,855,439.69	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,855,439.69	(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 (SCGR)	(14,733.30)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,840,706.39	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 8th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Worthless Checks:** The revenue amount is projected to decline approximately 7.85 % each fiscal year due to the electronic conversion of paper checks to automatic debit transactions.

FY 2011-12 collections \$84,485 minus 7.85 % = \$77,853

FY 2012-13 estimated collections \$77,853 minus 7.85 % = \$71,742

**Cost of Prosecution:** Based on historical data, the revenue amount is projected to decline approximately 5.125 % each fiscal year.

FY 2011-12 collections \$464,909 minus 5.125 % = \$441,664

FY 2012-13 estimated collections \$441,664 minus 5.125 % = \$419,581

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 08's estimated receipts are \$206,546 for FY 12/13 and \$211,710 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$726,063</b>
<b>Less 8% Service Charge</b>	<b>\$58,085</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$667,978</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$33,399</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$726,063</b>
<b>X 8% Service Charge</b>	<b>\$58,085</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$703,033</b>
<b>X 8% Service Charge</b>	<b>\$56,243</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	418.64	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	418.64	(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, 07/01/2012</b>	418.64	(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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	210,875.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	24,581.65	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>235,456.99</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 (SCGR)	(204.00)	(I)		
LESS:		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>235,252.99</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**

<b>Budget Period: 2013 - 2014</b>	
<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, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	234,719.43 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # ____, Receivable Adjustment	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
Current Compensated Absences	533.56 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	235,252.99 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	235,252.99 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 8th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**1. Victims of Crime Act VOCA:** The revenue amounts for FY 2012-13 are fixed under Contract No. V12012 \$217,447 and it is anticipated to increase by 5% in FY 2013-14 \$228,319.

**2. Stop Violence Against Women VAWA:** The revenue amounts for FY 2012-13 are fixed under Contract No. 13-8033-SAO \$52,688, however we were notified on October 10, 2012 that there are additional funds available that will be distributed in January 2013 for FY 2012-13 therefore we anticipate a 15% increase to \$60,591. We anticipate an increase of 15% in FY 2013-14 \$69,680.

**3. Prosecution of Local Ordinances:** The projected revenue amounts are based on contracts with the City of Gainesville (\$2,550/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 \$4,400/annually.

**4. UF Law School Intern Program:** The revenue amounts are based on the current contract \$15,000/annually for FY 2012-2013 and it is anticipated to remain the same FY 2013-14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$4,400</b>
<b>Less 8% Service Charge</b>	<b>\$352</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$4,048</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$202</b>



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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$4,400</b>
<b>X 8% Service Charge</b>	<b>\$352</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$4,400</b>
<b>X 8% Service Charge</b>	<b>\$352</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$706</b>	<b>LEAVE LIABILITY ADJUSTMENT FY 10/11</b>



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,155,503.91	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	3,155,503.91	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(19,324.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(43,743.81)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	3,092,436.10	(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**

<b>Budget Period: 2013 - 2014</b>	
<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, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	3,111,760.10 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(19,324.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	3,092,436.10 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	3,092,436.10 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 9th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 09's estimated receipts are \$397,151 for FY 12/13 and \$407,080 for FY 13/14.

**Cost of Prosecution:**

FY 2012-13 and 2013-14 estimated revenues are based on 'actual' receipts from the FY 2011-12 plus a 1.5% increase. Historical collections show an approximately 3% increase over prior year's revenues.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,919,651</b>
<b>Less 8% Service Charge</b>	<b>\$153,572</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,766,079</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$88,304</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,919,651</b>
<b>X 8% Service Charge</b>	<b>\$153,572</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,929,580</b>
<b>X 8% Service Charge</b>	<b>\$154,366</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01**

**DESCRIPTION**

**(\$19,044)**

**FY 2010-11 CF ENCUMBRANCE**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	227,549.64	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	227,549.64	(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 (SCGR)	(148.44)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	227,401.20	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

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

**Revenue Estimating Methodology:**

**State Forfeitures:**

FY 2012-13 and 2013-14 estimated revenues are based on anticipated proceeds from state forfeitures for these years. Cases sometimes take years to resolve and for the proceeds to be received.

**Federal Forfeitures:**

FY 2012-13 and 2013-14 estimated revenues are based on anticipated proceeds from federal forfeitures. There are several large cases currently pending and the proceeds are anticipated to be received in the current or next fiscal year.

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

**5 Percent State Trust Fund Reserve:**

N/A

**8 Percent Service Charge to General Revenue: Show a detailed calculation of**

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,028,560.72	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	29,491.73	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,058,052.45	(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 (SCGR)	(3,708.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	2,054,344.45	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

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

FY 2012-13 and 2013-14 estimated revenues are based on the actual contracted amount for FY 2012-13. The contractual agreement for FY 2013-14 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 2012-13 and 2013-14 estimated revenues are based on the actual contracted amount for FY 2012-13. The contractual agreement for FY 2013-14 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 2012-13 and 2013-14 estimated revenues are based on current proviso in the GAA (reference Line Item 917). 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 2013-14 this revenue amount will be continued.

**County Grant:**

FY 2012-13 and 2013-14 estimated revenues from Orange County are based on the actual contracted amount for FY 2012-13. The contractual agreement for FY 2013-14 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 State Trust Fund Reserve:**

**Not Applicable**

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

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01**

**DESCRIPTION**

**(\$13,040)**

**Prior Year Receivable Write-Off**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,706,030.37	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	3,706,030.37	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(34,104.14)	(H)		
Approved "B" Certified Forwards	(19,324.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(53,724.19)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	3,598,878.04	(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**

<b>Budget Period:</b>	<b>2013 - 2014</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 10th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058010

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	3,618,202.04 (A)
<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	(19,324.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
	(D)
	(D)
	(D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	3,598,878.04 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	3,598,878.04 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 10th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 10's estimated receipts are \$312,402 for FY 12/13 and \$320,212 for FY 13/14.

**Worthless Checks:**

The State Attorney's Office, 10<sup>th</sup> Circuit, estimates that revenues will remain the same for the FY 2013-14 for the Worthless Check revenue source within the State Attorney Revenue Trust Fund. The collections show no increase over the past two fiscal years.

**Cost of Prosecution:**

The estimates for the Cost of Prosecution Trust Fund shows a 25% increase of collections from FY 2009-10 to FY 2010-11, but a decrease of 2.5% in the 11-12 FY. Due to the fluctuations of the collections from year to year, this office is using an average from the past two fiscal years to estimate revenue for 2013-14 FY.

**Cost of Prosecution Trust Fund**

09-10 collections	\$1,573,081
10-11 Collections	\$1,968,878 25% increase
11-12 Collections	\$1,919,962 2.5% decrease
Average collected over 10-11 FY and 11-12 FY = <u>\$1,944,420</u>	

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,349,422</b>
<b>Less 8% Service Charge</b>	<b>\$187,954</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,161,468</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$108,073</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,349,422</b>
<b>X 8% Service Charge</b>	<b>\$187,954</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,357,232</b>
<b>X 8% Service Charge</b>	<b>\$188,579</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$3,199</b>	<b>September 2011 Reversion</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$1,868</b>	<b>September 2012 Reversion</b>



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	14,864.27	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	2,951.13	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>17,815.40</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,913.95)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>14,901.45</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

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 2012-2013 is \$1,160,164 and due to case management imaging projects, we project the contract to be \$1,184,164 for the 2013-2014 Fiscal Year.

The remaining Grants & Donations Budget is ARRA Drug Court Grant Funding in the amount of \$60,836 for 2012-2013 and 2013-2014 with no projected increase.

**5 Percent State Trust Fund Reserve:**

**Not Applicable**

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

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**\$106                    FY 2010-11 Non-Certified Forward Payable Adjustment**

**COLUMN A02    DESCRIPTION**

**\$218                    September 2012 Reversion**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	8,454,076.54	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	8,454,076.54	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(1,081.92)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(75,473.88)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	8,377,520.74	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

A twelve month period was averaged for the Costs of Conviction fees received from the Department of Revenue and local Cost of Prosecution. Actual collections for 2011-2012 were \$2,218,897. Based on the prior period annual collections, we estimate collections of approximately \$184,000 per month.

Worthless Checks and Prosecution of Local Ordinance were also calculated based on prior year earnings, plus pending receivables.

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 11's estimated receipts are \$1,236,653 for FY 12/13 and \$1,267,569 for FY 12/13.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$3,571,653</b>
<b>Less 8% Service Charge</b>	<b>\$285,732</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$3,285,921</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$164,296</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$3,571,653</b>
<b>X 8% Service Charge</b>	<b>\$285,732</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,602,569</b>
<b>X 8% Service Charge</b>	<b>\$288,206</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	186,013.84	(A)		186,013.84
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	1,580,326.72	(D)	(80,465.57)	1,499,861.15
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,766,340.56</b>	(F)	<b>(80,465.57)</b>	<b>1,685,874.99</b>
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(1,272,826.95)	(H)		(1,272,826.95)
Approved "B" Certified Forwards	(150,641.13)	(H)		(150,641.13)
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>342,872.48</b>	(K)	<b>(80,465.57)</b>	<b>262,406.91</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.

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

<b>Budget Period: 2013 - 2014</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Child Support Trust Fund
<b>Budget Entity:</b>	State attorneys Office-11th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-084008

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/12**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<b>493,513.61</b>	(A)
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**Subtract Nonspendable Fund Balance (GLC 56XXX)**

		(B)
--	--	-----

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

SWFS Adjustment # B2100004 - To adjust General Ledger Code balance for Child Support Enforcement receipts to agree with the Department of Revenue (DOR) (Form-3-Adjustment)	<b>(80,465.57)</b>	(C)
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**Add/Subtract Other Adjustment(s):**

Approved "B" Carry Forward (Encumbrances) per LAS/PBS	<b>(150,641.13)</b>	(D)
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Approved "C" Carry Forward Total (FCO) per LAS/PBS		(D)
--	--	-----

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

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

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

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

	<b>262,406.91</b>	(E)
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**ADJUSTED BEGINNING TRIAL BALANCE:**

	<b>262,406.91</b>	(F)
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**UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)**

	<b>0.00</b>	(G)*
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**DIFFERENCE:**

**\*SHOULD EQUAL ZERO.**



**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11th Circuit**

**Child Support Trust Fund - 2084**

**Revenue Estimating Methodology:**

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

FY 2012-13 Estimated Revenue = \$21,966,010

FY 2013-14 Estimated Revenue = \$22,807,475

The State Attorney Office in the Fourteenth, (11<sup>th</sup>) Judicial Circuit has requested deletion of excess trust fund budget authority accumulated over time in the Child Support Enforcement Trust Fund in the amount of \$400,000 via issue code 4300100.

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

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

**Agency Name \_JAC/State Attorney Office-11th Judicial Circuit**

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the transfer category used, and the amount of the transfer for each of the fiscal years indicated, as well as the name and phone number of the person at the

**Fund Name and Number :** Child Support Trust Fund 20 2 084008

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 11-12 (A01)</b>	<b>Amount FY 12-13 (A02)</b>	<b>Amount FY 13-14 (A03)</b>	<b>Confirmed By</b>
Department of Revenue FID 2610	001510	14,111,396.00	14,000,000.00	14,693,000.00	Teri Mann
Department of Revenue FID 2610	001500	7,119,629.00	7,000,000.00	7,357,000.00	Teri Mann
<b>TOTAL</b>		<b>21,231,025.00</b>	<b>21,000,000.00</b>	<b>22,050,000.00</b>	

<b>Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Category</b>				

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	494,774.45	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	494,774.45	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(72.30)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(739.37)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	493,962.78	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11th Circuit**

**Civil RICO Trust Fund - 2095**

**Revenue Estimating Methodology:**

The methodology used for estimating revenue can be based on estimated collections in the prior fiscal year of approximately \$5,000 per quarter. Although the actual collections for 2011-2012 were \$25,803, we are not seeing the same level of RICO forfeitures in fiscal year 2012-2013. We have therefore estimated conservatively to approximate collections of \$20,000 per year over the next two fiscal years.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>Less 8% Service Charge</b>	<b>\$1,600</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$18,400</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$920</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>X 8% Service Charge</b>	<b>\$1,600</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>X 8% Service Charge</b>	<b>\$1,600</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	882,227.26	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	882,227.26	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(598.50)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)	(2,590.66)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	879,038.10	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

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

**Revenue Estimating Methodology:**

Revenue estimates are based on our anticipated share of South Florida Money Laundering Task Force (SFMLSF) seizures and other forfeiture awards. We anticipate a slight reduction in revenue in 2012-2013 with some increase in 2013-2014, as a result of a decrease in the number of seizures currently in the pipeline and anticipated by the SFMLSF.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$90,000</b>
<b>Less 8% Service Charge</b>	<b>\$7,200</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$82,800</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,140</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$90,000</b>
<b>X 8% Service Charge</b>	<b>\$7,200</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$90,000</b>
<b>X 8% Service Charge</b>	<b>\$7,200</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,357,602.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	50,982.26	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,408,584.60</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(225,652.72)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,896.58)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>1,180,035.30</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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 WComp 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 \$1,170,000 and FY 2012-2013 \$1,480,000

**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 State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**\$2,534            September 2011 Reversion**

**COLUMN A02    DESCRIPTION**

**\$7,284            September 2012 Reversion**

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

**Agency Name \_JAC/State Attorney Office-11th Judicial Circuit**

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the transfer category used, and the amount of the transfer for each of the fiscal years indicated, as well as the name and phone number of the person at the

**Fund Name and Number :** Grants and Donations Trust Fund 20 2 339004

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 11-12 (A01)</b>	<b>Amount FY 12-13 (A02)</b>	<b>Amount FY 13-14 (A03)</b>	<b>Confirmed By</b>
Department of Financial Services FID 2393	001500	267,933.00	272,532.00	280,000.00	Jamessa Chester
Department of Financial Services FID 2795	001500	133,307.00	133,307.00	136,000.00	Jamessa Chester
Department of Legal Affairs FID 2261	001510	209,497.00	218,916.00	240,800.00	Sally Thomas
<b>TOTAL</b>		<b>610,737.00</b>	<b>624,755.00</b>	<b>656,800.00</b>	

<b>Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Category</b>				

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,506,529.40	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,506,529.40	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,025.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(33,286.44)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	2,470,217.96	(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 2013-2014 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:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 12's estimated receipts are \$289,972 for FY 12/13 and \$297,221 for FY 13/14.

Revenue estimate for Cost of Prosecution for FY 2012-13 is based on a monthly average over the past nine months (October 2011 through June 2012) of \$83,955 per month multiplied by 12 for a projection total of \$1,007,460. I anticipate no reduction or expansion of programs or collections in FY 2013-14, therefore, the projection is the same.

Revenue estimate for Worthless Check for FY 2013-14 is based on a monthly average over the past nine months (October 2011 through June 2011) of \$606 per month multiplied by 12 for a projection total of \$7,272. I anticipate no reduction or expansion of programs or collections in FY 2013-14, therefore, the projection is the same.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,304,704</b>
<b>Less 8% Service Charge</b>	<b>\$104,376</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,200,328</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$60,016</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,304,704</b>
<b>X 8% Service Charge</b>	<b>\$104,376</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,311,953</b>
<b>X 8% Service Charge</b>	<b>\$104,956</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	5,140,401.65	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	5,140,401.65	(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 (SCGR)	(51,792.77)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	5,088,608.88	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 13th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 13's estimated receipts are \$523,876 for FY 12/13 and \$536,973 for FY 13/14.

SARTF Cost of Prosecution projected revenue is based on FY 2011-2012 actual receipts. Receipts for this time period were \$1,720,854.39. Revenue estimates for FY 2012-2013 are the same amount, \$1,720,854.39. Estimates for FY 2013-2014 are also \$1,720,854.39.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,244,730</b>
<b>Less 8% Service Charge</b>	<b>\$179,578</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,065,152</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$103,258</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,244,730</b>
<b>X 8% Service Charge</b>	<b>\$179,578</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,257,827</b>
<b>X 8% Service Charge</b>	<b>\$180,626</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	69,750.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	69,750.00	(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, 07/01/2012</b>	69,750.00	(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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,517,843.62	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	20,869.11	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>2,538,712.73</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 (SCGR)	(960.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>2,537,752.73</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 2013-2014 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**

The STOP Violence Against Women Act grant was not renewed by the 13<sup>th</sup> Circuit for FY 2012-2013. Therefore, no revenue will be forthcoming from this grant for FY 2012-2013. At this point in time, no revenue is projected for FY 2013-2014.

**Insurance Fraud Protection (PIP and Worker's Comp)**

The projected revenue amounts for the Insurance Fraud Prosecution Trust Funds 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 annually in recurring funds to the State Attorney, 13<sup>th</sup> Circuit. In FY 2011-2012 the amount was:

\$134,185.00 – PIP Fraud  
\$124,398.00 – Workers Comp Fraud  
\$258,583.00 – Total Annual Revenue

Anticipated funding for both FY 2012-2013 and FY 2013-2014 is expected to increase as follows:

\$136,488.00 – PIP Fraud  
\$124,398.00 – Workers Comp Fraud  
\$260,886.00 – Total Annual Revenue

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 \$24,000.00 in FY 2012-2013 and \$24,000.00 in FY 2013-2014 (\$6,000/qtr. x 4 = \$24,000/ann.).

This revenue from Hillsborough County is subject to an 8% service charge, and revenue is thereby reduced by that amount (\$1,920.00) per year for both FY 2012-2013 and FY 2013-2014.

## **Tax Recovery Grant**

The revenue amounts for this grant are fixed under agreement with the Able Trust at \$12,500/qtr. x 4 quarters = \$50,000/annually, and should continue unchanged for both FY 2012-2013 and FY 2013-2014.

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.

The original date of the grant was August 1, 2011. The grant was amended on June 27, 2012, Hillsborough County, Florida, Board of County Commissioners Document No. 12-0635. The grant will end on when the funds awarded under the grant are depleted.

Our office estimates that the funds will be depleted by the end of August, 2012.

Receipts under this grant in FY 2012-2013 are estimated at \$66,599.

No receipts are anticipated in FY 2013-2014.

This grant is not subject to a service charge.

## **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. 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. In FY 2011-2012, this office billed \$173,387.52 to this program for the months of July, 2011, through June, 2012.

The program has been continued in FY 2012-2013, and is slated to end June 30, 2013. Anticipated billing for FY 2012-2013 is estimated to be equal to the FY 2011-2012 billing, at \$173,387.52.

Since the program is projected to end on June 30, 2012, no billing is anticipated in FY 2013-2014.

This grant is not subject to a service charge.

### **FAJUA PIP Insurance Fraud Grant**

This program is funded on an annually renewable basis by the Florida Joint Underwriters Association to fund the prosecution of PIP Insurance Fraud. Funding of \$150,000.00 annually was received in September, 2011, for FY 2011-2012.

Upon execution of a new agreement with FAJUA, continued funding of this grant is anticipated at the rate of \$150,000.00 annually for FY 2012-2013 and also for FY 2013-2014.

This fund is exempted from Service Charges through a Service Charge to GR Exemption Request Letter approved by OPB.

### **Law Enforcement & Prosecution Project Grant (New)**

This is a new grant, awarded through Interlocal Agreement No. 12-0546 with Hillsborough County, Florida, Board of County Commissioners. This grant is a pass-through Federal Department of Justice, Office of Justice Programs (DOJ-OJP) Bureau of Justice Assistance (BJA) award supported under the FY 10 (BJA-JAG) 42 USAC 3720, et seq., Justice Assistance Grant (JAG) Program. The funding in this grant will be used to fund one juvenile prosecutor.

The amount awarded under this grant is \$81,586.00. The start date of this grant was May 1, 2012, and the end date is September 30, 2013. However, the grants funds are projected to be exhausted in May, 2013. Therefore, all funds will be received in FY 2012-2013 and no revenue is projected for FY 2013-2014.

This is a federal pass-through grant, through Hillsborough County. Therefore, there is no service charge associated with this grant.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$24,000</b>
<b>Less 8% Service Charge</b>	<b>\$1,920</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$22,080</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,104</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$24,000</b>
<b>X 8% Service Charge</b>	<b>\$1,920</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$24,000</b>
<b>X 8% Service Charge</b>	<b>\$1,920</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 11/12):**

**None**



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

**Agency Name \_JAC/State Attorney Office-13th Judicial Circuit**

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the transfer category used, and the amount of the transfer for each of the fiscal years indicated, as well as the name and phone number of the person at the

**Fund Name and Number :**

**Grants and Donations Trust Fund 20 2 339016**

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 11-12 (A01)</b>	<b>Amount FY 12-13 (A02)</b>	<b>Amount FY 13-14 (A03)</b>	<b>Confirmed By</b>
Department of Financial Services FID 2393	001500	134,185.00	136,488.00	136,488.00	Jamessa Chester
Department of Financial Services FID 2795	001500	124,398.00	124,398.00	124,398.00	Jamessa Chester
<b>TOTAL</b>		<b>258,583.00</b>	<b>260,886.00</b>	<b>260,886.00</b>	

<b>Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Category</b>				

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,124,636.12	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,124,636.12	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(10,407.60)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(35,219.69)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,079,008.83	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 14th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:** Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 14's estimated receipts are \$191,867 for FY 12/13 and \$196,664 for FY 13/14.

**Cost of Prosecution:** Cost of Prosecution revenue is estimated at \$75,000 per month for a total of \$900,000 for 2012-13 and \$75,833 per month for a total of \$910,000 for 2013-14. Anticipated revenue is based on a conservative average of the last two fiscal years and taking into consideration a decrease in revenue received in 2011-12 from 2010-11.

**Worthless Check Fees:** Worthless check fees are projected at \$21,000 for 2012-13 and 2013-14 which is calculated as an average of the last two fiscal years. Receipts for 2010-11 were \$25,220 and receipts for 2011-12 were \$19,906. Revenues are down due to the increased use of electronic banking versus actual checks. We have changed to an in-house diversion program in the largest county in our six county circuit. We plan to change the remaining five counties to an in-house diversion program rather than out-sourcing and anticipate fees at \$21,000 annually.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,112,867</b>
<b>Less 8% Service Charge</b>	<b>\$89,029</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,023,838</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$51,192</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,112,867</b>
<b>X 8% Service Charge</b>	<b>\$89,029</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,127,664</b>
<b>X 8% Service Charge</b>	<b>\$90,213</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$15</b>	<b>September 2012 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	80,514.32	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	21,715.09	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>102,229.41</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 (SCGR)	(773.09)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>101,456.32</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 14<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**VOCA** revenues for 2012-13 are based on a signed contract in the amount of \$227,410 and we anticipate the contract to be renewed for 2013-14 for the same amount.

**VAWA** revenues for 2012-13 are based on a signed contract in the amount of \$53,963 and we anticipate the contract to be renewed for 2013-14 for the same amount.

**County Information Technology** revenues for 2012-13 and 2013-14 are based on signed contracts for reimbursement of salary and benefits. Revenue for 2012-13 under the contract is for \$60,000. Revenue for 2013-14 under the contract is for \$72,650.

**Local Ordinance Prosecution** revenues are received under contracts with municipalities and counties for the prosecution of these cases at \$50.00 per hour. Actual revenues for 2011-12 were \$16,550. We anticipate revenues to remain at the same level; therefore conservatively calculated the receipts for 2012-13 at \$16,000 and calculated at 3.15% increase for 2013-14 for revenues of \$16,500.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$76,000</b>
<b>Less 8% Service Charge</b>	<b>\$6,080</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$69,920</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$3,496</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$76,000</b>
<b>X 8% Service Charge</b>	<b>\$6,080</b>
<b>A03-Receipts Applicable to SCGR</b>	<b>\$89,150</b>
<b>X 8% Service Charge</b>	<b>\$7,132</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**





## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,148,242.74	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,148,242.74	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(45,614.04)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(35,123.71)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,067,504.99	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 15th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 15's estimated receipts are \$509,965 for FY 12/13 and \$522,714 for FY 13/14.

Cost of Prosecution: \$90,000 per month for FY 2012-2013 and for FY 2013-2014

Worthless Checks: \$5,000 per month for FY 2012-2013 and FY 2013-2014

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,649,965</b>
<b>Less 8% Service Charge</b>	<b>\$131,997</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,517,968</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$75,898</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,649,965</b>
<b>X 8% Service Charge</b>	<b>\$131,997</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,662,714</b>
<b>X 8% Service Charge</b>	<b>\$133,017</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$22,226</b>	<b>September 2011 Reversion</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$6,763</b>	<b>September 2012 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	649,534.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	649,534.34	(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, 07/01/2012</b>	649,534.34	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 15<sup>th</sup> Circuit**

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

**Revenue Estimating Methodology:**

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 according to an IRS liaison agent and one assistant state attorney. State Attorney 15th should receive 10% of pending federal seizures per MOU (memorandum of understanding.)

There are a few local (State) forfeiture cases which are still pending from FY 2011-2012 with total seized amount around \$500,000. State Attorney's Office is a member of Multi-agency task force, and is to receive 5-10% of total forfeiture. Percentage fluctuates based on the number of agencies involved with a case.

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	645,279.75	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	35,408.33	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>680,688.08</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 (SCGR)	(240.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>680,448.08</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 2013-2014 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 # V11209 to receive \$424,903 (10/1/2011-9/30/2012) and V12209 for the amount of \$339,923 (10/1/2012-9/30/2013) and anticipating increase to \$360,000 for FY 2013-2014.

**VAWA:** The revenue amounts are fixed under contract # 13-8038-SAO to receive \$94,279 and anticipating the increase to \$100,000 for FY 2013-2014.

**County Ordinance:** The revenue amounts are fixed under contract # R2004-1419 to receive \$12,000 from Palm Beach County. The contract #R2012-0651 was signed. Anticipating additional \$57,184.56 for the period of 7/1/2012-9/30/2013 (may be extended to 6/30/2014.)

**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 2012-2013 and 2013-2014. These funds are to be provided by the Department of Financial Services.

**Recovery of Fraudulent Indigency Claims:** fee collection



**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$40,592</b>
<b>Less 8% Service Charge</b>	<b>\$3,247</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$37,345</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,867</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$40,592</b>
<b>X 8% Service Charge</b>	<b>\$3,247</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$40,592</b>
<b>X 8% Service Charge</b>	<b>\$3,247</b>

**Explanation of Schedule I, Section III Accounting Adjustments (FY 11/12):**

**None**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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-16th Judicial Circuit
	20-2-058016

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,219,649.13	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,219,649.13	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(8,050.82)	(H)		
Approved "B" Certified Forwards	(41.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,707.27)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,204,850.04	(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**

<b>Budget Period: 2013 - 2014</b>	
<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, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,204,891.04 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(41.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	1,204,850.04 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	1,204,850.04 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 16th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 16's estimated receipts are \$99,022 for FY 12/13 and \$101,498 for FY 13/14.

**Cost of Prosecution & Worthless Checks:**

Estimates are based on past experience.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$249,022</b>
<b>Less 8% Service Charge</b>	<b>\$19,922</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$229,100</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$11,455</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$249,022</b>
<b>X 8% Service Charge</b>	<b>\$19,922</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$251,498</b>
<b>X 8% Service Charge</b>	<b>\$20,120</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01**

**DESCRIPTION**

**\$9,858**

**September 2011 Reversion**

**(\$78)**

**FY 2010-11 CF ENCUMBRANCE**

**COLUMN A02**

**DESCRIPTION**

**\$1,633**

**September 2012 Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,934.82	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,934.82	(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, 07/01/2012</b>	2,934.82	(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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	920,105.63	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	8,318.84	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	928,424.47	(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 (SCGR)	(20.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	928,404.47	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 16th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**VAWA** – This is a reimbursable grant for \$40,740 (FY 2012-13) and it is anticipated to continue at the same amount for FY 2013-14.

**VOCA** – This is a reimbursable grant for \$51,913 (FY 2012-13) and it is anticipated to continue at the same amount for FY 2013-14.

**Monroe County IT** – Monroe County will reimburse the State Attorney’s Office 16<sup>th</sup> Judicial Circuit for salary expenditures which will be approximately \$5,000 per month for the next two fiscal years.

\$5,000 x 12 = \$60,000

**Monroe County Ordinance Prosecution** – The State Attorney’s Office expects to bill Monroe County quarterly at a rate of \$50 per case for approximately 20 cases per quarter.

20 Cases x \$50 = \$1,000 x 4 Quarters = \$4,000

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$64,000</b>
<b>Less 8% Service Charge</b>	<b>\$5,120</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$58,880</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,944</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$64,000</b>
<b>X 8% Service Charge</b>	<b>\$5,120</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$64,000</b>
<b>X 8% Service Charge</b>	<b>\$5,120</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>1,114,611.14</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>1,114,611.14</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 (SCGR)	(53,874.43)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>1,060,736.71</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 17th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 17's estimated receipts are \$789,181 for FY 12/13 and \$808,911 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$3,361,945</b>
<b>Less 8% Service Charge</b>	<b>\$268,956</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$3,092,989</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$154,649</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$3,361,945</b>
<b>X 8% Service Charge</b>	<b>\$268,956</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,381,675</b>
<b>X 8% Service Charge</b>	<b>\$270,534</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Forfeiture and Investigative Support Trust Fund
<b>Budget Entity:</b>	State Attorneys Office-17th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-316017

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	26,400.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	26,400.00	(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, 07/01/2012</b>	26,400.00	(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.

**THE FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 17<sup>th</sup> Circuit**

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

**Revenue Estimating Methodology:**

The Circuit estimates that it will receive approximately \$170,000 in receipts during FY 2012-13 and FY 2013-14.

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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
	20-2-339011

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,104,846.77	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	27,542.46	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,132,389.23	(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 (SCGR)	(654.20)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,131,735.03	(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.

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 17<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**5 Percent State Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 12/13 estimated revenue)**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$37,000</b>
<b>Less 8% Service Charge</b>	<b>\$2,960</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$34,040</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,702</b>

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

**Show a detailed calculation of the 8 percent SCGR for FY 12/13 and FY 13/14 (calculated on recurring FY 12/13 and FY 13/14 estimated revenue)**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$37,000</b>
<b>X 8% Service Charge</b>	<b>\$2,960</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$60,000</b>
<b>X 8% Service Charge</b>	<b>\$4,800</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**(\$18,227)        FY 2010-11 Certified Forward Encumbrance**



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

**Agency Name \_JAC/State Attorney Office-17th Judicial Circuit**

List all transfers totaling \$100,000 or more. Provide the applicable agency name and fund number, the transfer category used, and the amount of the transfer for each of the fiscal years indicated, as well as the name and phone number of the person at the

**Fund Name and Number :**

**Grants and Donations Trust Fund 20 2 339011**

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 11-12 (A01)</b>	<b>Amount FY 12-13 (A02)</b>	<b>Amount FY 13-14 (A03)</b>	<b>Confirmed By</b>
<u>Department of Business &amp; Professional Regulation FID 25</u>	<u>001500</u>	<input type="text" value="169,010.00"/>	<input type="text" value="169,010.00"/>	<input type="text" value="200,000.00"/>	<u>Mary Townsend</u>
<u>Department of Financial Services FID 2393</u>	<u>001500</u>	<input type="text" value="132,374.00"/>	<input type="text" value="134,646.00"/>	<input type="text" value="200,000.00"/>	<u>Jamessa Chester</u>
<u>Department of Legal Affairs FID 2261</u>	<u>001510</u>	<input type="text" value="210,491.00"/>	<input type="text" value="190,836.00"/>	<input type="text" value="200,000.00"/>	<u>Sally Thomas</u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<b>Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Category</b>				
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>
<u> </u>	<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<u> </u>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	963,607.29	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	963,607.29	(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 (SCGR)	(33,193.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	930,414.29	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 18th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 18's estimated receipts are \$440,635 for FY 12/13 and \$451,651 for FY 13/14.

**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. The next fiscal year showed a small decrease. A conservative increase of 5% was used to estimate revenues of \$1,270,000 in FY 12/13 and an increase of 5% were used to estimate revenues of \$1,333,500 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 17% was realized in FY 11/12 and an increase of 10% was used to estimate revenue of \$87,354 in FY 12/13 and \$96,089 in FY 13/14

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,794,635</b>
<b>Less 8% Service Charge</b>	<b>\$143,571</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,651,064</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$82,553</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,794,635</b>
<b>X 8% Service Charge</b>	<b>\$143,571</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,881,151</b>
<b>X 8% Service Charge</b>	<b>\$150,492</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	368,550.05	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	47,187.99	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>415,738.04</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 (SCGR)	(264.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>415,474.04</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 18<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Victims of Crimes Act –VOCA:** The revenue amounts are fixed under the grant contract and are estimated to be \$405,000 in FY 2012/2013 and \$405,000 in FY 2013/2014.

**Violence Against Women Act-VAWA:** The revenue amounts are fixed under the grant contract and are estimated to be \$80,207 for FY 2012/2013 and \$80,207 for FY 2013/2014.

**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 2012/2013 and \$40,000 for FY 2013/2014.

**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 \$300,000 for FY 2012/2013 and \$325,000 for FY 2013/2014.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$30,000</b>
<b>Less 8% Service Charge</b>	<b>\$2,400</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$27,600</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,380</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$30,000</b>
<b>X 8% Service Charge</b>	<b>\$2,400</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$40,000</b>
<b>X 8% Service Charge</b>	<b>\$3,200</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**





## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,175,581.52	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,175,581.52	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,000.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(19,827.81)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,152,753.71	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 19th Circuit**

**State Attorney Revenue Trust Fund – 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 19's estimated receipts are \$242,459 for FY 12/13 and \$248,520 FY 13/14.

**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 FY11/12 show an 11% decrease over the FY10/11 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

FY11/12 receipts decreased 11% from the FY10/11 receipts

Based on receipts from previous fiscal years, we estimate receipt collections at \$663,607.

UNFUNDED BUDGET is due to the EDR/REC overestimate of Article V Traffic Fine receipts.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$896,583</b>
<b>Less 8% Service Charge</b>	<b>\$71,727</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$824,856</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$41,243</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$896,583</b>
<b>X 8% Service Charge</b>	<b>\$71,727</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$904,681</b>
<b>X 8% Service Charge</b>	<b>\$72,374</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	493.36	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	493.36	(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, 07/01/2012</b>	493.36	(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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	308,326.30	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	72,604.68	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>380,930.98</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 (SCGR)	(16.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>380,914.98</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 19<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Revenue from these grants is based solely on current awards in effect:**

**VOCA Grant No. V12195**

**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 Inter-local 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 12/13 and Fiscal Year 13/14. 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 Inter-local Agreements are based solely on caseload figures and amounts stated in the Inter-local Agreements.**

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$150,000</b>
<b>Less 8% Service Charge</b>	<b>\$12,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$138,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,900</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$150,000</b>
<b>X 8% Service Charge</b>	<b>\$12,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$250,000</b>
<b>X 8% Service Charge</b>	<b>\$20,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**(\$4,741)            Prior Year Receivable Write-Off**





## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	757,889.55	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	757,889.55	(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 (SCGR)	(39,589.92)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	718,299.63	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 20th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the July 2012 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.0M for FY 2012-2013 and \$8.2M in FY 2013-2014. Using each circuit's pro-rata share of the total actual receipts for FY 2011-12, SA 20's estimated receipts are \$321,324 for FY 12/13 and \$329,357 FY 13/14.

**Worthless Check :**

Businesses' serving Southwest Florida continually evolve their practice's 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. During fiscal year 2011/12 our agency began a new Worthless Check program. The new program generated additional revenue for our agency, provided quicker payments to victims and established more reasonable educational fees for violators.

Receipts FY2011/12 \$22,584 \* 1.03 (increase)= FY2012/13 Receipts \$23,262

Receipts FY2012/13 \$23,262 \* 1.03 (increase)= FY2013/14 Receipts \$23,960

**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 effects 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 FY2013-14 are base on a 3% increase in funds received which is consistent with

the growth rate of this fund.

Receipts FY 2011/12 \$970,972 \* 1.03 (increase) = FY2012/13 Receipts  
\$1,000,101

Receipts FY2012/13 \$1,000,101 \* 1.03 (increase) = FY2013/14 Receipts  
\$1,030,104

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,344,687</b>
<b>Less 8% Service Charge</b>	<b>\$107,575</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,237,112</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$61,856</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,344,687</b>
<b>X 8% Service Charge</b>	<b>\$107,575</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,237,112</b>
<b>X 8% Service Charge</b>	<b>\$61,856</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	83,523.57	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	83,523.57	(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, 07/01/2012</b>	83,523.57	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 20<sup>th</sup> Circuit**

**Civil RICO Trust Fund - 2095**

**Revenue Estimating Methodology:**

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 State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$100,000</b>
<b>Less 8% Service Charge</b>	<b>\$8,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$92,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,600</b>

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

**Show a detailed calculation of the 8 percent SCGR for FY 12/13 and FY 13/14 (calculated on recurring FY 12/13 and FY 13/14 estimated revenue)**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$100,000</b>
<b>X 8% Service Charge</b>	<b>\$8,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$118,918</b>
<b>X 8% Service Charge</b>	<b>\$9,513</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	11,181.61	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	8,584.95	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>19,766.56</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 (SCGR)	(292.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>19,474.56</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 20<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**1. Victim of Crime Acts (VOCA)** - The revenue amount of \$93,549 is fixed under contract V11081 for FY12/13. Since the amount of funding available for FY13/14 is uncertain we estimated revenues as \$93,549 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 FY12/13. For FY13/14, 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 FY12/13 and 13/14 is based on an Annual Inter-local 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 Inter-local 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 FY12/13 and FY13/14. The total of \$15,000 is subject to the 8% service and is reduced by this amount each year.

**5. Lee County File Clerk** - The projected revenue amounts for the Lee County File Clerk position for FY12/13 and 13/14 is based on an Annual Inter-local 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 FY12/13 and 13/14 is based on an Annual Inter-local 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 FY12/13 and 13/14 is based on an Annual Inter-local 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 Information Technology** - The projected revenue amounts for the County Data Processing grant for FY12/13 and FY13/14 are based on Annual Inter-local Agreements with Charlotte, Collier and Lee Counties. The amount of revenues is based on the salaries and benefits of the personnel who work under these grant positions.

**9. Collier Jail Reduction** - The projected revenue amounts for the Collier Fast Track position for FY12/13 and FY13/14 are based on an Inter-local 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. Charlotte Mental Health Court** - The projected revenue amounts for the Mental Health Court position for FY12/13 and FY13/14 are based on an Inter-local 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.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$15,000</b>
<b>Less 8% Service Charge</b>	<b>\$1,200</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$13,800</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$690</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$15,000</b>
<b>X 8% Service Charge</b>	<b>\$1,200</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$15,000</b>
<b>X 8% Service Charge</b>	<b>\$1,200</b>



**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



# **Budget Entity Level Exhibits or Schedules**

## **Public Defenders Trial Division**

**Budget Entities: 21600100 through 21602000**

*Public Defenders*

*Schedule I Series*

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	25,812.44	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	25,812.44	(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 (SCGR)	(3,533.49)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	22,278.95	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 1<sup>st</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$171,550 for FY 12/13 and \$175,839 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$171,550</b>
<b>Less 8% Service Charge</b>	<b>\$13,724</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$157,826</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,891</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$171,550</b>
<b>X 8% Service Charge</b>	<b>\$13,724</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$175,839</b>
<b>X 8% Service Charge</b>	<b>\$14,067</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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
	20-2-339023

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,135.83	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,135.83	(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 (SCGR)	(2,301.06)	(I)		
LESS :Offset to Negative Fund Balance	165.23	(J)		
<b>Unreserved Fund Balance, 07/01/2012</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**

<b>Budget Period: 2013 - 2014</b>	
<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:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/12**

Total all GLC's 5XXXX for governmental funds;	<input type="text" value="(165.23)"/>	(A)
GLC 539XX for proprietary and fiduciary funds		

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

<input type="text"/>	(B)
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**Add/Subtract Statewide Financial Statement (SWFS) Adjustments :**

SWFS Adjustment # and Description	<input type="text"/>	(C)
-----------------------------------	----------------------	-----

SWFS Adjustment # and Description	<input type="text"/>	(C)
-----------------------------------	----------------------	-----

**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"/>	(D)
----------------------------------	----------------------	-----

Offset To Negative Fund Balance	<input type="text" value="165.23"/>	(D)
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<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)
--	-----------------------------------	-----

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

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 1<sup>st</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Ordinance Defense:**

The Public Defender's Office, First Judicial Circuit estimated 120 cases at \$50 per case for a total of \$6,000 in 2011-12 and 2012-13.

**County IT:**

Counties reimburse for two information technology personnel at \$9587.73 in July 2012 and \$9608.18 per month thereafter which is the expected amount for both fiscal years.

$\$9,608.18 \times 11 \text{ months} = \$105,689.98$

$\$9,587.73 \times 1 \text{ month} = \$9,587.73$

$\$9,587.73 + \$105,689.98 = \$115,277.71$

Estimated Receipts for FY 2012-13 & FY 2013-14 = **\$115,278**

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$121,278</b>
<b>Less 8% Service Charge</b>	<b>\$9,702</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$111,576</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$5,579</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$121,278</b>
<b>X 8% Service Charge</b>	<b>\$9,702</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$121,278</b>
<b>X 8% Service Charge</b>	<b>\$9,702</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01 DESCRIPTION**

**\$165 Offset to Deficit Fund Balance**

**COLUMN A02 DESCRIPTION**

**(\$165) Offset to Deficit Fund Balance**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	367,006.31	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	367,006.31	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(19,166.19)	(H)		
Approved "B" Certified Forwards	(19,562.50)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(8,296.44)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	319,981.18	(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**

<b>Budget Period:</b>	<b>2013 - 2014</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defender Office 1st Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974001

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	339,543.68 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(19,562.50) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	319,981.18 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	319,981.18 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 1<sup>st</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The indigent criminal defense trust fund was established on 1/1/1997 statewide. There exists a 15 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 State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$450,000</b>
<b>Less 8% Service Charge</b>	<b>\$36,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$414,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$20,700</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$450,000</b>
<b>X 8% Service Charge</b>	<b>\$36,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$450,000</b>
<b>X 8% Service Charge</b>	<b>\$36,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**(\$55,990)            FY 2010-11 Non-Certified Forward Encumbrance**

**COLUMN A02    DESCRIPTION**

**\$55                    September 2012 Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	10,022.41	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	10,022.41	(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 (SCGR)	(2,447.23)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	7,575.18	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 2<sup>nd</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$139,751 for FY 12/13 and \$143,244 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$139,751</b>
<b>Less 8% Service Charge</b>	<b>\$11,180</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$128,571</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,429</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$139,751</b>
<b>X 8% Service Charge</b>	<b>\$11,180</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$143,244</b>
<b>X 8% Service Charge</b>	<b>\$11,460</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.35	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	0.35	(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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	0.35	(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 2013-2014 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 2012-2013 and FY 2013-2014 as shown on the Schedule I Report.

Revenue estimates based on contractual stipulation between Big Bend Community Based Care and Public Defender, 2<sup>nd</sup> Judicial 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 \$55,000.00

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 \$37,000.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$37,000</b>
<b>Less 8% Service Charge</b>	<b>\$2,960</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$34,040</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,702</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$37,000</b>
<b>X 8% Service Charge</b>	<b>\$2,960</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$37,000</b>
<b>X 8% Service Charge</b>	<b>\$2,960</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	118,002.54	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	118,002.54	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(24,790.52)	(H)		
Approved "B" Certified Forwards	(5,581.99)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,220.16)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	83,409.87	(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**

<b>Budget Period:</b> 2013 - 2014
<b>Department Title:</b> Justice Administration
<b>Trust Fund Title:</b> Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b> Public Defender Office 2nd Judicial Circuit
<b>LAS/PBS Fund Number:</b> 20-2-974002

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	88,991.86 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(5,581.99) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	83,409.87 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	83,409.87 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 2nd Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The ICDTF was established on January 1, 1997 and now there exists a 15 year history of collections. 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.

Fiscal Year 2011/2012 Indigent Criminal Defense Trust Fund revenue was slightly lower than Fiscal Year 2010/2011 revenue. The main reason for this decrease was a result of a change to Leon County collection practices. Leon County abolished a dedicated collections court and withdrew all outstanding arrest writs that had been issued when someone had failed to appear at a collections court hearing. Because of these changes, we experienced a decrease in collections. However, we anticipate regaining the decrease after implementing several changes to increase our collections. First, we are setting up more clients on very low monthly payment plans. This means it will take a year or more before our office will realize any income from the restitution portion of our fees. This is because the PD Lien (classified as restitution) is third in priority of fees, so it takes longer before payment money is dispersed to that particular fund. Additionally, our office is being more proactive in contacting clients at the beginning of their cases in efforts to urge those with means to pay the \$50 application fee up front. Lastly, we are including language in our contact letters reminding clients of the \$50 PD application fee.

In addition to the changes under our control, we anticipate a slower growth in the 2013-2014 fiscal year, as the Clerk, Court, and State Attorney personnel become accustomed to new procedures in Leon County. Based on these changes, we anticipate a 75% increase in for the 2012-13 fiscal year, and a 10% increase in both categories for 2013-14 fiscal year.



	<b>Actual FY 11/12</b>	<b>Expected Increase %</b>	<b>Estimated Receipts FY 12/13</b>	<b>Expected Increase %</b>	<b>Estimated Receipts FY 13/14</b>
<b>Fees</b>	198153.44	75%	\$346,769	10	\$381446
<b>Restitution</b>	139846.49	75%	\$244,731	10	\$269,204
<b>Total</b>	\$337,999.93		\$591,500	10	\$650,650

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$346,769</b>
<b>Less 8% Service Charge</b>	<b>\$27,742</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$319,027</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$15,951</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$346,769</b>
<b>X 8% Service Charge</b>	<b>\$27,742</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$381,446</b>
<b>X 8% Service Charge</b>	<b>\$30,516</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A02    DESCRIPTION**

**\$250                    September 2012 Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	38,773.45	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	38,773.45	(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 (SCGR)	(1,137.57)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	37,635.88	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 3<sup>rd</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$54,950 for FY 12/13 and \$56,324 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$54,950</b>
<b>Less 8% Service Charge</b>	<b>\$4,396</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$50,554</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,528</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$54,950</b>
<b>X 8% Service Charge</b>	<b>\$4,396</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$56,324</b>
<b>X 8% Service Charge</b>	<b>\$4,506</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	258,203.98	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	258,203.98	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,678.50)	(H)		
Approved "B" Certified Forwards	(17,750.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,166.92)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	235,608.56	(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**

<b>Budget Period:</b>	<b>2013 - 2014</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defender Office 3rd Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974003

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	253,358.56 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(17,750.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	235,608.56 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	235,608.56 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 3<sup>rd</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

**Estimate is based on collection data which is subject to change.**

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$125,000</b>
<b>Less 8% Service Charge</b>	<b>\$10,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$115,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$5,750</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$125,000</b>
<b>X 8% Service Charge</b>	<b>\$10,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$360,471</b>
<b>X 8% Service Charge</b>	<b>\$28,838</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	170,004.50	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	170,004.50	(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 (SCGR)	(4,784.78)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	165,219.72	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 4<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$232,097 for FY 12/13 and \$237,900 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$232,097</b>
<b>Less 8% Service Charge</b>	<b>\$18,568</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$213,529</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$10,676</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$232,097</b>
<b>X 8% Service Charge</b>	<b>\$18,568</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$237,900</b>
<b>X 8% Service Charge</b>	<b>\$19,032</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	120,833.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	120,833.00	(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 (SCGR)	(8,552.76)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	112,280.24	(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.

**INSTRUCTIONS FOR COMPLETING THE FY 2013-2014 LEGISLATIVE  
BUDGET REQUEST SCHEDULE 1 NARRATIVE**

**Public Defender Office, 4<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

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 \$18,000 per year for the current fiscal year and \$20,000 for FY 2013-14.
  
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 2012-13 is \$225,500 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 2013-14 includes an anticipated 7% increase in benefits which will be factored into the salary/benefit reimbursements.  
$$\$225,500 \times 7\% \text{ increase} = \$241,285$$

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$243,500</b>
<b>Less 8% Service Charge</b>	<b>\$19,480</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$224,020</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$11,201</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$243,500</b>
<b>X 8% Service Charge</b>	<b>\$19,480</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$261,285</b>
<b>X 8% Service Charge</b>	<b>\$20,903</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	401,463.30	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	401,463.30	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(4,510.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(8,279.50)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	388,673.80	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 4<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

**Revenue Estimating Methodology:**

The ICDTF was established on January 1, 1997 and now there exists a 15 year history of collections. 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.

Although Fiscal Year 2011/2012 Indigent Criminal Defense Trust Fund revenue was .08% lower overall than Fiscal Year 2010/2011 revenue, all indications are that this was unusual and a byproduct of a still recovering economy. In the 15 years of data collection, this is the first instance of a reduction in collections. With the Public Defender's Office, 4<sup>th</sup> Circuit defending an average of over 40,000 cases (average of the past 6 years) annually, the potential receipts on the \$50 application fee alone are over \$1.8M (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 38% collected in FY 2011-12.

The agency has undertaken 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. Additionally, the Sheriff's Office has agreed to begin accessing the commissary accounts of incarcerated clients to assist in fulfilling their responsibility in paying the required application fee. With these enhancements to the current collections program, a commitment to increasing its collection efforts, and an expected increase in the number of clients requesting Public Defender services, the agency has set a goal of a 40% increase in the current Fiscal Year which is a 28% increase over the more realistic FY 10-11 collections.

The agency also projects an additional 10% increase in 2013-14 which would bring collections to at least 50% of the potential. The agency has realized a 91% increase over the past five (5) years and even with a sluggish economy, with the exception of FY 2011-12, has seen regular increases in ICDFTF collections every year.

The office also anticipates non-recurring income of \$6,000 recognized from the surplus sale of replaced vehicles in 2013-14 if the budget request for replacement of three vehicles is approved.

	<b>Actual FY 11/12</b>	<b>Expected Estimated Increase 40%</b>	<b>Estimated Receipts FY 12/13</b>	<b>Expected Estimated Increase 10 %</b>	<b>Estimated Receipts FY 13/14</b>
<b>Fees</b>	\$ 456,232	\$ 182,493	\$ 638,725	\$ 63,872	\$ 702,597
<b>Restitution</b>	\$ 238,407	\$ 95,363	\$ 333,770	\$ 33,377	\$ 367,147
<b>Total</b>	\$ 694,639	\$ 277,856	\$ 972,495	\$ 97,249	\$ 1,069,744

**Non-Recurring**

<b>Total</b>	<b>4,522</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ 6,000</b>
	<b>\$699,161</b>			<b>\$ 1,075,744</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$638,725</b>
<b>Less 8% Service Charge</b>	<b>\$51,098</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$587,627</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$29,381</b>



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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$638,725</b>
<b>X 8% Service Charge</b>	<b>\$51,098</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$702,597</b>
<b>X 8% Service Charge</b>	<b>\$56,208</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01 DESCRIPTION**

**\$5,954 September 2011 CF Reversion**

**COLUMN A02 DESCRIPTION**

**\$4 September 2012 CF Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	53,559.57	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	53,559.57	(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 (SCGR)	(2,967.23)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	50,592.34	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 5<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$143,944 for FY 12/13 and \$147,543 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$143,944</b>
<b>Less 8% Service Charge</b>	<b>\$11,516</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$132,428</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,621</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$143,944</b>
<b>X 8% Service Charge</b>	<b>\$11,516</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$147,543</b>
<b>X 8% Service Charge</b>	<b>\$11,803</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	50.31	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	50.31	(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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	50.31	(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 2013-2014 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 2012-2013 and FY 2013-2014 as shown on the Schedule I Report.

This agency had a FY 2012-13 LBR issue whereby \$6,000 in Grants & Donations Trust Fund budget authority was deleted, leaving \$2,000 in current 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 budget authority level of \$2,000.

Estimated Receipts FY 2012-13 = \$2,200

Estimated Receipts FY 2013-14 = \$2,300

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,200</b>
<b>Less 8% Service Charge</b>	<b>\$176</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,024</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$101</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$2,200</b>
<b>X 8% Service Charge</b>	<b>\$176</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,300</b>
<b>X 8% Service Charge</b>	<b>\$184</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	410,074.04	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	410,074.04	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(16,706.94)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(10,355.98)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	383,011.12	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 5<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

This agency closely monitors Indigent Criminal Defense Trust Fund revenue collections on a monthly basis. Collections have continued to increase annually since the inception of ICDTF in 1997. During the last two fiscal years increases have been primarily attributable to 1) An increase in revenue percentages granted to the Public Defender based on changes in Chapter 938.29, Florida Statutes, and 2) Improved compliance within the court system in assessing these fees and costs pursuant to statutory requirements.

In FY 09/10 annual revenue totaled \$1,020,090, FY 10/11 collections increased to \$1,086,588, and in FY 11/12 the annual revenue was \$1,164,144, or \$97,012 per month. Current year and LBR revenue estimates of \$97,500 per month are based on an assessment that revenue collections will tend to level off based on full implementation of the aforementioned changes.

\$97,500 x 12 Months = \$1,170,000 - FY 2012-13 Estimated Revenue

\$97,500 x 12 Months = \$1,170,000 - FY 2013-14 Estimated Revenue

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$545,000</b>
<b>Less 8% Service Charge</b>	<b>\$43,600</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$501,400</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$25,070</b>



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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$545,000</b>
<b>X 8% Service Charge</b>	<b>\$43,600</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$545,000</b>
<b>X 8% Service Charge</b>	<b>\$43,600</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01 DESCRIPTION**

**\$6 September 2011 CF Reversion**

**COLUMN A02 DESCRIPTION**

**\$793 September 2012 CF Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	169,827.65	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	169,827.65	(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 (SCGR)	(6,460.20)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	163,367.45	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 6<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$312,708 for FY 12/13 and \$320,526 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$312,708</b>
<b>Less 8% Service Charge</b>	<b>\$25,017</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$287,691</b>
<b>5% Trust Fund Reserve</b>	<b>\$14,385</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$312,708</b>
<b>X 8% Service Charge</b>	<b>\$25,017</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$320,526</b>
<b>X 8% Service Charge</b>	<b>\$25,642</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	67,198.76	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	67,198.76	(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 (SCGR)	(312.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	66,886.76	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 6<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Estimates are based on approved contracts for 2012-2013 with Pinellas County for IT (44,196) and ITP funding (\$122,260), with the Pinellas County Sheriff for Homeless Outreach (\$124,898) and with the City of St. Petersburg for Ordinance Defense (\$650 per quarter, \$2,600 annually).

Estimates for 2012-2013 funds are based on anticipated reapprovals 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.

NOTE: \$56,250 of the unfunded budget of \$220,330 shown on our Schedule I for GDTF is due to non-participation in the drug court program. The remaining \$164,080 is attributable to expired and closed grants for which we received budget authority (our \$143,516 federal grant was closed 3/31/2012) and automatically generated insurance, retirement and other adjustments to S&B in our GDTF.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$169,056</b>
<b>Less 8% Service Charge</b>	<b>\$13,524</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$155,532</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,777</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$169,056</b>
<b>X 8% Service Charge</b>	<b>\$13,524</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$169,056</b>
<b>X 8% Service Charge</b>	<b>\$13,524</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	243,631.05	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	243,631.05	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(12,622.96)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(15,611.43)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	215,396.66	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 6<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The indigent criminal defense trust fund was established on 1/1/97 statewide. There exists a 15 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.

Fiscal Year 2011/2012 Indigent Criminal Defense Trust Fund revenue was 1.6% higher than Fiscal Year 2010/2011 revenue. As there are no new policies or laws that might help to increase collections since the 2009 changes to 938.29 F.S., which increased funds deposited into the ICDTF to 100% from 25%, estimated growth for Fiscal Years 2012/2013 is expected to be around 4% and 2013/2014 is expected to be around 2%. This increase is based on an expected increase in the number of clients requesting Public Defender services.

	<b>ACTUAL</b>	<b>Est. inc.</b>	<b>ESTIMATED</b>	<b>Est. Inc.</b>	
<b>ESTIMATED</b>	<b><u>FY 11/12</u></b>	<b>4%</b>	<b><u>FY 12/13</u></b>	<b>2%</b>	<b><u>FY 13/14</u></b>
<b>Fees</b>	<b>721,013</b>	<b>28,841</b>	<b>749,854</b>	<b>14,997</b>	<b>764,851</b>
<b>Restitution</b>	<b>598,372</b>	<b>23,934</b>	<b>622,306</b>	<b>12,446</b>	<b>634,752</b>
<b><u>Total</u></b>			<b>1,372,160</b>		<b>1,399,603</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$749,854</b>
<b>Less 8% Service Charge</b>	<b>\$59,988</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$689,866</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$34,493</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$749,854</b>
<b>X 8% Service Charge</b>	<b>\$59,988</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$764,851</b>
<b>X 8% Service Charge</b>	<b>\$61,188</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	74,181.29	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	74,181.29	(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 (SCGR)	(3,497.84)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	70,683.45	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 7<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$169,271 for FY 12/13 and \$173,503 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$169,271</b>
<b>Less 8% Service Charge</b>	<b>\$13,542</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$155,729</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,786</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$169,271</b>
<b>X 8% Service Charge</b>	<b>\$13,542</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$173,503</b>
<b>X 8% Service Charge</b>	<b>\$13,880</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.61	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	0.61	(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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	0.61	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 7<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

The Grants and Donations Trust fund, Volusia County Agreement-IT was established on April 16, 2012. Revenues for this trust fund are directly provided by the County of Volusia through a Budget Distribution Agreement and their approved Annual Budget.

FY2012-2013 Estimated Contract/Receipts in the amount of \$76,667, broken down as follows:

1<sup>st</sup> Quarterly Payment: \$19,130  
2<sup>nd</sup> Quarterly Payment: \$19,179  
3<sup>rd</sup> Quarterly Payment: \$19,179  
4<sup>th</sup> Quarterly Payment: \$19,179

FY2013-14 Requested Contract/Receipts in the amount of \$82,370, broken down as follows:

1<sup>st</sup> Quarter Payment: \$19,179  
2<sup>nd</sup> Quarter Payment: \$21,063  
3<sup>rd</sup> Quarter Payment: \$21,064  
4<sup>th</sup> Quarter Payment: \$21,064

-----

The Trust Funds outlined below are unfunded and we do not intend to use or participate in them. We have submitted corresponding issues in our FY2013-2014 LBR (40S0140 and 4300100) to delete these trust funds:

**Grants and Donations Trust Fund, ARRA Drug Court Funding - \$11,251**

FY2012-2013 Estimated Receipts: \$0  
FY2013-2014 Estimated Receipts: \$0

**Grants and Donations Trust Fund, St Johns County Ordinance Fund - \$6,000**

FY2012-2013 Estimated Receipts: \$0  
FY2013-2014 Estimated Receipts: \$0

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	128,117.89	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	128,117.89	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(9,473.99)	(H)		
Approved "B" Certified Forwards	(4,485.16)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(5,621.58)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	108,537.16	(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**

<b>Budget Period: 2013 - 2014</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defender Office 7th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974007

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	113,022.32 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(4,485.16) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	108,537.16 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	108,537.16 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 7<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The Indigent Criminal Defense Trust Fund was established on January 1, 1995 and now there exists a 17 year history of collections and there has been no year where collections were less than the previous year. Additionally, 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.

Fiscal Year 2011-2012 Indigent Criminal Defense Trust Fund Revenue was 6% higher than Fiscal Year 2010-2011 revenue. Judges are assessing higher liens, which in turn will result in higher collections. Based upon the higher liens and the positive signs of the turnaround of the economy, we anticipate collections to grow 6.5% for Fiscal Year 2012-2013 and 6.75% for Fiscal Year 2013-2014. These increases are also attributable to an expected increase in the number of clients requesting the services of the Public Defender.

	Actual	Expected Estimated Increase	Estimated Receipts	Expected Estimated Increase	Estimated Receipts
	<u>FY 11-12</u>	<u>6.5%</u>	<u>FY12-13</u>	<u>6.75%</u>	<u>FY13-14</u>
Fees	\$250,014	\$16,251	\$266,265	\$17,973	\$284,238
Restitution	<u>\$154,791</u>	<u>\$10,061</u>	<u>\$164,852</u>	<u>\$11,128</u>	<u>\$175,980</u>
Total	\$404,805	\$26,312	\$431,117	\$29,101	\$460,218

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$266,265</b>
<b>Less 8% Service Charge</b>	<b>\$21,301</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$244,964</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$12,248</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$266,265</b>
<b>X 8% Service Charge</b>	<b>\$21,301</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$284,238</b>
<b>X 8% Service Charge</b>	<b>\$22,739</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$15</b>	<b>September 2011 CF Reversion</b>
<b>(\$2,463)</b>	<b>FY 2010-11 CF Encumbrance</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	87,227.33	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	87,227.33	(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 (SCGR)	(2,311.93)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	84,915.40	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 8<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$112,140 for FY 12/13 and \$114,944 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$112,140</b>
<b>Less 8% Service Charge</b>	<b>\$8,971</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$103,169</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$5,158</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$112,140</b>
<b>X 8% Service Charge</b>	<b>\$8,971</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$114,944</b>
<b>X 8% Service Charge</b>	<b>\$9,196</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,263.89	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	104.00	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,367.89	(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 (SCGR)		(I)		
LESS: Offset To Negative Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	1,367.89	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 8<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

The city of Gainesville provides an annual fixed grant of \$5,000, paid in quarterly installments of \$1,250, for reimbursement of legal defense services provided by the Public Defender's Office, Eighth Circuit for indigent citizens charged with violations of municipal ordinances of the City of Gainesville. The annual reimbursement figure of \$5,000 is based on an estimate of 100 cases per year requiring an average of 1 hour per case at \$50 per hour

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>Less 8% Service Charge</b>	<b>\$400</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$4,600</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$230</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>X 8% Service Charge</b>	<b>\$400</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>X 8% Service Charge</b>	<b>\$400</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	195,326.40	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	195,326.40	(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 (SCGR)	(3,454.24)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	191,872.16	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE**

### **Public Defender Office, 8<sup>th</sup> Circuit**

#### **Indigent Criminal Defense Trust Fund - 2974**

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

The Indigent Criminal Defense Trust Fund was established on January 1, 1997 and there now exists a 15 year history of collections. There has never been an individual year during the 15 year history of the trust fund where collections were less than the previous year. Secondly, monthly collections data is compiled, distributed, and monitored by the Administrative staff of each PD circuit. If there is a negative change in collections on a month to month basis, efforts are immediately made at the circuit level to determine the cause of the negative change. Often when a particular month's collections are significantly below average, the Clerk's office has made an error in reporting the collections accurately, and corrections are made subsequent to this discovery.

In the 8<sup>th</sup> Circuit, the average monthly revenue for FY 11-12 (from both Fees and Restitution) was \$32,085, which reflects a 3% increase in collected revenue over the average monthly revenue in FY 10-11 of \$31,204. Additionally, we project that continued emphasis on directed attorney correspondence with clients and coordination with Court Administration and the Clerks of the Court regarding improved collection activities will yield a 1% increase in collections resulting in average monthly collections of \$32,405, with annual revenues of \$388,860. We expect significantly greater improvements in collections for FY 13-14 after full implementation of an accounts receivable database that tracks collections in conjunction with the clerk's records on a client by client basis. Annual collections in this fund should increase by 12% to approximately \$434,000, with monthly collections averaging \$36,167. Based on historical average, 42% of these revenues are from Application Fes, and 58% are from Restitution.

Based on historical average, 42% of these revenues are from Application Fes, and 58% are from Restitution.

**Total FY 2012-13 Estimated Revenue** = \$388,860

ICD Fees @ 42% = \$163,320

Restitution @ 58% = \$225,540

**Total FY 2013-14 Estimated Revenue** = \$435,000

ICD Fees @ 42% = \$182,700

Restitution @ 58% = \$252,300

**5 Percent State Trust Fund Reserve:**

**FY 2012-13-Receipts Applicable to SCGR** **\$163,320**

**Less 8% Service Charge** **\$13,066**

**= Receipts Applicable to 5% Assessment** **\$150,254**

**X 5% State Trust Fund Reserve** **\$7,513**

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

**FY 2012-13-Receipts Applicable to SCGR** **\$163,320**

**X 8% Service Charge** **\$13,066**

**FY 2013-14-Receipts Applicable to SCGR** **\$182,700**

**X 8% Service Charge** **\$14,616**

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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-9th Judicial Circuit
	20-2-059009

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	973.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	973.00	(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 (SCGR)	(4,642.28)	(I)		
LESS: Offset To Negative Fund Balance	3,669.28	(J)		
<b>Unreserved Fund Balance, 07/01/2012</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**

<b>Budget Period:</b>	<b>2013 - 2014</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Public Defenders Revenue Trust Fund
<b>Budget Entity:</b>	Public Defender Office 9th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-059009

**BEGINNING TRIAL BALANCE:**

**Total Fund Balance Per FLAIR Trial Balance, 07/01/12**

Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(3,669.08)"/>	(A)
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**Subtract Nonspendable Fund Balance (GLC 56XXX)**

<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"/>	(D)
----------------------------------	----------------------	-----

Offset To Deficit Fund Balance	<input type="text" value="3,669.08"/>	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 9<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$224,806 for FY 12/13 and \$230,426 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$224,806</b>
<b>Less 8% Service Charge</b>	<b>\$17,984</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$206,822</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$10,341</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$224,806</b>
<b>X 8% Service Charge</b>	<b>\$17,984</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$230,426</b>
<b>X 8% Service Charge</b>	<b>\$18,434</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$3,669</b>	<b>(\$3,669)</b>	<b>OFFSET TO NEGATIVE FUND BALANCE</b>



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	240,836.71	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	123,036.65	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>363,873.36</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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>363,873.36</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 9<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive an estimated \$30,000 during FY 2012-13 and an estimated \$40,000 during FY 2013-14 from local ordinance defense. This is based on the contracts with Orange county and City of Orlando and Osceola County (new contract for 2013-14) for the agency to defend citizens violating the local ordinances of the city and county. Rate is \$50/ hr with 30 minutes minimum. Please note that our 2011-12 collections were slow but they will be caught up in 2012-13.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$240,000 annually from the Department of Children & Families to provide Counsel Based Competency Enhancement Program.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$51,000 from the American Recovery and Reinvestment Act (ARRA) Drug Court program for FY 2012-13 which is awarded by the Florida Department of Law Enforcement.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$50,000 for FY 2012-13 and FY 2013-14 from an Orange County Homeless initiative grant.

The Public Defender Office in the Ninth (9th) Judicial Circuit is currently pursuing federal grants pertaining to legal counsel-based from the Veteran Administration totaling approximately \$100,000.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to 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.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$175,000</b>
<b>Less 8% Service Charge</b>	<b>\$14,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$161,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,050</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$175,000</b>
<b>X 8% Service Charge</b>	<b>\$14,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$175,000</b>
<b>X 8% Service Charge</b>	<b>\$14,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		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 (SCGR)	(17,971.85)	(I)		
LESS: Offset to Deficit Fund Balance	17,971.85	(J)		
<b>Unreserved Fund Balance, 07/01/2012</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**

<b>Budget Period: 2013 - 2014</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defender Office 9th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974009

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(17,971.85)"/> (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/> (B)
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and 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)
Offset To Deficit Fund Balance	<input type="text" value="17,971.85"/> (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)
<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 9<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The ICDTF was established on January 1, 1997 and now there exists a 15 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.

PD9 current collection averages approximately 40% of the total fee payable. This year, we are implementing new direct collection methodology which will result in higher collections.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$820,000</b>
<b>Less 8% Service Charge</b>	<b>\$65,600</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$754,400</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$37,720</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$820,000</b>
<b>X 8% Service Charge</b>	<b>\$65,600</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,250,000</b>
<b>X 8% Service Charge</b>	<b>\$100,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**\$17,972            Offset to Deficit Fund Balance**

**COLUMN A02    DESCRIPTION**

**(\$17,972)            Offset to Deficit Fund Balance**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	12,022.72	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	12,022.72	(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 (SCGR)	(3,267.17)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	8,755.55	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 10<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$157,973 for FY 12/13 and \$161,922 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$157,973</b>
<b>Less 8% Service Charge</b>	<b>\$12,638</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$145,335</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,267</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$157,973</b>
<b>X 8% Service Charge</b>	<b>\$12,638</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$161,922</b>
<b>X 8% Service Charge</b>	<b>\$12,954</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.01	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	0.01	(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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	0.01	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 10<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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.**

**NOTE: This grant will terminate at the end of December, 2012.**

**5 Percent State Trust Fund Reserve:**

**Not Applicable**

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

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	131,259.39	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	131,259.39	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(29,568.76)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(8,457.02)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	93,233.61	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 10<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

**Fiscal Year 2011/2012 Indigent Criminal Defense Trust Fund revenue was almost the same as Fiscal Year 2010/2011 revenue. As there are no new policies or laws that might help to increase collections, estimated growth for fiscal years 2012/2013 and 2013/2014 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 11/12</u>	<u>1%</u>	<u>FY 12/13</u>	<u>1%</u>	<u>FY 13/14</u>
<b>Fees</b>	<b>\$ 390,320</b>	<b>\$ 3,903</b>	<b>\$ 394,223</b>	<b>\$ 3,942</b>	<b>\$ 398,165</b>
<b>Restitution</b>	<b>\$ 415,402</b>	<b>\$ 4,154</b>	<b>\$ 419,556</b>	<b>\$ 4,195</b>	<b>\$ 423,752</b>
<b>Total</b>	<b>\$ 805,722</b>	<b>\$ 8,057</b>	<b>\$ 813,779</b>	<b>\$ 8,138</b>	<b>\$ 821,917</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$394,223</b>
<b>Less 8% Service Charge</b>	<b>\$31,538</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$362,685</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$18,134</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$394,223</b>
<b>X 8% Service Charge</b>	<b>\$31,538</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$398,165</b>
<b>X 8% Service Charge</b>	<b>\$31,853</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**\$3,317            September 2012 CF Reversion**

**COLUMN A02    DESCRIPTION**

**\$3,885            September 2012 CF Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	291,337.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	291,337.00	(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 (SCGR)	(12,104.45)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	279,232.55	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 11<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$587,465 for FY 12/13 and \$602,151 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$587,465</b>
<b>Less 8% Service Charge</b>	<b>\$46,997</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$540,468</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$27,023</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$587,465</b>
<b>X 8% Service Charge</b>	<b>\$46,997</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$602,151</b>
<b>X 8% Service Charge</b>	<b>\$48,172</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	55,673.49	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	55,673.49	(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 (SCGR)	(539.78)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	55,133.71	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 11<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Revenue estimates are based on anticipated contractual receipts. The estimates for each contract are listed below.

<b>REVENUE SOURCE</b>	<b>Anticipated Receipts FY 2012-13</b>	<b>Anticipated Receipts FY 2013-14</b>
PD11 Early Representation Unit-(FS 29.008(2)(c))/ Miami-Dade County	\$1,000,000	\$1,000,000
PD11 County Grant Miami-Dade IT Staff-(FS 29.008(1)(f)(2))/ Miami-Dade County	\$384,000	\$384,000
Local Ordinance Defense - Svc Chg Exempt (Miami-Dade County, Village of Pinecrest, City of Miami Gardens)-(FS 27.51 and 27.54(2))	\$500	\$500
Local Ordinance Defense - Not exempt from Svc Chg (Cities of Hialeah, Miami, Miami Beach and Town of Miami Lakes )-(FS 27.51 and 27.54(2))	\$20,000	\$31,000
<b>TOTAL:</b>	<b>\$1,404,500</b>	<b>\$1,415,500</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>Less 8% Service Charge</b>	<b>\$1,600</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$18,400</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$920</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$20,000</b>
<b>X 8% Service Charge</b>	<b>\$1,600</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$31,000</b>
<b>X 8% Service Charge</b>	<b>\$2,480</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	184,273.31	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	184,273.31	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(574.08)	(H)		
Approved "B" Certified Forwards	(112,515.91)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(11,796.04)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	59,387.28	(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**

<b>Budget Period: 2013 - 2014</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defender Office 11th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974011

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	171,903.19 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(112,515.91) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>59,387.28</b> (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>59,387.28</b> (F)
<b>DIFFERENCE:</b>	<b>0.00</b> (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 11<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

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.

The additional revenue was based upon the following analysis:

ICDTF fee estimate	Cost of defense	Application fee	
Additional cases assessed -			
Traffic	2000	3000	
Fee per case	\$50	\$50	
Estimated revenue increase	\$100,000	\$150,000	\$250,000

Prior Year Actual Collections of \$ 797,534+ Additional Estimated Collections of \$250,000 = \$ 1,047,534 which was rounded up to \$1,050,000 total estimated receipts for both FY 2012-13 and FY 2013-14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$750,000</b>
<b>Less 8% Service Charge</b>	<b>\$60,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$690,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$34,500</b>



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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$750,000</b>
<b>X 8% Service Charge</b>	<b>\$60,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$750,000</b>
<b>X 8% Service Charge</b>	<b>\$60,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	229,386.02	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	229,386.02	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(899.97)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,108.91)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	224,377.14	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 12<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$132,406 for FY 12/13 and \$135,716 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$132,406</b>
<b>Less 8% Service Charge</b>	<b>\$10,592</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$121,814</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,091</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$132,406</b>
<b>X 8% Service Charge</b>	<b>\$10,592</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$135,716</b>
<b>X 8% Service Charge</b>	<b>\$10,857</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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
	20-2-339035

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	85,345.08	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	85,345.08	(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 (SCGR)	(3,443.88)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	81,901.20	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 12<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Ordinance Defense Contracts-**

Estimates are based on the inter-local 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.

**Drug Court Reimbursement -**

Per Chapter 29, Florida Statutes requires county funding of local requirements, those specialized court programs adopted by the Circuit that include Drug Court, Mental Health Court, DUI Court and Early Case Resolution.

Sarasota and Manatee Counties reimburse the salaries and benefits of a mid-level Assistant Public Defender position for Drug Court for \$77,293.88 and Drug Court Coordinator for \$73,301.84 total=\$150,595.00.

\*There's a pending budget amendment B0229 for the Drug Court Issue.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$190,595</b>
<b>Less 8% Service Charge</b>	<b>\$15,248</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$175,347</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,767</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$190,595</b>
<b>X 8% Service Charge</b>	<b>\$15,248</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$208,595</b>
<b>X 8% Service Charge</b>	<b>\$16,688</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	272,170.37	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	272,170.37	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(7,709.61)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,725.61)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	257,735.15	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 12<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The ICDTF was established on January 1, 1997 and now there exists a 15 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.

Fiscal Year 2011/2012 Indigent Criminal Defense Trust Fund revenue was 2% higher than Fiscal Year 2010/2011 revenue fees. As there are no new policies or laws that might help to increase collections since the 2009 changes to 938.29, F. S., which increased funds deposited into the ICDTF to 100% from 25%, estimated growth for fiscal years 2012/2013 is expected to be around 9% in fees and 2013/2014 is expected to be around 11% in fees. A few years ago, we had more meetings with all of the Clerk's Office in the 12<sup>th</sup> Circuit and explained how important those fees are to the Public Defender's Office and made sure they were being collected first before the other fines. Since then we've seen increases over the years, due to their aggressive collections and payment plans with our clients.

	<u>Actual</u> <u>FY 11/12</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 12/13</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 13/14</u>
Fees	\$293,823	9%	\$320,267	11%	\$355,496
Restitution	\$212,202	24%	\$263,130	25%	\$328,912
<b>Total</b>	<b>\$506,025.</b>		<b>\$583,397</b>		<b>\$684,408</b>

**5 Percent State Trust Fund Reserve:**

FY 2012-13-Receipts Applicable to SCGR	\$320,267
Less 8% Service Charge	\$25,621
= Receipts Applicable to 5% Assessment	\$294,646
X 5% State Trust Fund Reserve	\$14,732

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

FY 2012-13-Receipts Applicable to SCGR	\$320,267
X 8% Service Charge	\$25,621
FY 2013-14-Receipts Applicable to SCGR	\$355,496
X 8% Service Charge	\$28,440

**Explanation of Schedule I, Section III Accounting Adjustments:**

None Applicable

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	294,856.78	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	294,856.78	(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 (SCGR)	(8,927.17)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	285,929.61	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 13<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$373,235 for FY 12/13 and \$382,566 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$373,235</b>
<b>Less 8% Service Charge</b>	<b>\$29,859</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$343,376</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$17,169</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$373,235</b>
<b>X 8% Service Charge</b>	<b>\$29,859</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$382,566</b>
<b>X 8% Service Charge</b>	<b>\$30,605</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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
	20-2-339038

	Balance as of 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	742,699.48	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	9,748.51	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	752,447.99	(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 (SCGR)	(10,145.81)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	742,302.18	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 13<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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 \$50 per case. 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 FY2012-13 and FY2013-2014 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 FY2012-2013 and FY2013-2014 is \$94,687.

County/City Ordinance Defense Contracts	\$ 45,950
County IT/Interpretation Contract	\$459,888
FDLE Drug Court (JAC to submit renewal)	<u>\$ 94,687</u>
Total for FY2012-2013 and FY2013-14	<u><u>\$600,525</u></u>

Revenue estimates are based on contracts.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$505,838</b>
<b>Less 8% Service Charge</b>	<b>\$40,467</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$465,371</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$23,269</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$505,838</b>
<b>X 8% Service Charge</b>	<b>\$40,467</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$505,838</b>
<b>X 8% Service Charge</b>	<b>\$40,467</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	870,633.69	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	870,633.69	(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 (SCGR)	(13,151.84)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	857,481.85	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 13<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The ICDTF was established on January 1, 1997 and now there exists a 15 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.

Fiscal Year 2011/2012 Indigent Criminal Defense Trust Fund revenue was **19%** higher than Fiscal Year 2010/2011 revenue. As there are no new policies or laws that might help to increase collections since the 2009 changes to 938.29, F. S., which increased funds deposited into the ICDTF to 100% from 25%, estimated growth for fiscal years 2012/2013 is expected to be around **1%** and 2013/2014 is expected to be around **1%**. This increase is based on an expected increase in the number of clients requesting Public Defender services.

	<b>Actual</b>	<b>Expected Estimated Increase</b>	<b>Estimated Receipts</b>	<b>Expected Estimated Increase</b>	<b>Estimated Receipts</b>
	<b><u>FY 11/12</u></b>	<b><u>1 %</u></b>	<b><u>FY 12/13</u></b>	<b><u>1%</u></b>	<b><u>FY 13/14</u></b>
<b>Fees</b>	\$ 528,752	\$ 5,287	\$ 534,039	\$ 5,340	\$ 539,379
<b>Restitution</b>	\$ 302,966	\$ 3,030	\$ 305,996	\$ 3,060	\$ 309,056
<b>Total</b>	\$ 831,718	\$ 8,317	\$ 840,035	\$ 8,400	\$ 848,435

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$534,039</b>
<b>Less 8% Service Charge</b>	<b>\$42,723</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$491,316</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$24,566</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$534,039</b>
<b>X 8% Service Charge</b>	<b>\$42,723</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$539,379</b>
<b>X 8% Service Charge</b>	<b>\$43,150</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	48,387.35	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	48,387.35	(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 (SCGR)	(1,918.47)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	46,468.88	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 14<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$92,898 for FY 12/13 and \$95,220 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$92,898</b>
<b>Less 8% Service Charge</b>	<b>\$7,432</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$85,466</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,273</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$92,898</b>
<b>X 8% Service Charge</b>	<b>\$7,432</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$95,220</b>
<b>X 8% Service Charge</b>	<b>\$7,618</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	47,750.14	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	47,750.14	(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 (SCGR)	(1,172.96)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	46,577.18	(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 2013-2014 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 State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$67,000</b>
<b>Less 8% Service Charge</b>	<b>\$5,360</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$61,640</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$3,082</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$67,000</b>
<b>X 8% Service Charge</b>	<b>\$5,360</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$67,000</b>
<b>X 8% Service Charge</b>	<b>\$3,082</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	529,613.27	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	529,613.27	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(8,140.71)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,405.99)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	517,066.57	(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 2013-2014 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 17 year history of collections and there has been no year where collection 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 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.

There are no new policies or laws that might help to increase collections since the 2009 changes to 938.29, F.S., which increased funds deposited into the ICDTF from 25% of collections to 100%, estimated growth for fiscal years 2012/2013 is expected to be around 5% and 2013/2014 is expected to be around 3%. This increase is based on an expected increase in the number of clients requesting Public Defender services.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$209,691</b>
<b>Less 8% Service Charge</b>	<b>\$16,775</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$192,916</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$9,646</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$209,691</b>
<b>X 8% Service Charge</b>	<b>\$16,775</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$215,982</b>
<b>X 8% Service Charge</b>	<b>\$17,279</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01 DESCRIPTION**

**\$965 September 2011 CF Reversion**

**COLUMN A02 DESCRIPTION**

**\$72 September 2012 CF Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	465,155.18	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	465,155.18	(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 (SCGR)	(5,657.58)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	459,497.60	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 15<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$272,878 for FY 12/13 and \$279,700 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$272,878</b>
<b>Less 8% Service Charge</b>	<b>\$21,830</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$251,048</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$12,552</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$272,878</b>
<b>X 8% Service Charge</b>	<b>\$21,830</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$279,700</b>
<b>X 8% Service Charge</b>	<b>\$22,376</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	222,662.81	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	222,662.81	(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 (SCGR)	(432.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	222,230.81	(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 2013-2014 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 2012-2013 and FY 2013 - 2014 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 or the discontinuance of an agreement.

Re-Entry Grant	\$192,426
Local Ordinance County Agreement	\$ 12,000
WPB Municipal City Agreement	\$ 7,200
Royal Palm Bch Municipal Agreement	\$ 1,200
Delray Bch Municipal Agreement	<u>\$ 1,800</u>
<b>Total Budget Authority:</b>	<b>\$214,626</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$22,200</b>
<b>Less 8% Service Charge</b>	<b>\$1,776</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$20,424</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,021</b>



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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$22,200</b>
<b>X 8% Service Charge</b>	<b>\$1,776</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$22,200</b>
<b>X 8% Service Charge</b>	<b>\$1,776</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	535,104.53	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	535,104.53	(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 (SCGR)	(7,209.75)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	527,894.78	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 15<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Revenue estimates for FY 2012-2013 were determined by using the last 6 months of the previous year collections (March, April, May, June, July and Aug) and taking the average of those collections and multiplying that average by 12 for a yearly estimate.

	FY 2011/12 Total Collections from previous year / 6 months	Breakout for each month		Totals
		Fees	Liens (fines/ restitution)	
JAN	34,969.49	19,716.19	15,253.30	
FEB	42,553.06	25,134.62	17,418.44	
MAR	79,397.10	39,476.94	39,920.16	
APR	67,864.14	32,834.55	35,029.59	
MAY	53,800.17	27,843.54	25,956.63	
JUNE	<u>55,943.12</u>	<u>29,443.78</u>	<u>26,499.34</u>	
	334,527.08	174,449.62	160,077.46	334,527.08
Avg	55,754.51	29,074.94	26,679.58	55,754.51
Avg x 12	669,054.16	<b>348,899.24</b>	<b>320,154.92</b>	<b>669,054.16</b>

FY11/12 actuals 568,621.09

FY12/13 estimate 669,054.16  
percent diff of both yrs 118%

percentage over

18%

18% x FY12/13 estimate  
add fy12/13 est to percent  
increase for the fy13/14  
estimate.

120,429.75

62,801.86

57,627.89

120,429.75

789,483.91

411,701.10

377,782.81

789,483.91

Divide 334,527.08 by 6 for an average of \$55,754.51 monthly

Multiply the monthly average by 12 (\$55,754.51 x 12 = \$669,054.16)

FY 2012-13 Estimated Revenue = 669,054

Revenue estimates for FY2013-2014 are determined by using the increased percentage amount figured between fiscal year 2011-12 actuals and fiscal year 2012-13 estimates, and applying that percentage to the current year estimated collections for a conservative estimate.

FY 2011-12 \$568,621.09 (actuals)

FY 2012-13 \$669,054.16 (estimate)

Divide collections for FY 2011-12 by collections of FY 2012-13 for a percentage increase of 18%

Multiply that percentage of 18% by the current year estimate \$669,054.16 and get a conservative estimate of \$789,483.91 for FY 2013-2014.

**5 Percent State Trust Fund Reserve:**

**FY 2012-13-Receipts Applicable to SCGR \$348,899**

**Less 8% Service Charge \$27,912**

**= Receipts Applicable to 5% Assessment \$320,987**

**X 5% State Trust Fund Reserve \$16,049**

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$348,899</b>
<b>X 8% Service Charge</b>	<b>\$27,912</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$411,701</b>
<b>X 8% Service Charge</b>	<b>\$32,936</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	26,692.32	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	26,692.32	(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 (SCGR)	(1,289.23)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	25,403.09	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 16<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$62,215 for FY 12/13 and \$63,771 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$62,215</b>
<b>Less 8% Service Charge</b>	<b>\$4,977</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$57,238</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,862</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$62,215</b>
<b>X 8% Service Charge</b>	<b>\$4,977</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$63,771</b>
<b>X 8% Service Charge</b>	<b>\$5,102</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	8,579.74	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	8,579.74	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(910.34)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	7,669.40	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 16<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

The 16<sup>th</sup> 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 County Commissioners. The projected amount for FY 13-14 is based on the actual number of cases or \$18,500. If the number of cases continues to rise, the revenue may exceed projections.

The Monroe County Board of County Commissioners also has an agreement to reimburse PD 16 for the salary of a state employee who performs the IT function the county is responsible for paying. The annual reimbursement is based on the employee salary that has remained the same for the last four years; the gross amount totals \$45,500 annually.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$45,500</b>
<b>Less 8% Service Charge</b>	<b>\$3,640</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$41,860</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,093</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$45,500</b>
<b>X 8% Service Charge</b>	<b>\$3,640</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$45,500</b>
<b>X 8% Service Charge</b>	<b>\$3,640</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	44,903.33	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	44,903.33	(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 (SCGR)	(1,173.77)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	43,729.56	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 16<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 17 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.

Fiscal Year 2011/2012 Indigent Criminal Defense Trust Fund revenue was 9% higher than Fiscal Year 2010/2011 revenue. As there are no new policies or laws that might help to increase collections since the 2009 changes to 938.29, F. S., which increased funds deposited into the ICDTF to 100% from 25%, estimated growth for fiscal years 2012/2013 is expected to be around 5% and 2013/2014 is expected to be around 5%. This increase is based on an expected increase in the number of clients requesting Public Defender services.

	<b>Actual</b>	<b>Expected Estimated Increase</b>	<b>Estimated Receipts</b>	<b>Expected Estimated Increase</b>	<b>Estimated Receipts</b>
	<b><u>FY 11/12</u></b>	<b><u>5 %</u></b>	<b><u>FY 12/13</u></b>	<b><u>5 %</u></b>	<b><u>FY 13/14</u></b>
<b>Fees</b>	<b>\$ 55,777</b>	<b>\$ 2,788</b>	<b>\$ 58,565</b>	<b>\$ 2,928</b>	<b>\$ 61,493</b>
<b>Restitution</b>	<b>\$ 29,032</b>	<b>\$ 1,451</b>	<b>\$ 30,483</b>	<b>\$ 1,542</b>	<b>\$32,007</b>
<b>Total</b>	<b>\$ 84,809</b>	<b>\$ 4,239</b>	<b>\$ 89,048</b>	<b>\$ 4,470</b>	<b>\$ 93,500</b>

Additionally, the 3<sup>rd</sup> Circuit Public Defender is transferring \$20,000 in cash during October 2012 to provide sufficient funding for the balance of the current fiscal year.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$58,565</b>
<b>Less 8% Service Charge</b>	<b>\$4,685</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$53,880</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,694</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$58,565</b>
<b>X 8% Service Charge</b>	<b>\$4,685</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$61,493</b>
<b>X 8% Service Charge</b>	<b>\$4,919</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	203,100.30	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	203,100.30	(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 (SCGR)	(6,989.52)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	196,110.78	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 17<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$338,476 for FY 12/13 and \$346,938 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$338,476</b>
<b>Less 8% Service Charge</b>	<b>\$27,078</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$311,398</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$15,570</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$338,476</b>
<b>X 8% Service Charge</b>	<b>\$27,078</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$346,938</b>
<b>X 8% Service Charge</b>	<b>\$27,755</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



**FY 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 17<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

The revenue estimates are based upon our County IT budget request for our technology needs such as IT employee reimbursement to the state, computer software and hardware, and maintenance expenses on computers and printers. The revenues from the \$2 technology fund are where the County receives the funds to budget for our IT request.

The receipts are based upon the technology needs for each fiscal year. In this circuit e-filing has been implemented which has increased our technology consulting fees, hardware and software needs. Additional staff has also been hired as a result of the e-filing mandate. The Grants and Donations Trust Fund for the Public Defender Office in the Seventeenth Judicial Circuit is funded by a County budget request each fiscal year.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,000,000</b>
<b>Less 8% Service Charge</b>	<b>\$80,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$920,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$46,000</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,000,000</b>
<b>X 8% Service Charge</b>	<b>\$80,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,000,000</b>
<b>X 8% Service Charge</b>	<b>\$80,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	455,091.23	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	455,091.23	(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 (SCGR)	(6,571.92)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	448,519.31	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 17<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The revenue estimates are based upon anticipated corrections in our clerk's collection process. Our clerk has a new collection agency and is working with our office to improve the implementation of fee assessments and the collections of assessed fees. They are presently not assessing the ICD application fees on 50% of our cases. This error has also affected the assessment of the Restitution as well. Our office is asking for the corrections to their system to not only improve our future receipts but also to collect on our past cases that were not properly assessed. If these corrections are implemented our receipts in both categories will be projected as follows:

Application fees:\$75,000 per month \$960,000

Restitution: \$90,000 per month \$1,080,000

The estimates were created by reviewing similar sized circuits that have collection agencies and correct procedures in assessing fees by using their monthly revenue totals to create an average revenue for each category.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$960,000</b>
<b>Less 8% Service Charge</b>	<b>\$76,800</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$883,200</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$44,160</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$960,000</b>
<b>X 8% Service Charge</b>	<b>\$76,800</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$960,000</b>
<b>X 8% Service Charge</b>	<b>\$76,800</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	35,610.14	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	35,610.14	(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 (SCGR)	(3,088.96)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	32,521.18	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 18<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$149,508 for FY 12/13 and \$153,245 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$149,508</b>
<b>Less 8% Service Charge</b>	<b>\$11,961</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$137,547</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,877</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$149,508</b>
<b>X 8% Service Charge</b>	<b>\$11,961</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$153,245</b>
<b>X 8% Service Charge</b>	<b>\$12,260</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	449,674.98	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	449,674.98	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(38,696.75)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(11,587.76)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	399,390.47	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 18<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The change of legislation effective 7/1/09 in the distribution of funds from the “costs 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 2011-12 caseload reports the estimated annual amount for FY 2011-12 is \$2,018,643. The following caseload amounts were calculated as follows:

Open 29,587 x \$49.00 = \$1,462,993

Closed Cases (Felony) 15,507 x \$25.00 = \$387,675

Misdemeanor 13,438 x \$12.50 = \$167,975

However, since these amounts are based on closed cases and these assessments may be a condition of the clients probation and possibly paid proportionately, the estimated receipts on SCH 1 equal a continuation of FY 2012-13 current authority and the non-recurring authority requested for FY 2013-14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,800,000</b>
<b>Less 8% Service Charge</b>	<b>\$144,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,656,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$82,800</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$1,800,000</b>
<b>X 8% Service Charge</b>	<b>\$144,000</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,800,000</b>
<b>X 8% Service Charge</b>	<b>\$144,000</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01 DESCRIPTION**

**\$25,323 September 2011 CF Reversion**

**COLUMN A02 DESCRIPTION**

**\$26,897 September 2012 CF Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	17,756.28	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	17,756.28	(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 (SCGR)	(2,183.01)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	15,573.27	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 19<sup>th</sup> Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$105,645 for FY 12/13 and \$108,286 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$105,645</b>
<b>Less 8% Service Charge</b>	<b>\$8,452</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$97,193</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,860</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$105,645</b>
<b>X 8% Service Charge</b>	<b>\$8,452</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$108,286</b>
<b>X 8% Service Charge</b>	<b>\$8,663</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	31,187.07	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	31,187.07	(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 (SCGR)	(3,280.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	27,907.07	(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 2013-2014 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 2013-2014 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 receive \$94,000 from St. Lucie County for two positions that originated 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 2013-2014, 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 State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$164,000</b>
<b>Less 8% Service Charge</b>	<b>\$13,120</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$150,880</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,544</b>



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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$164,000</b>
<b>X 8% Service Charge</b>	<b>\$13,120</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$164,000</b>
<b>X 8% Service Charge</b>	<b>\$13,120</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	187,141.45	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	187,141.45	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(15,616.88)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(5,683.24)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	165,841.33	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 19<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The ICDTF was established on January 1, 1997 and now there exists a 15 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 2009 changes to 938.29, F. S., increased funds deposited into the ICDTF to 100% from 25%, and our largest county instituted a collections court which helped increase receipts by 61% over the prior year. Fiscal Year 2010/2011 Indigent Criminal Defense Trust Fund revenue rose again, 10% higher than Fiscal Year 2009/2010 revenue. A review of the Fiscal Year 2011-2012 receipts revealed a dip in receipts in one of our four counties that will be addressed with the Clerk's Office to rectify posting errors which will help increase our Fiscal Year 2012-2013 receipts by a total of 9.9%. Estimated growth for Fiscal Year 2013/2014 is expected to be around 7%. This increase is based on an expected increase in the number of clients requesting Public Defender services.

	<u>Actual</u> <u>FY 11/12</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>9.9 %</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 12/13</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>7%</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 13/14</u>
Fees	\$ 272,747	\$ 27,001	\$ 299,748	\$ 20,982	\$ 320,730
Restitution	\$ 627,283	\$ 62,101	\$ 689,384	\$ 48,256	\$ 737,640
<b>Total</b>	<b>\$ 900,030</b>	<b>\$ 89,102</b>	<b>\$ 989,132</b>	<b>\$ 69,238</b>	<b>\$ 1,058,370</b>

**5 Percent State Trust Fund Reserve:**

FY 2012-13-Receipts Applicable to SCGR	\$299,748
Less 8% Service Charge	\$23,980
= Receipts Applicable to 5% Assessment	\$275,768
X 5% State Trust Fund Reserve	\$13,788

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

FY 2012-13-Receipts Applicable to SCGR	\$299,748
X 8% Service Charge	\$23,980
FY 2013-14-Receipts Applicable to SCGR	\$320,730
X 8% Service Charge	\$25,658

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01 DESCRIPTION**

\$134	September 2011 CF Reversion
(\$9,010)	FY 2010-11 Certified Forward Encumbrance

**COLUMN A02 DESCRIPTION**

\$228	September 2012 CF Reversion
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## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	136,447.63	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	136,447.63	(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 (SCGR)	(3,431.39)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	133,016.24	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 20th Circuit**

**Public Defender Revenue Trust Fund – 2059**

**Revenue Estimating Methodology:**

The public defender revenue trust fund was established over 4.5 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 July 2012 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.0M for FY 2012-2013 and \$4.1M in FY 2013-2014, 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 \$166,084 for FY 12/13 and \$170,236 for FY 13/14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$166,084</b>
<b>Less 8% Service Charge</b>	<b>\$13,287</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$152,797</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,640</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$166,084</b>
<b>X 8% Service Charge</b>	<b>\$13,287</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$170,236</b>
<b>X 8% Service Charge</b>	<b>\$13,619</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>168,713.02</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>168,713.02</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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	<b>168,713.02</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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 20<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

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 2012-13 and 2013-14 are based on the aggregate funding levels for attorney and support staff positions from Lee, Collier, Charlotte, Hendry and Glades counties.

	<b>Estimated Receipts FY 2012-13</b>	<b>Estimated Receipts FY 2013-14</b>
<b>Charlotte County</b>	<b>\$136,142</b>	<b>\$122,033</b>
<b>Collier County</b>	<b>\$183,469</b>	<b>\$197,667</b>
<b>Lee County</b>	<b>\$452,333</b>	<b>\$495,569</b>
<b>Glades County</b>	<b>\$1,854</b>	<b>\$2,472</b>
<b>Hendry County</b>	<b>\$12,164</b>	<b>\$16,219</b>

**5 Percent State Trust Fund Reserve:**

**Not Applicable**

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

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	355,427.28	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	355,427.28	(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 (SCGR)	(10,676.76)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	344,750.52	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 20<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

PD20 ICDFTF revenues for FY2011-12 were \$783,637, of which \$484,244 (or 62%) represents application fees and the balance of \$299,393 (or 38%), cost of defense.

FY2012-13 revenues have been revised downwards to reflect the reality of reduced revenues from application fees, partly due to a decrease in misdemeanor cases. The revenues for 2012-13 are estimated to be \$766,625 of which \$473,731 applies to application fees and \$292,894 to revenues for cost of defense.

Revenues for FY 2013-14 are expected to be unchanged from FY 2012-13. No significant increase in collections is anticipated. Consequently, PD20's revenue forecast for 2013-14 remains the same as the previous year.

	Actual FY11/12	Expected Estimated Decrease	Estimated Receipts FY 12/13	Expected Estimated Decrease	Estimated Receipts FY 13/14
Fees	\$484,244		\$473,731		\$473,731
<u>Restitution</u>	<u>\$299,393</u>		<u>\$292,894</u>		<u>\$292,894</u>
<b>Total</b>	<b>\$783,637</b>	<b>-2%</b>	<b>\$766,625</b>	<b>-1%</b>	<b>\$766,625</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$473,731</b>
<b>Less 8% Service Charge</b>	<b>\$37,898</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$435,833</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$21,792</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$473,731</b>
<b>X 8% Service Charge</b>	<b>\$37,898</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$473,731</b>
<b>X 8% Service Charge</b>	<b>\$37,898</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

# **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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	213,605.13	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	213,605.13	(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 (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	213,605.13	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Appellate Office, 15<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

The revenues used to support the budget authority for this appellate trust fund are 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 State Trust Fund Reserve:**

**Not Applicable**

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

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None 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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	481,263.64	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	481,263.64	(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, 07/01/2012</b>	481,263.64	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Capital Collateral Regional Counsel, Middle Region**

**Capital Collateral Regional Counsel Trust Fund - 2073**

**Revenue Estimating Methodology:**

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 FY12/13 have CJA's outstanding. Therefore, it is estimated these federal reimbursement dollars will be received during FY12/13.

FY12/13:	6 Cases Total	=	\$141,363
	8 Cases Total	=	<u>\$83,075</u>
			\$224,438

Based on an average number of cases and the reimbursements per case for the past four years, CCRC-Middle Region estimates the following for FY13/14.

FY13/14: 10 cases @ \$20,290 = \$202,900

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	466,287.42	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	466,287.42	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(11,522.71)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	454,764.71	(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 2013-2014 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 2012-2013 and FY 2013-2014 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 and federal capital post-conviction proceedings to any person convicted and sentenced to death in Florida who is without counsel due to his or her indigence. Section 27.702(3) F.S (1996 Supp) states: The Capital Collateral Representative shall file motions seeking compensation for the 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 federal courts. Based on the average reimbursement per case for the past four years, \$30,798.00, CCRC-South estimates the following for FY 13-14:

FY 13-14 4 cases @ \$30,798 = \$123,192

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

# **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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	29,009.28	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	29,009.28	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(27,824.76)	(H)		
Approved "B" Certified Forwards	(500.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(90.94)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	593.58	(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**

<b>Budget Period:</b>	<b>2013 - 2014</b>
<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:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,093.58 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and Description	
SWFS Adjustment # and Description	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(500.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>593.58 (E)</b>
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	
<b>DIFFERENCE:</b>	<b>593.58 (G)*</b>

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 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 11/12 actual revenue (\$16,926) and divided it by the number of civil dependency cases in FY 11/12(2556) and came up with \$6.37 per case.**

**Revenue estimates are based on a 15% growth in cases per year x 6.37 per case**

$$2,556 \times 15\% = 383$$

$$2,556 + 383 = 2,939 \text{ cases in FY 12/13}$$

$$2,939 \text{ cases} \times 6.37 = \underline{\$18,721 \text{ in FY 12/13}}$$

$$2,939 \text{ cases} \times 15\% = 441$$

$$2,939 + 441 = 3380 \text{ cases in FY 13/14}$$

$$3,380 \text{ cases} \times 6.37 = \underline{\$21,530.60 \text{ FY 13/14}}$$

---

**Fees**

**Actual revenue (11,670) FY 11/12 divided by number of civil dependency cases in FY 11/12(2556) and came up with \$4.53 per case**

$$2,556 \times 15\% = 383$$

$$2,556 + 383 = 2,939 \text{ cases in FY 12/13}$$

$$2,939 \text{ cases} \times 4.53 = \$13,314 \text{ FY 12/13}$$

$$2,939 \text{ case times } 15\% = 441$$

$$2,939 + 441 = 3380 \text{ cases in FY13/14}$$

$$\underline{3,380 \text{ cases} \times 4.53 = \$15,311 \text{ FY 13/14}}$$

---

**REFUNDS**

**Actual revenue (84) FY 11/12 divided by the number of civil dependency cases in FY 11/12 (2556) and came up with .03 per case**

**2556 X15% =383**

**2556 + 383 = 2939 cases in FY 12/13**

**2939 cases x .03= \$88.17**

**2939 cases times 15%= 441**

**3380 case x .03=\$169 FY 13/14**

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$13,314</b>
<b>Less 8% Service Charge</b>	<b>\$1,065</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$12,249</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$612</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$13,314</b>
<b>X 8% Service Charge</b>	<b>\$1,065</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$15,311</b>
<b>X 8% Service Charge</b>	<b>\$1,225</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01 DESCRIPTION**

**(\$3,312) FY 2010-11 Certified Forward Encumbrance**

**COLUMN A02 DESCRIPTION**

**\$1,582 September 2012 CF Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	77,751.27	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	77,751.27	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(77,742.82)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	8.45	(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 2013-2014 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict and Civil Regional Counsel, 2<sup>nd</sup> Region**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

The Office of Criminal Conflict and Civil Regional Counsel, 2<sup>nd</sup> Region does not expect to receive revenue in this trust fund for FY 2012-13 or FY 2013-14.

**5 Percent State Trust Fund Reserve:**

**Not Applicable**

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

**Not Applicable**

**Explanation of Schedule I, Section III Accounting Adjustments:**

**COLUMN A01    DESCRIPTION**

**(\$659)            FY 2010-11 Certified Forward Encumbrance**

**COLUMN A02    DESCRIPTION**

**\$144             September 2012 Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,260.36	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	3,260.36	(F)		
LESS		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(172.26)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	3,088.10	(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 2013-2014 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:**

In calculating the projected Indigent Civil Defense Trust Fund, the prior year amounts and trends have been taken into consideration. FY 2010-11 and FY 2011-12 were at \$12,478. Projections for FY2012-13 are at \$13,000. Looking at those figures, there is nothing that shows a large projected growth. Taking FY2012-13 of \$13,000 with a 3% increase to allow for number of case growth and better collection practices, put Regional Counsel Second District estimated receipts for FY 2013-14 at \$13,390.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$12,478</b>
<b>Less 8% Service Charge</b>	<b>\$998</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$11,480</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$574</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$12,478</b>
<b>X 8% Service Charge</b>	<b>\$998</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$13,390</b>
<b>X 8% Service Charge</b>	<b>\$1,071</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,673.63	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	3,673.63	(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 (SCGR)	(54.72)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	3,618.91	(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 2013-2014 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:**

Reviewing the previous fiscal year Schedule I form for this agency, it is difficult to come to a conclusion as to how to properly forecast estimated receipts for FY 12-13 and 13-14 in our Indigent Civil Defense Trust Fund. The collected amounts year-to-year have been arbitrary. The Clerk of Courts collects these monies in the form of application fees from our appointed clients. While the trend does show a significant gain between FY 10-11 and FY 11-12 (480%), the total amount collected is still only about 4% of our total authority in this category.

At this time I believe it best to run flat to last year and estimate receipts for FY 12-13 and FY 13-14 to be \$3,500.

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$3,500</b>
<b>Less 8% Service Charge</b>	<b>\$280</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$3,220</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$161</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$3,500</b>
<b>X 8% Service Charge</b>	<b>\$280</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,500</b>
<b>X 8% Service Charge</b>	<b>\$280</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	18.96	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	18.96	(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 (SCGR)	(63.20)	(I)		
LESS: Offset To Deficit Fund Balance	44.24	(J)		
<b>Unreserved Fund Balance, 07/01/2012</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**

<b>Budget Period: 2013 - 2014</b>	
<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- 4th District
<b>LAS/PBS Fund Number:</b>	20-2-976004

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/12</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(44.24)"/> (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/> (B)
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # and 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)
Offset To Negative Fund Balance	<input type="text" value="44.24"/> (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)
<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2013-2014 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**

**5 Percent State Trust Fund Reserve:**

**Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 12/13 estimated revenue)**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$4,093</b>
<b>Less 8% Service Charge</b>	<b>\$327</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$3,766</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$188</b>

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

**Show a detailed calculation of the 8 percent SCGR for FY 12/13 and FY 13/14 (calculated on recurring FY 12/13 and FY 13/14 estimated revenue)**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$4,093</b>
<b>X 8% Service Charge</b>	<b>\$327</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$4,093</b>
<b>X 8% Service Charge</b>	<b>\$327</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$44</b>	<b>Offset to Deficit Fund Balance</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>(\$44)</b>	<b>Offset to Deficit Fund Balance</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	99.67	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	99.67	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(99.10)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	0.57	(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: 2013 - 2014</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 6/30/2012		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	23,828.08	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	23,828.08	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(22,941.67)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(423.01)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2012</b>	463.40	(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 2013-2014 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 11/12, RC5's actual revenue was \$19,103.00. RC5 was appointed to 2,090 cases, and it received application fees in 11% of its cases. RC5 projects that its caseload will average 2200 cases for the next two years. RC% projects that it will collect application fees in 20% of its cases in FY12/13 and 25% of its cases in FY13/14.

Revenue Estimates are based on the following:

Estimate for 12/13:

2200 x \$50.00 application fee = \$110,000

\$110,000 x 20% = \$22,000.00

Estimate for 13/14:

2200 x \$50.00 application fee = \$110,000

\$110,000 x 25% = \$27,500.00

Restitution:

Attorney Fees

For FY 11/12, RC5's actual revenue was \$5,111.00. RC5 was appointed to 2,090 cases, and it received restitution in 1.6% of its cases. RC5 projects that its caseload will average 2200 cases for the next two years. RC% projects that it will collect application fees in 8% of its cases in FY12/13 and 15% of its cases in FY13/14.



Revenue Estimates are based on the following:

Estimate for 12/13:

2200 x \$150.00 = \$330,000

\$330,000 x 8% = \$26,400

Estimate for 13/14:

2200 x \$150.00 application fee = \$330,000

\$330,000 x 15% = \$49,500

**5 Percent State Trust Fund Reserve:**

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$22,000</b>
<b>Less 8% Service Charge</b>	<b>\$1,760</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$20,240</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,012</b>

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

<b>FY 2012-13-Receipts Applicable to SCGR</b>	<b>\$22,000</b>
<b>X 8% Service Charge</b>	<b>\$1,760</b>
<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$27,500</b>
<b>X 8% Service Charge</b>	<b>\$2,200</b>

**Explanation of Schedule I, Section III Accounting Adjustments:**

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$55</b>	<b>September 2012 Reversion</b>

# **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 A: 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				
Application Coordinator	36260C0		\$69,865 / 1000	1
IT Systems Administrator	36260C0		\$63,324 / 1000	1

Narrative: Additional Salaries & Benefits and Expenses General Revenue funding is requested to supplement existing IT staff. The goal is to enhance existing applications, reign in or replace legacy applications and automate manual processes. An additional systems administrator is needed to allow for maintenance of current systems and operations, as well as assist in long-term planning and implementation of projects. JAC currently has unfunded FTEs available for this issue.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Workload: Financial Analyst Staffing	3002150		\$63,324 / 1000	2

Narrative: Additional Salaries & Benefits and Expenses General Revenue funding is requested to provide adequate financial analysis support in preparing statutorily required financial reports, and other ad hoc reports (e.g., public records requests). JAC has unfunded FTEs available for this issue.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Contracting and Payment of Capital Collateral Registry Attorneys	5000210		\$625 / 1000	3

Narrative: The transfer of the Capital Collateral Registry Attorneys contracting and payment responsibilities from the Department of Financial Services to JAC is requested for FY 2013-14. JAC is equipped with sufficient systems and staff to process CCR attorney billings in addition to our current court appointed billings. JAC estimates a savings of \$131,686 in salaries and benefits costs currently paid to DFS staff. Non-recurring General Revenue Expenses funding is requested.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Workload: Florida Accountability Contract Tracking System (FACTS) Liaison				
	3002140		\$63,324 / 1000	4

Narrative: Additional Salaries & Benefits and Expenses General Revenue funding is requested to address increased workload associated with implementing the Florida Accountability Contract Tracking System (FACTS) requirements. A position is needed to provide training and guidance to the agencies we administratively serve on the procedural aspects of inputting contracts into FACTS. JAC currently has unfunded FTEs available for this issue.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Workload: Staffing Increase for Court Appointed Counsel Section	3002300	1.00	\$52,941 / 1000	5

Narrative: An FTE, Salaries & Benefits, and Expenses General Revenue funding is requested to address workload associated with pre-payment audit of billings of court appointed and indigent for costs cases including attorneys, court reporters, investigators, and experts.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Senior Management Designees and Benefits for JAC Staff	4202A20		\$8,000 / 1000	6

Narrative: Senior Management Service Class retirement benefits is requested for the Justice Administrative Commission's General Counsel, Assistant General Counsels, and senior managerial staff.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

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**Statewide Guardian ad Litem**

**FY 2013-14 Funding Priorities**

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**Priority #1**

**VOLUNTEER RECRUITMENT**

Issue Code: 4200110

General Revenue: Other Personal Services = \$1,297,485

General Revenue: Contracted Services = \$502,515

Continuation of the \$1.8 million on a recurring basis is essential to moving forward with the goal of serving 100% of children in the dependency system over the next five years. It will allow recruiters, trainers and support staff to maintain the volunteers who represent the best interests of abused, abandoned and neglected children in the dependency system. We can increase the number of volunteers by 650 in FY 13-14, and increase the number of children served by 1,300. This will bring us to 75% of the children mandated by Florida Statutes to be served. Our 5 year plan will take the GAL Program to 100%.

**Priority #2**

**SALARY ADJUSTMENT FOR GUARDIAN AD LITEM STAFF**

Issue Code: 4202A60

Salary Rate = 1,966,108

General Revenue: Salaries and Benefits = \$2,106,664

Seeking funds to increase pay minimums for GAL staff whose jobs have evolved since the Program was consolidated under a State- wide Guardian ad Litem Office under the Justice Administrative Commission. Transformation of the program now requires case coordinators to oversee a cadre of volunteers who in turn represent about 76 children. In addition, salaries for GAL attorneys are not competitive with attorney salaries in other state and local programs. The pay plan is a holdover from days when the program was loosely administered by the state.



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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2013-14  
(First through Twentieth Judicial Circuits)**

The Florida Prosecuting Attorneys Association's budget priorities will be determined in November 2012. 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**  
Florida Prosecuting Attorneys Association's budget priorities

**IC 2401500 Replacement Motor Vehicles** **Priority #2**  
Fund: Forfeiture and Investigative Support Trust Fund (FIST)  
Amount: \$78,824

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 December, 2012. 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.

**State Attorney, Second Judicial Circuit** **Priority #1**  
**IC 2401500 Replacement Motor Vehicles**  
Fund: State Attorneys Revenue Trust Fund  
Amount: \$108,000

The Second Judicial Circuit is comprised of six (6) counties in the Panhandle. All but five Assistant State Attorneys and investigators actually live in or near counties to which they are assigned. Safe and cost efficient transportation to and from assignments is critical to effective, timely and efficient prosecution of criminal cases.

**IC 2402000 Additional Equipment** **Priority #2**  
Fund: General Revenue  
Amount: \$35,000

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Second Judicial Circuit Priority #2  
IC 2402000 Additional Equipment**

Assistant State Attorneys as a matter of course attend many depositions. Most often the depositions involve defense counsel deposing prosecution witnesses which can be done remotely by the Assistant State Attorney. Rarely would an Assistant State Attorney not want to be present in person for the deposition of a victim, but attendance at many other depositions can be achieved by this technology solution, thereby saving the expense of transportation and lodging.

**State Attorney, Third Judicial Circuit Priority #1  
Florida Prosecuting Attorneys Association's budget priorities**

**State Attorney, Fourth Judicial Circuit Priority #1  
IC 340F0100 Transfer of Grants and Donations Trust Fund to the  
State Attorneys Revenue Trust Fund -Add  
Fund: State Attorneys Revenue Trust Fund  
Amount: \$500,000**

The State Attorney's Office Fourth Judicial Circuit is asking for an appropriation shift only, no additional funding is needed.

This office is projecting a salary appropriation shortfall for Fiscal Year 2012-2013, as well as future Fiscal years.

1) At the end of FY 2011-12, Duval County added an additional division (CR-I) in Circuit Court. With this additional division, our staffing needs have increased. This circuit needs to staff the new division with four attorneys, one secretary, one paralegal, and one victim advocate.

2) In FY 2012-13, our circuit has four employees exiting DROP and at least four employees entering DROP which is higher than FY-12.

3) In FY 2012-13, this agency's Other Personal Services (OPS) appropriation in the State Attorney Revenue Trust Fund (SARTF) was reduced by \$289,664. This has hindered our circuit greatly. If we were not reduced in SARTF OPS by \$289,664, we would be able to at least transfer \$250,000 in SARTF from OPS to Salaries to help reduce some of the shortage.



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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Fourth Judicial Circuit**

**Priority #1**

The State Attorney Office in the Fourth (4th) Judicial Circuit is requesting an appropriation transfer in the amount of \$500,000.00 be permanently shifted from Grants and Donations OPS to State Attorney Revenue Trust Fund Salaries.

After the permanent appropriation transfer, the State Attorney's Office Fourth Judicial Circuit will be able to maintain a 5% trust fund reserve in Grants and Donations.

**Non-approval Impact Statement:**

Without this action we would be at a projected salary appropriation shortfall for the current Fiscal Year, as well as future Fiscal Years. This would also impair essential victim services to the citizens of Duval, Clay, and Nassau counties in the investigation and prosecution of criminal and civil crimes as this issue impacts our entire operation.

Reference corresponding issue code 34F0200.

**IC 2000100 Realignment of Administrative Expenditures -Add**

**Priority #2**

Fund: Grants and Donations Trust Fund

Amount: \$190,715

The State Attorney's Office Fourth Judicial Circuit is requesting a realignment within our Grants and Donations Trust Fund by transferring \$190,715 from the operations category into the salaries and benefits category. The realignment will allow the authority to be utilized more effectively without the need to submit numerous transfer authority documents. The State Attorney's Office Fourth Judicial Circuit has the funds available to utilize this budget amount. We would like this realignment to be permanent.

**Non-approval Impact Statement:** Non-approval of this request will impair essential victim services to the citizens of Duval, Clay, and Nassau counties in the investigation and prosecution of criminal and civil crimes as this issue impacts our entire operation.

Reference Corresponding "Deduct" Issue Code 2000200

**IC 3001060 Staffing Adjustments for Workload and Increased Judgeships**

**Priority #3**

FTE: 7.00

Rate: 425,556

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Fourth Judicial Circuit**

**Priority #3**

Fund: General Revenue  
Amount: \$589,687

During fiscal year 2011-2012, Duval County added an additional division (CR-I) in Circuit Court. With this additional division, our staffing needs have increased. To properly staff this new division we need to have the following: 4 Assistant State Attorneys, 1 Paralegal, 1 Victim Advocate, and 1 Secretary.

The salary rate requested for the Assistant State Attorneys (4 at \$45,000 each) will be required to hire attorneys at the level of experience needed. Salaries for the Secretary II, Paralegal 1, and Victim/Witness Counselor 1 are all at the default minimum salary. State Attorney Operating Expenditures budget of \$29,525 is requested to establish the positions as per Standard #3, modified for State Attorneys.

**IC 4200A70 State Attorney Equity**

**Priority #4**

Rate: 500,000  
Fund: State Attorneys Revenue Trust Fund  
Amount: \$500,000

It is vital to the State Attorney's Office Fourth Judicial Circuit to have qualified Assistant State Attorney's. In fiscal year 2012, our circuit lost 29 Assistant State Attorney's giving us a turn over rate of 21.8% which is higher than the average statewide turnover rate of 16.07%. Of these 29 Assistant State Attorney's, 17 were long term employees. Experienced Assistant State Attorney's are continuing to leave in the current fiscal year 2013. When these attorney's leave our circuit, they leave a void in experience that is not easily replaced. Turnover increases lead to less experienced attorneys handling cases and more cases being handled per attorney since there is a period required for the hiring and training process.

Non-approval Impact Statement: Non-approval of this request will impair essential victim services to the citizens of Duval, Clay, and Nassau counties in the investigation and prosecution of criminal and civil crimes as this issue impacts our entire operation.

**IC 4201A30 State Attorney Support Staff Salary Adjustment**

**Priority #5**

Fund: State Attorneys Revenue Trust Fund

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Fourth Judicial Circuit**

**Priority #5**

Rate: 250,000  
Amount: \$250,000

It is important to the State Attorney's Office Fourth Judicial Circuit to have qualified support staff to effectively handle our case load. The turnover rate of support staff in fiscal year 2012 was approximately 13% many of which were long time employees. The result of this turnover is many new employees have to be recruited and trained which is very timely and costly to our circuit. It is important to the effective operation of the State Attorney's Office to retain these experienced personnel.

Non-approval Impact Statement: Non-approval of this request will impair essential victim services to the citizens of Duval, Clay, and Nassau counties in the investigation and prosecution of criminal and civil crimes as this issue impacts our entire operation.

**State Attorney, Fifth Judicial Circuit**

**Priority #1**

Florida Prosecuting Attorneys Association's budget priorities

**State Attorney, Sixth Judicial Circuit**

**Priority #1**

**IC 2401500 Replacement Equipment Motor Vehicles**

Fund: State Attorneys Revenue Trust Fund  
Amount: \$90,060

The automobiles are necessary for the agency's Investigators to perform their duties in support of felony, misdemeanor and juvenile prosecution and civil matters. The condition of these vehicles raises safety and financial concerns.

**IC 3004500 Special Prosecution Unit for Veterans**

**Priority #2**

FTE: 3.00  
Rate: 104,601  
Fund: General Revenue  
Amount: \$150,337

Coordinated effort designed to provide additional mediation and treatment-based disposition service based on the National Veterans' Court Model.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Seventh Judicial Circuit** **Priority #1**  
**IC 36301C0 Supreme Court Mandate SC11-399 for Electronic Filing**  
Fund: General Revenue  
Amount: \$166,917

**State Attorney, Seventh Judicial Circuit** **Priority #1**

Mandate given this agency by the Florida Legislature and Florida Supreme Court E-Filing and digital workflow during this Fiscal Year, require the installation and continuous operation of new software, networks, secure and accessible storage of data, disaster recovery and maintenance of associated hardware to assure the continued functionality of this agency and to meet the requirements set forth by the Florida Legislature and Florida Supreme court mandates. The required paradigm shift to electronic workplace will increase productivity and decrease future costs, however, additional costs will occur during the start-up phase. Computer programmers are necessary to comply with these mandates.

Florida Prosecuting Attorneys Association's budget priorities **Priority #2**

**State Attorney, Eighth Judicial Circuit** **Priority #1**  
Florida Prosecuting Attorneys Association's budget priorities

**State Attorney, Ninth Judicial Circuit** **Priority #1**  
Florida Prosecuting Attorneys Association's budget priorities

**State Attorney, Tenth Judicial Circuit** **Priority #1**  
Continuation of current budget level without any budget cuts.

Florida Prosecuting Attorneys Association's budget priorities **Priority # 2**

**State Attorney, Eleventh Judicial Circuit** **Priority #1**  
**IC 4200A60 Competitive Area Differential Funding**  
Salary Rate: 1,736,920  
Fund/Amount: General Revenue \$1,796,171  
Child Support TF \$ 125,847

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

Grants and Donations TF	\$ 57,203
Total:	\$1,979,211

The substantial difference in the cost of living across counties severely impacts our ability to recruit and retain high-quality Assistant State Attorneys and Support Staff. This issue requests a comparative area differential to compete with other local governmental agencies and private sector firms in Miami-Dade County.

**IC 4200A10 Competitive Area Differential Funding for Support Staff                      Priority # 2**

Salary Rate: 685,152

Fund/Amount: General Revenue	\$667,448
Child Support TF	\$ 39,427
Grants and Donations TF	\$ 66,181
Total:	\$773,056

The substantial difference in the cost of living across counties severely impacts our ability to recruit and retain high-quality Assistant State Attorneys and Support Staff. This issue requests a comparative area differential to compete with other local governmental agencies and private sector firms in Miami-Dade County.

**IC 36240C0 Network Port Fee for New Child Support Enforcement Facility                      Priority #3**

Fund: Child Support TF  
Amount: \$84,000

This issue addresses required network port user fees that resulted in the Child Support Enforcement (CSE) Services move to the Miami-Dade facility. The network fee is estimated to cost \$84,000 and funding is not available in the current contract. The CSE is funded by a cost reimbursable contract with the Department of Revenue.

**IC 2301900 Building Rental for Privately Owned Building                      Priority #4**

Fund: Child Support TF  
Amount: \$129,844

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

This issue addresses accumulation of lease space cost increases for the Child Support Enforcement (CSE) Services from the FY10-11 to current. The CSE is funded by a cost reimbursable contract with the Department of Revenue.

**State Attorney, Twelfth Judicial Circuit**

**Priority #1**

Florida Prosecuting Attorneys Association's budget priorities

**IC 3001060 Staffing Adjustment for Workload and Judgeships**

**Priority #2**

Salary Rate: 229,712

Fund: General Revenue

Amount: \$365,317

If additional criminal divisions are created in the Twelfth Judicial Circuit as a result of additional judgeships, it would become necessary for us to staff them accordingly. This request reflects the state attorney resources necessary to staff one newly created criminal division, based on the Florida Prosecuting Attorneys Association model. This configuration will need to be repeated for each new criminal division created in the Twelfth Judicial Circuit.

**IC 2401500 Replacement Equipment of Motor Vehicles**

**Priority #3**

Fund: State Attorneys Revenue Trust Fund

Amount: \$42,000

The 12th circuit has two (2) vehicles that will meet the statutory requirements for replacement in FY 2013-14. 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 the above four vehicles as they are critical to

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

ensuring the efficient operation of our office and will allow us to better perform our constitutional and statutorily mandated duties.

**State Attorney, Thirteenth Judicial Circuit** **Priority #1**  
Florida Prosecuting Attorneys Association's budget priorities

**IC 2401500 Replacement of Motor Vehicles** **Priority #2**  
Fund: State Attorney Revenue Trust Fund  
Amount: \$55,250

Fund: Civil RICO Trust Fund  
Amount: \$69,750

This issue benefits all four core activities of the State Attorney, 13th Judicial Circuit, Hillsborough County. These activities are Felony Prosecution, Misdemeanor Prosecution, Juvenile Prosecution and Civil Action Services. The circuit has five (5) vehicles that will meet replacement criteria in FY 2013-2014. The cost to replace the 5 vehicles is estimated to be a total of \$125,000.00. All of the vehicles slated for replacement meet or will meet the Florida Department of Management Services Minimum Equipment Replacement Criteria in FY 2013-2014.

**IC 3008A10 Enhanced Salary Incentive Payments** **Priority #3**  
Fund: General Revenue  
Amount: \$4,972

This issue benefits all four core activities of the State Attorney, 13th Judicial Circuit, 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.

**IC 3001060 Staffing Adj. for Workload and Increased Judgeships** **Priority #4**  
Salary Rate: 520,070 FTE = 10.00  
Fund: General Revenue  
Amount: \$747,600

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Fourteenth Judicial Circuit** **Priority #1**  
Florida Prosecuting Attorneys Association's budget priorities

**IC 2401500 Replacement of Motor Vehicles** **Priority #2**  
Fund: State Attorney Revenue Trust Fund  
Amount: \$60,000

The Fourteenth Circuit has three (3) 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**  
Florida Prosecuting Attorneys Association's budget priorities

**IC 4200A60 Competitive Area Differential Funding** **Priority #2**  
Salary Rate: 419,959  
Fund: General Revenue  
Amount: \$419,959

Palm Beach County has one of the highest costs of living in the state which impacts retention and recruitment of Assistant State Attorneys. As with other State agencies who already receive this Comparative Area Differential in Palm Beach County, SAO15 requests a similar CAD to equalize the effects of the high costs in this County.

**IC 3001060 Staffing Adj. for Workload and Increased Judgeships** **Priority #3**  
Salary Rate: 193,235 FTE = 6.00  
Fund: General Revenue  
Amount: \$307,788

The Fifteenth (15<sup>th</sup>) Circuit is reassigning a civil circuit judge to a new criminal position in the west satellite courthouse. This expansion of criminal courts in Belle Glade, Florida, will require additional State Attorney personnel to staff the courtroom.

**IC 2401000 Replacement Equipment** **Priority #4**  
Fund: General Revenue  
Amount: \$51,736



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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

The reassignment of a 2nd judge in our west satellite courthouse is connected to the county's construction of a new facility that our employees will be moving to. Furniture is beyond condition to move to a new facility.

**State Attorney, Sixteenth Judicial Circuit** **Priority #1**  
Florida Prosecuting Attorneys Association's budget priorities

**State Attorney, Seventeenth Judicial Circuit** **Priority #1**  
Florida Prosecuting Attorneys Association's budget priorities

**IC 300080 Increased Current Prosecution** **Priority #2**  
Salary Rate: \$2,568,426      FTE = 70.00  
Fund: General Revenue  
Amount: \$3,996,534

Additional staff needed to maintain high level of efficiency and professionalism when representing the State of Florida.

**IC 36301C0 Supreme Court Mandate SC11-399 for Electronic Filing** **Priority #3**  
Salary Rate: \$237,420      FTE = 9.00  
Fund: General Revenue  
Amount: \$651,022

Staff and Equipment to implement Supreme Court E-Filing Mandate

**IC 4200A60 Competitive Area Differential Funding** **Priority #4**  
Salary Rate: \$1,212,094

Retain high quality staff that leave due to high cost of living

**IC 3000640 Enhanced OPS** **Priority #5**  
Fund: Grants and Donations Trust Fund  
Amount: \$430,583

ASA training program necessary to support high level of efficiency with increased turnover

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

**State Attorney, Eighteenth Judicial Circuit**

**IC 36301C0 Supreme Court Mandate SC11-399 for Electronic Filing Priority #1**

Salary Rate: \$116,476            FTE = 4.00

Fund: General Revenue

Amount: \$220,654

This request is necessary to fulfill Supreme Court mandate for E-Filing and E-Service.

**Priority #2**

Florida Prosecuting Attorneys Association's budget priorities

**IC 2401500 Replacement of Motor Vehicles**

**Priority #3**

Fund: State Attorney Revenue Trust Fund

Amount: \$55,000

Three vehicles in State Attorney-18<sup>th</sup> Circuit will exceed 120,000 miles by FY13/14. It is essential that Investigators, Prosecutors, and Staff have transportation to investigate and prosecute crimes. Replacing these vehicles is necessary for financial and safety purposes.

**State Attorney, Nineteenth Judicial Circuit**

**Priority #1**

Florida Prosecuting Attorneys Association's budget priorities

**State Attorney, Twentieth Judicial Circuit**

**Priority #1**

Florida Prosecuting Attorneys Association's budget priorities

**IC 4201550 Equity Funding to Relieve Base Budget Inequities**

**Priority #2**

Salary Rate: \$1,182,973            FTE = 37.00

Fund: General Revenue

Amount: \$1,906,611

Based off of the Florida Prosecuting Attorney Association's current formula (August 2012) there is a funding differential within General Revenue from the funding factors of population and workload compared to current funding levels.

**IC 2401500 Replacement of Motor Vehicles**

**Priority #3**

Fund: State Attorney Revenue Trust Fund

Amount: \$100,000

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

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**Individual State Attorney Circuit Responses (Continued):**

Being the largest geographic circuit in the state of Florida, transportation is the key to completing our prosecution function. By June 30th 2014, our agency will have 5 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.

**IC 3800130 Employee Continuing Education**

**Priority #4**

Fund: General Revenue

Amount: \$12,600

The Certified Public Manager program, through Florida State University, is a nationally-recognized leadership development program for public managers and supervisors. It is currently offered in 38 states and by the federal government. Levels 1 through 4 focus on the fundamentals of leadership and management, with an emphasis on improving one's people skills, team leadership, and improving organizational effectiveness. Levels 5-8 are designed to improve a manager's understanding of complex organizations, large systems, and policy formation. This includes implementing process improvements for their job. Our agency is committed to providing management training to key staff members within our agency. This agency has partnered with local agencies such as the Lee County Tax Collector, the Office of the Public Defender, 20th Judicial Circuit and the Lee County Sherriff's Office to provide education through the Certified Public Manager course. This program, thru the 8 levels, provides a national certification to 7 of our staff members. The State Attorney Office, Twentieth (20th) Judicial Circuit is requesting funding within General Revenue for a 2 year period to complete this commitment. The goal of this training is to better serve support staff, by providing supervisors the tools to improve our organization as a whole.



**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

**TRIALS & APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2013-14  
PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

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<b>Issue Code:</b> 4205650	<b>Priority #1</b>
<b>Issue Title: No additional Budget or Employee Benefits Cuts</b>	

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The Public Defenders are requesting, as their number one funding priority for Fiscal Year 2013-14, that they be exempted from any additional budget or employee benefit cuts.

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 to display.

Reference issue code 4205650 in the Justice Administrative Commission's Legislative Budget Request.

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<b>Issue Code:</b> 3001300	<b>Priority #2</b>
<b>Issue Title: Workload Issues – Trials</b>	

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Please refer to Issue Code 3001300 in each individual Circuit's Legislative Budget Request.

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<b>Issue Codes:</b> 3009030 & 36301C0	<b>Priority #3</b>
<b>Issue Title: E-Filing Implementation Issues</b>	

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Please refer to Issue Codes 3009030 and 36301C0 in each individual Circuit's Legislative Budget Request.

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<b>Issue Code:</b> Circuit Specific Issues	<b>Priority #4</b>
<b>Issue Title: Circuit Specific Issues –General Revenue &amp; Maximization of ICDF</b>	

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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 2013-14  
 PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

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<b>Issue Code: 4200810</b>	<b>Priority #5 (TRIALS)</b>
<b>Issue Title: Increase Public Defender Due Process Funds</b>	
<b>(Graham / Miller Case Costs) (Clemency Costs)</b>	

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The Public Defenders request an increase of \$4,659,481 GR in the Due Process funds as follows:

\$ 933,151	Restore the cuts,
\$ 336,330	Provide a full 12 months funding
\$2,190,000	Clemency and
\$1,200,000	Graham/Miller cases

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<b>Issue Code: 3001960</b>	<b>Priority #6 (TRIALS)</b>
<b>Issue Title: Clemency Circuit Specific Issues</b>	

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Please refer to Issue Code 3001960 in the individual Circuit Legislative Budget Requests.

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<b>Issue Code: 4205620</b>	
<b>Issue Title: RESTORE FISCAL YEAR 2011-12 RETIREMENT REDUCTIONS – Trials</b>	

**This issue is ranked Priority # 7 for the Trials entities.**  
**This issue is ranked Priority # 5 for the Appellate entities.**

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A Legislative budget priority for the Public Defenders for Fiscal Year (FY) 2013-14 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  
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FISCAL YEAR 2013-2014**

**TRIALS & APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2013-14  
PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

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**Issue Code: 4205100**

**Issue Title: RESTORE FISCAL YEAR 2007-08 AND FISCAL YEAR 2008-09 BUDGET AND POSITION REDUCTIONS**

**This issue is ranked Priority # 8 for the Trials entities.**

**This issue is ranked Priority # 6 for the Appellate entities.**

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The Public Defenders' funding priorities include the restoration of Fiscal Year (FY) 2007-2008 and FY 2008-2009 position and budget reductions.

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**Issue Code: 4205300**

**Issue Title: Restore Fiscal Year 2009-10 Budget Reductions**

**\*This issue is ranked PRIORITY # 9 for the Trials entities.**

**\*This issue is ranked PRIORITY # 7 for the Appeals entities.**

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A Public Defender funding priority for Fiscal Year (FY) 2013-2014 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).

**TOTAL ISSUE:**

Rate = 1,693,705

Salaries and Benefits (GR) = \$1,802,949

Salaries and Benefits (TF) = \$218,425

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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 FISCAL YEAR 2013-2014**

**Individual Public Defender Circuit Responses:**

**Public Defender, First Judicial Circuit**

Agency Fiscal Year 2013-14 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 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Third Judicial Circuit**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Fourth Judicial Circuit**

**Issue Code: 3004600** **Priority # 1**

**Issue Title: Veteran's Court Services Division**

<b>General Revenue Salaries &amp; Benefits</b>	<b>\$136,128</b>	<b>FTE = 3.00</b>
<b>General Revenue Operations</b>	<b>\$11,857</b>	

With the fastest growing veteran's demographic in the State of Florida, the Public Defender's Office, 4th Circuit has agreed to target the incarcerated veteran population of Duval County with the implementation of Veteran's Court. Duval County incarcerates approximately 125 veterans per month, half of which are combat veterans. Many exhibit PTSD, TBI, and numerous substance abuse and mental health disorders. Many of these incarcerated veterans qualify for diversion programs. Coordination of services is critical and was absent in this area until the Public Defender's Office began a partnership with the VA and other community partners including the City of Jacksonville, State Attorney's Office, Court Administration, and existing Drug Court and Mental Health Court organizations to form a specific coordination program led by the Public Defender's Office. Most of the veterans being served are considered high risk, are chronic offenders, and homeless. The Federal Government recently funded a Veteran's Outreach Coordinator to serve as a jail liaison to the PD-appointed clients. With the help of this liaison, the outpatient process has been streamlined and over twelve (12) incarcerated veterans per month are being diverted to residential programs (from a low of 1-2 per month). Over 100 Veteran's



**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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Courts are operating nationally with zero to low single digit recidivism, thus significantly saving the cost of long term incarceration. In Duval County, this will assist in alleviating overcrowding at the county ja

The Public Defender's Office is requesting additional staff to fully implement this program and operational funds for start-up equipment for this staff. Staffing required will include one (1) experienced felony attorney, one (1) Investigator to provide investigative and mitigation services for the clients, and one (1) Legal Assistant. The salary requested for the Assistant Public Defender (\$45,000) is required to hire an attorney with the experience level required. Salaries for the Investigator and Legal Assistant are requested at the default minimum for the pay grade. Public Defender Operating Expenditures Budget of \$11,857 and \$ 7,789 in non-recurring is requested to establish the positions as per Standard # 3, modified for Public Defenders.

This issue will impact our Criminal Investigative Services and our Criminal Trial Indigent Defense activities as it will expedite and coordinate services in both of these areas.

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**Issue Code: 2401500** **Priority # 2**  
**Issue Title: Replacement Equipment – Motor Vehicles**

**Indigent Criminal Defense Trust Fund - Acquisition of Motor Vehicles = \$69,000**

The Public Defender's Office, Fourth Judicial Circuit requests funds to purchase replacement vehicles due to age and mileage. This vehicle is estimated to fully meet the mileage criteria for replacement as specified by the Department of Management Services within FY 2012-13. Since the Fourth Judicial Circuit serves a three-county area, reliable vehicles are needed for investigation of cases as well as pool cars for attorneys to visit outlying detention facilities.

Vehicle to be replaced is as follows:

<u>Year</u>	<u>Make/Model</u>	<u>Identification Number</u>	<u>Current Mileage</u>	<u>6/13 Mileage</u>
2004	Buick Century	2G4WS52J641278706	117,300	126,300
2007	Ford Taurus	1FAHP53U77A121628	110,000	126,000
2007	Chevy Impala	2G1WB55K179172655	108,000	125,150

The Public Defender's Office is requesting two (2) mid-size vehicles @ \$22,000 and one (1) mid-size SUV @ \$25,000 for a total of \$69,000. The SUV is required to meet the needs of the office to carry both passengers and equipment to investigations, trainings, etc. This vehicle will be the only office vehicle that can meet this specific need.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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FISCAL YEAR 2013-2014**

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<b>Issue Code: 3009030</b>	<b>Priority # 3</b>
<b>Issue Title: INCREASED FUNDING TO IMPLEMENT SUPREME COURT MANDATE FOR ELECTRONIC FILING</b>	

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<b>General Revenue - Salaries &amp; Benefits = \$65,760</b>	<b>FTE = 2.00</b>
<b>General Revenue - Operations = \$6,746</b>	

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The recent Florida Supreme Court mandate for e-service and e-filing of criminal court documents places a new workload requirement on Florida's Public Defenders. While it is a certainty that E-filing saves paper and facility storage space, and eventually will save time and potentially eliminate redundancy, it is also true that new procedures will be required to create electronic documents for e-service and e-filing, track and save e-mail filings, and use the statewide e-filing portal currently in development. Proof of e-filing and e-mail receipts from co-counsel, the Clerk, and prosecution will need to be saved into our case management systems and (electronic and/or physical) case files. New methods of auditing e-filings and e-mail receipts will need to be implemented to ensure every pleading, notice, motion, and other court document has electronic proof of e-service and e-filing.

The new mandate for e-filing will ultimately result in new efficiencies for the office and provide a savings in office supplies and storage facilities. However, to realize these benefits additional processes must be implemented that will require new skills sets in the office. In addition to the current daily responsibilities of public defender employees, we will need employees to design processes by working with internal and external technology experts. Once the processes are designed, employees will be dedicated to scan or image documents according to Supreme Court requirements, e-mail the documents to all associated parties in the required format, upload the electronic documents to the statewide e-filing portal, and upload the documents to the office case management system (or print and file copies into the case file). E-filing is not merely a support-staff issue; it creates an additional requirement for all of the attorneys in this office because the statewide e-filing portal (as currently designed) requires attorneys to log in and personally e-file the documents. Additionally, as the portal currently exists, we can no longer drop off multiple pleadings to be filed; attorneys must convert and upload each document one at a time. Because not all criminal justice agencies have been mandated to participate in e-service and e-filing, we will continue to receive hard copies of documents from the Department of Corrections, Department of Juvenile Justice, schools, court-appointed experts, and other criminal justice partners. Staff will therefore have to be trained to route, image, and file not only hard copies of documents, but will also be expected to monitor electronic mail for documents served by e-mail and, once implemented, for recent electronic filings.

This office is requesting two (2) FTEs to fully implement the procedural changes necessary for e-service and e-filing in our circuit. Legal Assistant level employees are required because of their knowledge not only of the documents but of the specific legal processes as well. Salaries for the Legal Assistants are requested at the default minimum for the pay grade. Public Defender Operating Expenditures Budget of

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
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FISCAL YEAR 2013-2014**

\$6,746 and \$4,478 in non-recurring) is requested to establish the positions as per Standard # 3, modified for Public Defenders.

**Public Defender, Fifth Judicial Circuit**

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<b>Issue Code:</b> 36301C0	<b>Priority # 1</b>
<b>Issue Title:</b> Supreme Court E-Filing Mandate	

**Indigent Criminal Defense Trust Fund - Salaries & Benefits = \$38,384 FTE = 1.00**  
**Indigent Criminal Defense Trust Fund - Operations = \$37,089**

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The Florida Supreme Court has mandated that all criminal filings be submitted electronically by October 1, 2013. This agency has been working with the Clerk of the Court, local law enforcement, court administration and Public Defender's statewide to plan the hardware and software for the implementation of the E-filing project, with the initial goal of paperless criminal defense litigation. Electronically receiving the arrest information for first appearance, criminal history records for bail hearings, expert witness documents, discovery from the prosecutor, and electronic data access in the courtroom are goals that can be reached with sufficient funding. E-filing has been confirmed as a significant cost savings strategy.

This office requests: One Data Entry operator to provide training and support to docket personnel circuit wide. The requested salary rate for the position is \$25,000 with associated operating expenditures. Additionally, we are requesting operating expenditures of \$33,716 in non-recurring funds for the purchase of twenty-eight Cannon model #DR-C125 desk top scanners (\$472 x 28 = \$13,216) and 41 Apple iPad3s (\$500 x 41 = \$20,500) to assist docket personnel in compliance with E-filing standards.

**Public Defender, Sixth Judicial Circuit**

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<b>Issue Code:</b> 2401500	<b>Priority # 1</b>
<b>Issue Title:</b> Replacement Equipment – Motor Vehicles	

**Indigent Criminal Defense Trust Fund - Acquisition of Motor Vehicles = \$26,000**

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The Public Defender Office, Sixth (6<sup>th</sup>) Judicial Circuit requests as their #1 priority the replacement of a vehicle that is worn out/obsolete per state guidelines. **Amount / Fund = \$26,000 ICDTF**

**SCHEDULE VIII  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FISCAL YEAR 2013-2014**

**Public Defender, Seventh Judicial Circuit & PD Appellate, Seventh Judicial Circuit**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Eighth Judicial Circuit**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Ninth Judicial Circuit**

**Issue Code: 5000500** **Priority #1**  
**Issue Title: Public Defender Special Funding Request for Critical Needs**

**General Revenue - Salaries & Benefits = \$3,393,654**

This office faces an inequity of funding for the defense far greater than any other circuit. Just to bring the Ninth Circuit Public Defender up to the statewide average in general revenue funding per case, requires \$3,393,654.

**Issue Code: 3001300** **Priority #2**  
**Issue Title: Public Defender Trial Workload**

**General Revenue - Salaries & Benefits = \$381,466** **FTE = 5.00**  
**General Revenue - Operations = \$24,250**

The Ninth Judicial Circuit comprises 7.9616% of the statewide public defender workload. Therefore, of the funds appropriated for workload, the Ninth Circuit Public Defender should receive a share of 7.9616%. On a \$4,000,000 workload appropriation the Ninth Circuit's share would equal \$381,466.

**Issue Code: 3009030** **Priority #3**  
**Issue Title: Increased Funding to Implement Supreme Court Mandate for Electronic Filing**

**General Revenue - Salaries & Benefits = \$149,000** **FTE = 3.00**  
**General Revenue - Operations = \$10,119**

New methods of auditing the filings and e-mail receipts will need to be implemented to ensure every case and every discovery document has electronic proof of filing. This office is requesting 3 FTEs to implement the procedural changes necessary to implement E-filing in our circuit.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

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**Issue Code: 3001960** **Priority #4**  
**Issue Title: Clemency for Capital Cases**

**General Revenue - Salaries & Benefits = \$74,021**      **FTE = 1.00**  
**General Revenue - Operations = \$4,592**

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Clemency hearings represent a new workload for Florida's Public Defenders. In order to handle the potential number of clemency hearings, this office is requesting one FTE, funded at the statewide average salary for an assistant public defender.

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**Issue Code: 2401500** **Priority #5**  
**Issue Title: Replacement Equipment – Motor Vehicles**

**Indigent Criminal Defense Trust Fund - Acquisition of Motor Vehicles = \$69,678**

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The Ninth Judicial Circuit is requesting funds to replace 3 multi-purpose cars bought in 2001 since they reach the end of their uses and meet the minimum replacement criteria of drop dead age. The Ninth Circuit is considering purchasing hybrid vehicles if it is cost effective

**Public Defender, Tenth Judicial Circuit & PD Appellate, Tenth Judicial Circuit**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Eleventh Judicial Circuit**

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**Issue Code: 3009020** **Priority #1**  
**Issue Title: UNITED STATES SUPREME COURT GRAHAM AND MILLER MANDATE - JUVENILE MITIGATION AND SENTENCING ADVOCACY**

**General Revenue – Salaries & Benefits = \$258,658**      **FTE = 4.00**  
**General Revenue – Operations = \$16,968**

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**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

Funding requested for workload associated with additional responsibilities placed on criminal defense attorneys representing juvenile clients as a result of United States Supreme Court decisions *Graham v. Florida*, 130 S. Ct. 2011 (2010) and *Miller v. Alabama*, 132 S. Ct. 2455 (2012)

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**Issue Code: 3009010** **Priority #2**  
**Issue Title: UNITED STATES SUPREME COURT PADILLA CONSTITUTIONAL MANDATE**

**General Revenue – Salaries & Benefits = \$236,808** **FTE = 4.00**  
**General Revenue – Operations = 18,368**

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Funding requested for workload associated with additional responsibilities placed on criminal defense attorneys as a result of United States Supreme Court decision in *Padilla v. Kentucky*, 130 S. Ct. 1473 (2010).

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**Issue Code: 3001090** **Priority #3**  
**Issue Title: Workload Certification**

**General Revenue – Operations = \$1.00**

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Funding requested to enable us to reasonably comply with our constitutional, ethical and professional obligations and therefore be in a position to continue to accept case appointments.

**Public Defender Appellate Office, Eleventh Judicial Circuit**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Twelfth Judicial Circuit**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Thirteenth Judicial Circuit**

Agency Fiscal Year 2013-14 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 2013-2014**

**Public Defender, Fourteenth Judicial Circuit**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Fifteenth Judicial Circuit (Trials & Appellate)**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Sixteenth Judicial Circuit**

Agency Fiscal Year 2013-14 budget issue priorities are as per the Florida Public Defender Association, Inc.

**Public Defender, Seventeenth Judicial Circuit**

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**Issue Code: 3001960** **Priority #1**  
**Issue Title: CLEMENCY FOR CAPITAL CASES**

**General Revenue – Salaries & Benefits = \$125,400**  
**General Revenue – Operations = \$4,592**

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**Issue Code: 3009030** **Priority #2**  
**Issue Title: INCREASED FUNDING TO IMPLEMENT SUPREME COURT MANDATE FOR ELECTRONIC FILING**

**General Revenue – Salaries and Benefits = \$66,000**  
**General Revenue – 6,746**

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**Issue Code: 3800280** **Priority #3**  
**Issue Title: FLORIDA BAR TRAINING REQUIREMENTS FOR NEW ASSISTANT PUBLIC DEFENDERS**

**General Revenue – Operations = \$4,060**

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**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

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**Issue Code: 2401800** **Priority #4**  
**Issue Title: REPLACEMENT EQUIPMENT - LAW LIBRARY**

**General Revenue – Operations = \$1,560**

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**Public Defender, Eighteenth Judicial Circuit  
Priorities # 1-7 are as per FPDA**

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**Issue Code: 4201550** **Priority #1**  
**Issue Title: EQUITY FUNDING TO RELEIVE BASE BUDGET INEQUITIES**

**General Revenue – Salaries & Benefits = 2,279,807**

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This Agency is seeking relief from inequity funding.

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**Issue Code: 4300200** **Priority #2**  
**Issue Title: MAXIMIZE USE OF INDIGENT CRIMINAL DEFENSE TRUST FUNDS FOR  
OPERATING EXPENDITURES**

**Indigent Criminal Defense Trust Fund – Acquisition of Motor Vehicles = \$38,100**

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This agency's second priority issue seeks to realize its goal of safe and cost effective operation of state vehicles.

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**Issue Code: 4200300** **Priority #3**  
**Issue Title: FULL RESTORATION OF BUDGET REDUCTIONS**

**General Revenue – Salaries & Benefits = \$2,306,036**

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This agency's third priority seeks to restore the Constitutional Rights of representation of indigent individuals in a timely and effective manner.

**Public Defender, Nineteenth Judicial Circuit**

Agency Fiscal Year 2013-14 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 2013-2014**

**Public Defender, Twentieth Judicial Circuit**

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**Issue Code: 4300250** **Priority #1**  
**Issue Title: MAXIMIZE USE OF TRUST FUND REVENUES FOR OPERATING EXPENDITURES**  
**Salary Rate: 148,725**  
**Grants and Donations Trust Fund: Salaries and Benefits = \$167,806**

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Additional trust fund budget authority is requested to meet the counties expected additional revenue for FY 2013-14.

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**Issue Code: 4300200** **Priority #2**  
**Issue Title: MAXIMIZE USE OF INDIGENT CRIMINAL DEFENSE TRUST FUNDS FOR OPERATING EXPENDITURES**  
**Salary Rate = 29,000 FTE = 1.00**  
**Indigent Criminal Defense Trust Fund –**  
**Salaries & Benefits = \$42,897**  
**Other Personal Services = \$65,440**  
**Acquisition of Motor Vehicles = \$16,400**  
**Operations = \$3,373**

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Additional trust fund budget authority is requested to provide for a paralegal in Charlotte County, OPS Clerks for Charlotte County, Collier and Lee Counties and an OPS attorney for APD support, and replacement of a worn out motor vehicle.

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**Issue Code: 5000500** **Priority #3**  
**Issue Title: PUBLIC DEFENDER SPECIAL FUNDING REQUEST FOR CRITICAL NEEDS**  
**Salary Rate = 367,500 FTE = 2.00**  
**General Revenue**  
**Salaries & Benefits = \$437,253**  
**Operations = \$36,790**

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The list of positions requested under this Issue Code were included in a list that was submitted to the Special Funding Committee of the FPDA and approved by the FPDA in 2011-12 in acknowledgement of the special needs of the 20<sup>th</sup> Circuit for additional resources. To date these positions remain critical to the performance of this circuit, consequently, PD20 is requesting additional funds for recruitment.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

**Public Defender, Twentieth Judicial Circuit (Continued)**

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<b>Issue Code:</b> 3009030	<b>Priority #4</b>
<b>Issue Title: INCREASED FUNDING TO IMPLEMENT SUPREME COURT MANDATE FOR ELECTRONIC FILING</b>	
<b>Salary Rate = 94,000</b>	<b>FTE = 4.00</b>
<b>General Revenue</b>	
<b>Salaries &amp; Benefits = \$146,764</b>	
<b>Operations = \$13,492</b>	

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<b>Issue Code:</b> 3001960	<b>Priority #5</b>
<b>Issue Title: CLEMENCY FOR CAPITAL CASES</b>	
<b>Salary Rate = 189,000</b>	<b>FTE = 4.00</b>
<b>General Revenue</b>	
<b>Salaries &amp; Benefits = \$257,645</b>	
<b>Operations = \$16,449</b>	

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<b>Issue Code:</b> 3009020	<b>Priority #6</b>
<b>Issue Title: UNITED STATES SUPREME COURT GRAHAM AND MILLER MANDATE – JUVENILE MITIGATION AND SENTENCING ADVOCACY</b>	
<b>Salary Rate = 99,000</b>	<b>FTE = 2.00</b>
<b>General Revenue</b>	
<b>Salaries &amp; Benefits = \$133,900</b>	
<b>Operations = \$8,484</b>	

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<b>Issue Code:</b> 4202030	<b>Priority #7</b>
<b>Issue Title: OFFICE RELOCATION FUNDING REQUIREMENTS</b>	
<b>General Revenue</b>	
<b>Operations = \$117,500</b>	

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Currently, the Public Defender's Office in Lee County is located in two separate buildings. However, Lee County will provide ample space in the Justice Center Annex so that the misdemeanor and homicide attorneys and their staff, and investigators, can be relocated from their current location on the 6<sup>th</sup> floor of the Justice Center to the Justice Center Annex. With this move, the entire Office of the Public Defender in Lee County will be located in one building. The funds requested of \$117,500 will provide furniture and moving expenses.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

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**Capital Collateral Regional Councils**

**FY 2013-14 Funding Priorities**

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**Capital Collateral Regional Council, Middle Region (CCRC-M)**

**Priority #1**

Issue Code: 4205710 PARTIAL RESTORATION OF FUNDS DUE TO PREVIOUS YEARS  
General Revenue: \$153,889 REDUCTIONS

Since FY 2007-08, the Capital Collateral Regional Council, Middle Region (CCRC-M) has realized an 18% reduction in funding. The CCRC-M expects 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 #2**

Issue Code: 24010C0 INFRASTRUCTURE REPLACEMENT  
General Revenue: \$52,176

Computer technology is a major factor in making CCRC-M 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.

**Priority #3**

Issue Code: 3800220 LEGAL EDUCATION TRAINING  
General Revenue: \$15,000

Professional development training is required to maintain continuing legal education (CLE) credits and keep them informed regarding updates to state and federal laws pertaining to death row cases.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

**Capital Collateral Regional Counsel, Middle Region (CCRC-M)**

**Priority #4**

Issue Code: 3000640            ENHANCED OTHER PERSONAL SERVICES  
General Revenue: \$28,600

Other Personal Services (OPS) employees are needed in order to complete duties and responsibilities that are no longer filled by full time employees due to cuts in our Salaries and Benefits appropriation. OPS employees can be utilized in a more cost efficient manner in that benefits are not allocated to these positions. Due to severe budget reductions, CCRC-Middle has realized a 39% reduction in OPS during the past four years.

**Capital Collateral Regional Counsel, Southern Region (CCRC-S)**

**Priority #1**

Issue Code: 4205710            PARTIAL RESTORATION OF FUNDS DUE TO PREVIOUS YEARS  
General Revenue: \$143,948    REDUCTIONS

Since FY 07-08, CCRC-S has realized a 16% reduction in funding. The CCRC's expect an increase in cases following recent 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 lower courts are processing cases faster than in previous years. This additional workload will require a partial restoration of funds so that the CCRC's can continue to meet legal and professional standards set by the Florida Supreme Court, and performance measures set by the Florida Legislature.

**Priority #2**

Issue Code: 24010C0            INFRASTRUCTURE REPLACEMENT  
General Revenue: \$30,198

IT Infrastructure replacement is necessary to the operation of the office as old and obsolete equipment must be replaced.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2013-2014**

**Priority #3**

Issue Code: 51R0100      INCREASE AUTHORIZED RATE  
Salary Rate: \$26,657

In order to become more competitive and retain experienced attorneys, the CCRC-S office is requesting a Rate increase. Through increased Authorized Rate, this agency can improve its ability to compete with other state agencies and the private sector.

**Priority #4**

Issue Code: 3000640      ENHANCED OTHER PERSONAL SERVICES  
General Revenue: \$34,395

Other Personal Services (OPS) Personnel are required to assist with the scanning of documents to the electronic library.

**Priority #5**

Issue Code: 3800220      LEGAL EDUCATION TRAINING  
General Revenue: \$34,000

Funds are requested for the professional development training for the administrative and support staff.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

**Office of Criminal Conflict and Civil Regional Counsel - First Region**

**Priority #1**

**IC 3001360 Criminal Conflict and Civil Regional Counsel Workload**

FTE: 4.00

Rate: 200,000

General Revenue

Salaries and Benefits: \$266,364

Operations: \$38,448 Non-recurring \$14,616

Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) has only had one full time appellate attorney handling Public defender appellate conflict cases for six circuits and no full time appellate attorneys handling dependency/TPR appeals. Workloads for appeals are such that one attorney can handle no more than 30 appeals in a year. FTE calculations for RCC's estimated workload of 200 cases per attorney per year which under-estimated the appellate FTE's by a factor of 3. Utilizing 2 attorney FTE's and 2 less expensive support staff will meet current workload demands for non-capital appeals.

**Priority #2**

**IC 3000380 Criminal Conflict and Civil Regional Counsel Capital Attorneys**

FTE: 7.00

Rate: 477,000

General Revenue

Salaries and Benefits: \$609,432

Operations: \$69,767 Non-recurring \$25,902

The Office of Criminal Conflict and Civil Regional Counsel, 1st DCA Region (RCC1) is requesting two additional attorney units consisting of two legal assistants, one investigator, and four attorneys who meet the criteria required to perform duties on capital cases. The Operating Expenditure request is per the Governor's Office of Policy Budget's Standard #3 modified for the Regional Counsels.

The Florida Supreme Court through Fla. R. Crim. P. 3.122 establishes minimum standards for death qualified attorneys, therefore requiring a higher salary structure. Original salary and Full-Time Equivalent (FTE) calculations did not include adequate funding for the restricted caseloads and specialized training required of attorneys who are assigned death penalty cases.

RCC1 requests seven FTE's and \$477,000 in salary dollars and rate which will reduce the number of cases where private Court Appointed Counsel (CAC) is utilized thereby creating a savings to the state. For FY ending June 30, 2012, private CAC in Region One were paid \$1,553,708 in attorney fees for 65 capital murder cases where the death penalty was being sought. These cases all require two attorneys (one for guilt phase and one to

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

**Office of Criminal Conflict and Civil Regional Counsel - First Region  
(continued)**

**Priority # 2**

handle the penalty phase). As a consequence, the number of death penalty cases an attorney may carry is considerably less than a normal felony division case load.

**Priority #3**

**IC 4202A70 Salary Adjustment for Regional Counsel**

Rate: 32,000

General Revenue

Salaries and Benefits: \$36,106

A request is made to increase the base salary and rate of the Regional Counsel from \$98,000 to \$130,000. The Regional Counsel is a member of the Florida Bar and is tasked with the responsibility of operating a public law firm across 32 counties and 6 judicial circuits. The targeted increase would set the salary at a more comparable to similar agency heads within Justice Administration and would provide flexibility and competitiveness in hiring and setting the salaries of assistant regional counsel attorneys, whereas Section 27.5301(4) of the Florida Statutes prohibits the salaries of assistants from exceeding the Regional Counsel salary. The request is to adjust the rate and salary with benefits. No new FTE.

**Priority #4**

**IC 4202A80 Regional Counsels Retirement Rate Adjustment**

General Revenue

Salaries and Benefits: \$3,114

The Regional Counsel, First Region (RCC1) requests additional funding to raise the Regional Counsel's retirement rate to senior management level in order to be more competitive and comparable to other state agency heads.

RCC1 is seeking legislative change to Florida Statute Section 121.055 (1)(h) so that Regional Counsels can receive equivalent benefits as comparable agencies.

**Priority #5**

**IC 4202A50 Regional Counsels Managerial Salary Increases**

Rate: 292,000

General Revenue

Salaries and Benefits: \$329,464

Chief Assistant Regional Counsel, Administrative Services Director and Senior Lead Assistant Regional Counsels are essential to the management and functioning of the Office of Criminal Conflict and Civil Regional, First Region (RCC1). Without competitive compensation at the level of comparable agencies, retaining quality

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

**Office of Criminal Conflict and Civil Regional Counsel - First Region  
(continued)**

**Priority #5**

employees necessary for managing a region as large and diverse as RCC1 will be extremely problematic.

**Priority #6**

**IC 4202A40 Regional Counsel Managerial Retirement Rate Adjustment**

General Revenue

Salaries and Benefits: \$40,734

Senior Management status is requested for Chief Assistant Regional Counsel, Admin Services Director and sixteen Senior Lead Attorneys who constitute the core management of RCC1, Region 1 is responsible for a 32 county area encompassing 6 circuits and two time zones. Their positions and responsibilities are comparable to State Attorney and Public Defender management positions and far exceed those of "line" assistant State Attorneys and Public Defenders who are currently accorded Senior Management status.

**Priority #7**

**IC 3000070 Regional Counsel Appellate Records**

General Revenue

Contracted Services: \$87,623

The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) has never had a line item appropriation for appellate transcripts and records and has had to allocate funds for these expenses from contracted services.

**Priority #8**

**IC 2401000 Replacement Equipment**

General Revenue

Operations: \$64,000

The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) has a three year equipment policy for computers that was originally to be funded pursuant to Section 28.24 Florida Statute. However, RCC1 is receiving funding from one of its 32 counties due to county attorneys interpreting the current State of Florida law as imposing no obligation upon the individual counties to disburse such funding. This request is to replace 1/2 of our current computers that are past our three year replacement policy date.

**Priority #9**

**IC 2301900 Building Rental for Privately Owned Office Space**

General Revenue

Operations: \$48,000

Funding is necessary to maintain operational continuity in three unfunded offices opened in July-August 2012.



**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

**Office of Criminal Conflict and Civil Regional Counsel - Second Region**

**Priority #1**

**IC3001360 Criminal Conflict and Civil Regional Counsel Workload**

FTE: 1.00

Salary Rate: 50,000

General Revenue

Salaries and Benefits: \$66,591

Operations: \$10,673 Non-recurring: \$3,762

The Office of Criminal Conflict and Civil Regional Counsel, 2nd DCA District is requesting one additional position. This position is an Assistant Regional Counsel to help handle the increased caseload in the district. The one (1) full-time equivalent (FTE) will be at a salary rate of \$50,000. This position will be utilized for experienced attorneys to help manage case loads and provide training to newer attorneys. The addition of this position will continue the agency's cost saving efforts to the State. Operating budget of \$10,673, of which \$3,762 will be non-recurring, is requested to establish these positions per Standard # 3, modified for Regional Counsels (an additional \$700 is added for law library expenses).

**Priority #2**

**IC 3000380 Criminal Conflict and Civil Regional Counsel Capital Attorneys**

FTE: 4.00

Salary Rate: 308,000

General Revenue

Salaries and Benefits: \$396,394

Operations: \$42,692 Non-recurring: \$15,048

The Office of Criminal Conflict and Civil Regional Counsel, Second District requires additional resources for the defense of capital cases. This office's caseload has increased by 200% from last year to the current date. This request is for four (4) Capital Qualified attorneys at a salary of \$77,000 each (total attorney salary requested is \$308,000). This salary request is commensurate with the level of experience required for defending capital cases. Based on the complexity and length of capital cases, these four attorney positions would represent a significant savings over the private registry.

Regional Counsel Operating Expenditures are requested to establish these positions per Standard #3, modified for Regional Counsels.

4 Attorneys at \$10,673 = \$42,692 Non-recurring at \$3,762 x 4 = \$15,048

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

**Office of Criminal Conflict and Civil Regional Counsel - Second Region  
(continued)**

**IC 4202A70 Salary Adjustment for Regional Counsel Priority #3**

Salary Rate: 32,000  
General Revenue  
Salaries and Benefits: \$36,106

A request is made to increase the base salary of the Regional Counsel from \$98,000 to \$130,000. The Regional Counsel is a member of the Florida Bar and is tasked with the responsibility of operating a public law firm across five circuits encompassing fourteen counties. The targeted increase would set the salary at a level more comparable to similar agency heads within Justice Administration and would provide flexibility and competitiveness in hiring and setting the salaries of assistant regional counsel attorneys, whereas Section 27.5301 (4) of the Florida Statutes prohibits the salaries of assistants from exceeding the Regional Counsel salary. The request is to adjust the rate and salary with benefits. No new FTE.

**Priority # 4**

**IC 4202A80 Regional Counsel Retirement Rate Adjustment**

General Revenue  
Salaries and Benefits: \$3,114

Regional Conflict Counsel, Second District requests additional funding to raise the Regional Counsel's retirement rate to senior management status to be in line with other State agency heads. Regional Conflict Counsel, Second District is seeking legislative change to Florida Statute Section 121.055 (1)(h) so that Regional Counsels can receive equivalent benefits as comparable agencies.

**Priority # 5**

**IC 4202A40 Regional Counsel Managerial Retirement Rate Adjustment**

General Revenue  
Salaries and Benefits: \$12,949

Regional Conflict Counsel, Second District is requesting Senior Management status for 12 positions. This would enable the senior positions to have comparable retirement to other State agencies. Senior Management status would also help retain experienced people at the agency with little additional cost to the State.

**IC 4203A10 Salary Adjustment for Assistant Regional Counsels Priority #6**

Salary Rate: 96,960  
General Revenue  
Salaries and Benefits: \$109,400

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
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**Office of Criminal Conflict and Civil Regional Counsel - Second Region  
(continued)**

**Priority #6**

Regional Conflict Counsel, Second District is requesting an across the board increase per attorney, with attendant salary and benefit increases for all attorney positions. The minimum salary for experienced attorneys would be \$50,000. No increases have been provided to any position since the inception of the agency. Core functionality depends upon retaining qualified attorneys. This increase will reduce competent counsel turnover rate. The current administration has implemented an in-house Capital Qualified Attorney Program. Experienced attorneys are trained as Second Chair Capital Qualified and Second Chair are trained as First Chair Qualified. These increases include raises for Second Chair Qualified attorneys to \$67,000 and \$77,000 for First Chair Qualified.

**Priority #7**

**IC 36301C0 Supreme Court Mandate SC11-399 for Electronic Filing**

FTE: 1.00

Salary Rate: 60,000

General Revenue

Salaries and Benefits: \$77,874

Other Personal Services: \$62,400

Operations: \$93,570 Non-recurring \$93,570

With the advent of mandatory E-Filing and E-Service by the Florida Supreme Court, there is a necessity at Regional Counsel Second District (RC2), for additions to the internal Information Technology Procedures. First, RC2 is requesting a position for Information Technology (I.T.) Manager which will help oversee all the necessary elements of the E-Service and E-Filing transition and to keep up with internal regulation of those procedures. This position would be 1.0 Full-Time Equivalent (FTE) at a State Competitive Salary of \$60,000.

Second, due to these new requirements RC2 is requesting (3) additional Other Personal Service (OPS) positions to help with the immediate need for additional scanning and record collection. This will help reduce load on the attorneys and help documents move more efficiently interagency and outside the agency. (3) Individuals at \$10 per hour for 40 hours for 52 weeks = \$62,400.

Finally, the third phase is hardware and software rollout. To fully comply with E-Filing and E-Service requirements, RC2 is requesting a laptop for every attorney in the agency. These laptops will allow attorneys to instantly transfer information to counterparts and significantly reduce on office supplies such as paper and toner. The amount of new laptops needed to have every attorney in the agency equipped with one, would be 76 additional units at a price of \$800 per unit (\$60,800). These laptops, along with existing

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

**Office of Criminal Conflict and Civil Regional Counsel - Second Region  
(continued)**

**Priority #7**

desktops, would need Commercial PDF Document software (the format that is used for E-Filing). We would need 226 additional software units at a price of \$145 per unit (or \$32,770).

**Priority #8**

**IC 3800110 Investigator Training**

General Revenue

Operations: \$10,000

In an effort to streamline operations and reduce costs, the Current Regional Counsel, in the Second (2nd) District is creating an in house investigation team to help with complex felonies and capital cases. In order to keep the team on top of investigative issues, training and continuing education, and equipment (such as laptops and database access) will be required. The estimated cost for these items is \$10,000.

**IC 2302700 Additional Price Increases for Utilities**

**Priority # 9**

General Revenue

Operations: \$25,000

As a result of the Lewis v. Leon County lawsuit, additional expenses were ordered to be shifted from the counties to Regional Counsel. Specifically in the Counties of Charlotte, Hardee, and Lee, the county owned spaces are no longer paying for utilities. Thus to overcome this burden, the Office of Criminal Conflict and Civil Regional Counsel, Second (2nd) District is requesting monies for utilities in these counties.

**Office of Criminal Conflict and Civil Regional Counsel – Third Region**

**Priority #1**

**IC 3001360 Criminal Conflict and Civil Regional Counsel Workload**

FTE: 18.00

Salary Rate: 1,192,530

General Revenue

Salaries and Benefits: \$1,528,700

Operations: \$192,114 Non-recurring: \$67,716

The Office of Criminal Conflict and Civil Regional Counsel, Third Region (RC3) uses 900,000 annually in contracted attorney services which are paid from the Contracted Services category 100777 (60% of the total category). Because of the lack of FTE's, rate, and Salaries & Benefits appropriated to RC3, coupled with the necessity to have, at

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2013-2014**

**Office of Criminal Conflict and Civil Regional Counsel – Third Region  
(continued)**

**Priority #1**

minimum, one attorney in every court division every day (the 11<sup>th</sup> Judicial Circuit judges have ongoing court calendar cases which are heard simultaneously every day, Monday through Friday) RC3 has no other choice but to use the funds in the contracted services category to provide effective assistance of counsel to the indigent clients who cases our agency is appointed to serve. The unintended consequence of this that RC3 operates understaffed and underfunded. This has led to RC3 filing motions to refuse appointment on capital cases. These capital cases were one of the reasons for the creation of the Regional Counsel program. By RC3 not having the adequate number of FTE, rate, salaries and benefits appropriations, the monies allocated for due process costs are used to staff the courts and not on true due process/mitigation costs. The costs to provide effective mitigation packages to the SAO are immeasurable as each case has a separate set of circumstances. However, extensive travel, expert testing, and expert opinions are necessary so as to provide the SAO with clear understanding of the RC3 client's life we strive to save.

**Priority #2**

**IC 3000380 Criminal Conflict and Civil Regional Capital Attorneys**

FTE: 3.00

Salary Rate: 225,000

General Revenue

Salaries and Benefits: \$290,456

Operations: \$32,019 Non-recurring \$11,286

The Office of Criminal Conflict and Civil Regional Counsel, Third Region (RC3) has a need for three additional capital case/death qualified attorneys to meet the standard for capital case/death qualified as set forth by F.R.Cr.P 3.122." Three (3) Attorneys at a salary of \$75,000 each is requested for the level of experience required for these positions. Operating Expenditures is requested per Standard #3: 3 Attorneys at \$10,673 = \$32,109 of which \$11,286 is non-recurring (3,762 x 3).

**Priority #3**

**IC 4202A30 Salary Adjustment for Regional Counsel**

Salary Rate: 32,000

General Revenue

Salaries and Benefits: \$36,106

Rate for Regional Counsel, Third Region (RC3) should be on par with that of the office of the Public Defender for the 11th Circuit (PD11). RC3 receives all of the conflict cases from the PD11. RC3 is also appointed on every single indigent civil case in both the 11th and 16th judicial circuits. The agencies have a commensurate amount of work product

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**Office of Criminal Conflict and Civil Regional Counsel – Third Region  
(continued)**

**Priority #3**

however that is not reflected in the compensation of the agency director. We respectfully request this issue be addressed and approved.

**Priority #4**

**IC 4202A40 Regional Counsel Managerial Retirement Rate Adjustment**

General Revenue

Salaries and Benefits: \$74,866

The Regional Counsel, Chief Assistant Regional Counsel, Chief Administrative Director and Assistant Regional Counsel positions are essential to the management and functioning of the agency. This request is made so as to be on par and competitive with comparable agencies under the Justice Administration umbrella. Senior Management status and the corresponding benefits dollars are being requested with this issue for the following positions: 1 Regional Counsel, 1 Chief Assistant Regional Counsel, 1 Chief Administrative Director and 24 Assistant Regional Counsel.

**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region**

**Priority #1**

**IC 4200620 / 4200630 Realignment of Budget Authority to Fund New Positions -  
Add & Deduct**

FTE: 6.00

Rate: 297,000

General Revenue

Salaries and Benefits: \$560,763

Other Personal Services: (\$410,763)

Contracted Services: (\$150,000)

The Office of Criminal Conflict and Civil Regional Counsel, 4th District ("RC-4") requests the authority to realign its budget and to be granted rate in order to internally fund six (6) FTE positions. The new FTEs are critically needed in order to convert six attorneys who are presently classified improperly as temporary, OPS employees wherein, in practical reality, these attorneys are permanent, full-time employees performing essential workload functions. With realignment and rate authority, RC-4's present budget is capable of completely funding these positions internally at a net cost of zero to the State.

In order to internally fund this request, it is necessary to realign two budget authorities. RC-4 is requesting that \$410,763 be deducted from the Other Personal Services category (03000) and \$150,000 be deducted from the Contracted Services category (100777). The

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**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region  
(continued)**

**Priority #1**

total deductions in the amount of \$560,763 would then be realigned/transferred to the Salaries and Benefits category (01000).

Approval of this request will further the Governor's continued efforts to provide employment opportunities to the citizens of Florida at no additional cost to the State of Florida.

**Priority #2**

**IC 3001360 Criminal Conflict and Civil Regional Counsel Workload**

FTE: 2.00

Rate: 125,000

General Revenue

Salaries and Benefits: \$163,352

Operations: \$20,646 Non-recurring: \$7,524

The Office of Criminal Conflict and Civil Regional Counsel, Fourth Region (RC4) requests two (2) additional full-time equivalent (FTE) positions, salary/benefits and rate for one (1) Assistant Regional Counsel who will provide representation for dependency appeals in the 15th Circuit and one (1) Dependency Social Worker who will provide assistance to the Dependency Assistant Regional Counsels in the 15th, 17th and 19th Circuits; the Dependency Social Worker is also needed to implement an agency-wide volunteer and intern client-assistance program which will operate at no cost to the state. These additional FTEs will allow the agency to fully perform the office's obligations in providing full service representation of individuals in dependency cases. At the present time, neither of these positions exists within the agency, and the dependency appeals are being handled on a contracted-for basis. These positions will provide significant workload relief and will reduce the expenditure on due process funds, resulting in a net savings to the agency.

One (1) Assistant Regional Counsel will provide representation for dependency appeals in the 15th Circuit = \$ 70,000 (salary) + \$23,595.60 (benefits) = \$ 93,595.60

One (1) Dependency social worker will provide assistance to ARCs in the 15th, 17th and 19th Circuits. = \$ 55,000 (salary) + \$21,671.16 (benefits) = \$ 76,671.16

Total = \$125,000 (salary) + \$45,267 (benefits) = \$170,267

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**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region  
(continued)**

**Priority # 3**

**IC 3000380 Criminal Conflict and Civil Regional Counsel Capital**

**Attorneys**

FTE: 2.00

Rate: 125,000

General Revenue

Salaries and Benefits: \$163,352

Operations: \$20,646

The Office of Criminal Conflict and Civil Regional Counsel, Fourth Region (RC4) requests two (2) additional full-time equivalent (FTE) positions and rate for two (2) new positions for the Capital Division, one (1) Assistant Regional Counsel will provide 1st chair representation for capital cases in the 17th Circuit and one (1) investigator / mitigation specialist for capital cases in the 15th, 17th and 19th Circuits. The new positions will allow the agency to more fully perform its obligations in rendering representation for those charged with capital offenses. At the present time, neither of these positions exist within the agency-there is not an FTE position for a 1<sup>st</sup> chair death-qualified attorney in the 17<sup>th</sup> Circuit and there is not an FTE for an investigator/mitigation specialist in any of the agency's three circuits. This work is being handled on a contracted-for basis. The addition of these positions will provide significant workload relief and will reduce the expenditure on due process funds, resulting in a net savings to the agency.

One (1) Assistant Regional Counsel will provide 1st chair representation for capital cases in the 17th Circuit = \$ 70,000 + \$23,595.60 = \$ 93,595.60

One (1) Investigator/mitigation specialist for capital cases in the 15th, 17th and 19th Circuits = \$ 55,000 + \$21,671.16 = \$ 76,671.16

Total = \$125,000 + \$45,266.76 = \$170,266.76

**Priority # 4**

**IC 4203A10 Salary Adjustments For Assistant Regional Counsels**

Rate: \$579,645

General Revenue

Salaries and Benefits: \$654,014

An increase in rate and salary/benefits is requested in order to more reasonably and competitively compensate assistant regional counsel attorneys. The increase would permit RC4 to be competitive with comparable agencies in establishing the salary of both entry level positions and of advanced managerial and supervisory positions. Core functionality and long-term stability of the agency depends upon the ability to hire qualified entry level assistants and for those assistants to be well supervised by an experienced management and supervisory team. The Offices of Criminal Conflict and



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**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region  
(continued)**

**Priority # 4**

Civil Regional Counsel are proven successes in fulfilling the legislature's intent to create a fiscally conservative, costs-savings model for safeguarding the representation of the indigent entitled to court-appointed counsel. This increase permitting salary adjustments

will guarantee the agency's long-term, continued success. No additional FTEs are requested with this issue.

**Priority # 5**

**IC 4202A70 Salary Adjustment for Regional Counsel**

Rate: 32,000

General Revenue

Salaries and Benefits: \$36,106

A request is made to increase the base salary and rate of the Regional Counsel from \$98,000 to \$130,000. The Regional Counsel is a member of the Florida Bar and is tasked with the responsibility of operating a public law firm across three judicial circuits encompassing six counties. The targeted increase would set the salary at a level more comparable to similar agency heads within Justice Administration and would provide flexibility and competitiveness in hiring and setting the salaries of assistant regional counsel attorneys, whereas Section 27.5301(4) of the Florida Statutes prohibits the salaries of assistants from exceeding the Regional Counsel salary. The request is to adjust the rate and salary with benefits. No new FTE.

**Priority # 6**

**IC 4202A80 Regional Counsel Retirement Rate Adjustment**

General Revenue

Salaries and Benefits: \$3,114

The Office of Regional Counsel, 4th Region (RC4) requests additional funding to raise the Regional Counsel's retirement rate to the senior management level in order to be more competitive and comparable to other State agency heads.

**Priority # 7**

**IC 4202A90 Assistant Regional Counsel Retirement Rate Adjustment**

General Revenue

Salaries and Benefits: \$65,374

In order to hire and retain qualified attorneys, and to provide parity with all other attorneys in state governmental positions, RC4 requests additional funding to raise the retirement rate of the Assistant Regional Counsels, and of the Administrative Director as well, to the senior management level. No additional FTES are requested with this issue. RC4 is seeking legislative change to Florida Statute Section 121.055 (1)(h) so that the

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**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region  
(continued)**

**Priority # 7**

Regional Counsel, Assistant Regional Counsels, and the core managerial staff of the agency receive equivalent benefits for these positions which are presently accorded to the parallel, essentially identical positions in comparable state agencies (*e.g.*, state attorney, public defender, D.C.F., and capital collateral offices).

**Priority # 8**

**IC 160M030 Equipment Leases - Add**

General Revenue

Lease or Lease Purchase of Equipment: \$6,743

State contract - Lease - Konica Minolta - printer/copier Bizhub 423  
3 @ \$81.41/month \$2,930.76 annual

State contract - Lease - Konica Minolta - printer/copier Bizhub 552  
2 @ \$158.85/month \$3,812.40 annual

Total \$6,743.16

The original copiers were purchased at the inception of the agency nearly five years ago. Equipment is replaced when worn out, obsolete or due to excessive maintenance and is no longer cost effective to the agency or the State.

The new multipurpose (copier, printer, fax, scanners) machines are equipped for high volume workflow and are more efficient. The increased efficiency is cost effective (less paper used, less toner and printer cartridges, etc.) as is the leasing instead of owning (far less maintenance costs are incurred). Because the new machines are being leased by the agency, it is requested that the funds, already allotted in Contracted Services, be transferred to Leased Equipment.

Please see corresponding "Deduct" Issue Code # 160M040.

**Priority # 9**

**IC 160M040 Equipment Leases - Deduct**

General Revenue

Operations: (\$6,743)

State contract - Lease - Konica Minolta - printer/copier Bizhub 423  
3 @ \$81.41/month \$2,930.76 annual

State contract - Lease - Konica Minolta - printer/copier Bizhub 552  
2 @ \$158.85/month \$3,812.40 annual

Total \$6,743.16

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
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**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region  
(continued)**

**Priority # 9**

The original copiers were purchased at the inception of the agency nearly five years ago. Equipment is replaced when worn out, obsolete, or due to excessive maintenance and is no longer cost effective to the agency or the State.

The multipurpose (copier, printer, fax, scanners) machines are equipped for high volume workflow and are more efficient. The increased efficiency is cost effective (less paper used, less toner and printer cartridges, etc.) as is the leasing instead of owning (far less maintenance costs are incurred).

Because the new machines are being leased by the agency, it is requested that the funds, already allotted in Contracted Services, be transferred to Leased Equipment.

Please see corresponding "Add" Issue Code 160M040.

**Priority # 10**

**IC 2301900 Building Rental for Privately Owned Office Space**

General Revenue

Operations: \$28,500

Martin County, since the agency's inception, has offered the Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> District, office space in the Martin County Courthouse for no fee. However, as of September, 2012, Martin County has requested the agency locate other office space due to the Supreme Court ruling in *Lewis v. Leon County*, 73 So.3d 151 (Fla. 2011), wherein the Court ruled definitively that the counties are not responsible to provide space or funding to the Regional Counsel agencies. Accordingly, this agency will incur an increased expense for the rental of privately owned office space in Martin County. The estimated annual expense is \$28,500.00, and therefore, this agency has requested an increase in the annual allotment for building rental for privately owned buildings in that amount for the FY 2013-2014 Legislative Budget Request.

Estimate of square footage and price

1,500 sf @ \$19.00/sf = \$28,500.00 annually

**Priority #11**

**IC 24010C0 Information Technology Infrastructure Replacement**

General Revenue

Operations: \$33,915

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**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region  
(continued)**

**Priority #11**

Information technology equipment:

2 - Dell, PowerEdge Servers and associated hardware	\$ 9,707.50
1 - Dell, dual controller with associated hardware	\$12,590.17
1 - Dell, processor and associated software, accessories and user licenses	\$ 6,400.63
10- Dell, CPUs, keyboards and accessories (monitors not included)	\$ 5,216.30
<b>Total</b>	<b>\$33,914.60</b>

The original computer servers and associated hardware and software were purchased at the inception of the agency nearly five years ago. Equipment is replaced when worn out, obsolete or due to excessive maintenance and no longer cost effective to the agency or the State.

**Priority #12**

**IC 2402000 Additional Equipment**

General Revenue

Operations = \$3,689

A request is made for two conference room tables and two sets of four conference table chairs to be used by the dependency divisions in the two largest offices of the agency - the 15th and 17th judicial circuit offices. Previously in these circuits, the dependency divisions shared a conference room with the criminal divisions due to a lack of space in the locations originally rented by the prior administration, which had entered into long term leases at the peak of the local commercial market.

In order to obtain adequate and more suitable space, while at the same time to substantially reduce the original leasing rates, the agency recently terminated its previous leases in the two circuits and relocated its offices. The new office spaces however, necessitated the dependency and criminal divisions to occupy separate floors and, thus, the need now for additional conference room tables and chairs.

2 - Modular conference room tables	\$2,035.84
8 - Chairs	\$1,652.80
<b>Total</b>	<b>\$3,688.64</b>

**Priority #13**

**IC 2401800 Replacement Equipment – Law Library**

General Revenue

Operations: \$7,500

Request to replace 2008-2010 issues of the following books originally provided by the Public Defender, 15th Circuit, upon its disposing of the books. The new books will be

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**Office of Criminal Conflict and Civil Regional Counsel – Fourth Region  
(continued)**

**Priority #13**

shared between the agency's seven offices situated in the judicial circuits the agency serves.

The criminal law texts are updated annually by the publishers to reflect all changes in statutory law, rules of court, and in the "standard" jury instructions; they are essential for staying current to the assistant regional counsel attorneys practicing criminal defense.

Books and periodicals are replaced when worn out or obsolete and of no value to the agency or the state.

West's Florida Criminal Laws and Rules 20 books at \$200.00/each	\$4,000
Lexis Nexis Criminal Jury Instructions 20 books at \$36.00/each	\$ 720
Ehrhardt's Florida Evidence 10 books at \$278.00/each	<u>\$2,780</u>
<b>Total</b>	<b>\$7,500</b>

**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region**

**Priority #1**

**IC 4200620 / 4200630 Realignment of Budget Authority to Fund New Positions -  
Add & Deduct**

5.00 FTE  
Salary Rate: 250,000  
General Revenue  
Salaries and Benefits: \$332,955  
Other Personal Services: -\$108,569  
Contracted Services: -\$224,386

The Office of Criminal Conflict and Civil Regional Counsel, Fifth District (RC5) is requesting five (5) Full-Time Equivalent (FTEs) and rate for these FTEs. In order to fund these requests, it is necessary to realign its budget. RC5 is requesting that the amount of \$108,569 be deducted from the Other Personal Services category (030000) and the amount of \$224,386 be deducted from the Contracted Services category (100777). This will result in deductions of \$332,955, and RC5 is requesting this amount be added to the Salaries and Benefits category (010000). This realignment of RC5's budget will fund this FTE's so this results in net zero cost to the State of Florida.

RC5's caseload has continued to increase, creating a strain on its limited resources. Overall, its caseload has increased by approximately 2%, and the appellate caseload has increased by 25%. In order to continue to provide quality representation, RC5 needs

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**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region  
(continued)**

**Priority #1**

additional staff to handle this increased workload.

Approval of this request will further the Governor's continued efforts to provide employment opportunities to the citizens of Florida at no additional cost to the State of Florida.

**Priority #2**

**IC 4202A80 Regional Counsel Retirement Rate Adjustment**

General Revenue

Salaries and Benefits: \$3,114

Regional Conflict Counsel, Second District requests additional funding to raise the Regional Counsel's retirement rate to senior management status to be in line with other State agency heads. Regional Conflict Counsel, Second District is seeking legislative change to Florida Statute Section 121.055 (1)(h) so that Regional Counsels can receive equivalent benefits as comparable agencies.

**Priority #3**

**IC 4202A70 Salary Adjustment for Regional Counsel**

Rate: 32,000

General Revenue

Salaries and Benefits: \$36,106

This request is to allow the Regional Counsel to have a salary comparable to other state agency heads.

**Priority #4**

**IC 4202A40 Regional Counsel Managerial Retirement Rate Adjustment**

General Revenue

Salaries and Benefits: \$6,557

This request is to allow the Regional Counsel management to have senior management benefits comparable to managers in other state agencies.

**Priority #5**

**IC 4202A50 Regional Counsel Managerial Salary Increases**

Rate: \$47,000

General Revenue

Salaries and Benefits: \$53,031

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**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region  
(continued)**

**Priority #5**

This request is to allow the Regional Counsel management to have a salary comparable to managers in other state agencies.

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 2008-09 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	19,414						
Grants and Donations Trust Fund	28,000				10,650	121,500	121,500	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	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						
<b>IC 4200300 - ATTACHMENT A</b>																



**IC 4200300 - ATTACHMENT**  
**FULL RESTORATION OF BUDGET REDUCTIONS**

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%

IC 4200300 - ATTACHMENT  
 FULL RESTORATION OF BUDGET REDUCTIONS

State Attorney, 19th Judicial Circuit		FY2008-2009 GAA		20		10 GAA	
IC 4200300 - ATTACHMENT C		FY2008-2009 GAA		20		10 GAA	
FULL RESTORATION OF BUDGET REDUCTIONS							
General Revenue	Estimated Expend Adjusted for Spec Session	Estimated Expend Adjusted for Spec Approp Act	Rate and Position Adjust to Est Expend for Leg Actions	Program Reductions Base Budget Reduction	Estimated Expend Adjusted for Spec Session	Salary Adjust 2009-2010	Totals
	IC1007000	IC 1008000	IC1607T10	33V3600	IC1007000	IC3308500	Totals
Positions			(3.40)	(7.00)	(2.00)		(12.40)
Salaries and Benefits	\$ (132,680.00)		\$ (136,528.00)	\$ (281,187.00)	\$ (74,697.00)	\$ (90,604.00)	\$ (583,016.00)
Other Personal Services				\$ (393,587.00)	\$ (176,996.00)	\$ (90,391.00)	\$ (793,654.00)
State Attorney Operating Expenditures	\$ (137,916.00)	\$ (17,744.00)			\$ (244.00)		\$ (244.00)
Risk Management Insurance				\$ (14,698.00)	\$ (6,677.00)		\$ (177,035.00)
Salary Incentive Payments					\$ (110.00)		\$ (110.00)
<b>Totals:</b>							
General Revenue Cuts	\$ (270,596.00)	\$ (17,744.00)		\$ (408,285.00)	\$ (184,027.00)	\$ (90,391.00)	\$ (1,554,059.00)
<b>NOTES:</b>							
FY2008-2009 Fund Shift Salaries and Benefits \$369,119 from General Revenue to Grants and Donations Trust Fund IC 1008000							
FY2009-2010 GR Salaries and Benefits Reduction of \$176,996 was partially offset by fund shift to SARTF							
FY2008-2009 through 2010-2011 fund shifts not included							

Circuit	FY 2011-12 FPDA Cases	FY2011-12 GR Appropriation	FPDA Workload Percentage	Actual Percentage Funding	Workload Share of Funding	Over - Under Workload	Equity Percentage	GR Funds per Case
1	35,754	6,981,872	3.9086%	4.3189%	\$6,318,597	\$663,275	0.00%	\$195.28
2	17,774	4,864,956	2.0015%	3.0094%	\$3,235,669	\$1,629,287	0.00%	\$273.71
3	8,801	2,256,168	1.0254%	1.3956%	\$1,657,655	\$598,513	0.00%	\$256.35
4	39,069	9,459,193	6.1782%	5.8513%	\$9,987,578	-\$528,385	3.19%	\$242.12
5	30,340	\$6,190,782	5.7284%	3.8295%	\$9,260,458	-\$3,069,676	18.55%	\$204.05
6	77,907	\$13,161,571	9.1927%	8.1416%	\$14,860,767	-\$1,699,196	10.27%	\$168.94
7	36,688	\$6,855,697	4.5488%	4.2409%	\$7,353,477	-\$497,780	3.01%	\$186.86
8	19,709	\$4,541,693	2.3604%	2.8094%	\$3,815,852	\$725,841	0.00%	\$230.44
9	61,398	\$10,484,044	7.9616%	6.4853%	\$12,870,663	-\$2,386,619	14.42%	\$170.76
10	35,694	\$6,452,785	4.2178%	3.9916%	\$6,818,404	-\$365,619	2.21%	\$180.78
11	82,406	\$23,783,922	8.4939%	14.7125%	\$13,731,117	\$10,052,805	0.00%	\$288.62
12	33,305	\$5,483,837	4.1573%	3.3922%	\$6,720,626	-\$1,236,789	7.47%	\$164.66
13	55,199	\$11,948,650	7.1656%	7.3913%	\$11,583,853	\$364,797	0.00%	\$216.46
14	20,118	\$3,827,754	2.1912%	2.3678%	\$3,542,210	\$285,544	0.00%	\$190.27
15	51,570	\$11,046,301	5.8489%	6.8331%	\$9,455,190	\$1,591,111	0.00%	\$214.20
16	5,956	\$2,538,094	1.6879%	1.5700%	\$2,728,701	-\$190,607	1.15%	\$426.14
17	45,899	\$13,876,867	8.3368%	8.5841%	\$13,477,211	\$399,656	0.00%	\$302.33
18	29,857	\$6,287,246	6.1269%	3.8892%	\$9,904,627 *	-\$3,617,381	21.85%	\$210.58
19	19,530	\$4,307,846	2.5154%	2.6648%	\$4,066,365	\$241,481	0.00%	\$220.58
20	41,188	\$7,309,030	6.3525%	4.5213%	\$10,269,289	-\$2,960,259	17.88%	\$177.46
		\$161,658,308				Equity Funds	100.00%	
						-\$16,552,312		

FPDA Workload Percentage

The FPDA computed value of weighted cases, population, and cost of living index  
This is the value of work each circuit did as a percentage of the total workload done.

Actual Percentage Funding  
Workload Share of Funding  
Over - Under Workload  
Equity Percentage

This is the percentage of funding a circuit received from the total GR funding  
This is the amount of funding a circuit would receive based on their share of workload.  
Positive number indicates actual funding is greater than percentage of workload.  
Negative number indicates actual funding is less than percentage of workload.

**FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**  
**Trial Appropriations (w/o T.F) using FY 2012-2013**  
**STATISTICAL INPUT FOR:**

<b>Circuit</b>	<b>FY 11-12 Cases</b>	<b>P.D. w/o TF</b>	<b>Cost Per Case</b>
1	35,754	\$ 6,601,742	184.64
2	17,774	\$ 4,591,513	258.33
3	8,801	\$ 2,122,577	241.17
4	39,069	\$ 8,937,449	228.76
5	30,340	\$ 5,846,098	192.69
6	77,907	\$ 12,771,455	163.93
7	36,688	\$ 6,452,820	175.88
8	19,709	\$ 4,288,131	217.57
9	61,398	\$ 9,914,253	161.48
10	35,694	\$ 6,073,980	170.17
11	82,406	\$ 22,474,951	272.73
12	33,305	\$ 5,164,608	155.07
13	55,199	\$ 11,302,751	204.76
14	20,118	\$ 3,593,503	178.62
15	51,570	\$ 10,362,542	200.94
16	5,956	\$ 2,383,660	400.21
17	45,899	\$ 13,091,445	285.22
18	29,857	\$ 5,934,846	198.78
19	19,530	\$ 4,059,755	207.87
20	41,188	\$ 6,898,383	167.49
<b>Total</b>	<b>748,162</b>	<b>\$ 152,866,462</b>	<b>204.32 Statewide Average Cost Per Case</b>

STATE FISCAL YEAR APPROPRIATIONS AND POSITIONS

BUDGET YEAR	ORIGINAL APPROPRIATION	FINAL APPROPRIATION	INCREASE/DECREASE	ICDTF APPROPRIATION (BUDGET AUTHORITY ONLY)	GRANTS & DONATIONS	PDRTF APPROPRIATION (BASED ON COLLECTIONS)	DUE PROCESS APPROPRIATION	# OF POSITIONS	INCREASE/DECREASE	
FY79/80	\$685,520	\$730,086	\$44,566					30	0	
FY80/81	\$688,426	\$789,435	\$59,349					30	0	
FY81/82	\$884,530	\$948,105	\$158,670					33	3	
FY82/83	\$985,405*	\$1,200,671	\$252,566					42	9	
FY83/84	\$1,285,540	\$1,286,941	\$86,270					41	-1	
FY84/85	\$1,285,210	\$1,317,602	\$30,661					41	0	
FY85/86	\$1,368,062	\$1,396,188	\$78,586					45	4	
FY86/87	\$1,615,036	\$1,660,661	\$264,473					48	3	
FY87/88	\$1,851,967	\$1,907,763	\$247,102					52	4	
FY88/89	\$2,110,619	\$2,202,700	\$294,937					58	6	
FY89/90	\$2,364,825	\$2,391,262	\$188,562					62	4	
FY90/91	\$2,560,619	\$2,603,898	\$212,636					66	4	
FY91/92	\$2,674,004	\$2,638,170	\$34,272					66	0	
FY92/93	\$2,588,866**	\$2,644,850	\$6,680					66	0	
FY93/94	\$2,660,009	\$2,883,148	\$238,298					67	1	
FY94/95	\$3,062,336	\$3,062,375	\$179,227					69	2	
FY95/96	\$3,331,503	\$3,376,251	\$313,876					72 1/2	3 1/2	
FY96/97	\$3,355,813	\$3,732,024	\$376,211					77 1/2	5	
FY97/98	\$3,878,644	\$3,971,636	\$239,612					83	5 1/2	
FY98/99	\$4,216,142	\$4,447,556	\$475,920					88	5	
FY99/00	\$4,611,038	\$4,531,374	\$394,896	\$84,000				91	3	
FY00/01	\$4,928,687	\$5,062,852	\$317,649	\$137,300				95 1/2	4 1/2	
FY01/02	\$5,207,563	\$5,319,122	\$278,876	\$481,288				95 1/2	0	
FY02/03	\$5,418,939	\$5,432,754	\$113,632	\$317,614				95 1/2	0	
FY03/04	\$5,848,789	\$5,944,494	\$511,740	\$586,944				97 1/2	2	
FY04/05	\$6,444,257	\$6,444,257	\$499,763	\$580,944			\$570,207	100 1/2	3	
FY05/06	\$6,630,675	\$6,871,043	\$426,786	\$578,944	\$5,000		\$554,795	107	6 1/2	
FY06/07	\$8,549,170	\$7,319,272	\$448,288	\$1,655,687	\$5,000		\$555,519.52	123	16	
FY07/08	\$7,699,487	\$7,148,609**	*-\$550,878	\$1,390,815	\$5,000		\$604,775	124	1	
FY08/09	\$6,524,000	\$6,409,330	**\$739,279	\$1,929,726**	\$5,000		\$604,775	120	-4	
FY09/10	\$6,274,247	\$6,282,169	*-\$127,161	\$1,459,705	\$5,000	\$182,538	\$604,775	119	-1	
FY10/11	\$6,243,134	\$ 6,304,039	\$60,905	\$1,624,378	\$5,000	\$183,768	\$678,076	119	0	
FY 11/12	\$6,287,246	\$ 5,934,846	*-\$352,400	\$1,755,834	\$ 1,671,780	\$5,000	\$186,440 \$ 176,505	\$644,172	119	0
FY12/13	\$5,893,598			\$1,316,549			\$186,440	\$644,172	119	0

NOTE:

- FY82/83 \*\$50,173 Mandatory Reserve
- FY92/93 \*\*\$11,000 Included for Acquisition of Vehicle
- FY07/08 \*\*Final Appropriation Includes +\$97,707 (Lump Sum Bonus + Life Insurance Adjustment) - (\$652,285 Budget Cut) - (\$110720 Donor Circuit Not included in Reduced Appropriation)
- FY08/09 \*\* 38,100 Included for Acquisition of Vehicle
- FY11/12 \*Retirement Reduction (\$348,806 + \$3,594 Risk Management Reduction)

Circuit	FY 2011-12 FPDA Cases	FY2011-12 GR Appropriation	FPDA Workload Percentage	Actual Percentage Funding	Workload Share of Funding	Over - Under Workload	Equity Percentage	GR Funds per Case
1	35,754	6,981,872	3.9086%	4.3189%	\$6,318,597	\$663,275	0.00%	\$195.28
2	17,774	4,864,956	2.0015%	3.0094%	\$3,235,669	\$1,629,287	0.00%	\$273.71
3	8,801	2,256,168	1.0254%	1.3956%	\$1,657,655	\$598,513	0.00%	\$256.35
4	39,069	9,459,193	6.1782%	5.8513%	\$9,987,578	-\$528,385	3.19%	\$242.12
5	30,340	\$6,190,782	5.7284%	3.8295%	\$9,260,458	-\$3,069,676	18.55%	\$204.05
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9	61,398	\$10,484,044	7.9616%	6.4853%	\$12,870,663	-\$2,386,619	14.42%	\$170.76
10	35,694	\$6,452,785	4.2178%	3.9916%	\$6,818,404	-\$365,619	2.21%	\$180.78
11	82,406	\$23,783,922	8.4939%	14.7125%	\$13,731,117	\$10,052,805	0.00%	\$288.62
12	33,305	\$5,483,837	4.1573%	3.3922%	\$6,720,626	-\$1,236,789	7.47%	\$164.66
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20	41,188	\$7,309,030	6.3525%	4.5213%	\$10,269,289	-\$2,960,259	17.88%	\$177.46
		<b>\$161,658,308</b>				Equity Funds -\$16,552,312	100.00%	

FPDA Workload Percentage

The FPDA computed value of weighted cases, population, and cost of living index  
This is the value of work each circuit did as a percentage of the total workload done.

Actual Percentage Funding  
Workload Share of Funding  
Over - Under Workload  
Equity Percentage

This is the percentage of funding a circuit received from the total GR funding  
This is the amount of funding a circuit would receive based on their share of workload.  
Positive number indicates actual funding is greater than percentage of workload.  
Negative number indicates actual funding is less than percentage of workload.

## Fiscal Year 2013-14 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 Codes)				
	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>	Y	Y	Y	Y	Y
<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 58 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:

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? <b>(NACR, NAC - Report should print "No Negative Appropriation Categories Found")</b>	Y	Y	Y	Y	Y
--	---	---	---	---	---

Action		Program or Service (Budget Entity Codes)				
		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 61 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 2011-12 approved budget. Amounts should be positive.					



Action		Program or Service (Budget Entity Codes)				
		2130	2131	2135	2150	2160
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.						
<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 66-67 of the LBR Instructions.)					
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 68 through 70 of the LBR Instructions?	Y	Y	Y	Y	Y
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 #13-003?	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

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2135	2150	2160
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
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
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)?	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
7.18	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development as requested in Memo# 13-010?	N/A	N/A	N/A	N/A	N/A
<b>AUDIT:</b>						
7.19	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
7.20	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? <b>(GENR, LBR1)</b>	Y	Y	Y	Y	Y
7.21	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
7.22	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? <b>(GENR, LBR3)</b>	Y	Y	Y	Y	Y
7.23	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 66 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2135	2150	2160
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2012-13 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.					
<b>8. SCHEDULE I &amp; RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)</b>						
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 Balance)?	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?	Y	Y	Y	Y	Y
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to <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

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2135	2150	2160
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
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?	Y	Y	Y	Y	Y
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y	Y	Y	Y	Y
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 D) 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 Report"</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
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP	Determine if the agency is scheduled for trust fund review. (See page 125 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.					

Action		Program or Service (Budget Entity Codes)				
		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 5% 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 (USCR,SCXI) (LAS/PBS Web - see page 105-109 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 no 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 2011-12 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	Y	Y	Y	Y	Y
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? ( <b>Audit #1 should print "No Activities Found"</b> )	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	2135	2150	2160
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: <b>Audit #3</b> 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)</b>						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	Y	Y
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y	Y	Y	Y
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	Y	Y	Y
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A	N/A	N/A	N/A	N/A
17.5	Are the appropriate counties identified in the narrative?	N/A	N/A	N/A	N/A	N/A
17.6	Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	N/A	N/A	N/A	N/A	N/A
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
<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

## Fiscal Year 2013-14 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 Codes)			
	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>	Y	Y	Y		
<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 58 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:

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? <b>(NACR, NAC - Report should print "No Negative Appropriation Categories Found")</b>	Y	Y	Y		
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Action		Program or Service (Budget Entity Codes)				
		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 61 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 2011-12 approved budget. Amounts should be positive.					



Action		Program or Service (Budget Entity Codes)				
		2165	2170	2180		
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.						
<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		
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		
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 66-67 of the LBR Instructions.)					
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 68 through 70 of the LBR Instructions?	Y	Y	Y		
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 #13-003?	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		

Action		Program or Service (Budget Entity Codes)				
		2165	2170	2180		
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		
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		
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)?	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		
7.18	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development as requested in Memo# 13-010?	N/A	N/A	N/A		
<b>AUDIT:</b>						
7.19	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		
7.20	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? <b>(GENR, LBR1)</b>	Y	Y	Y		
7.21	Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? <b>(GENR, LBR2)</b>	N/A	N/A	N/A		
7.22	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? <b>(GENR, LBR3)</b>	Y	Y	Y		
7.23	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 66 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					

Action		Program or Service (Budget Entity Codes)				
		2165	2170	2180		
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2012-13 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.					
<b>8. SCHEDULE I &amp; RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)</b>						
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 Balance)?	Y	Y	Y		
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	N/A	N/A	N/A		
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?	Y	Y	Y		
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	Y	Y	Y		
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	Y	Y	Y		
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to <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		

Action		Program or Service (Budget Entity Codes)				
		2165	2170	2180		
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		
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available? Does the certification include a statement that the agency will notify OPB of any significant changes in revenue estimates that occur prior to the Governor's Budget Recommendations being issued?	Y	Y	Y		
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?	Y	Y	Y		
8.20	Are appropriate service charge nonoperating amounts included in Section II?	Y	Y	Y		
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y	Y	Y		
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling \$100,000 or more.)	Y	Y	Y		
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y		
8.24	Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y		
8.25	Are current year September operating reversions appropriately shown in column A02?	Y	Y	Y		
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y	Y	Y		
8.27	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?	Y	Y	Y		
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y		
<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 Report"</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		
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP	Determine if the agency is scheduled for trust fund review. (See page 125 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.					

		Program or Service (Budget Entity Codes)				
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 5% 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 (USCR,SCXI) (LAS/PBS Web - see page 105-109 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 no 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 2011-12 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	Y	Y	Y		
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? ( <b>Audit #1 should print "No Activities Found"</b> )	Y	Y	Y		

Action		Program or Service (Budget Entity Codes)				
		2165	2170	2180		
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: <b>Audit #3</b> 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)</b>						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y		
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y	Y		
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	Y		
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A	N/A	N/A		
17.5	Are the appropriate counties identified in the narrative?	N/A	N/A	N/A		
17.6	Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	N/A	N/A	N/A		
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
<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		