



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

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

Justice Administration  
Tallahassee, Florida

October 15, 2013

**COMMISSIONERS**

**Brad King, Chair**  
*State Attorney*  
**Diamond R. Litty**  
*Public Defender*  
**Jerry Hill**  
*State Attorney*  
**Nancy Daniels**  
*Public Defender*

**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

**Mike Hansen, Staff Director**  
Senate Appropriations 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 2014-2015 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,

A handwritten signature in black ink, appearing to read "Alton L. Colvin, Jr.", written over a horizontal line.

Alton L. "Rip" Colvin, Jr.

Enclosure

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

October 15, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations Committee  
201 Capitol  
Tallahassee, FL 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the office State Attorney, 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 2014-2015 Fiscal Year. This submission has been approved by William Eddins, State Attorney.

Sincerely,

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

William Eddins,  
State Attorney



**OFFICE OF THE STATE ATTORNEY  
SIXTH JUDICIAL CIRCUIT OF FLORIDA  
PASCO AND PINELLAS COUNTIES**

***BERNIE MCCABE***  
*State Attorney*

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**LEGISLATIVE BUDGET REQUEST**

State Attorney 6<sup>th</sup> Judicial Circuit  
Clearwater, FL 33762

October 14, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations Committee  
201 The Capitol  
Tallahassee, Florida 32399-1100

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

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the State Attorney 6<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 2014-15 Fiscal Year. This submission is being provided by me as Executive Director.

Sincerely,

A handwritten signature in blue ink that reads "Donald K. Nelson".

Donald K. Nelson  
Executive Director

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

Polk, Highlands, and Hardee Counties

*Main Office*

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



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

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

LEGISLATIVE BUDGET REQUEST

October 15, 2013

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

Mke Hansen, Staff Director  
Senate Appropriations 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 2014-2015 Fiscal Year. This submission has been approved by Jerry Hill, State Attorney.

Sincerely,

A handwritten signature in blue ink 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 2014-2015 October 15, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations 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 2014-15 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, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our 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 2014-15 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 flourish extending to the right.

W. E. Donahoe  
Executive Director



# OFFICE OF THE STATE ATTORNEY

FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY



**DAVE ARONBERG**  
STATE ATTORNEY

## LEGISLATIVE BUDGET REQUEST

Justice Administration  
Tallahassee, Florida

October 15, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations 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, Fifteenth 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 2014-15 Fiscal Year.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Aronberg".

Dave Aronberg

401 North Dixie Highway, West Palm Beach, Florida 33401  
Phone: (561)355-7100  
[www.palmbeachstateattorney.com](http://www.palmbeachstateattorney.com)



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

PHONE (954) 831-6955

## LEGISLATIVE BUDGET REQUEST

October 15, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request of the Office of the State Attorney, 17<sup>th</sup> Judicial Circuit, for the fiscal year 2014-2015, is hereby submitted in the format as prescribed by the Office of Policy and Budget.

Very truly yours,

A handwritten signature in cursive script that reads "Michael J. Satz".

MICHAEL J. SATZ  
State Attorney



**OFFICE OF THE STATE ATTORNEY**  
EIGHTEENTH JUDICIAL CIRCUIT OF FLORIDA  
BREVARD AND SEMINOLE COUNTIES

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

Titusville Office  
400 South Street  
Suite D  
Titusville, FL 32780  
(321) 264-6933

Melbourne Office  
51 South Nieman Avenue  
Melbourne, FL 32901  
(321) 952-4617

**PHIL ARCHER**  
STATE ATTORNEY



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

Seminole Juvenile Center  
190 Bush Blvd.  
Sanford, FL 32773  
(407) 665-5454

**LEGISLATIVE BUDGET REQUEST**

Office of the State Attorney  
Eighteenth Judicial Circuit  
Viera, FL 32940

October 15, 2013

Jerry L. McDaniel, Director  
Office of Policy and Budget  
1701 Capitol  
Tallahassee, Florida 32399-001

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

Mike Hansen, Staff Director  
Senate Appropriations 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, 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 2014/15 Fiscal Year. This submission has been approved by Phil Archer, State Attorney.

Sincerely,

**PHIL ARCHER**  
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 10, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations 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 2014-15 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 blue ink, appearing to read "Raymond E. Rhodes".

Raymond E. Rhodes  
Executive Director



**BOB DILLINGER**  
**PUBLIC DEFENDER**  
SIXTH JUDICIAL CIRCUIT OF FLORIDA

**LEGISLATIVE BUDGET REQUEST**

October 15, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Public Defender, Sixth 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 2014-2015 Fiscal Year. This submission has been approved by Dr. Delores Terzick, Finance & Accounting Director and Bob Dillinger, Public Defender.

A handwritten signature in blue ink, reading "Rosemary Gunnels".

Rosemary Gunnels  
Administrative Director

---

**PUBLIC DEFENDER OFFICES**

**Office of the Public Defender**  
14250 - 49<sup>th</sup> Street North  
Clearwater, FL 33762  
Telephone: (727) 464-6516  
Fax: (727) 464-6119

**Office of the Public Defender**  
38053 Live Oak Avenue  
Dade City, FL 33523  
Telephone: (352) 521-4388  
Fax: (352) 521-4394

**Office of the Public Defender**  
7530 Little Road  
New Port Richey, FL 34654  
Telephone: (727) 847-8155  
Fax: (727) 847-8025

LEGISLATIVE BUDGET REQUEST

Justice Administration  
Public Defender, 16<sup>th</sup> Circuit  
Key West, Florida

October 15, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations 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 2014-15 Fiscal Year. This submission has been approved by Rosemary E. Enright, Public Defender, 16<sup>th</sup> Judicial Circuit.



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

2725 JUDGE FRAN JAMIESON WAY  
BUILDING E  
VIERA, FLORIDA 32940-6605  
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

MARY LU TOMBLESON  
EXECUTIVE DIRECTOR

---

**BLAISE TRETTIS**  
PUBLIC DEFENDER

Legislative Budget Request

Office of the Public Defender, 18<sup>th</sup> Judicial Circuit  
2725 Judge Fran Jamieson Way, Bldg. E, 2<sup>nd</sup> Floor  
Viera, Florida 32940

October 15, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations 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 2014-2015 Fiscal Year. This submission has been approved by R. Blaise Trettis, Public Defender for the 18<sup>th</sup> Judicial Circuit.

  
R. Blaise Trettis  
Public Defender



## LEGISLATIVE BUDGET REQUEST

Capital Collateral Regional Counsel  
Middle Region  
Tampa, Florida

October 15, 2013

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

Mike Hansen, Staff Director  
Senate Appropriations 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 2014-15 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

1 East Broward Blvd., Suite 444  
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 – South Region  
Ft. Lauderdale, FL

October 15, 2013

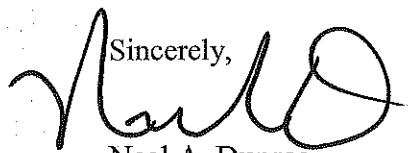
Jerry L. McDaniel, Director  
Office of Policy and Budget  
Executive Office of the Governor  
1701 Capitol  
Tallahassee, Florida 32399-0001

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

Mike Hansen, Staff Director  
Senate Appropriations Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Capital Collateral Regional Counsel - South 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 2014-15 Fiscal Year. This submission has been approved by Neal A. Dupree.

Sincerely,  
  
Neal A. Dupree  
CCRC-South



LAW OFFICES OF THE  
**Criminal Conflict and Civil Regional Counsel**  
THIRD REGION OF FLORIDA

Serving Miami-Dade and Monroe Counties  
401 N.W. 2nd Ave, Suite S-310,  
Third Floor, Rohde Building  
Miami, Florida 33128

**EUGENE F. ZENOBI**  
REGIONAL COUNSEL

TEL: (305) 679-6550  
FAX: (305) 679-6560

October 15, 2013.

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

Mike Hansen, Staff Director  
Senate Appropriations Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Office of Criminal Conflict and Civil Regional Counsel, 3<sup>rd</sup> Region of Florida 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 2014-15 Fiscal Year. This submission has been approved by Eugene F. Zenobi, Regional Counsel. Thank you for consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Jorge L. Sanchez", written over a horizontal line.

Jorge L. Sanchez  
Chief Administrative Director  
Criminal Conflict and Civil Regional Counsel,  
Third Region of Florida





**FY 2014-15**  
**Legislative Budget Request**

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

**Justice Administration**

**LEGISLATIVE BUDGET REQUEST FY 2014-2015**

**SCHEDULE VII: Agency Litigation Inventory**

<b>Agency:</b>	State Attorney's Office, Third Judicial Circuit		
<b>Contact Person:</b>	Monica Baker	<b>Phone Number:</b>	386-362-2320
<b>Names of the Case: (If no case name, list the names of the plaintiff and defendant.)</b>	Demetrius Brown v. Wal-Mart Corporation; Wal-Mart Store No. 2626; Chief Loss Prevention Officer Linda Todd; City of Live Oak, Florida; Live Oak Police Department; Chief Alton K. "Buddy" Williams, III; Captain Joe Daly; Detective Justin Bates; Detective Donald Gambel; Officer Frank Gorski; Officer Kyle Kirby; Officer Robert Fipps; Officer Bradley Harrison; Suwannee County, Florida; County Judge William F. Williams, III; State of Florida; Third Judicial Circuit State Attorney's Office; Former State Attorney Robert L. "Skip" Jarvis, Jr.; State Attorney Jeff Siegmeister; Assistant State Attorney Michael Will Washington; Assistant State Attorney Jamie Tyndal; Assistant State Attorney Lisa Long; Assistant State Attorney Kyle McLeod		
<b>Court with Jurisdiction:</b>	Middle District of Florida		
<b>Case Number:</b>	3:13-v-00793-MMH-JBT		
<b>Summary of the Complaint:</b>	This case involves a pro se Plaintiff previously prosecuted by the State Attorney's Office for the Third Judicial Circuit. The plaintiff attempts to plead causes of action for gross negligence and professional malpractice against the State Attorney Defendants. Additionally, he includes a claim under Section 1983, alleging violations of the Fourth, Fifth and Fourteenth Amendments of the United States Constitution. Plaintiff sues a County Court Judge, 5 State Attorneys and Assistant State Attorneys, a State Attorney Investigator, the State Attorney's Office for the Third Judicial circuit and the State of Florida. All of Plaintiff's claims arise out of his prosecution in Suwannee County, case no. 2012-CF-000092. Plaintiff seeks actual and punitive monetary damages as well as various equitable relief. As equitable relief, Plaintiff wants the County Judge and State Attorneys terminated from office, all of their bar licenses suspended, dismissal of his criminal Informations and an investigation by the FBI into corruption based on his complaint.		
<b>Amount of Claim:</b>	\$4,587,600.00		
<b>Specific Statutes or Laws (including GAA) Challenged</b>			
<b>Status of the Case:</b>	Motion to Dismiss has been filed and is pending.		

**LEGISLATIVE BUDGET REQUEST FY 2014-2015**

**SCHEDULE VII: Agency Litigation Inventory**

Agency:	State Attorney's Office, Third Judicial Circuit		
Contact Person:	Monica Baker	Phone Number:	386-362-2320
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	XX	Office of the Attorney General or Division of Risk Management	
		Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).			

**LEGISLATIVE BUDGET REQUEST FY 2014-2015**

**SCHEDULE VII: Agency Litigation Inventory**

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.	Agency Counsel	
	2455 E Sunrise Blvd Suite 1216	Office of the Attorney General or Division of Risk Management	
	Ft. Laud., FL 33304 (954) 462-3200	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 2014-2015**

<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:	11th Circuit U.S. Court of Appeals		
Case Number:	12-15988-F		
Summary of the Complaint:	He is a vendor we used in the past, however, based upon statements he made and threatening hostile actions we have discontinued using his services		
Amount of Claim:	\$500,000		
Specific Statutes or Laws (including GAA) Challenged	1st Amendment		
Status of the Case:	on appeal		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
	x	Office of the Attorney General or Division of Risk Management	
		Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A		

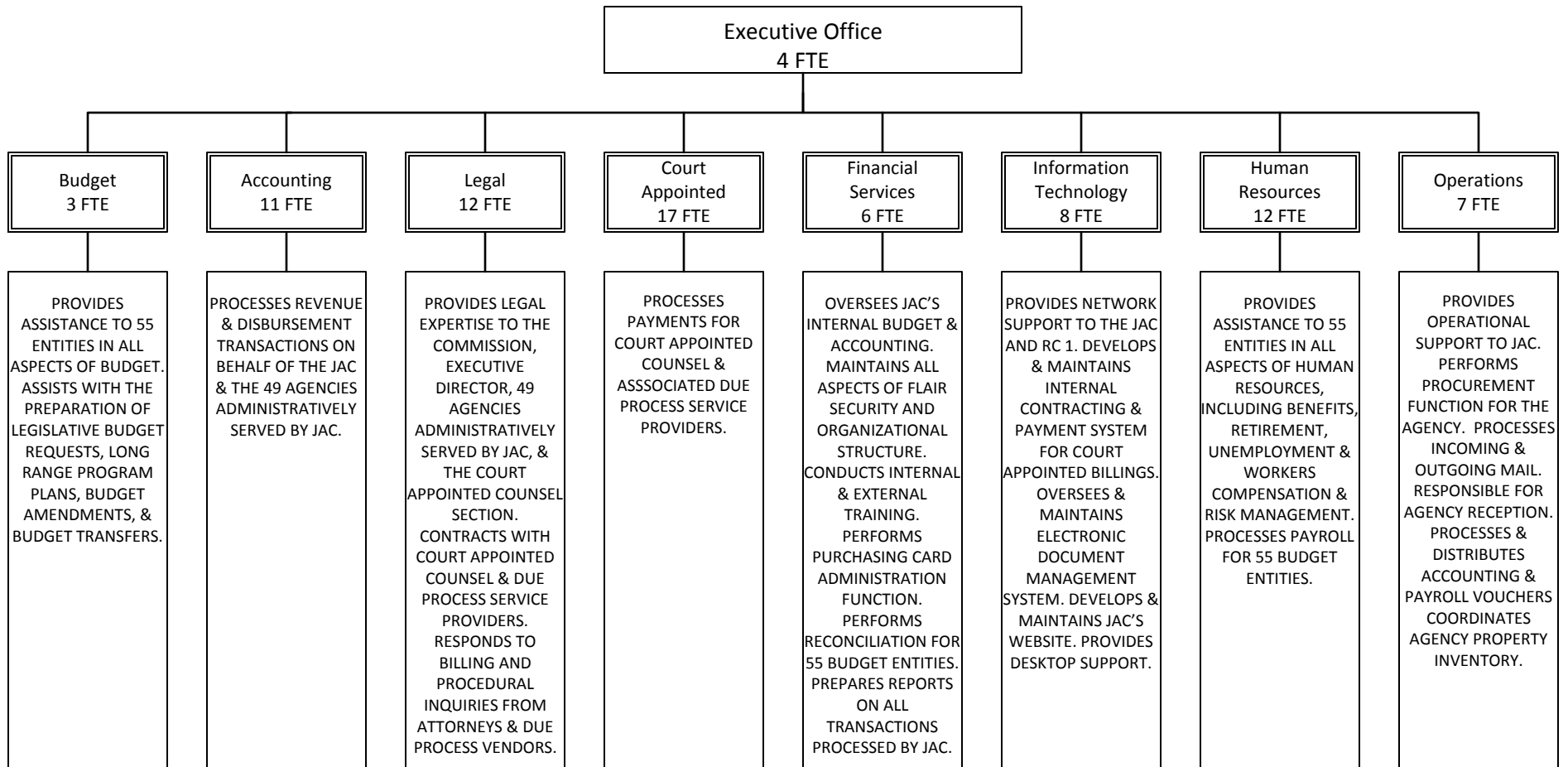
# JUSTICE ADMINISTRATIVE COMMISSION

JULY 2013

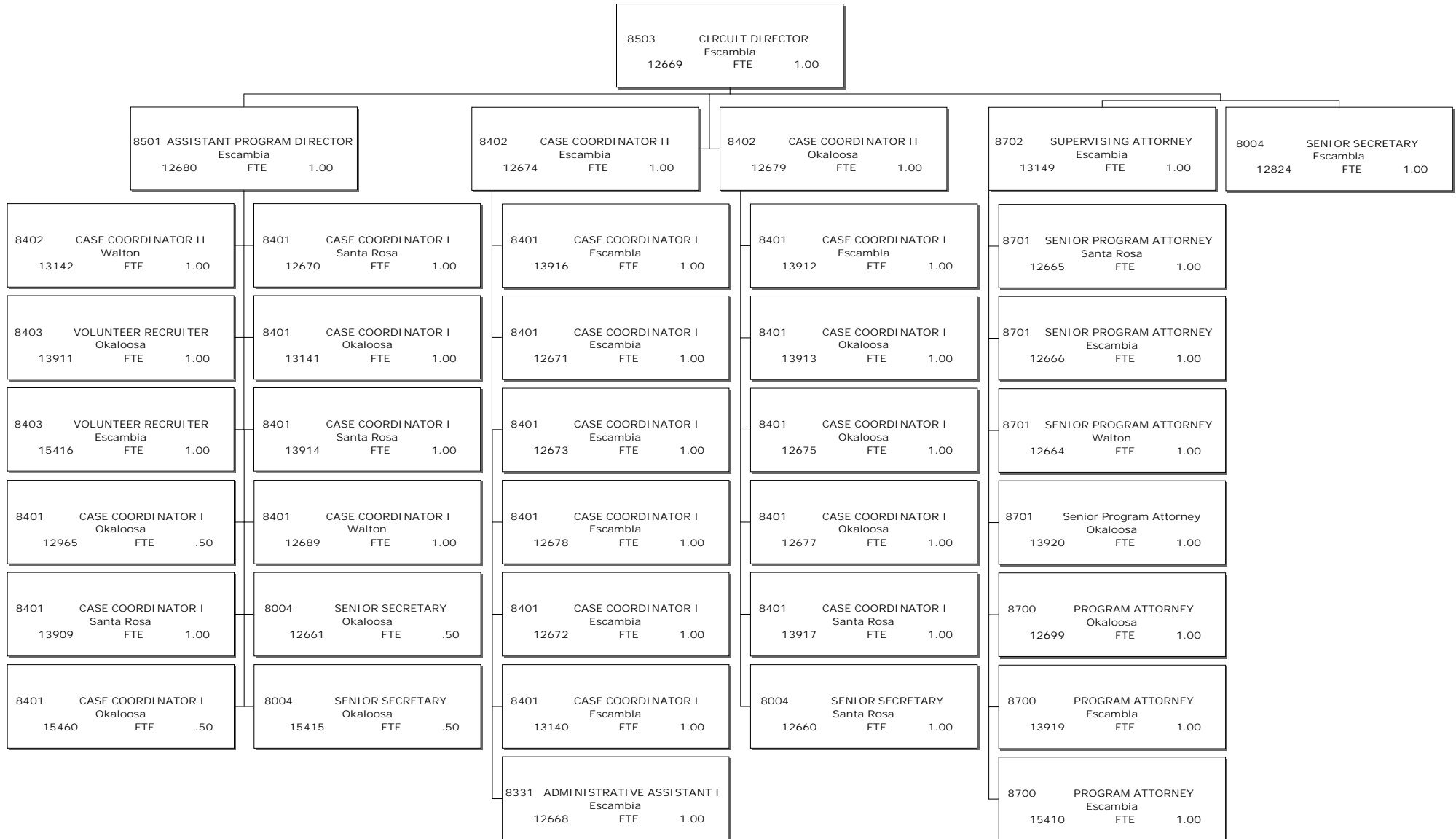
## COMMISSIONERS

BRAD KING, CHAIR, STATE ATTORNEY, FIFTH JUDICIAL CIRCUIT  
 DIAMOND R. LITTY, PUBLIC DEFENDER, NINETEENTH JUDICIAL CIRCUIT  
 JERRY HILL, STATE ATTORNEY, TENTH JUDICIAL CIRCUIT  
 NANCY DANIELS, PUBLIC DEFENDER, SECOND JUDICIAL CIRCUIT

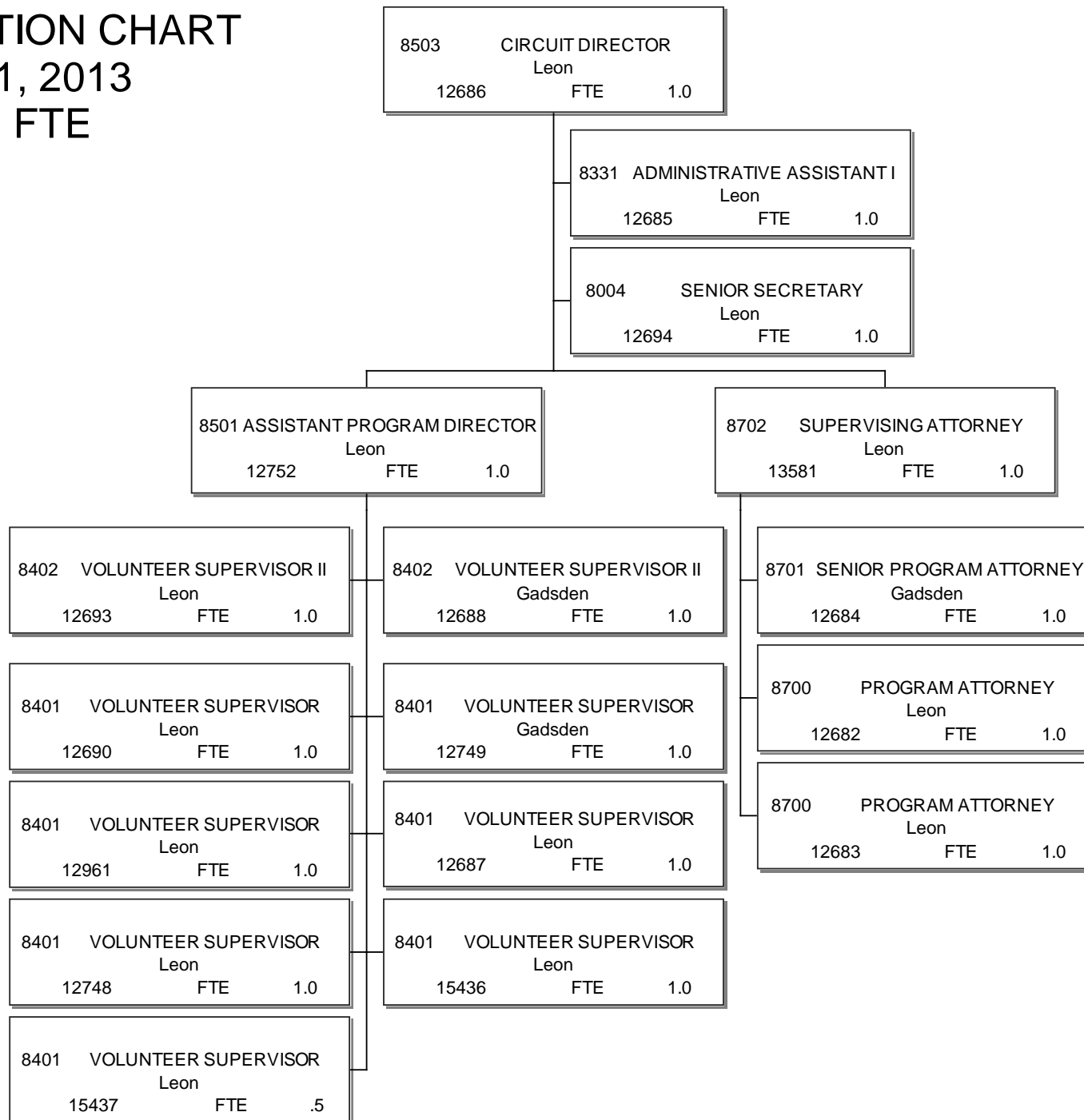
THE JUSTICE ADMINISTRATIVE COMMISSION ADMINISTRATIVELY SERVES THE OFFICES OF STATE ATTORNEYS, PUBLIC DEFENDERS, CAPITAL COLLATERAL REGIONAL COUNSELS, CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSELS, AND THE STATEWIDE GUARDIAN AD LITEM PROGRAM; AND PROVIDES COMPLIANCE AND FINANCIAL REVIEW OF COURT APPOINTED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



# 1st CIRCUIT ORGANIZATIONAL CHART JULY 1, 2013 35.5 FTE

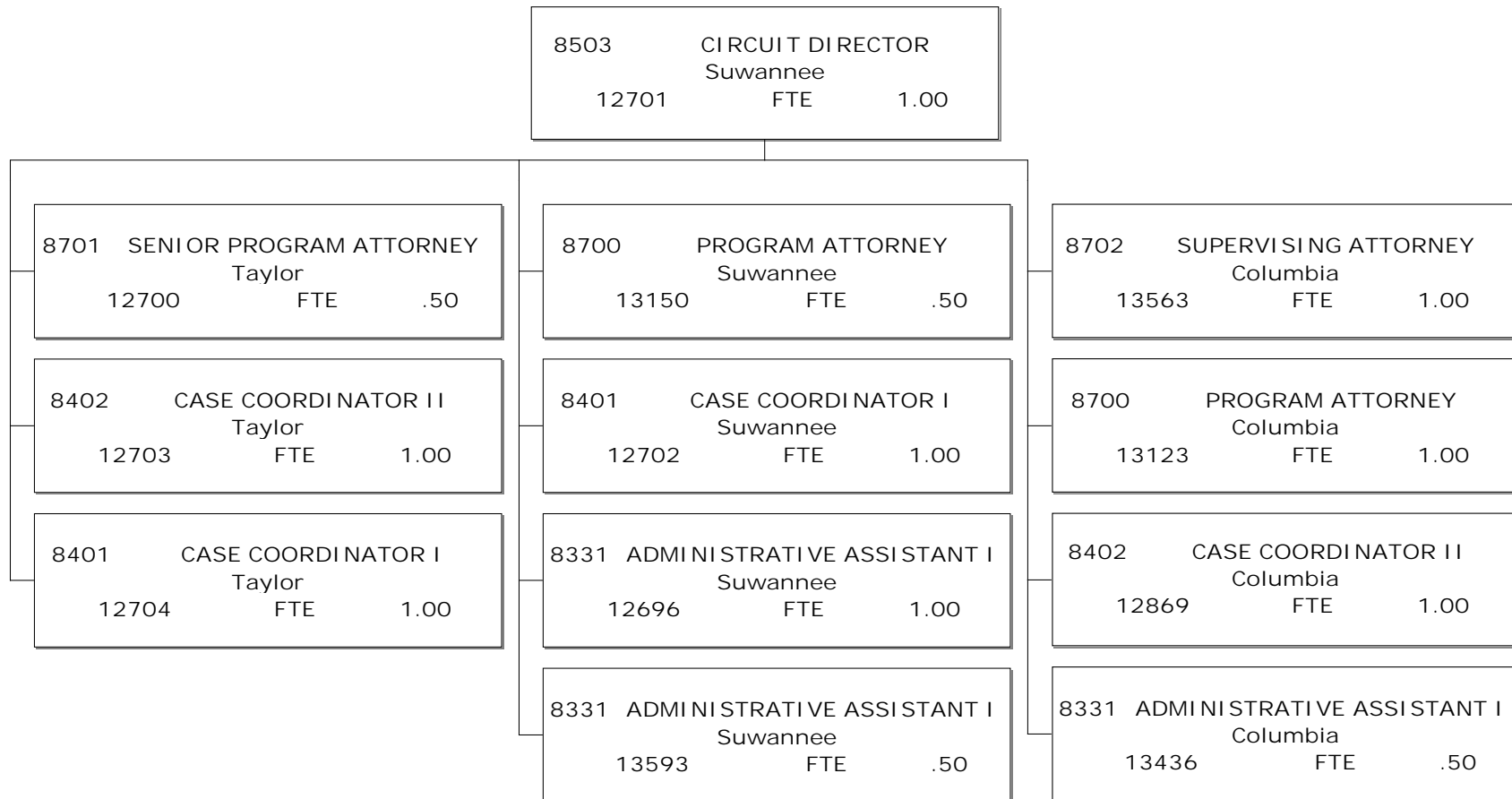


# 2nd CIRCUIT ORGANIZATION CHART JULY 1, 2013 16.5 FTE

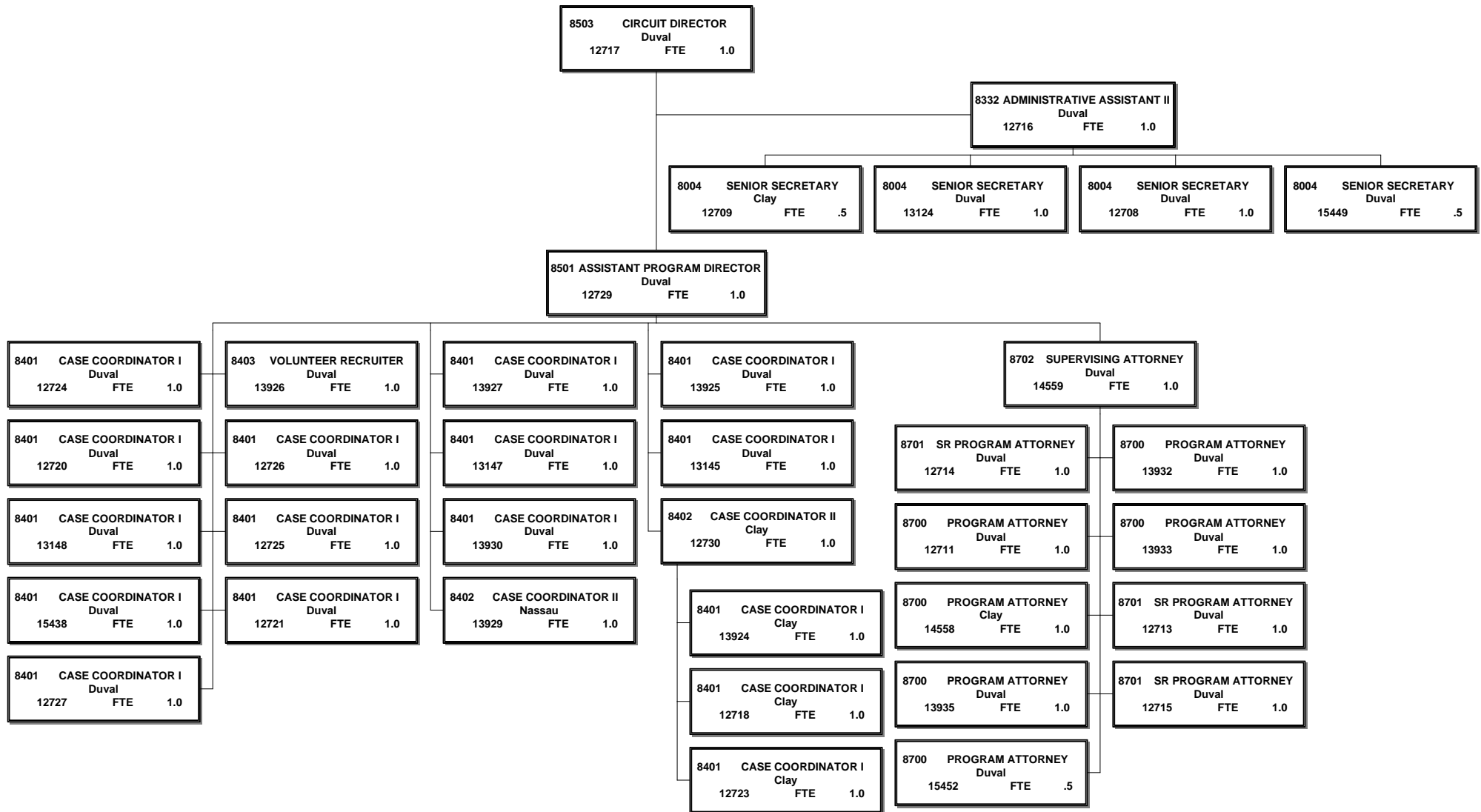




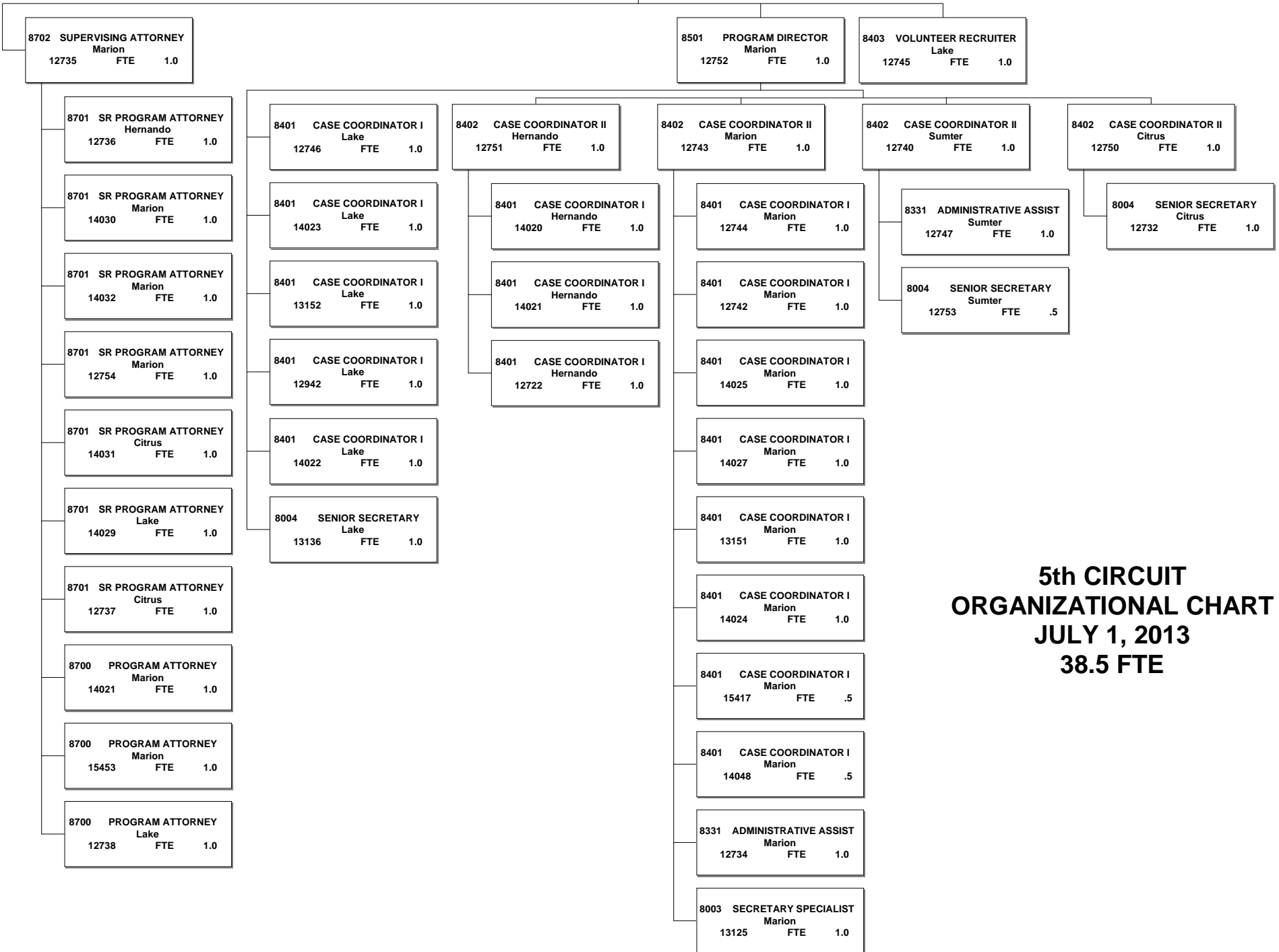
# 3rd CIRCUIT ORGANIZATIONAL CHART JULY 1, 2013 10.0 FTE



# 4th CIRCUIT ORGANIZATION CHART JULY 1, 2013 35 FTE

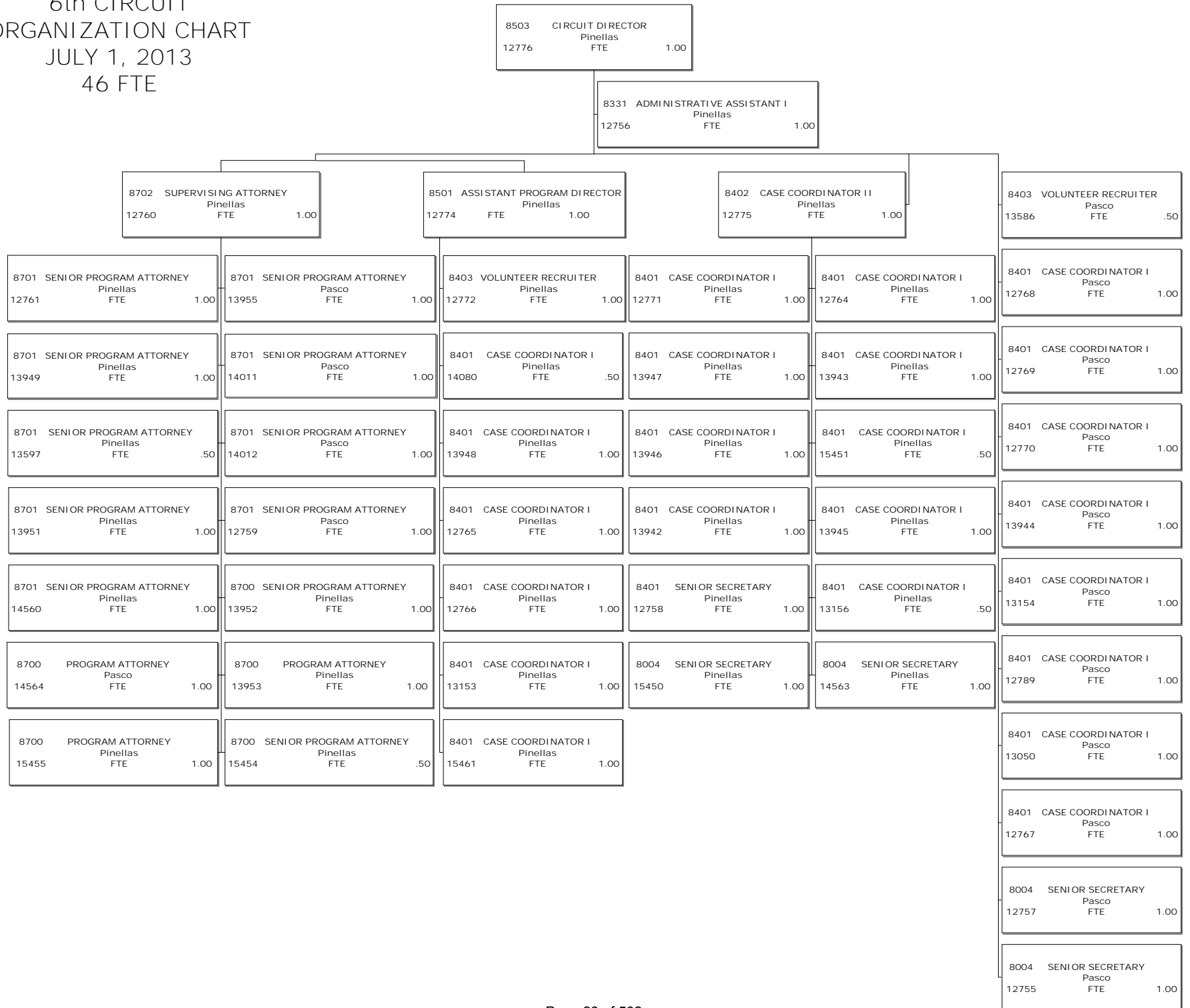


8503 CIRCUIT DIRECTOR  
Marion  
12739 FTE 1.0



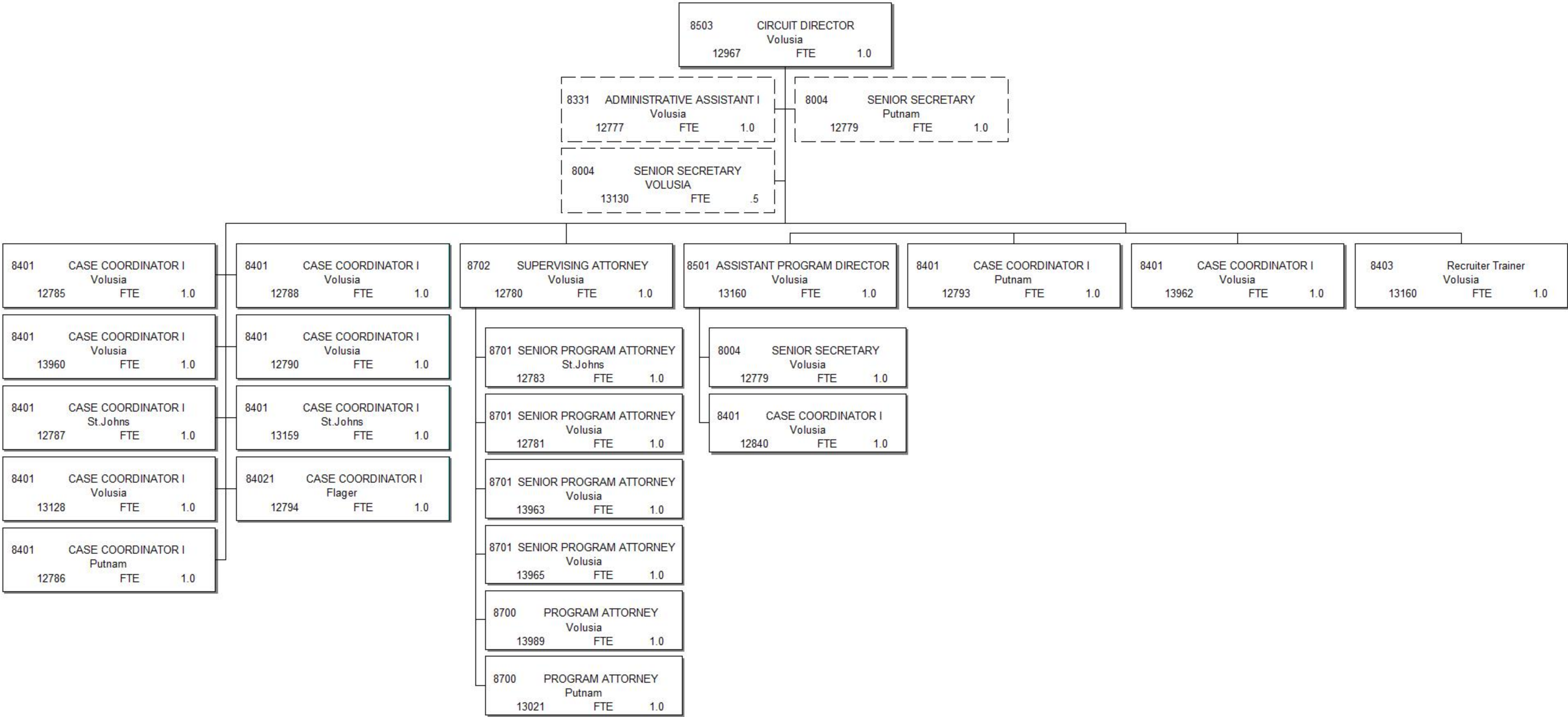
**5th CIRCUIT  
ORGANIZATIONAL CHART  
JULY 1, 2013  
38.5 FTE**

6th CIRCUIT  
 ORGANIZATION CHART  
 JULY 1, 2013  
 46 FTE



# 7th Circuit Organizational Chart

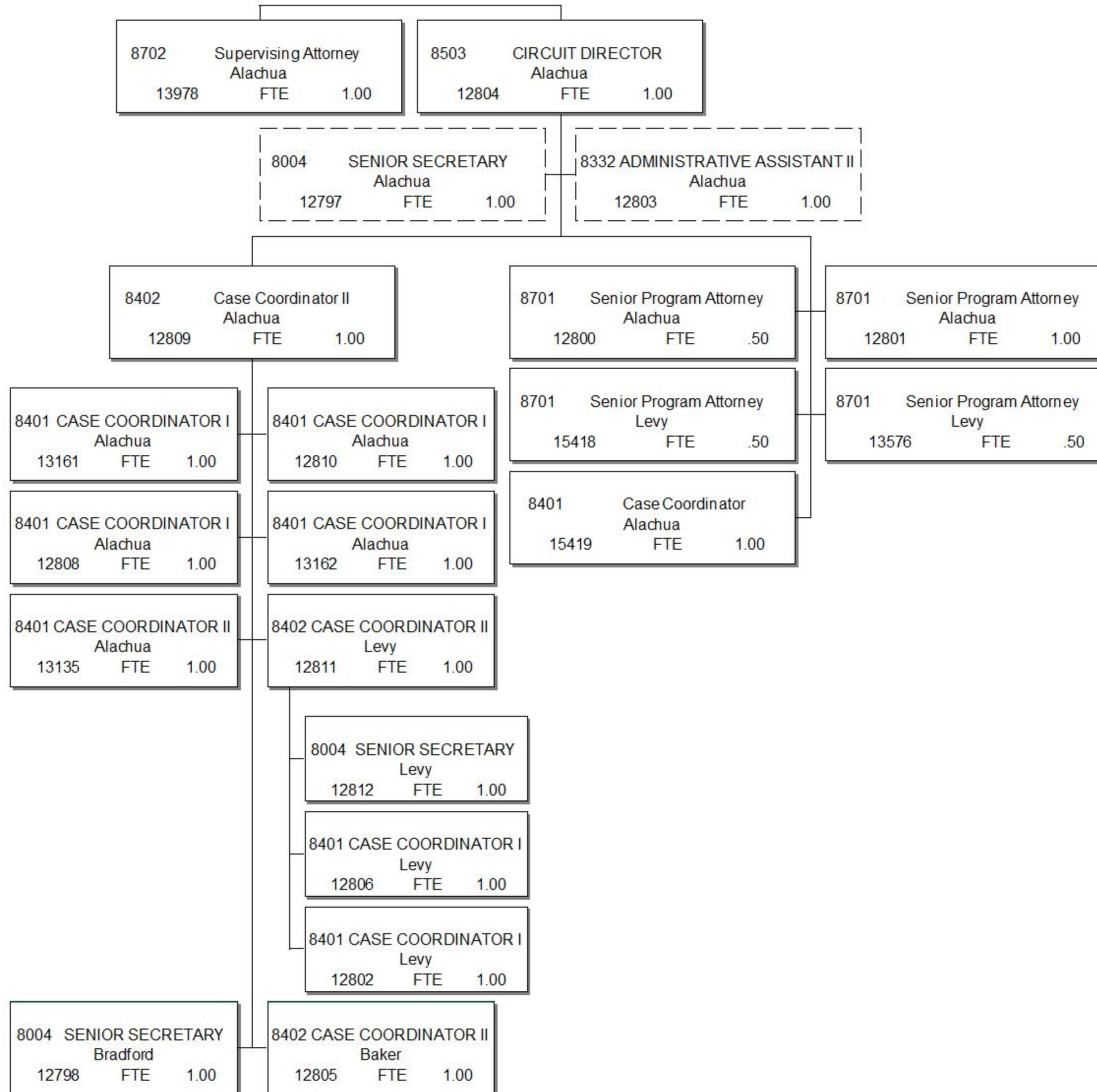
FTE: 25.50  
7/1/2013



# 8th Circuit Organizational Chart

FTE: 18.50

7/1/2013



# 9th Circuit Organizational Chart

## 15.00 FTE

7/1/2013

8503	CIRCUIT DIRECTOR
	Osceola
12817	FTE 1.00

8004	SENIOR SECRETARY
	Osceola
12814	FTE 1.00

8702	Supervising Attorney
	Osceola
12816	FTE 1.00

1.0	
8501	ASSISTANT CIRCUIT DIRECTOR
	Osceola
12819	FTE

8401	CASE COORDINATOR I
	Osceola
14018	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
12818	FTE 1.00

8331	Administrative Assistant I
	Osceola
13163	FTE .50

8401	CASE COORDINATOR I
	Osceola
13557	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
13164	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
14017	FTE 1.00

8401	CASE COORDINATOR I
	Osceola
13556	FTE 1.00

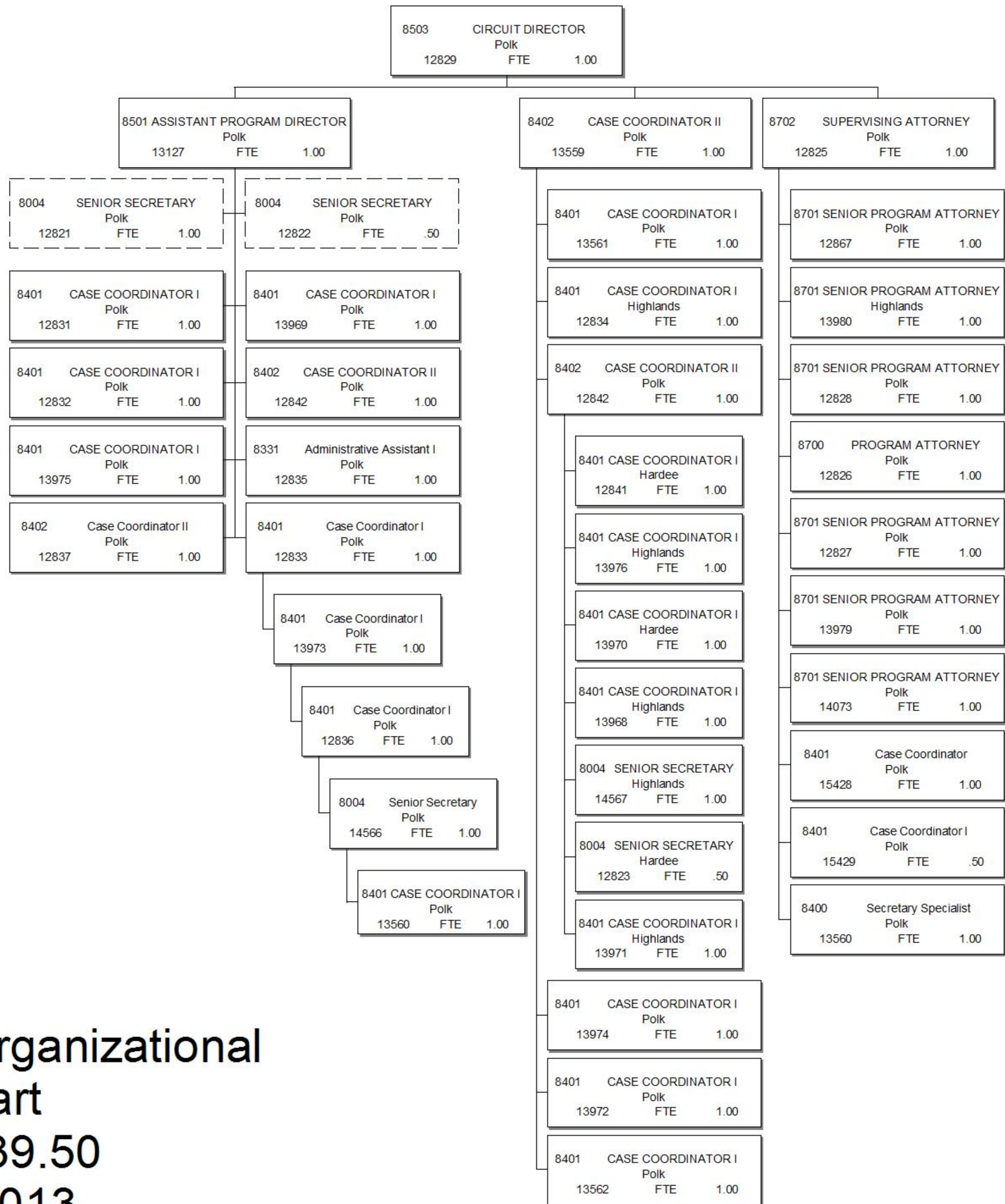
8401	CASE COORDINATOR I
	Osceola
13999	FTE 1.00

8401	Case Coordinator
	Osceola
15431	FTE .50

8403	Recruiter Trainer
	Osceola
12820	FTE 1.00

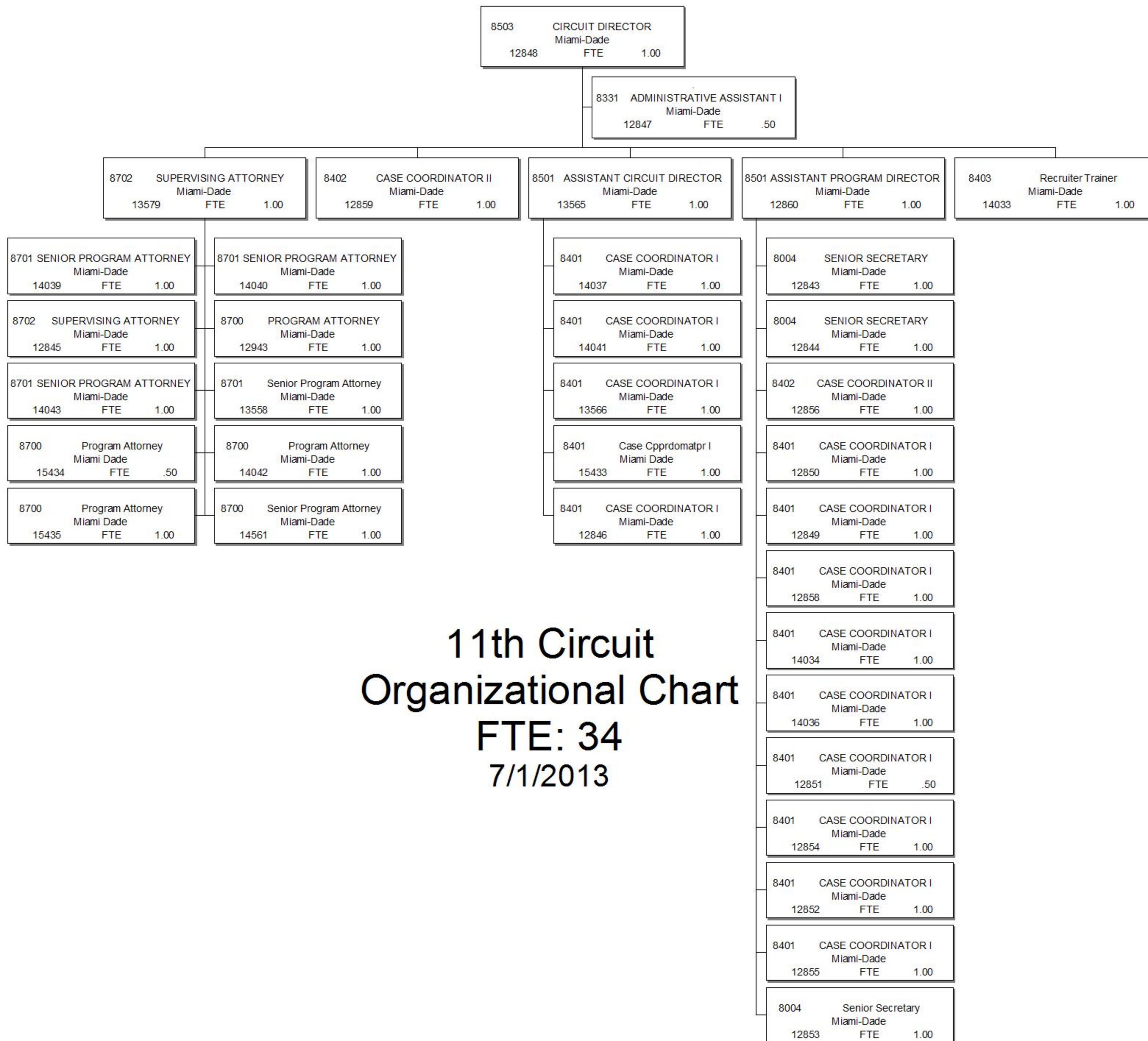
8700	PROGRAM ATTORNEY
	Osceola
12663	FTE 1.00

8700	PROGRAM ATTORNEY
	Osceola
12934	FTE 1.00



10th Circuit Organizational  
Chart  
FTE: 39.50  
7/1/2013

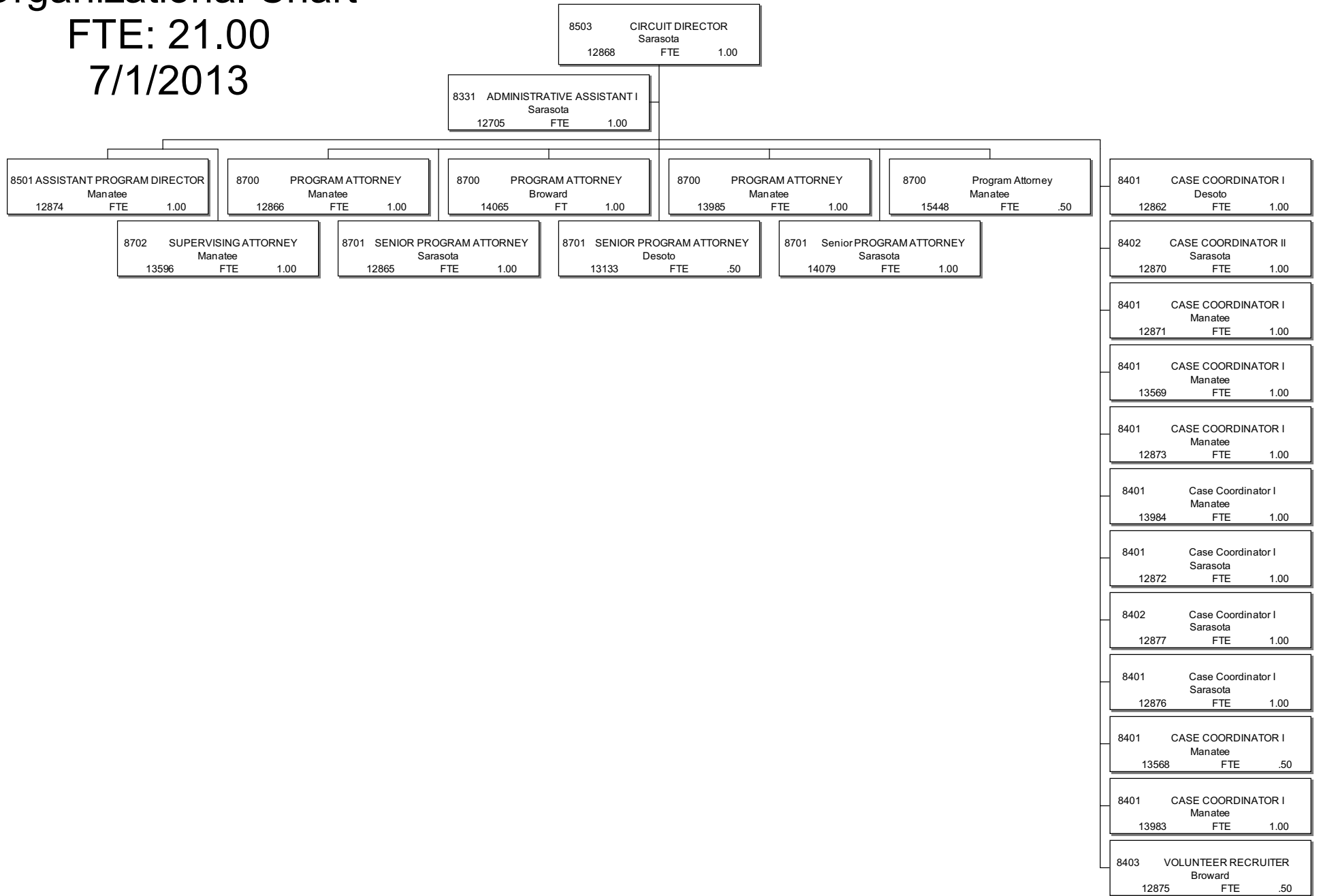




**11th Circuit**  
**Organizational Chart**  
**FTE: 34**  
**7/1/2013**

# 12th Circuit Organizational Chart

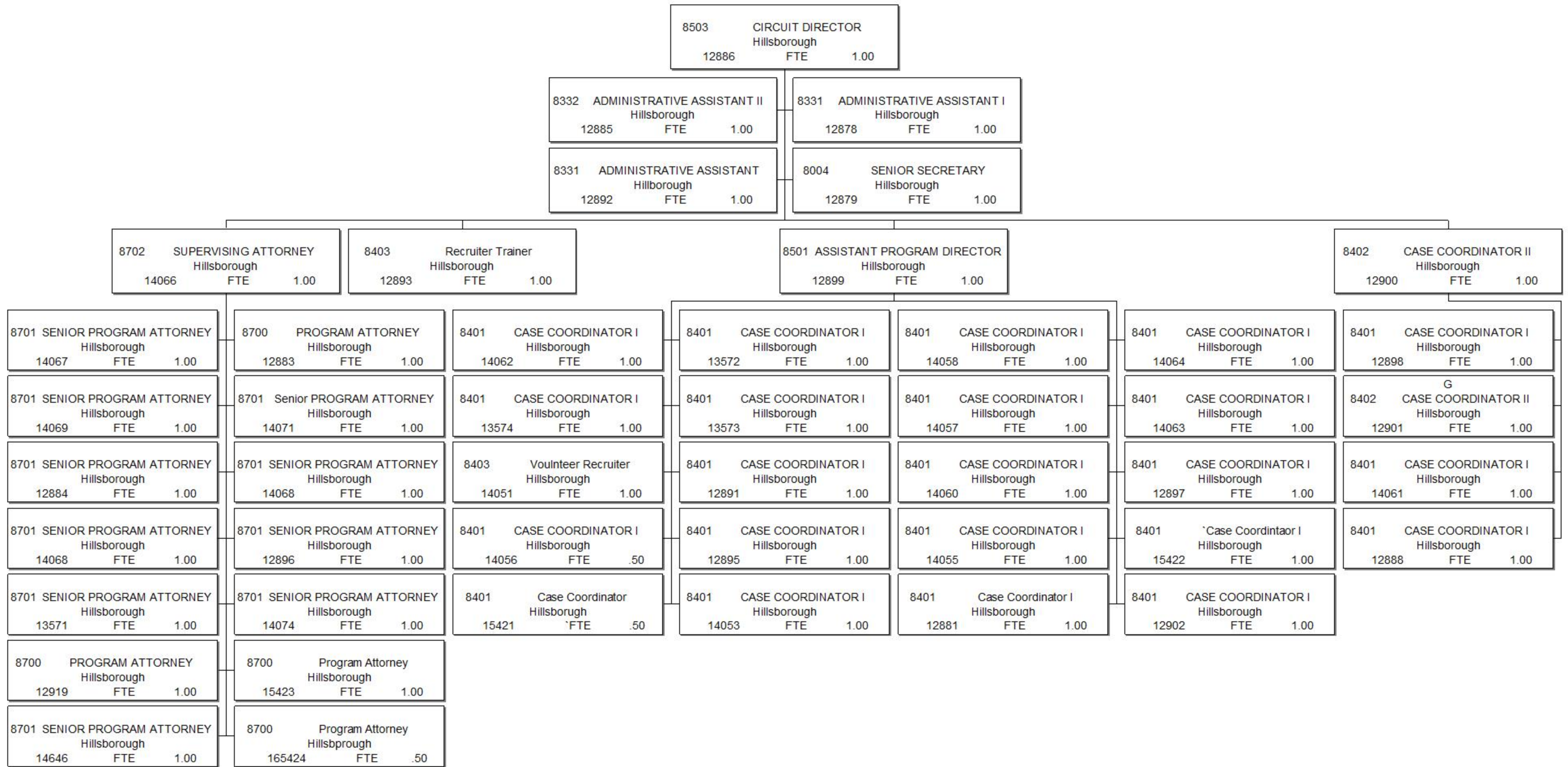
FTE: 21.00  
7/1/2013



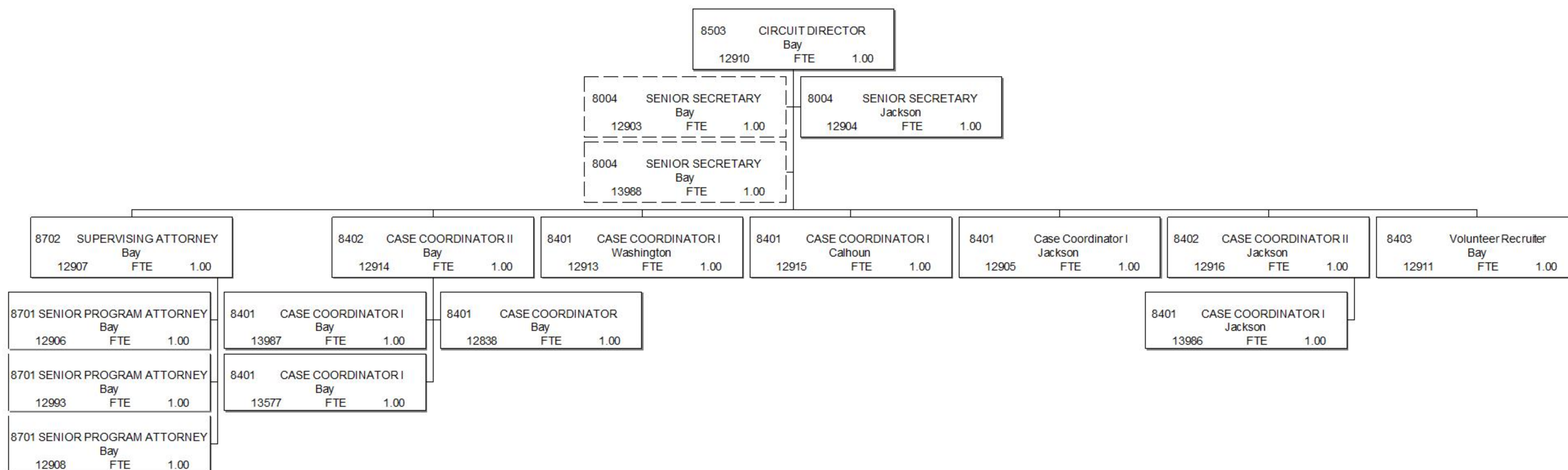
# 13th Circuit Organizational

## FTE: 44.50

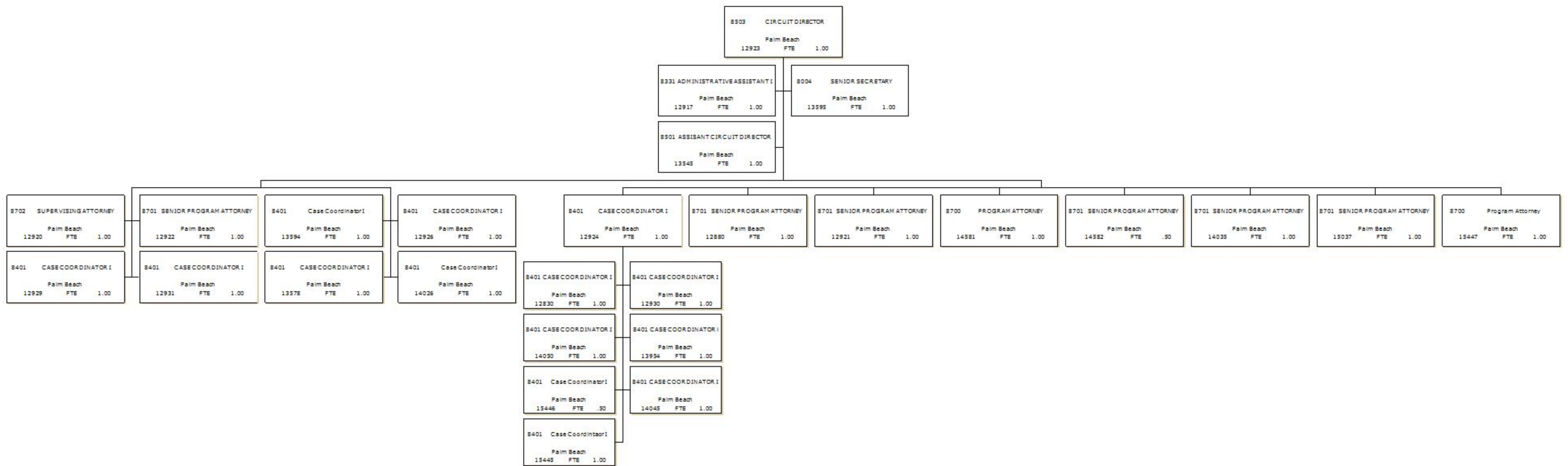
### 7/1/2013



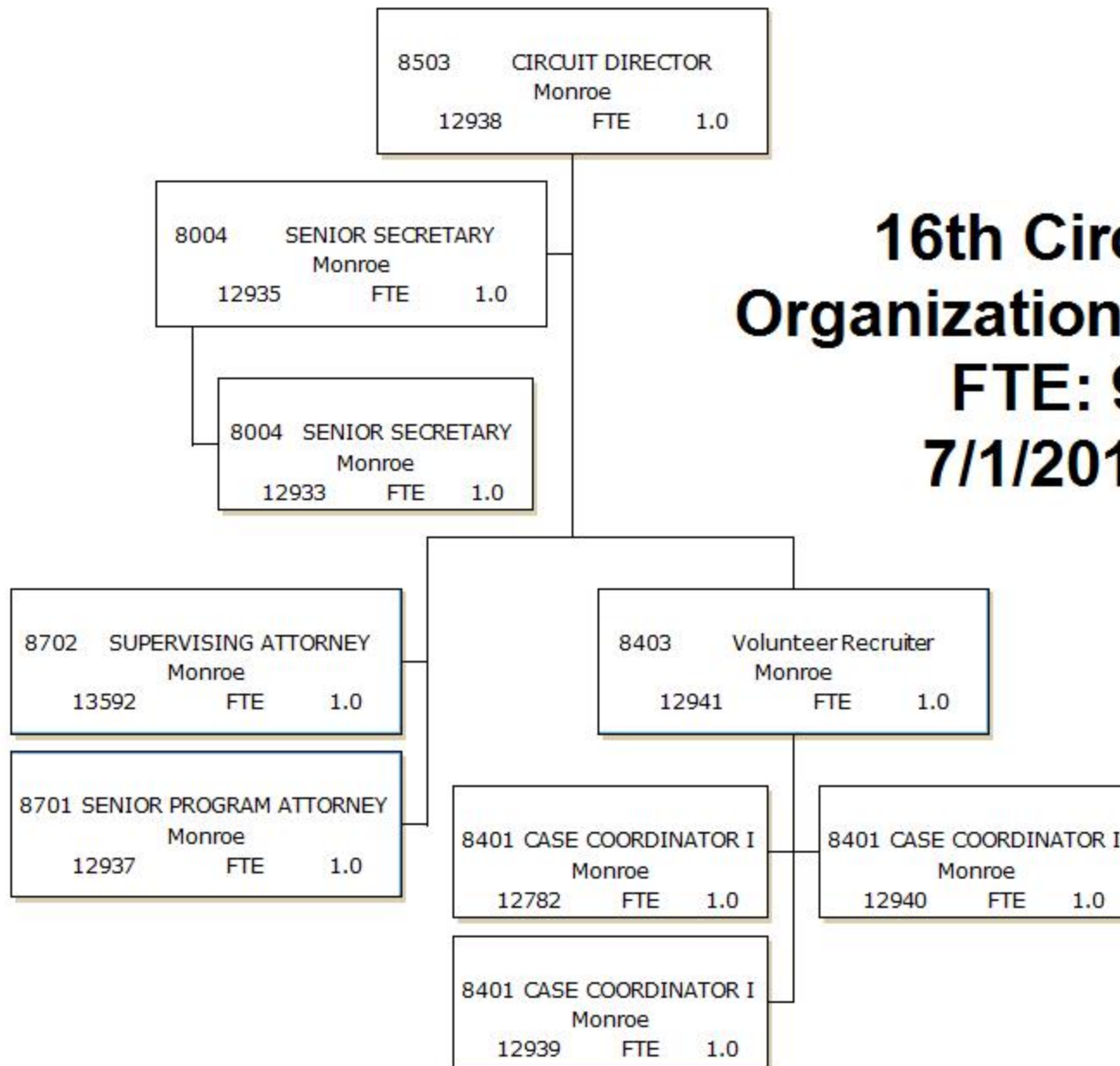
14th Circuit  
Organizational  
Chart  
FTE: 17.50  
7/1/2013



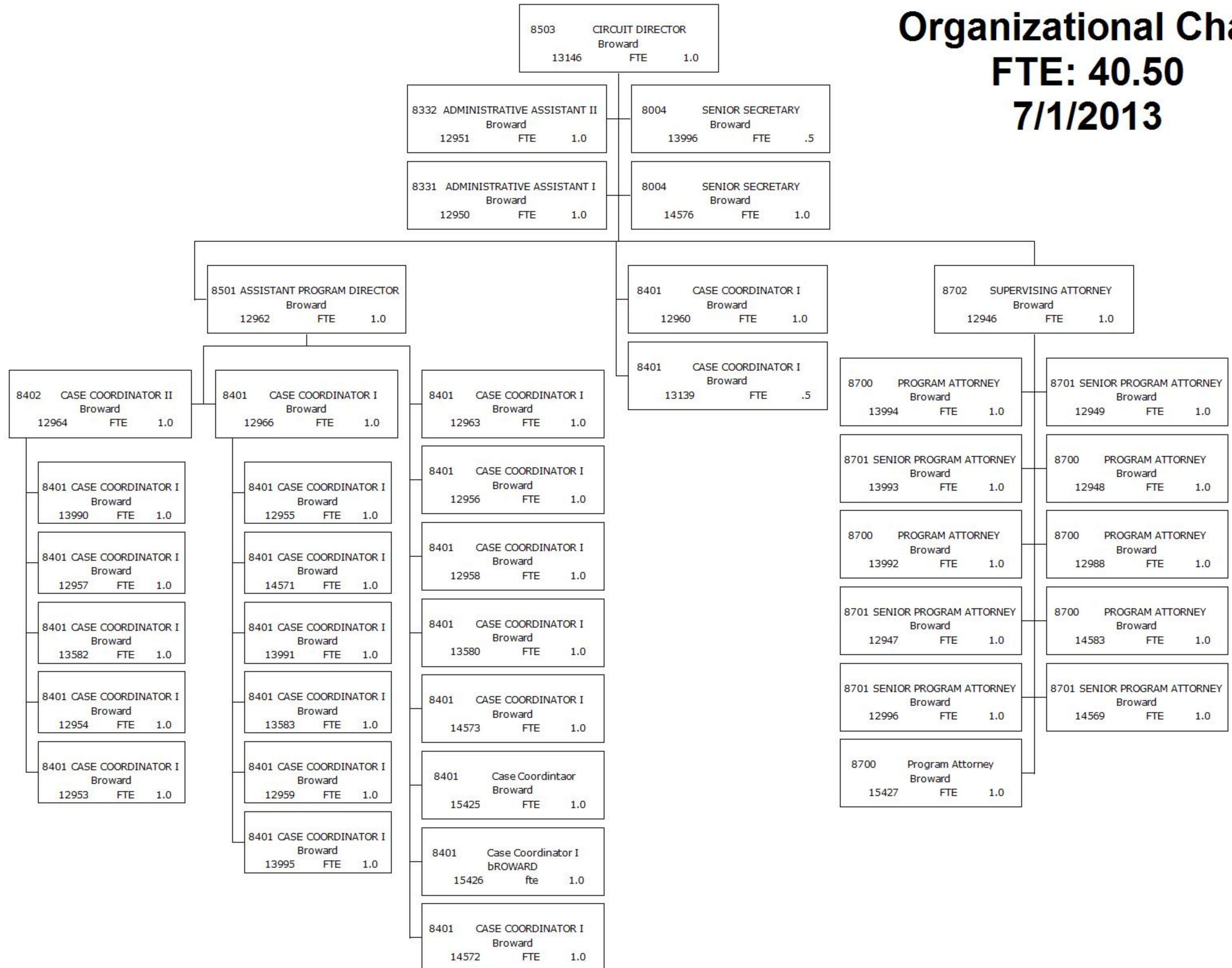
**15th Circuit**  
**Organizational Chart**  
**FTE: 26.00**  
**7/1/2013**



# 16th Circuit Organizational Chart FTE: 9 7/1/2013

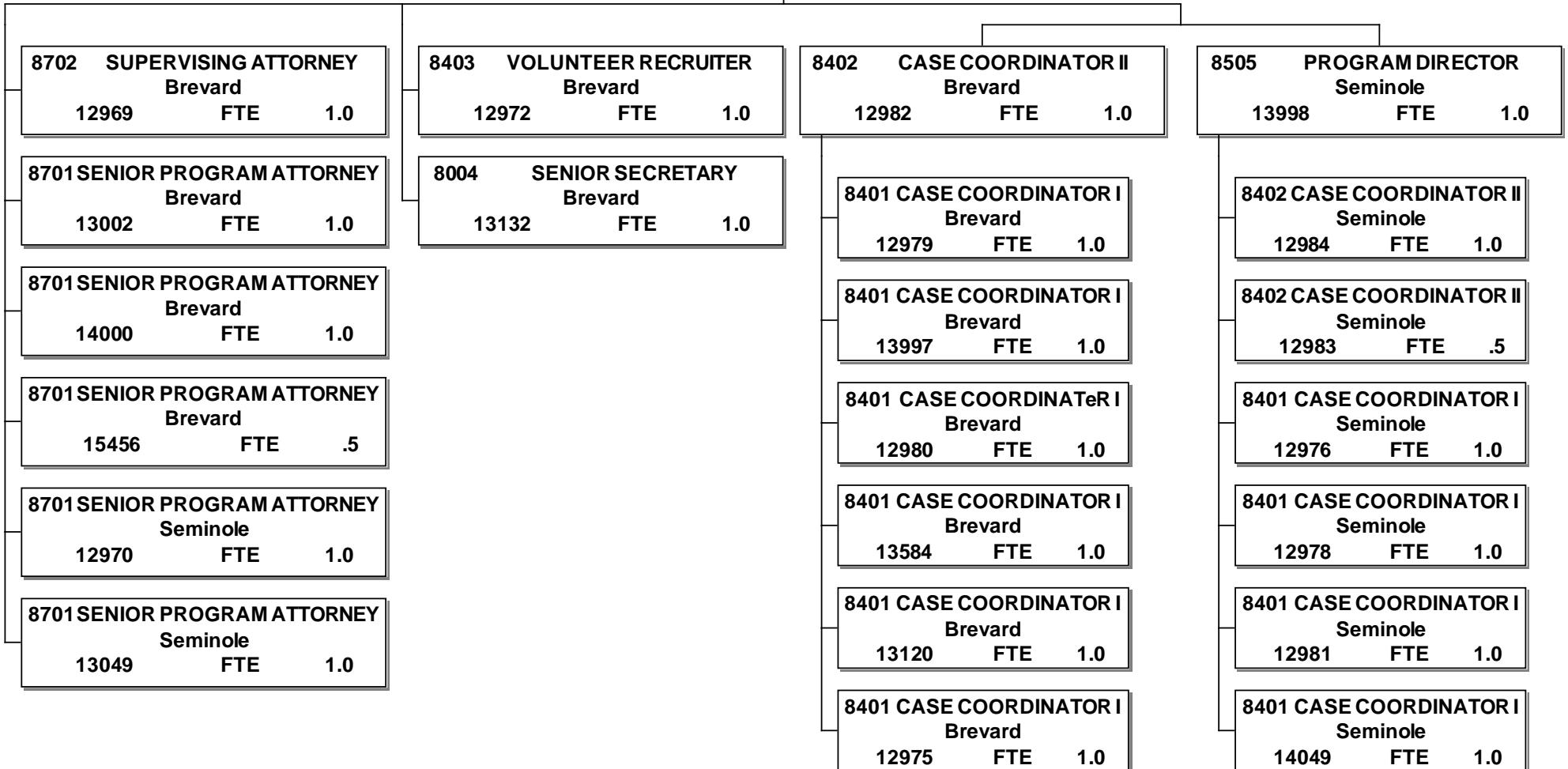


# 17th Circuit Organizational Chart FTE: 40.50 7/1/2013



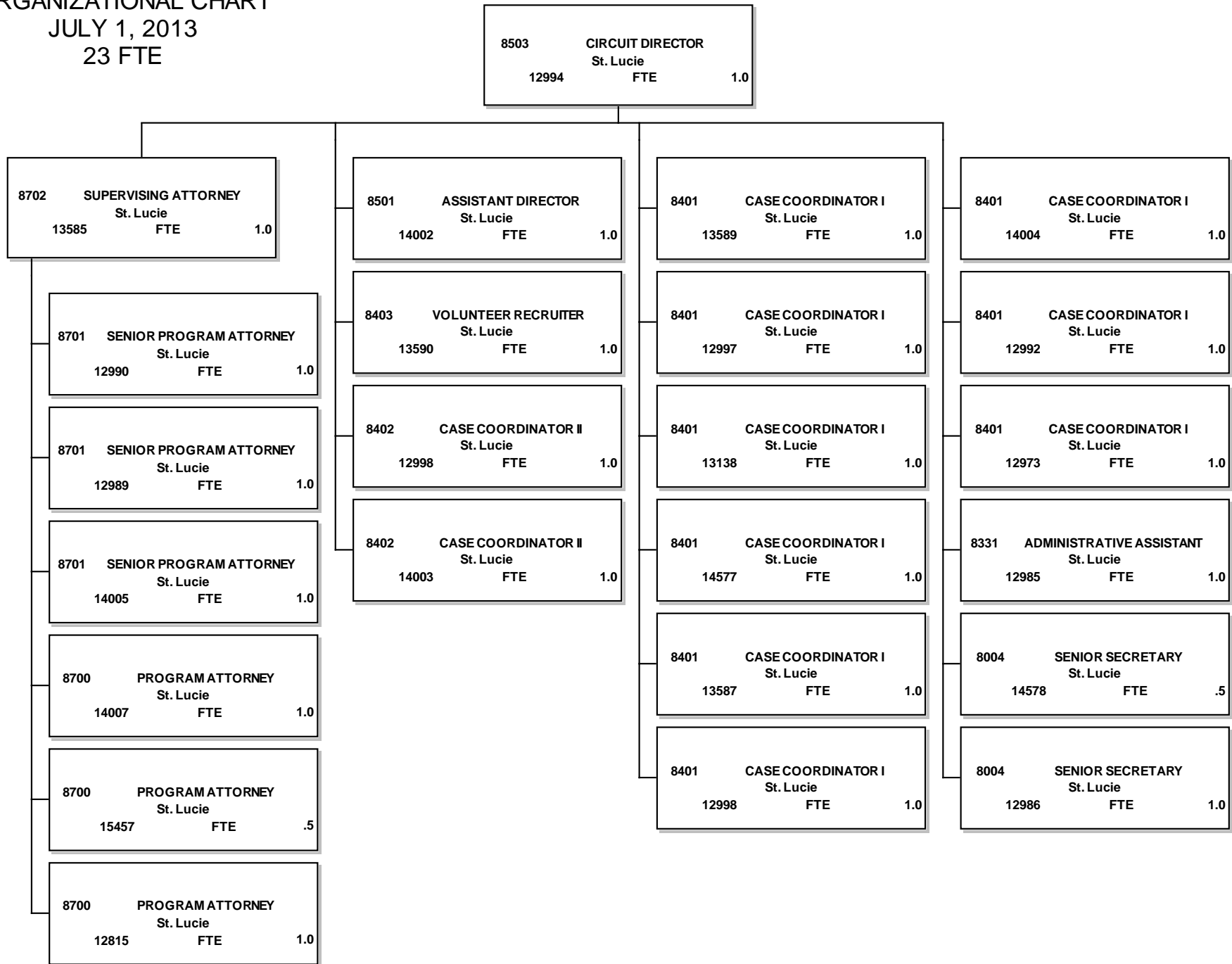
# 18th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2013 22 FTE

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

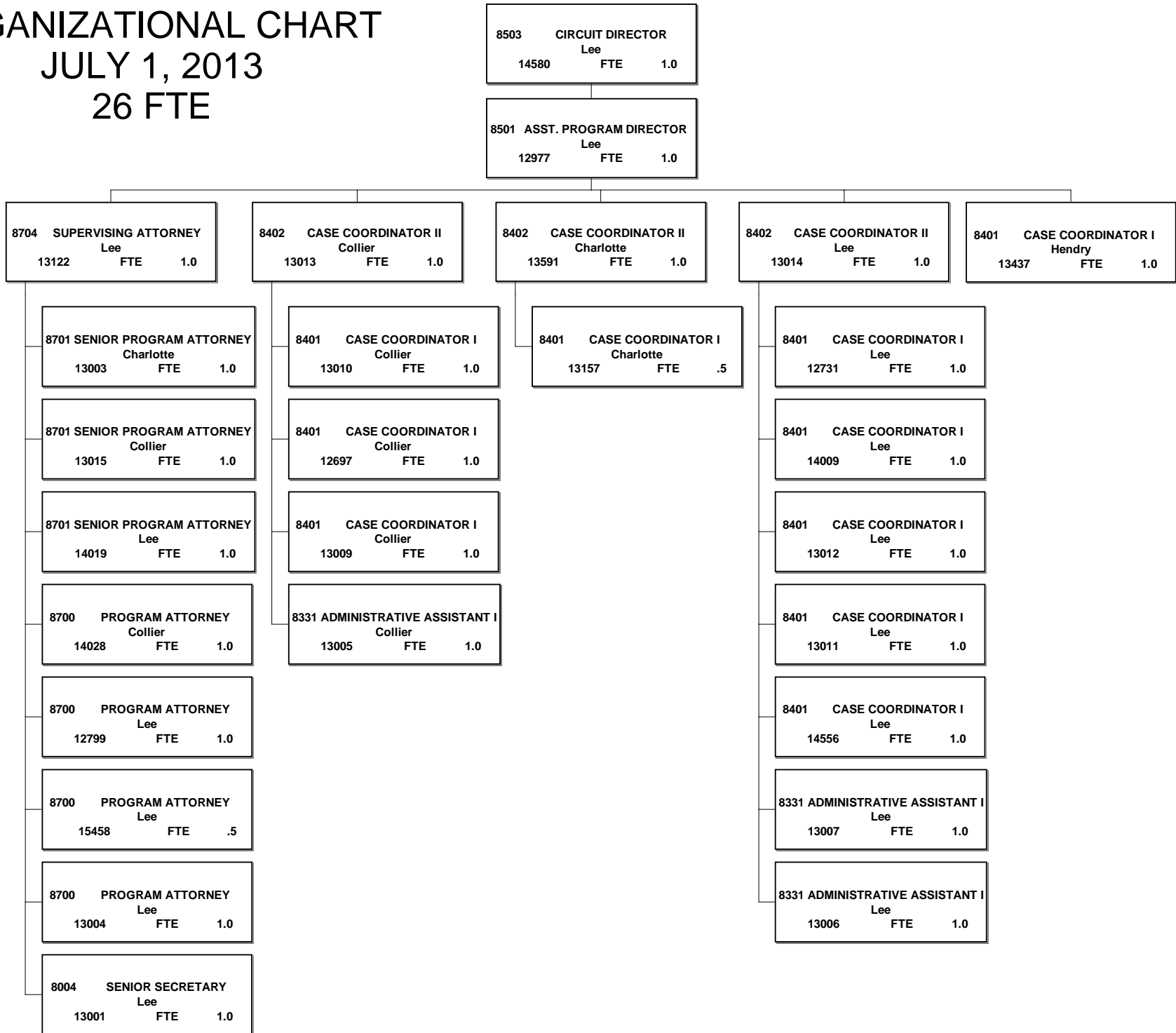




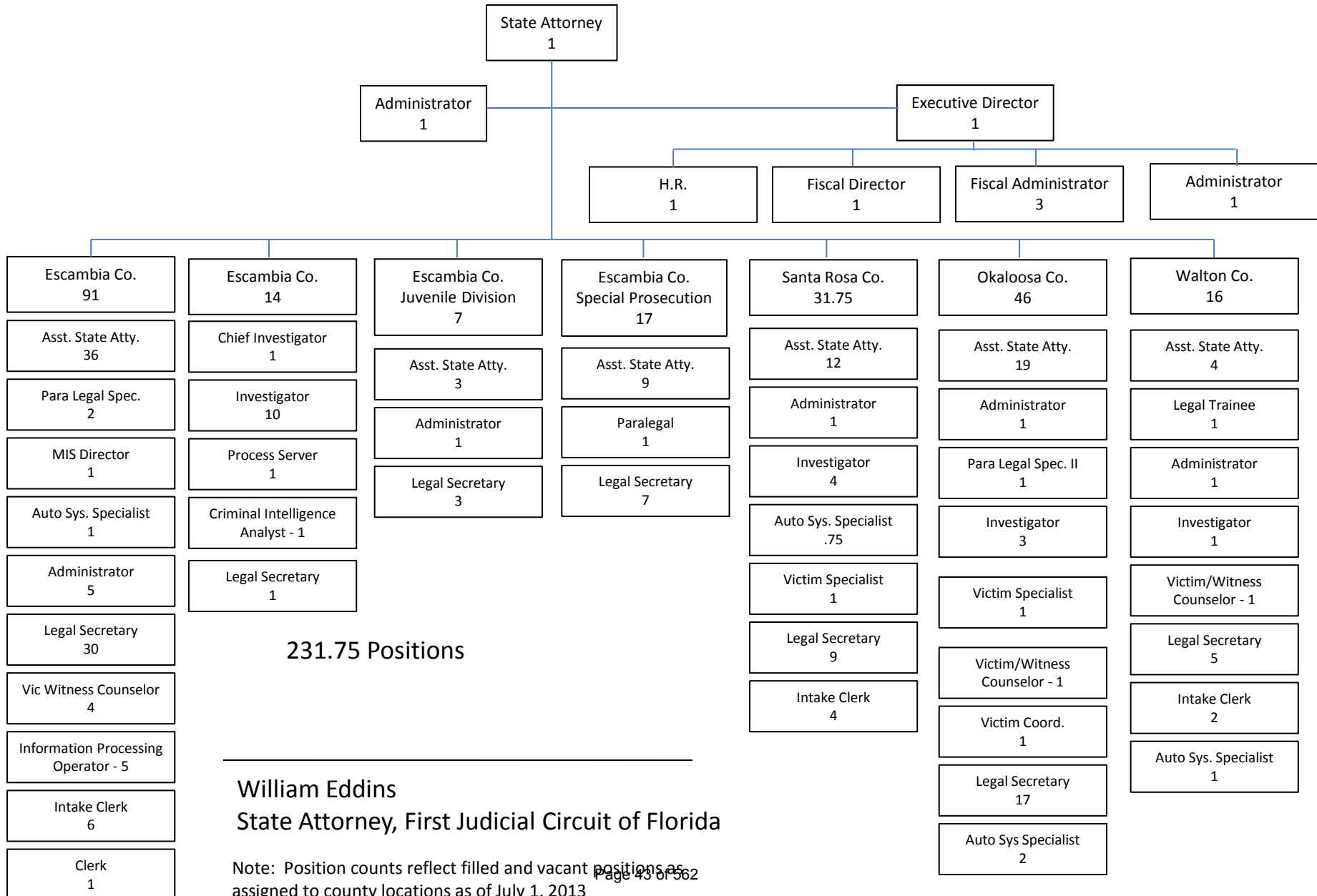
19th CIRCUIT  
 ORGANIZATIONAL CHART  
 JULY 1, 2013  
 23 FTE



# 20th CIRCUIT ORGANIZATIONAL CHART JULY 1, 2013 26 FTE



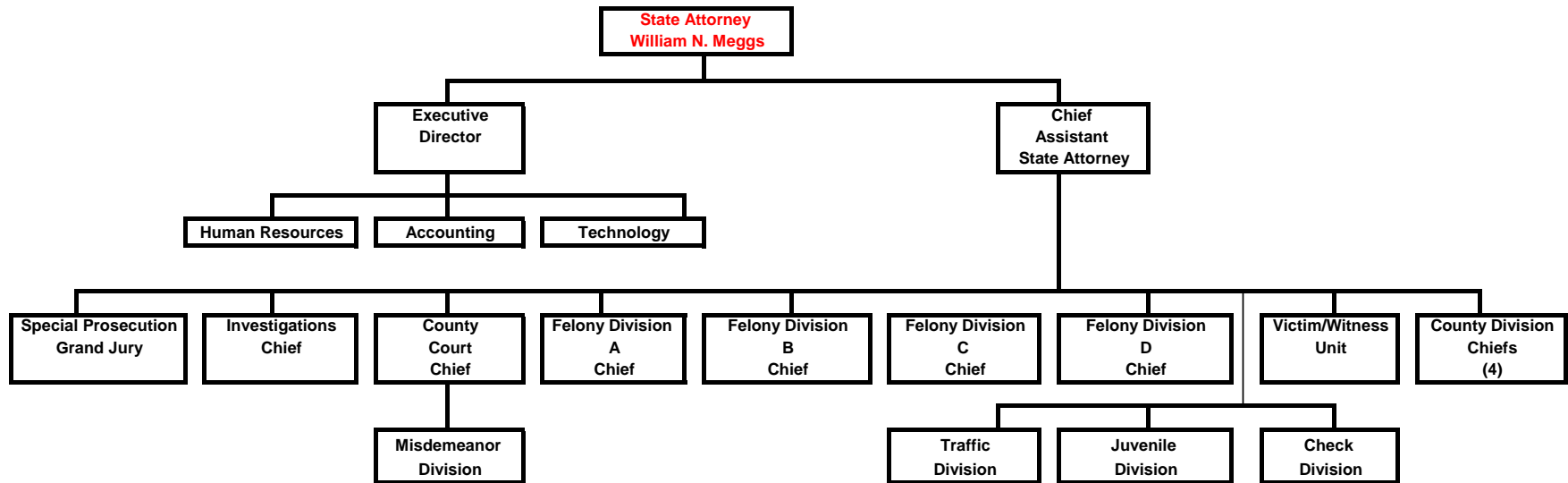
# Organizational Chart State Attorney, First Judicial Circuit July 1, 2013



**William Eddins**  
State Attorney, First Judicial Circuit of Florida

Note: Position counts reflect filled and vacant positions as assigned to county locations as of July 1, 2013

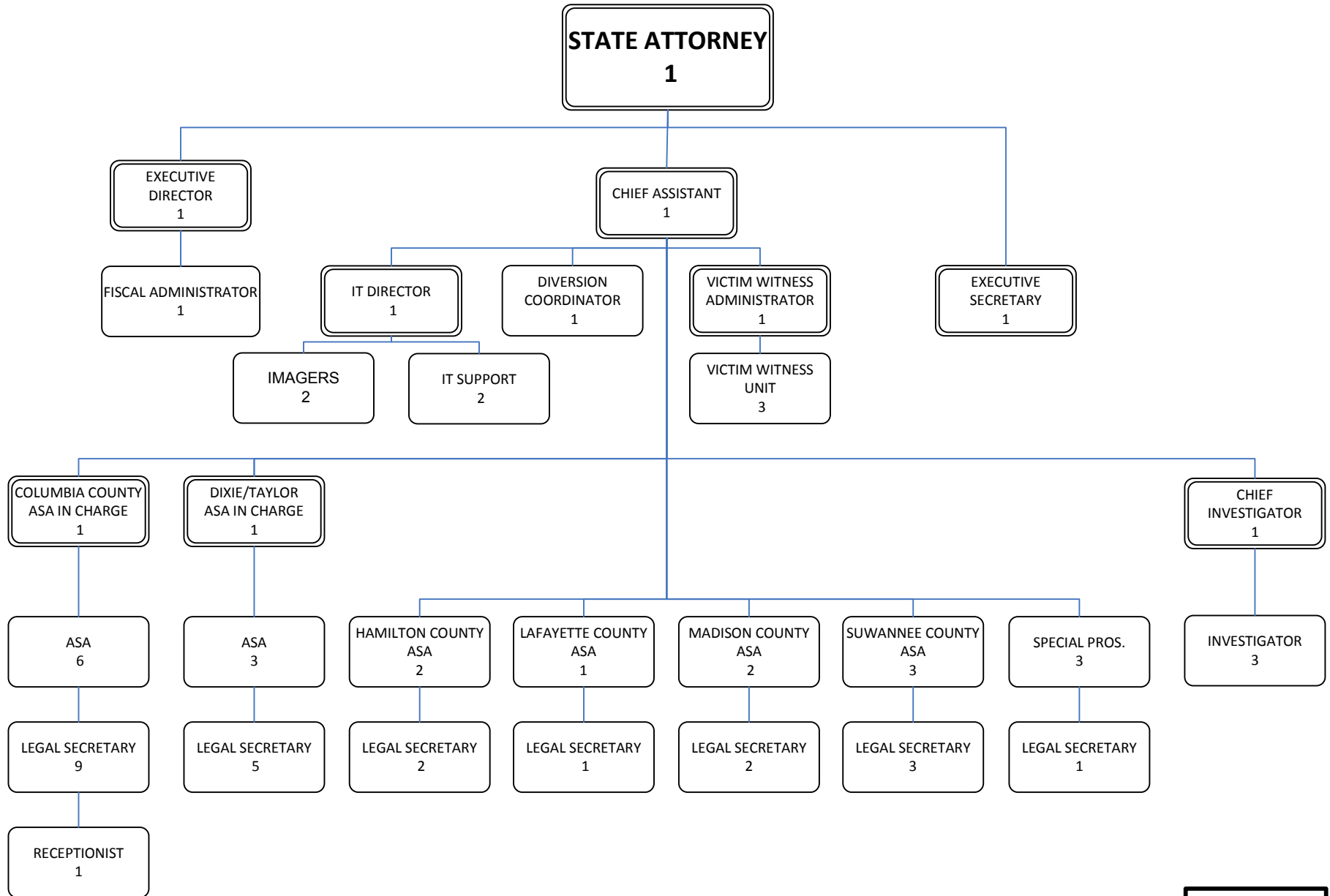
**Organizational Chart  
Office of the State Attorney  
Second Judicial Circuit  
As of July 1, 2013**



# ORGANIZATIONAL CHART OFFICE OF THE STATE ATTORNEY THIRD JUDICIAL CIRCUIT

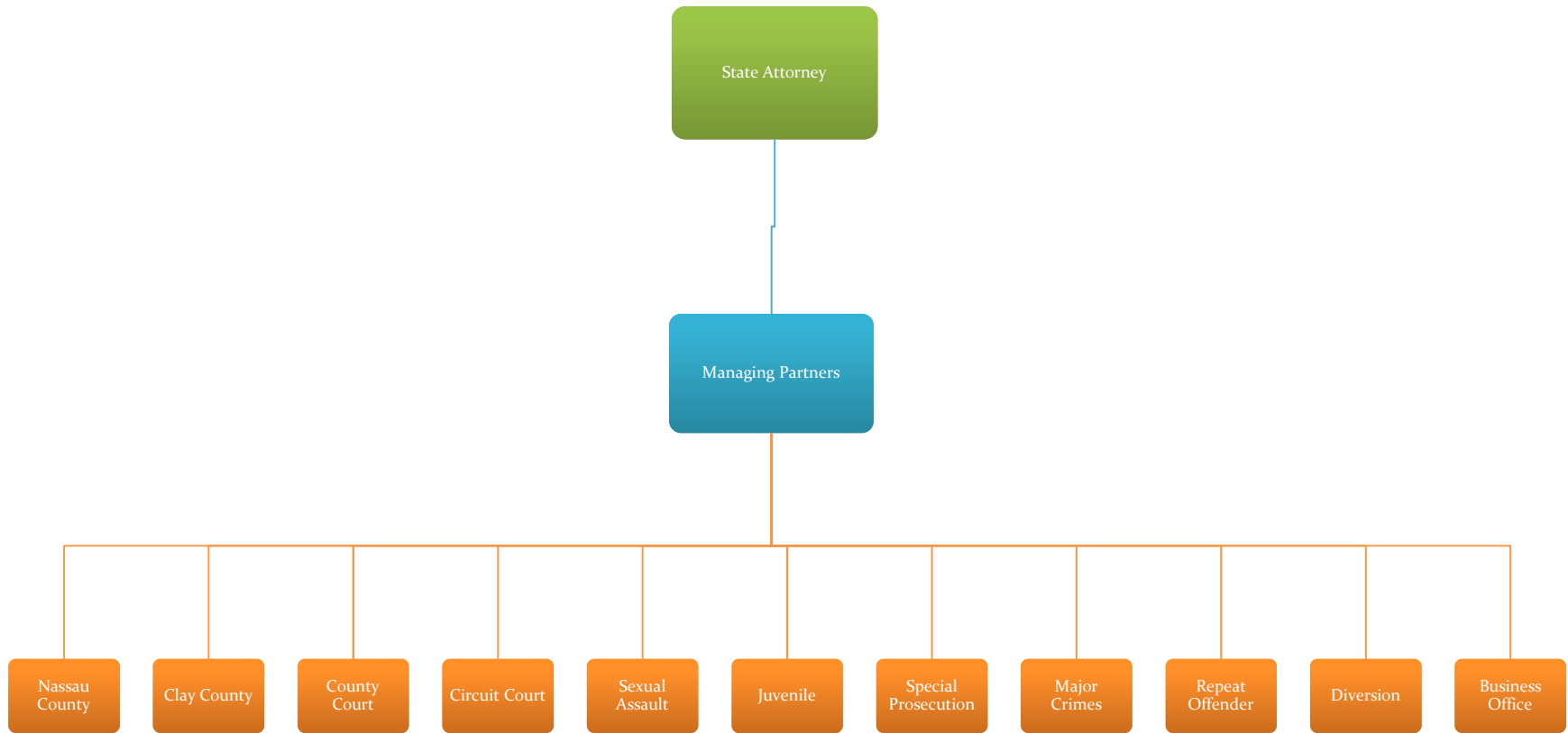
MAIN OFFICE: 100 COURT STREET SE, LIVE OAK, FL 32064

July 1, 2013

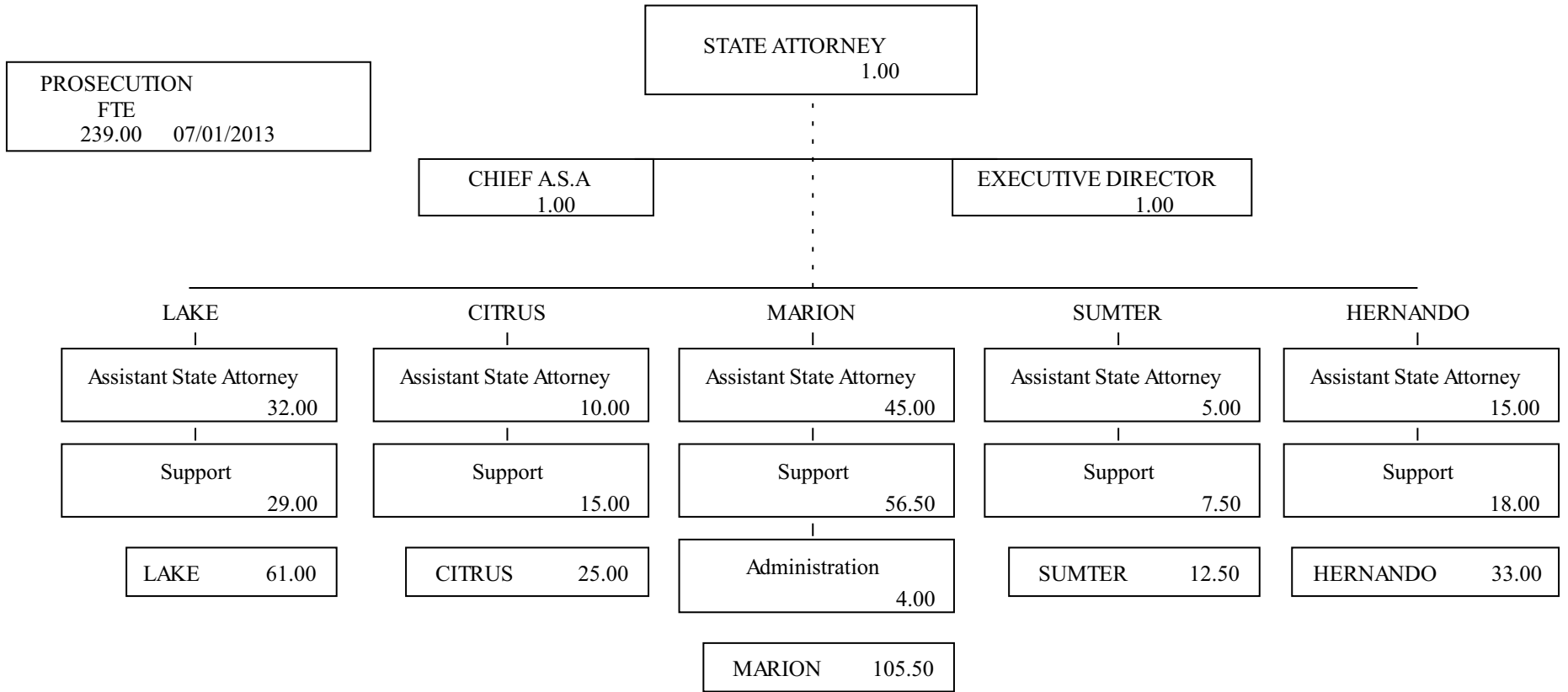


**TOTAL  
66**

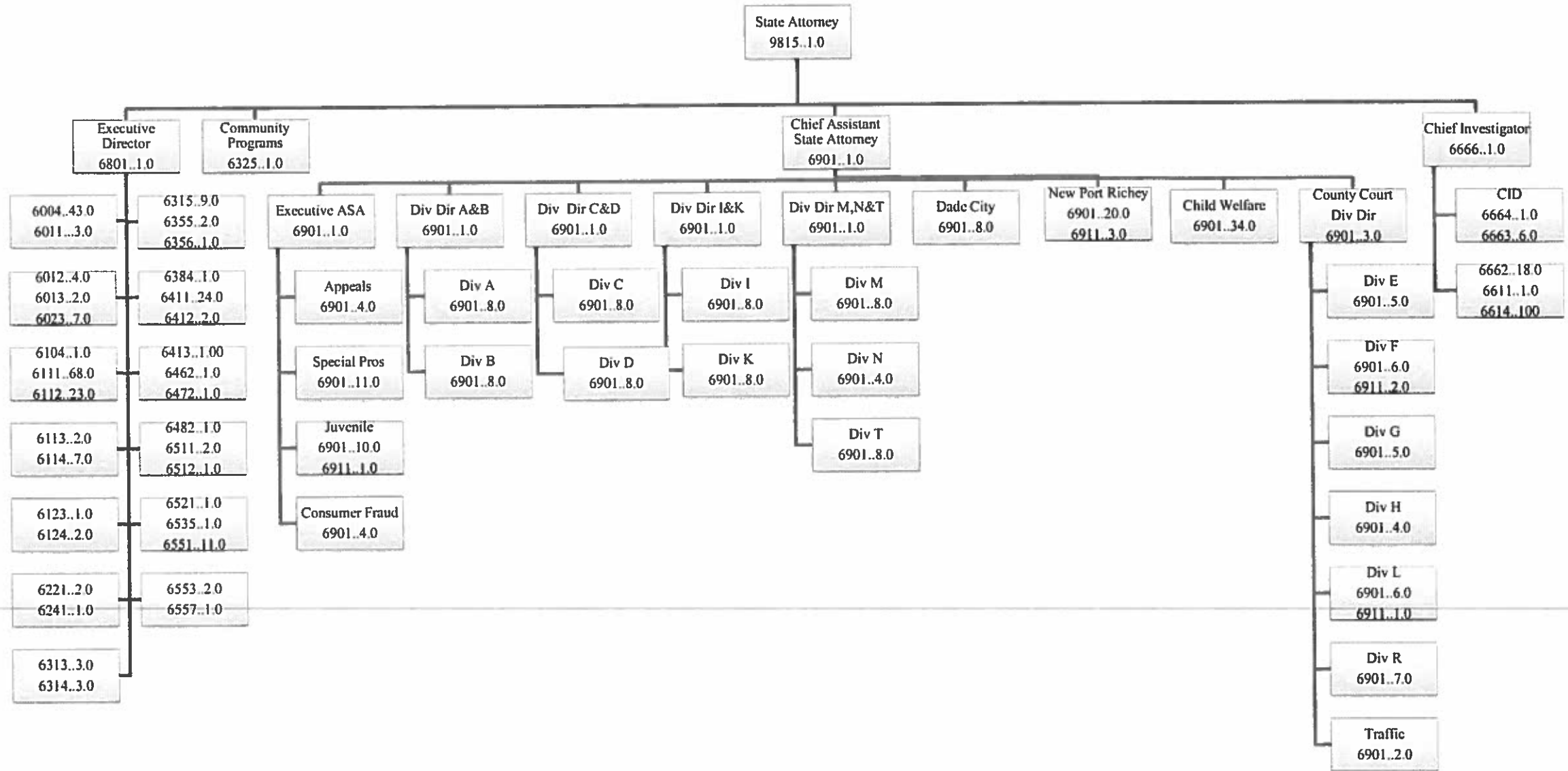
State Attorney's Office Fourth Judicial Circuit  
July 1, 2013



STATE ATTORNEY'S OFFICE, 5th JUDICIAL CIRCUIT

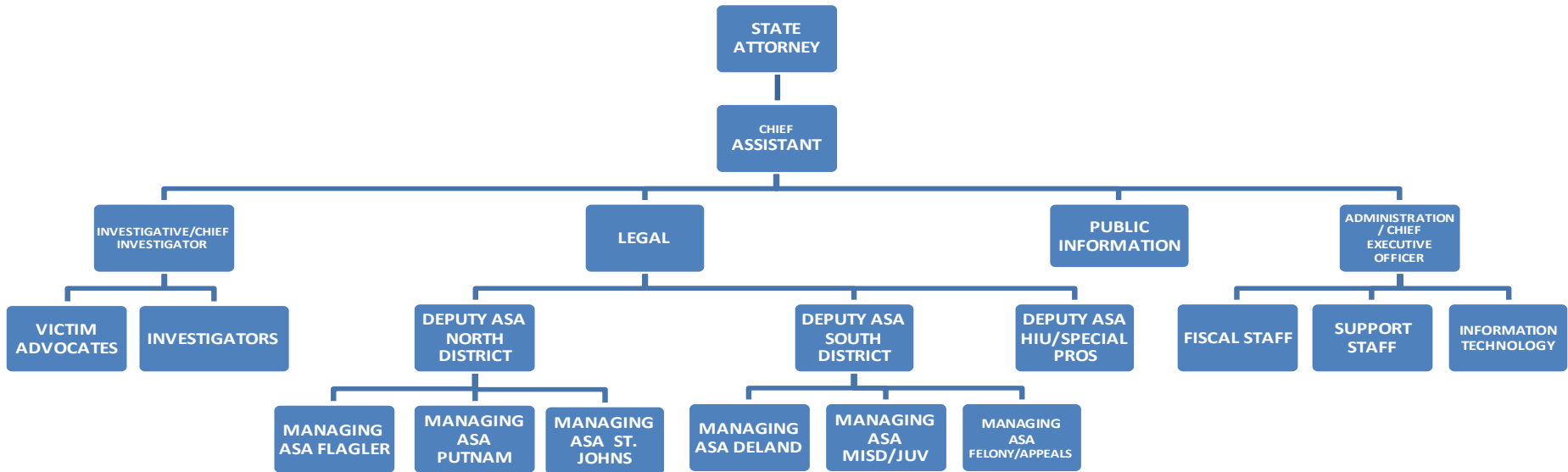


**Schedule X**  
**Organizational Structure**  
**Office of the State Attorney - Sixth Judicial Circuit**  
**Effective July 1, 2013**

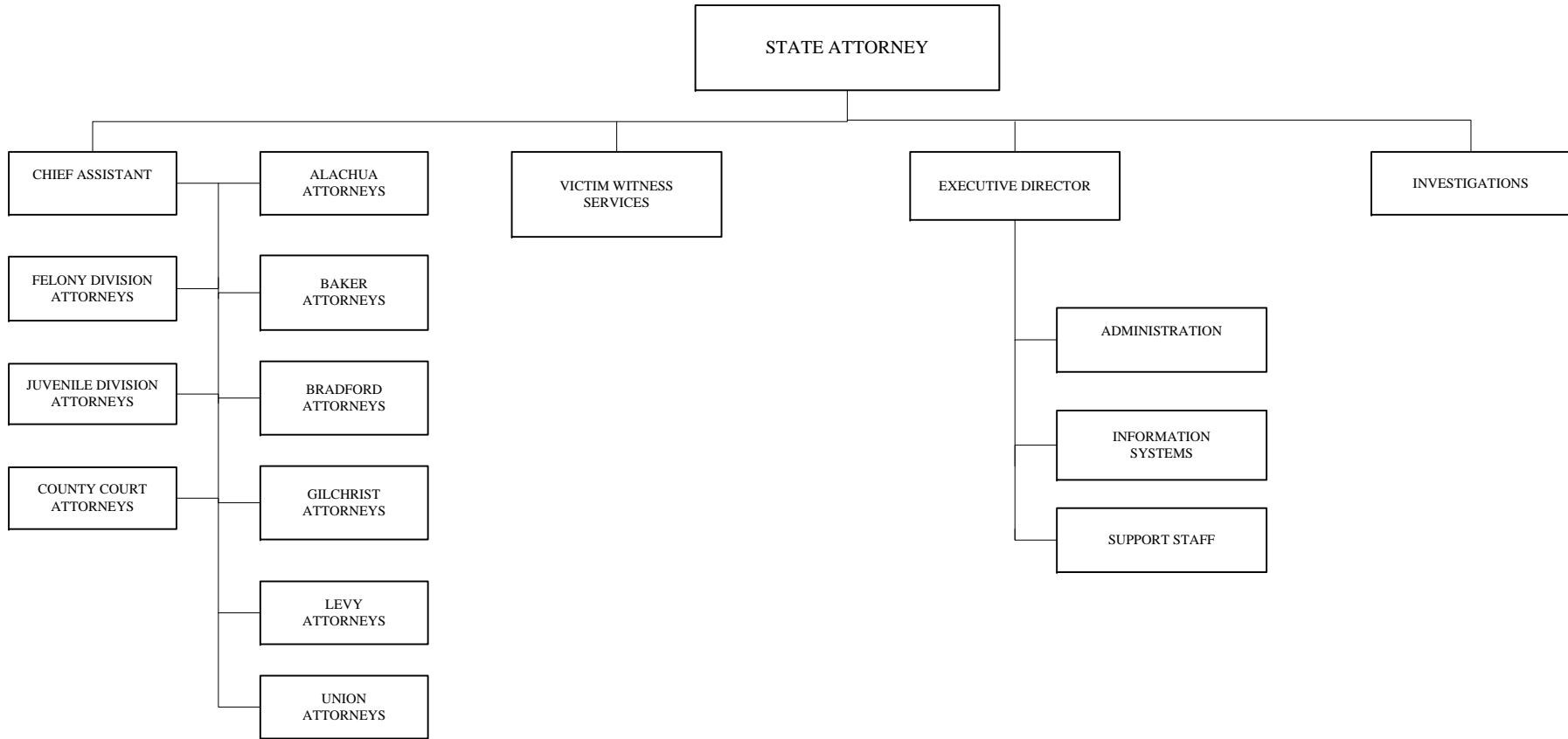


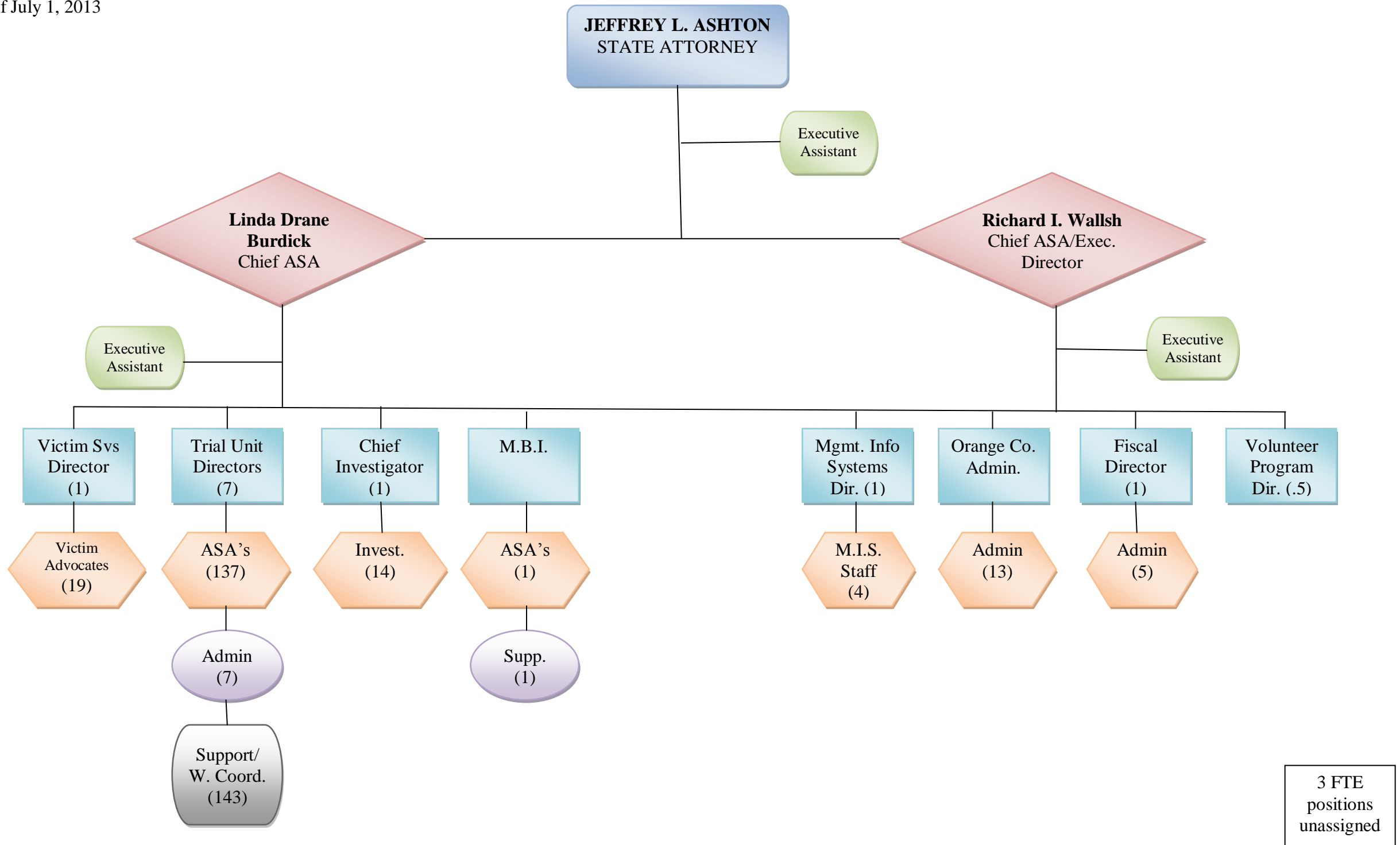


# ORGANIZATIONAL CHART SEVENTH JUDICIAL CIRCUIT



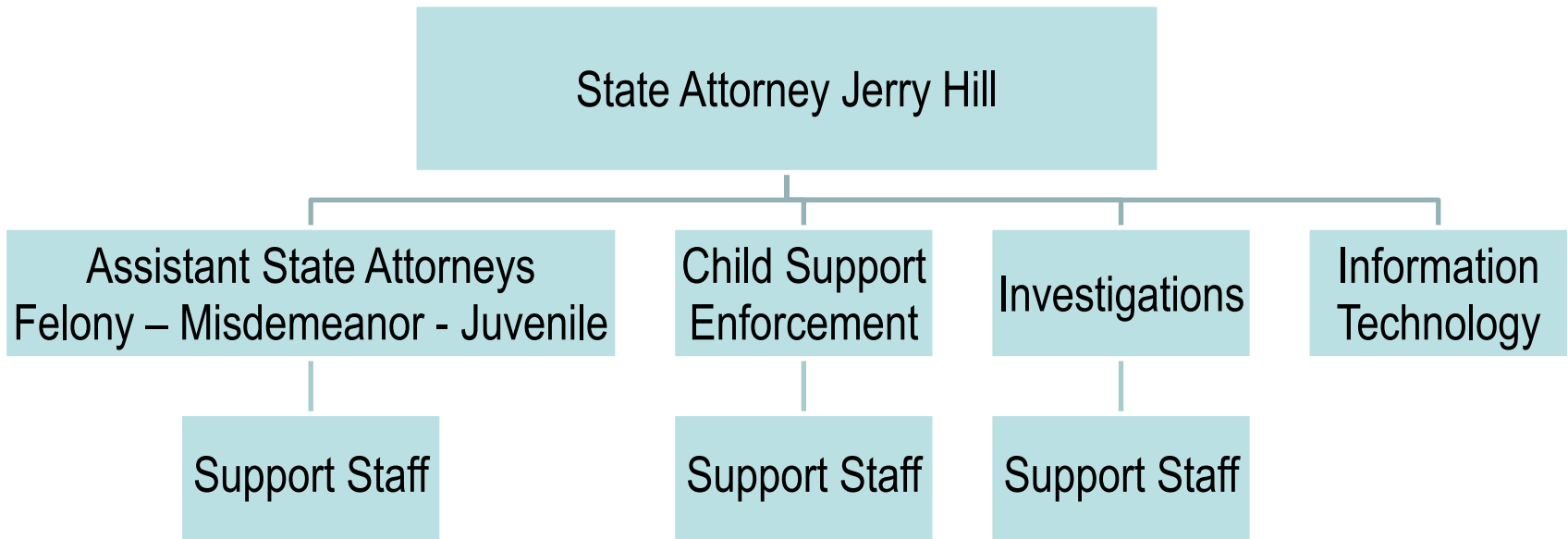
WILLIAM P. CERVONE  
STATE ATTORNEY  
ORGANIZATIONAL FLOW CHART





3 FTE  
positions  
unassigned

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



KATHERINE FERNANDEZ RUNDLE  
STATE ATTORNEY

Chief Assistant  
Special Prosecutions

9 Felony Divisions  
2 Senior Trial ASAs  
Civil Forfeitures  
Drug Court  
Environmental Crimes  
Gangs  
Insurance Fraud  
Investigations  
Money Laundering  
Narcotics  
Organized Crime  
Public Corruption

Chief Assistant  
Felony Divisions

6 Felony Divisions  
2 Senior Trial ASAs  
Disposition Unit  
Sexual Battery  
Felony Screening Unit

Chief Assistant  
Administration

ASA Training  
County Court  
(Misd & Traffic)  
Domestic Violence  
Grand Jury  
Labor ASA  
Legal Division  
Mental Health  
Misd. Domestic Violence  
County Court Admin  
Crimes  
Traffic/DUI  
Recruitment Coordinator  
CSE Admin

Chief Assistant  
Operations

Career Criminal/Robbery  
Community Prosecutions  
Community Outreach  
Juvenile Division  
Media Relations  
ROC Courts  
Information Systems  
PC Training  
Statistics  
Investigations  
Investigators  
Staff  
Juvenile Admin  
6 Felony Divisions  
3 Senior Trial ASAs  
Economic Crimes  
Mortgage Fraud  
Cyber Crimes  
Litigation Support

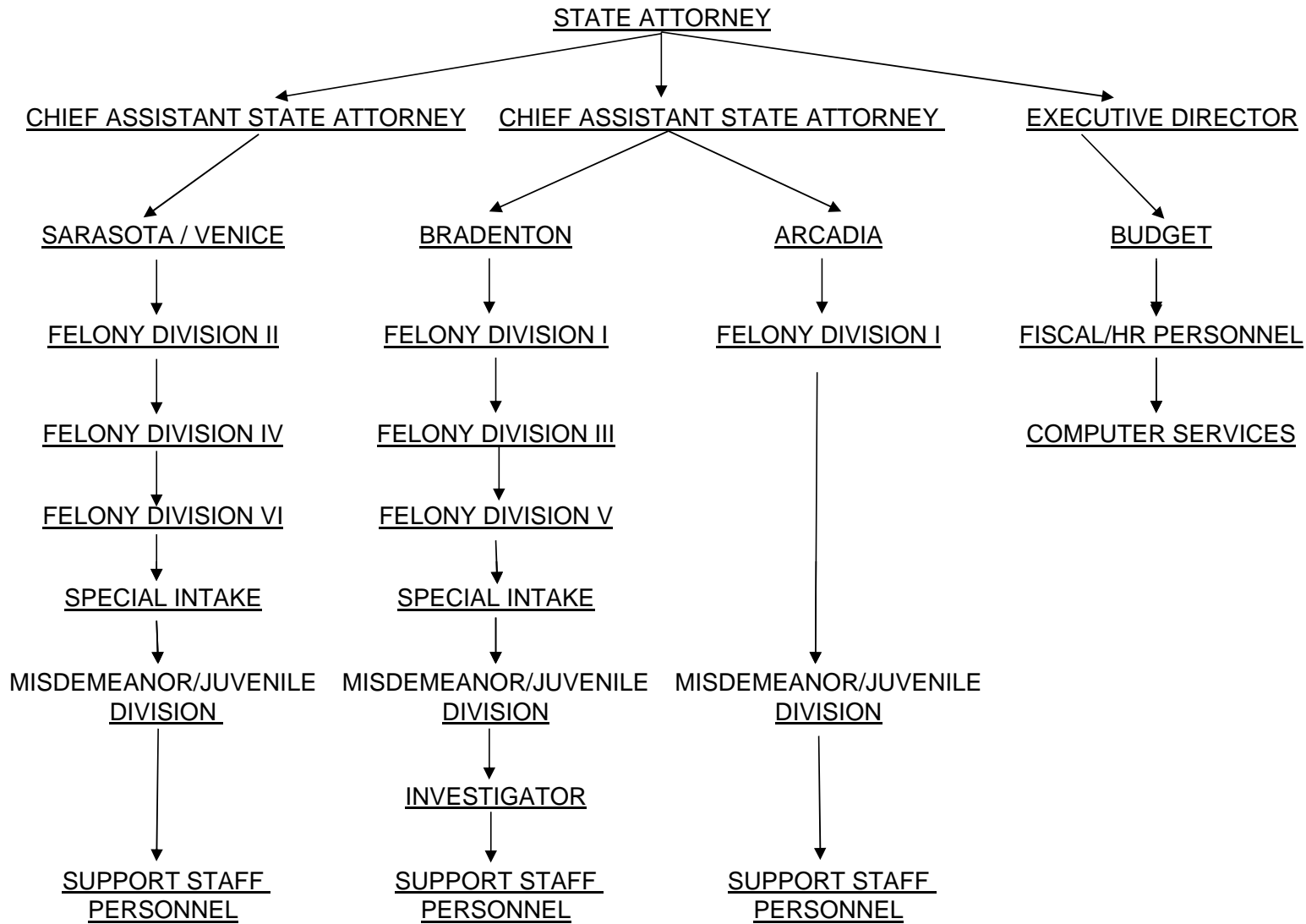
Executive Director

Fiscal  
Stock Room  
Facility Management  
HR Admin  
Staff Development  
Legislative Affairs

Employment Counsel

Custodian of Records  
Felony Operations & Felony Screening Admin  
21 Felony Divisions  
Career Criminal/Robbery  
Cyber Crimes  
Case Screening  
Case Processing  
Economic Crimes  
Felony Admin Staff  
Felony Mental Health  
Processing  
Resets  
Family Court Admin  
Children's Center  
Domestic Violence-Fel  
Domestic Violence-Misd  
M.O.V.E.S.  
Sexual Battery  
S.V.P.U.  
D.A.R.T.  
Felony Screening/Intake Admin  
Criminal Intake  
Word Processing  
Investigations Staff  
Victim/Witness Admin  
Victim Witness Counselors  
Civil Forfeitures  
Court Reporters  
Drug Court  
Front Desk  
Gangs  
Law Librarian  
Legal  
Mail Room  
Narcotics  
Organized Crime  
Public Corruption

Office of the State Attorney  
Eleventh Judicial Circuit  
Staff Organizational Chart  
August 2013



# OFFICE OF THE STATE ATTORNEY 13TH JUDICIAL DISTRICT

**Mark A. Ober**  
State Attorney

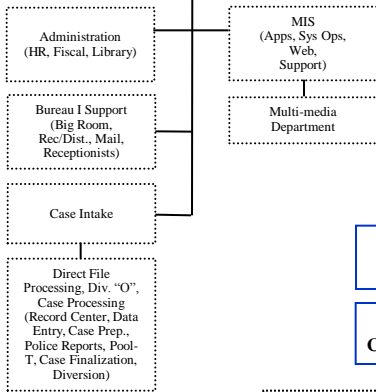
**W. E. "Dick" Donahoe**  
Executive Director

**Michael C. Sinacore**  
Chief Assistant  
State Attorney

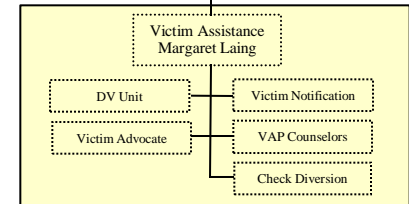
**J. Mark Cox**  
Chief of Investigations

**Frank K. Guida**  
Victim Assist. Director

Employees in yellow box are Hillsborough County Employees



Investigations



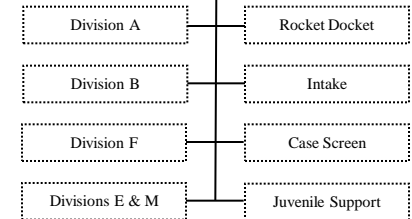
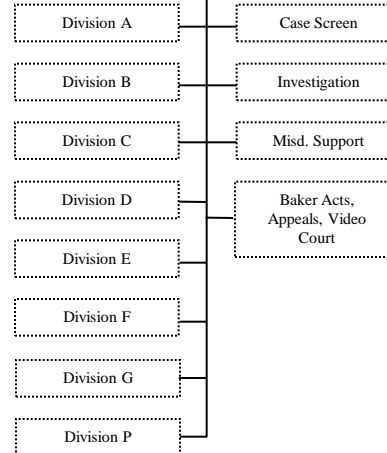
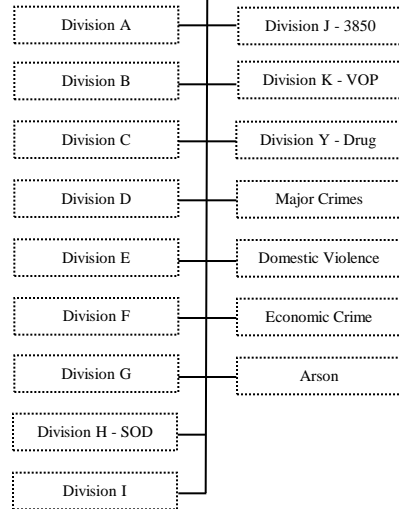
**Bureau I**

**Bureau II**

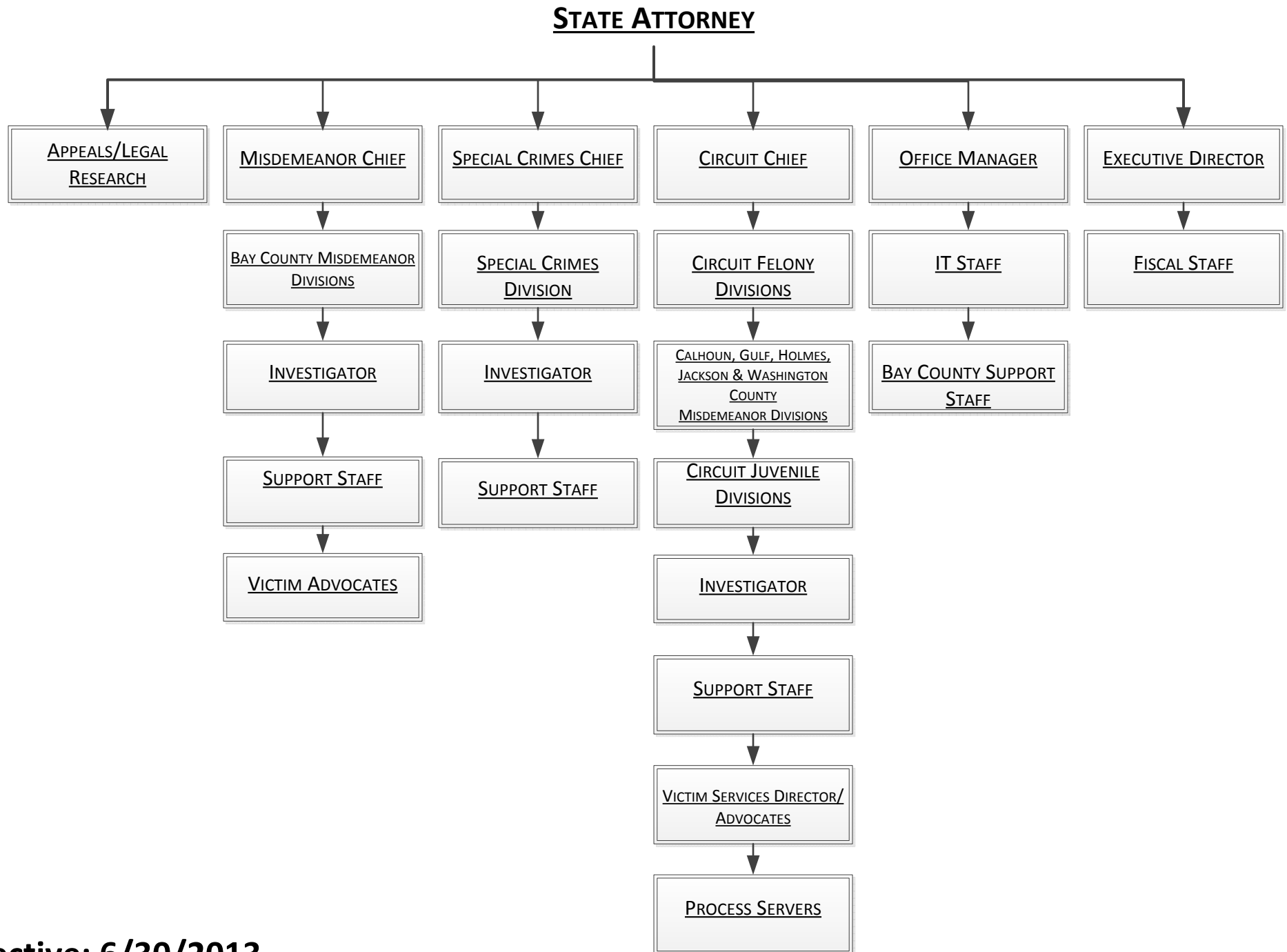
**Felony**  
**Christopher N. Moody**

**Misdemeanor/Traffic**  
**Douglas L. Covington, Chief**

**Juvenile**

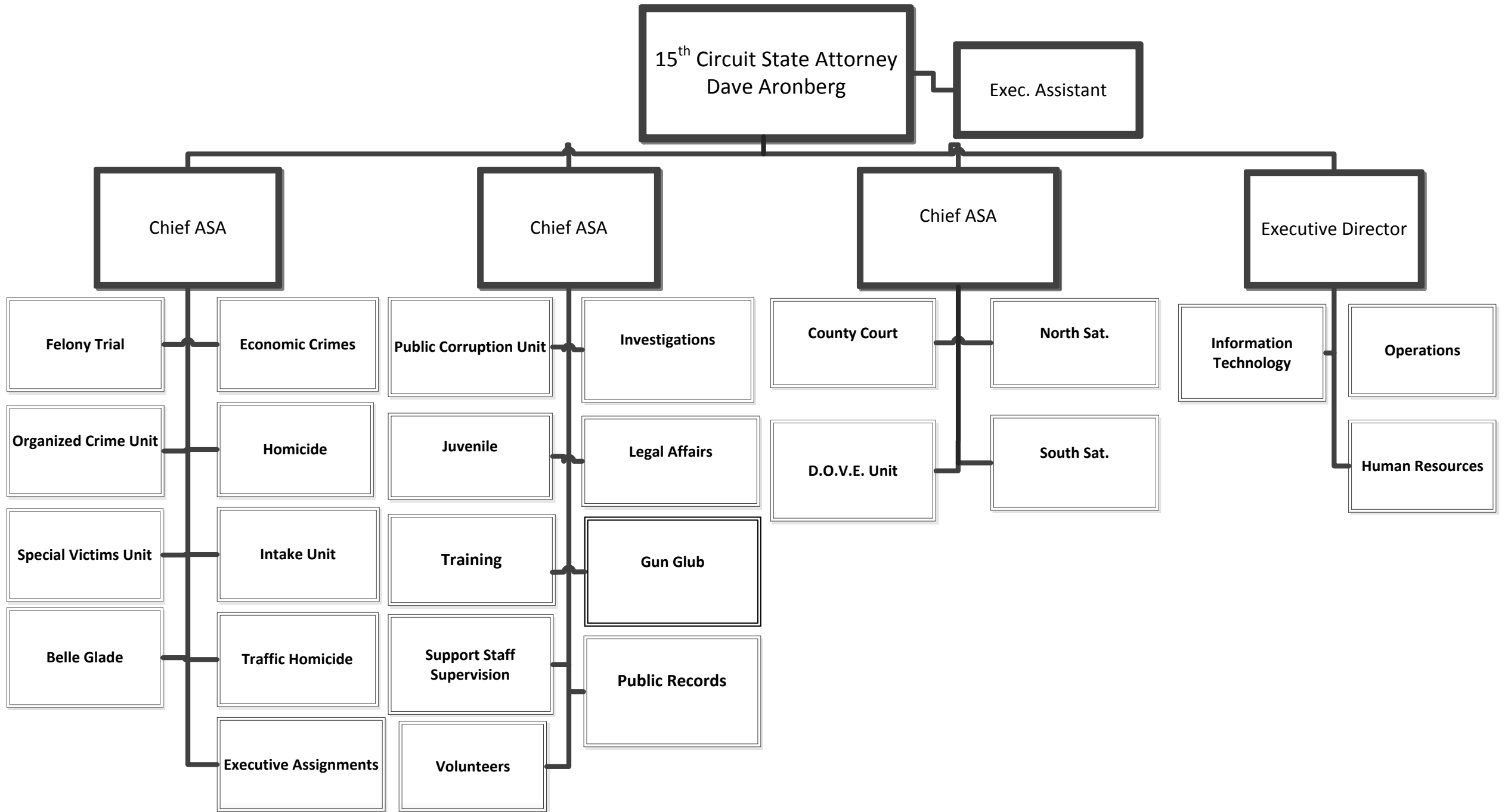


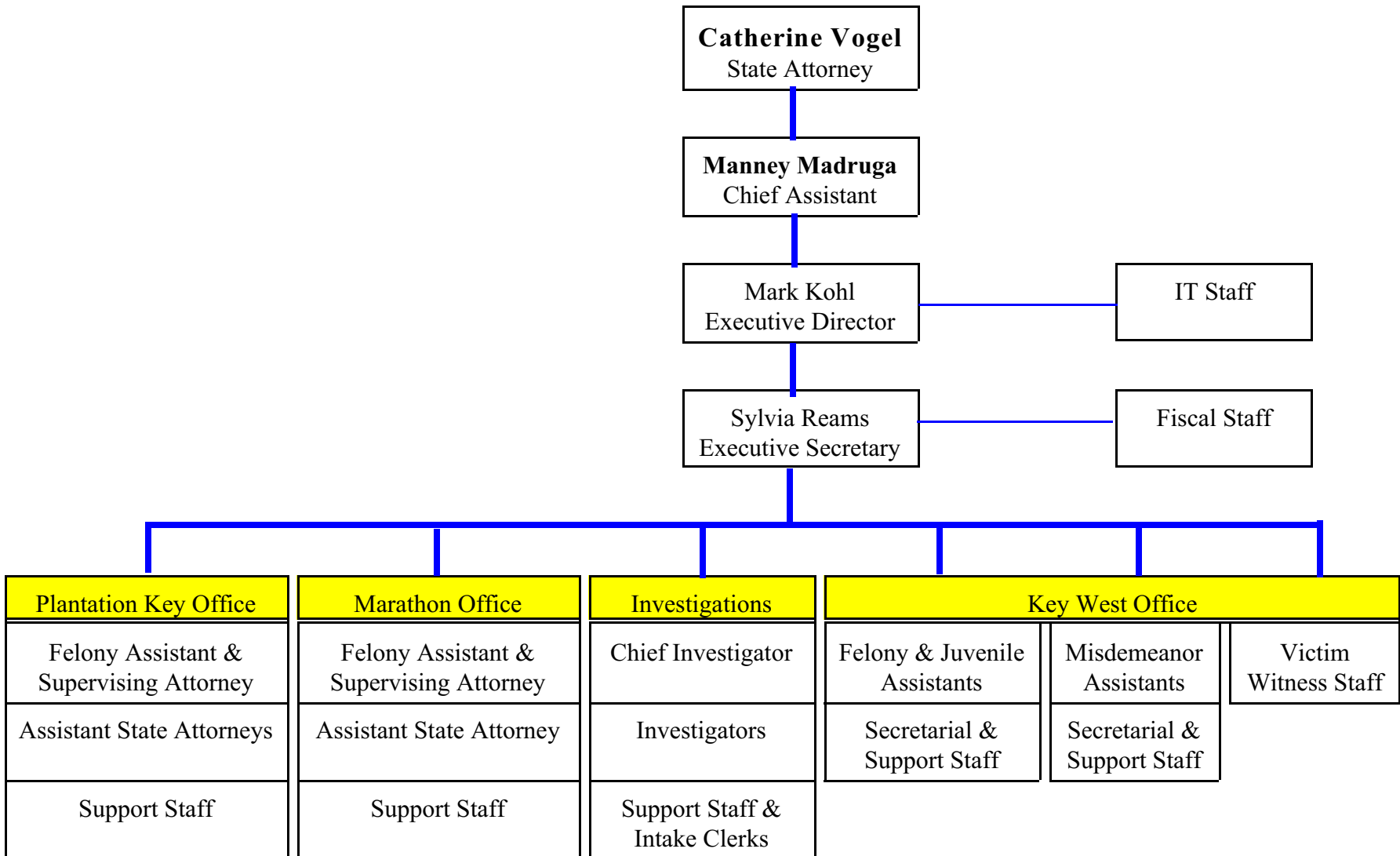
# OFFICE OF THE STATE ATTORNEY – FOURTEENTH JUDICIAL CIRCUIT



Effective: 6/30/2013

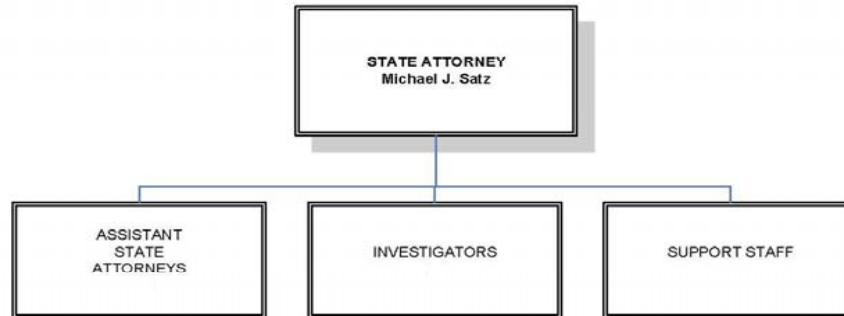








OFFICE OF THE STATE ATTORNEY 17<sup>TH</sup> JUDICIAL CIRCUIT





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

**PROGRAM: PROSECUTION**

**STATE ATTORNEY  
PHIL ARCHER**

**ASSISTANT  
STATE  
ATTORNEYS**

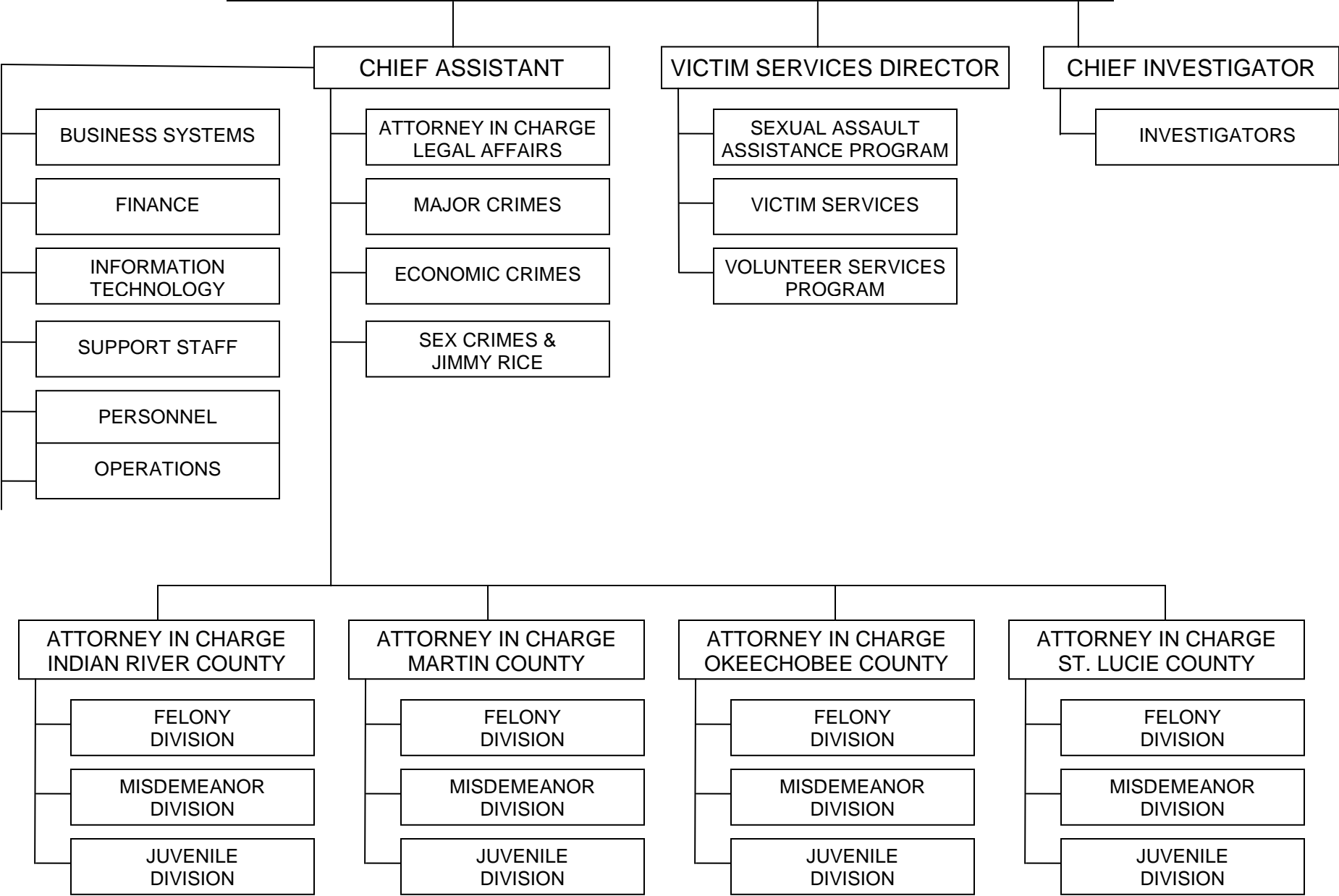
**SUPPORT  
STAFF**

---

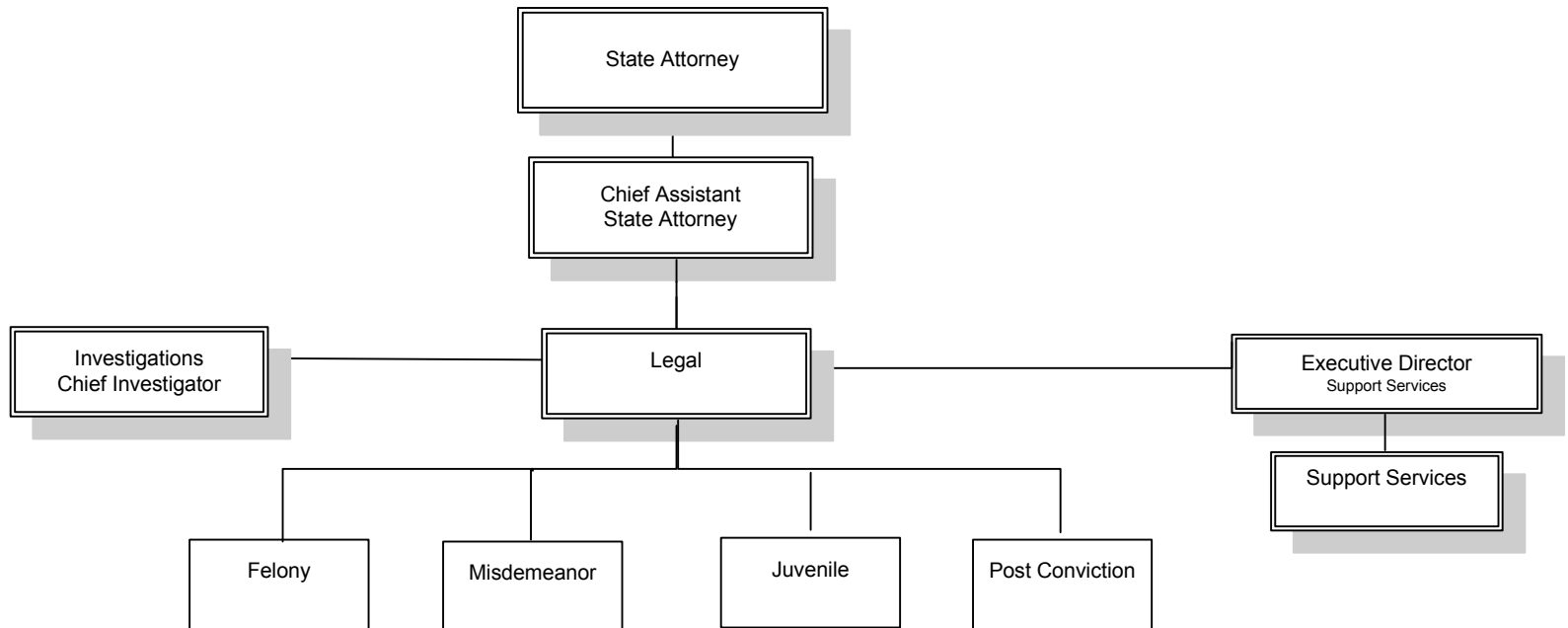
**Phil Archer  
State Attorney**

**July 2013**

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

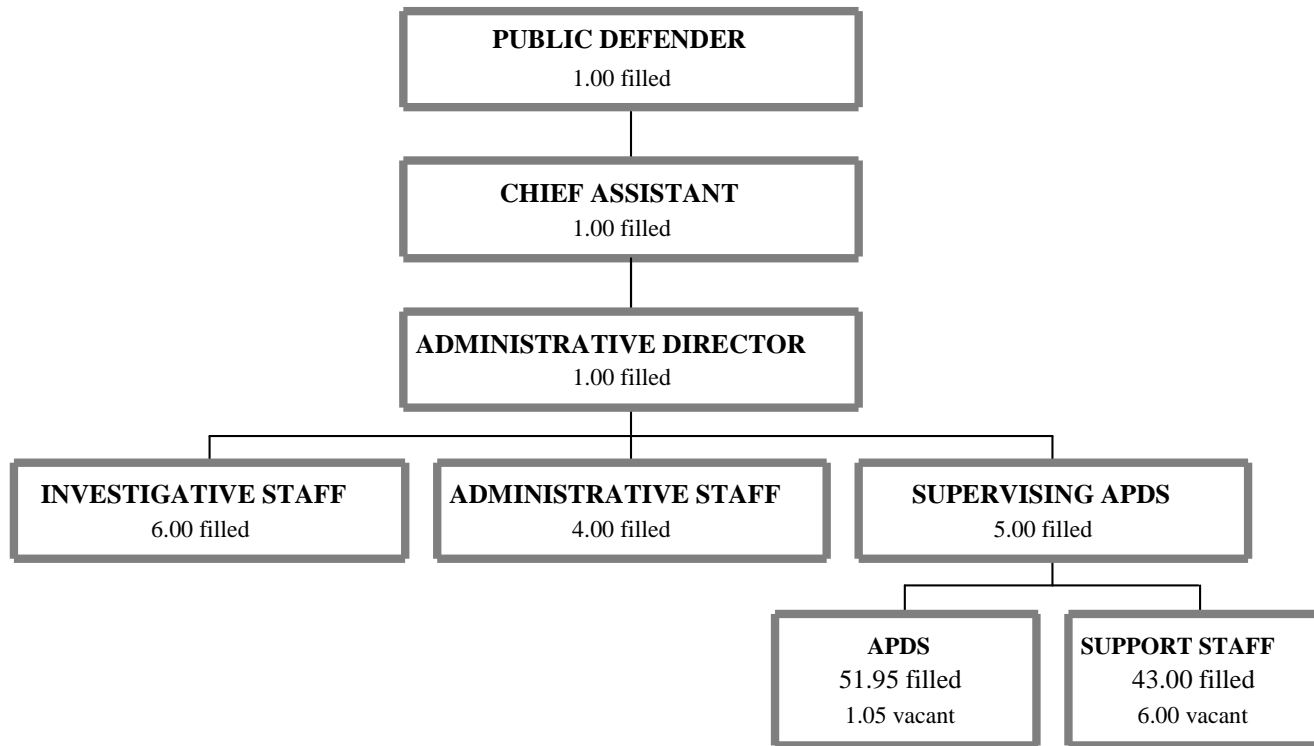


# Office of the State Attorney, 20<sup>th</sup> Judicial Circuit

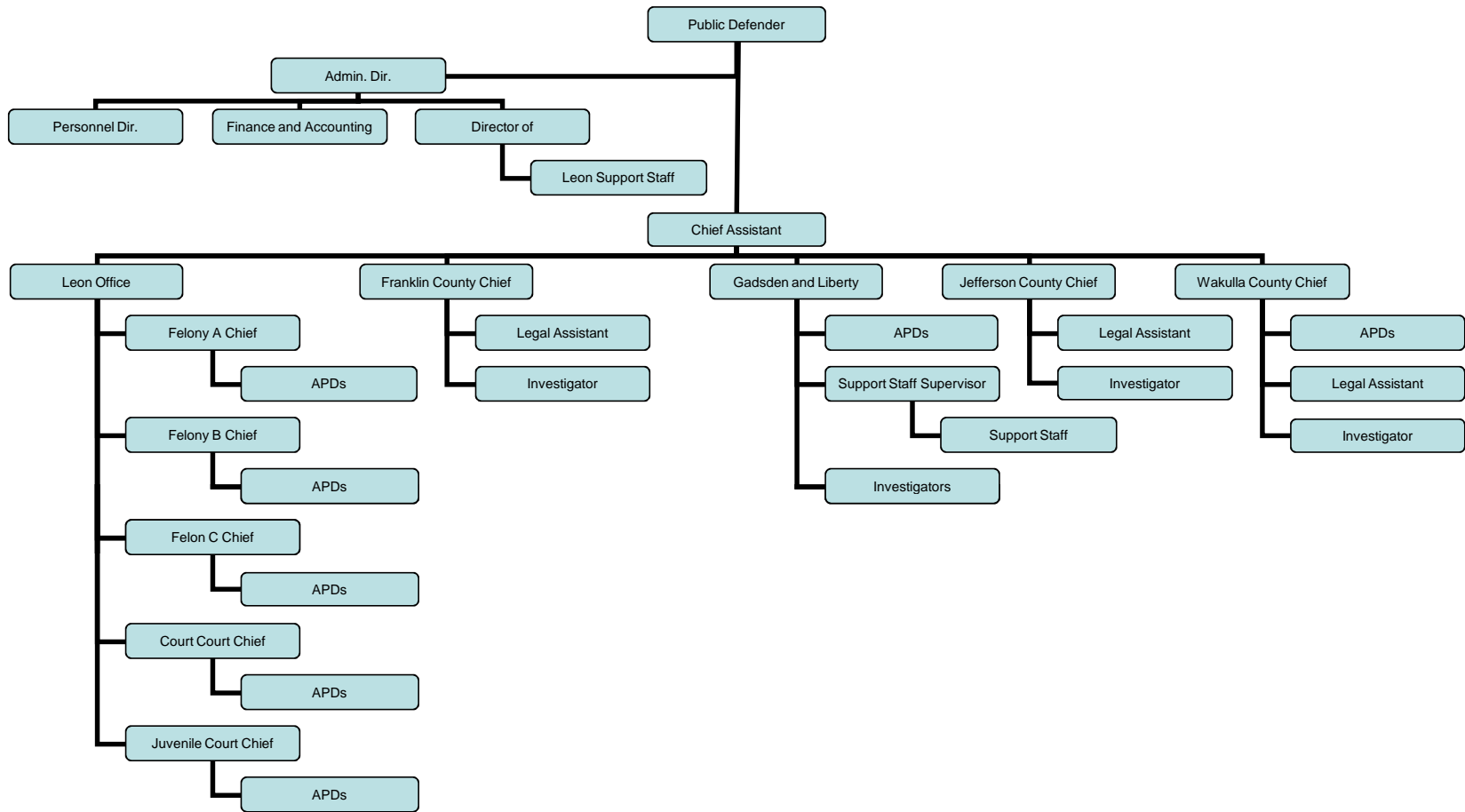


# OFFICE OF PUBLIC DEFENDER FIRST JUDICIAL CIRCUIT ORGANIZATIONAL CHART

07/01/2013



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





THIRD JUDICIAL CIRCUIT

FTE: 30.00

FY 2012-13

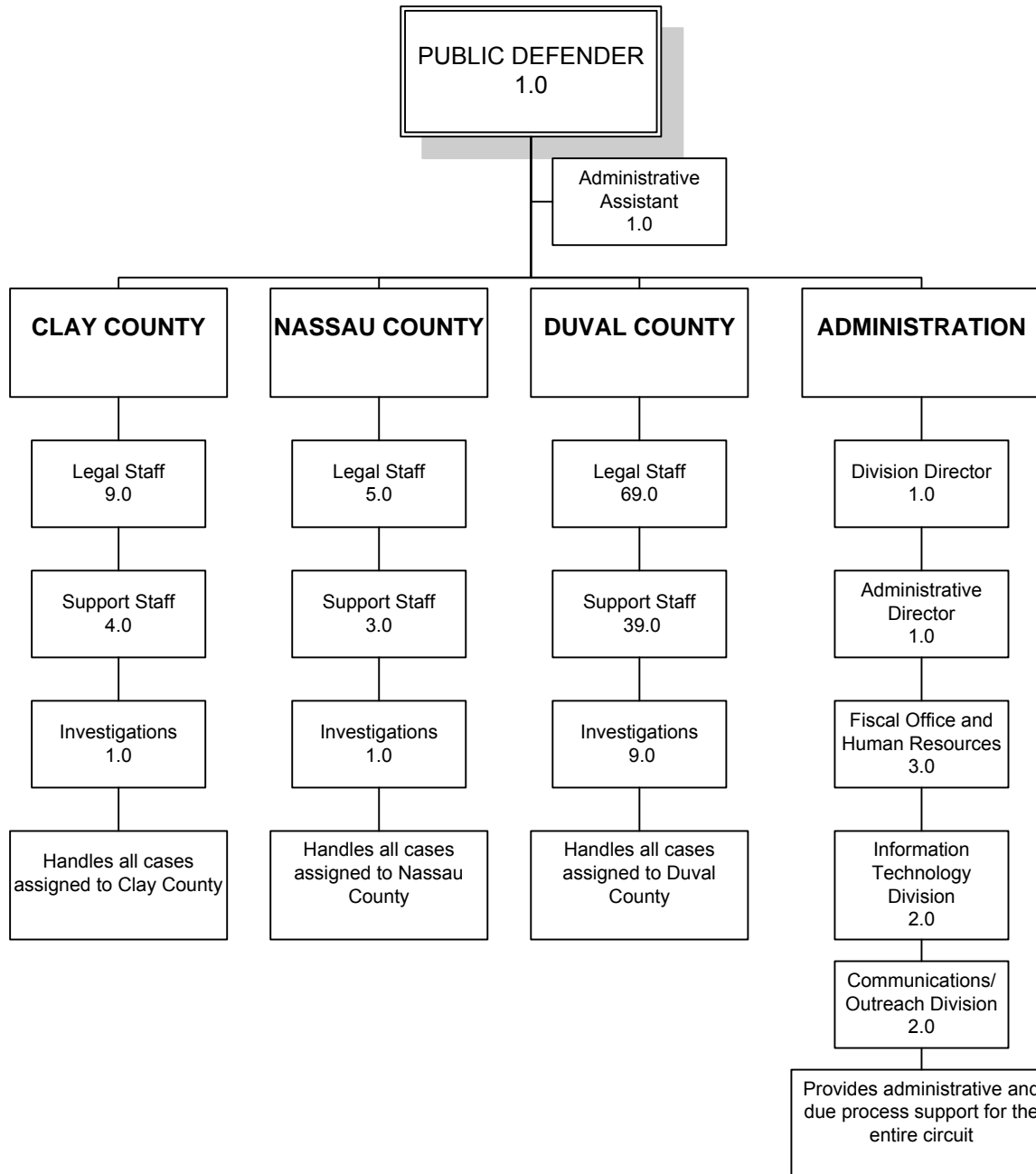
PUBLIC DEFENDER  
1.00

<u>COLUMBIA</u>	<u>DIXIE</u>	<u>HAMILTON</u>	<u>MADISON</u>	<u>LAFAYETTE</u>	<u>SUWANNEE</u>	<u>TAYLOR</u>	<u>ADMINISTRATIVE</u>
ASST. P.D. 7.00	ASST. P.D. 1.00	ASST. P.D. 2.00	ASST. P.D. 1.00	ASST. P.D. 1.00	ASST. P.D. 3.00	ASST. P.D. 2.00	ADMIN. DIRECTOR 1.00
SEC/SUPPORT 4.00					SEC/SUPPORT 2.00	SEC/SUPPORT 1.00	
INVESTIGATOR IV 1.00		INVESTIGATOR IV 1.00			INVESTIGATOR IV 1.00	INVESTIGATOR IV 1.00	
Handles all cases assigned to Columbia Co.	Handles all cases assigned to Dixie Co.	Handles all cases assigned to Hamilton Co.	Handles all cases assigned to Madison Co.	Handles all cases assigned to Lafayette Co.	Handles all cases assigned to Suwannee Co.	Handles all cases assigned to Taylor Co.	Provides admin support for entire circuit

**SCHEDULE X  
ORGANIZATIONAL CHART**

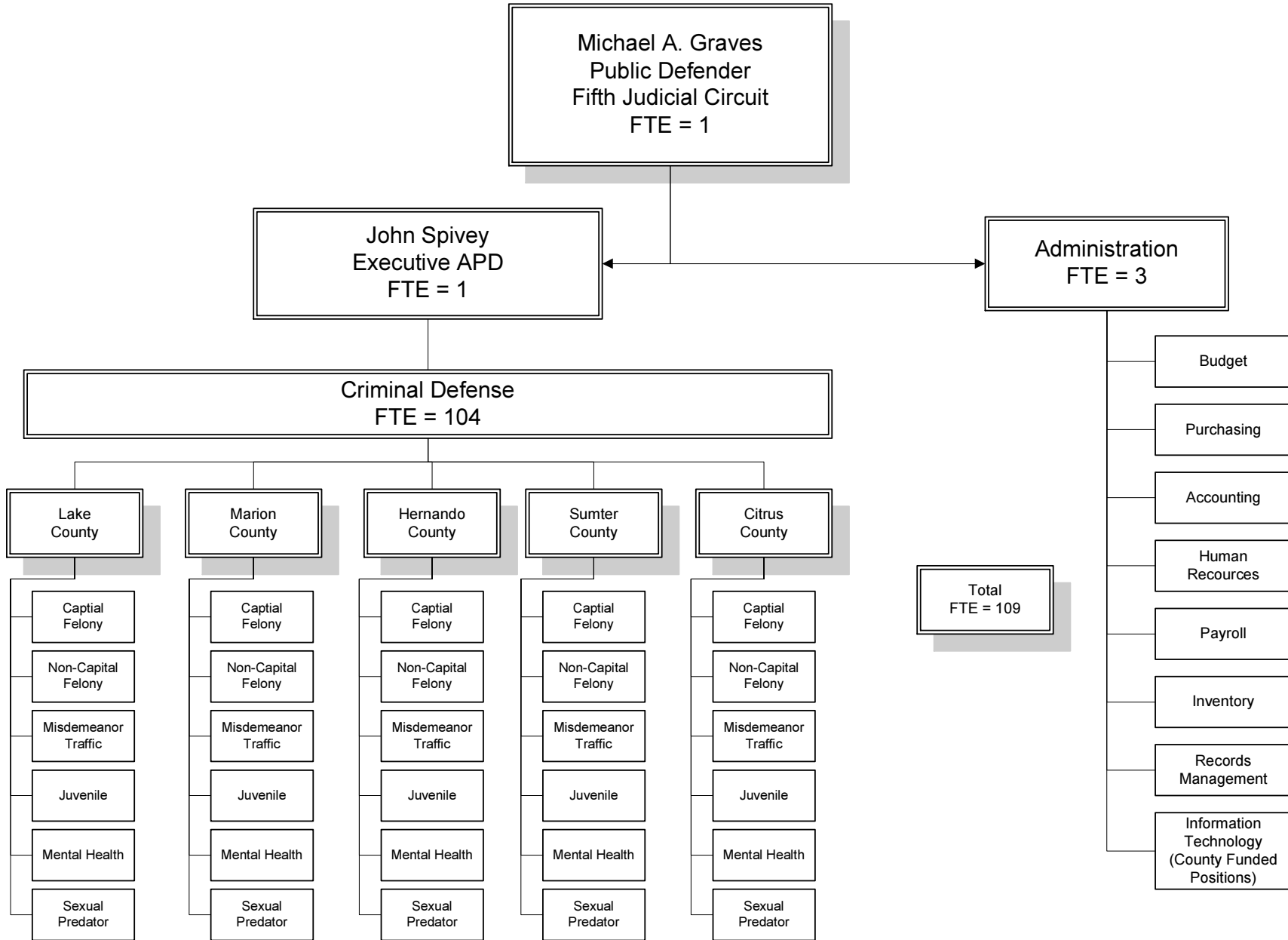
Office of the Public Defender, Fourth Judicial Circuit of Florida  
Matt Shirk, Public Defender

**FY 2013-14**  
**Total FTE's: 151**

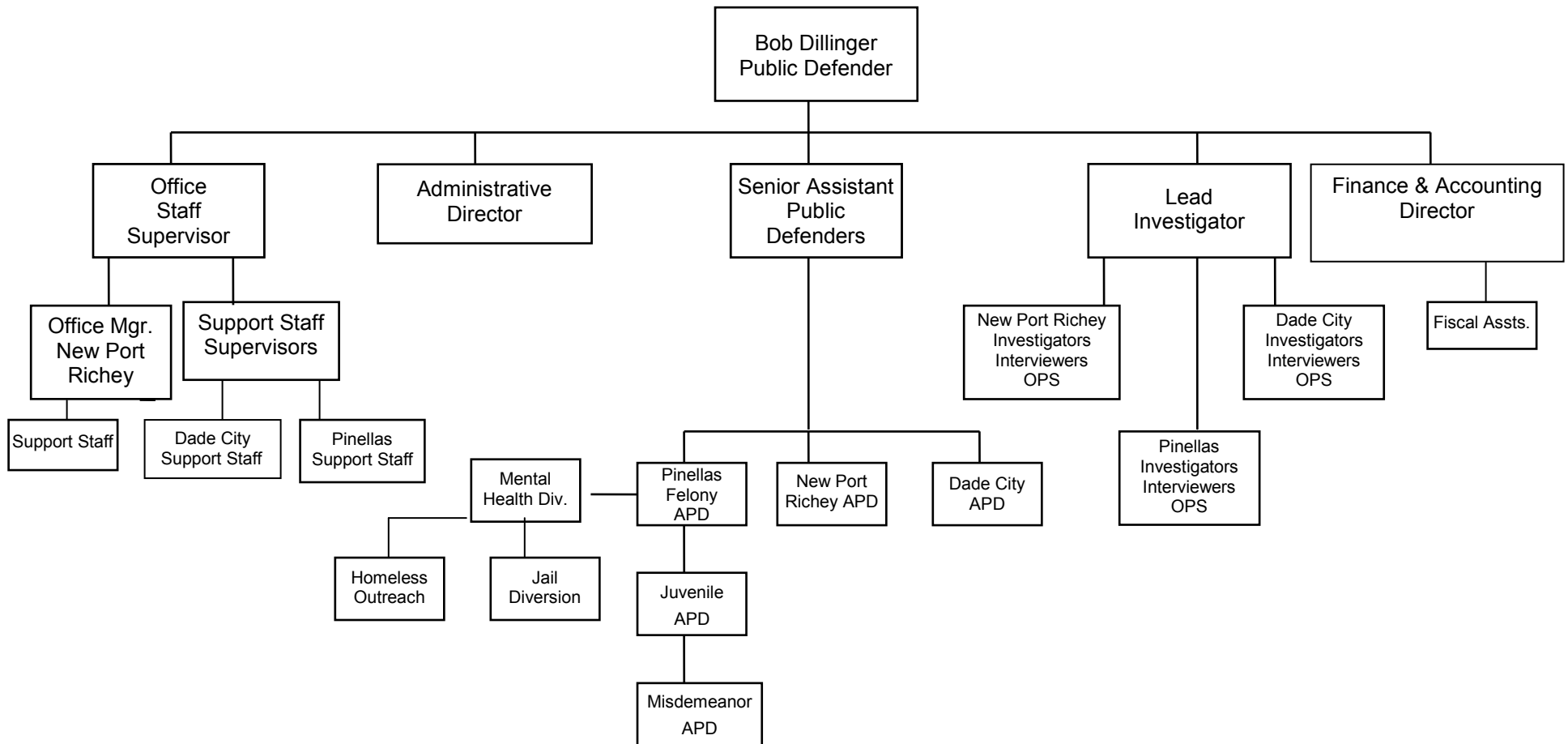


# 2013/2014 Fiscal Year

As of July 1, 2013

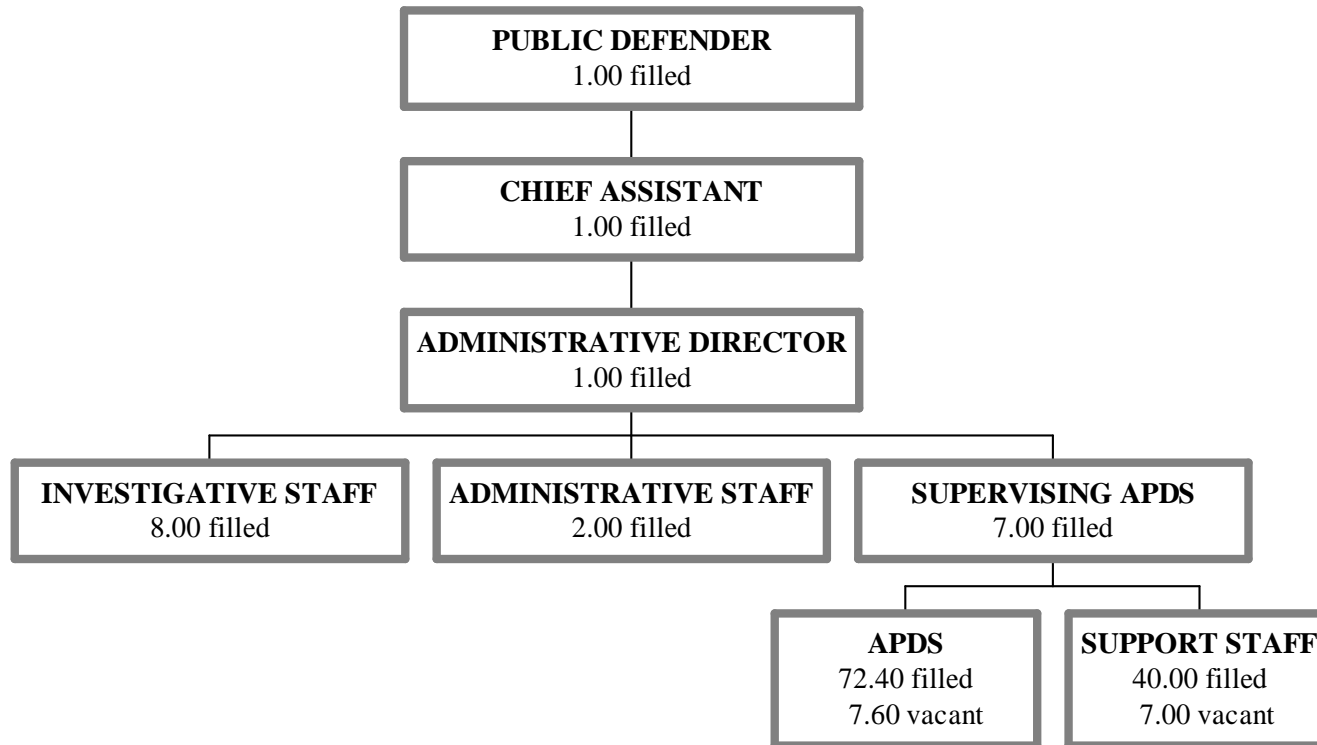


**Organizational Chart**  
 July 1, 2013

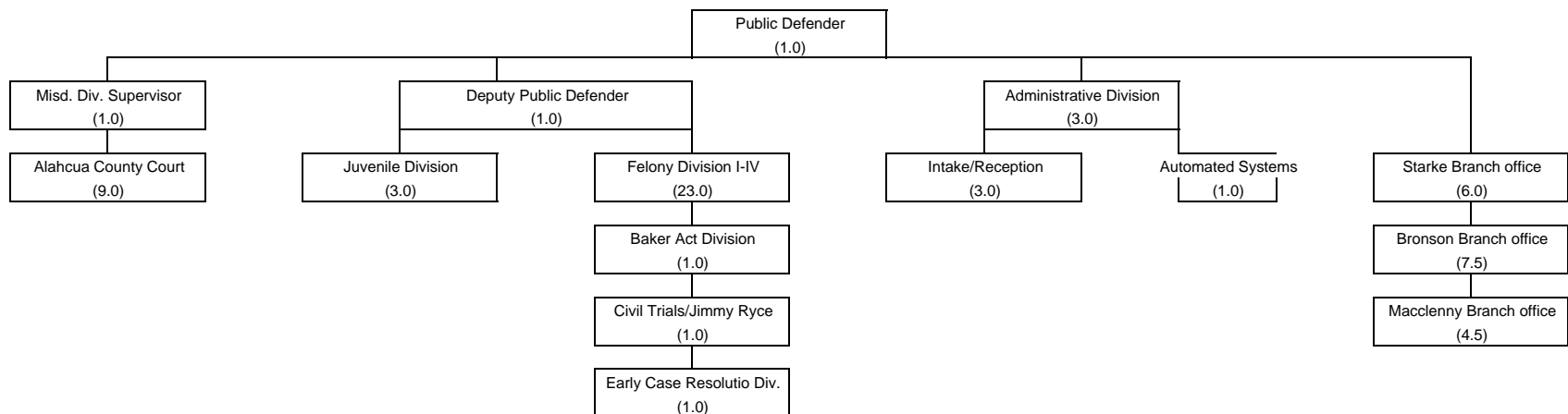


**OFFICE OF  
PUBLIC DEFENDER  
SEVENTH JUDICIAL CIRCUIT  
ORGANIZATIONAL CHART**

07/01/2013



**PUBLIC DEFENDER, 8TH CIRCUIT  
ORGANIZATIONAL CHART AS OF JULY 1, 2013 (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.

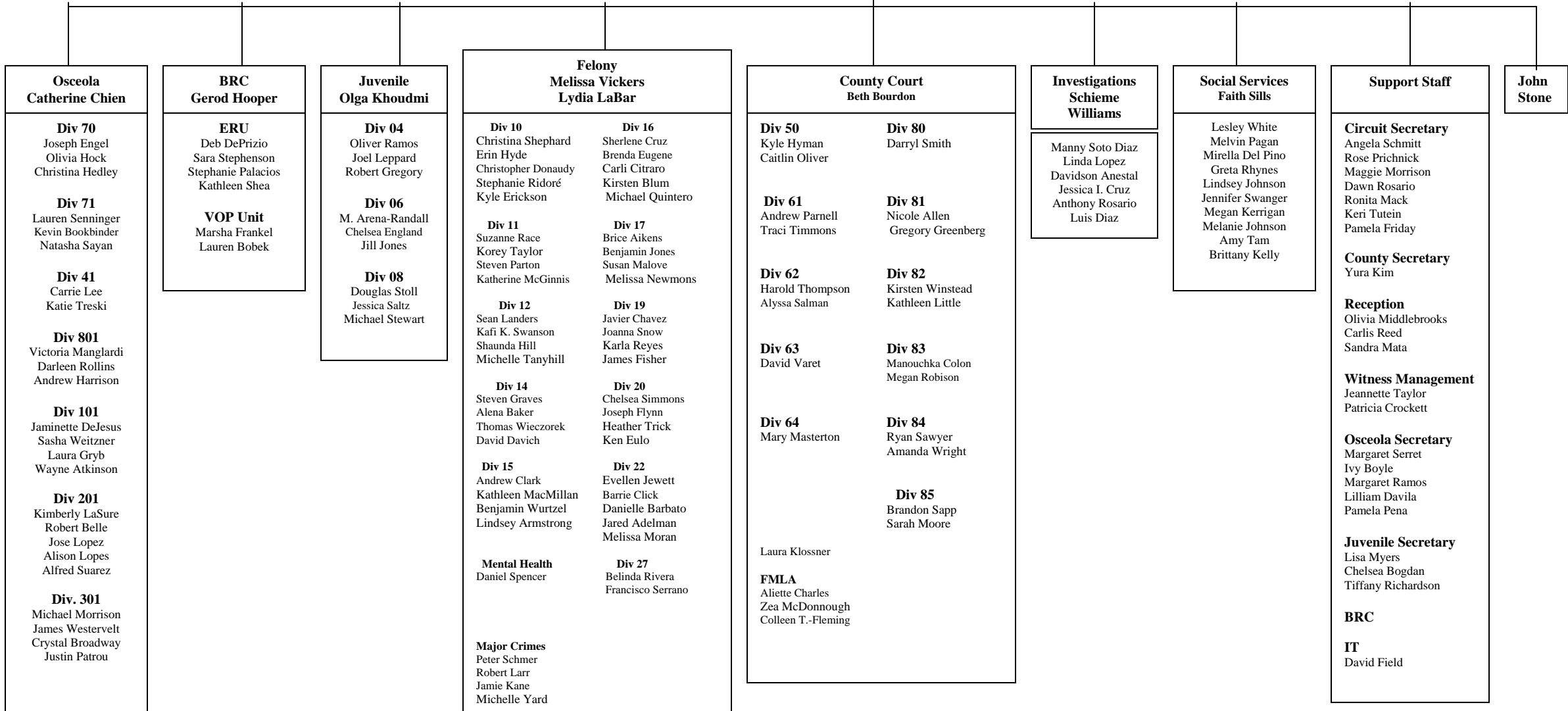
Stacy Scott is the Public Defender for the Eighth Judicial Circuit and is responsible for performing the duties described above, as provided by law, in Alachua, Baker, Bradford, Gilchrist, Levy and Unions Counties. Offices are maintained at Gainesville in Alachua County, Starke, in Bradford County, Macclenny,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

**PUBLIC DEFENDER  
ROBERT WESLEY**

**Chief Asst. Public  
Defender  
Eileen Forrester**

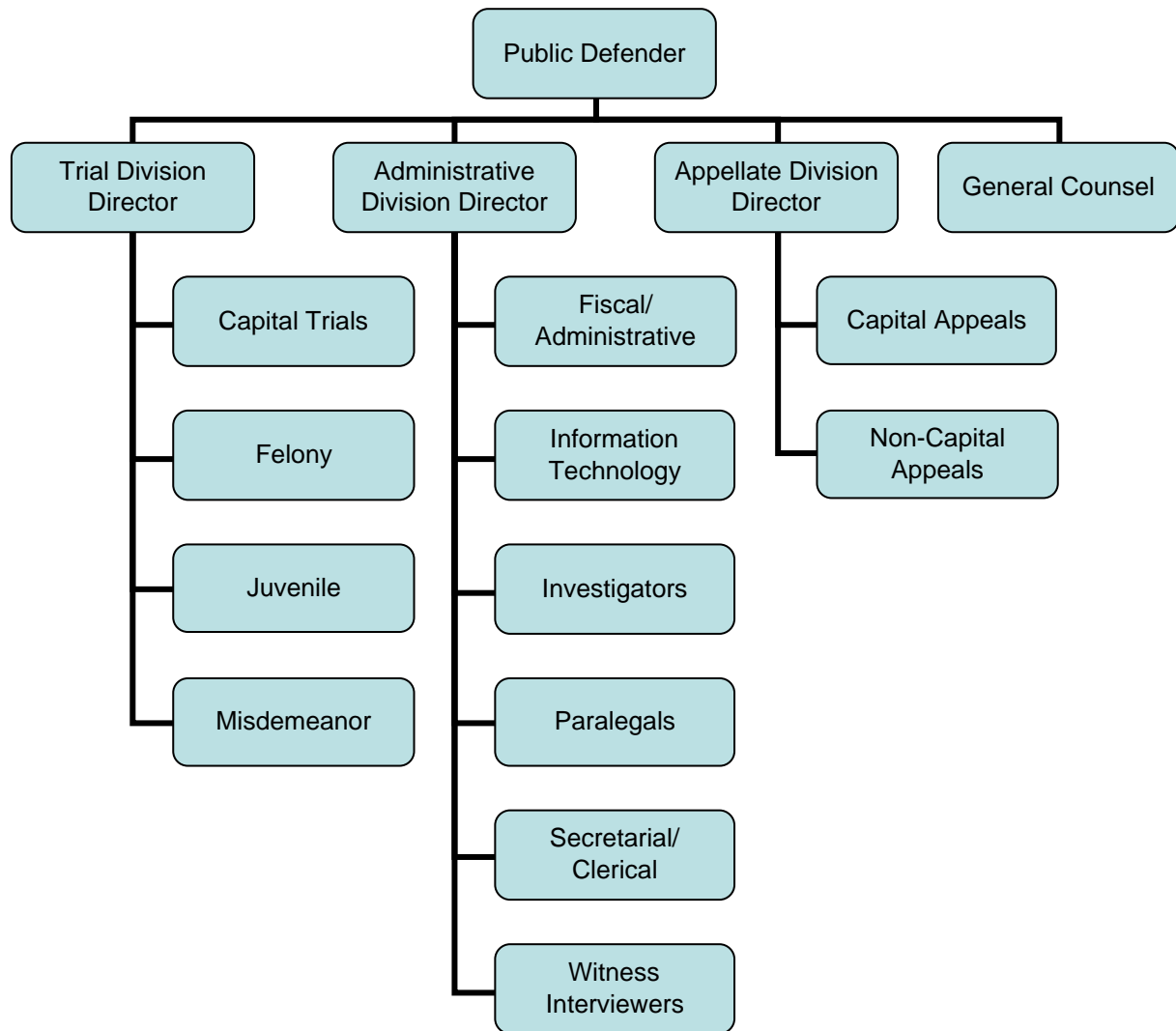
**Administration  
To-Lan Trinh-Le**

Diem Cao  
Jill Reid



Schedule X Organizational Structure

OFFICE OF THE PUBLIC DEFENDER  
TENTH JUDICIAL CIRCUIT  
(As of July 1, 2013)



Trials 114 FTEs  
Appeals 50 FTEs

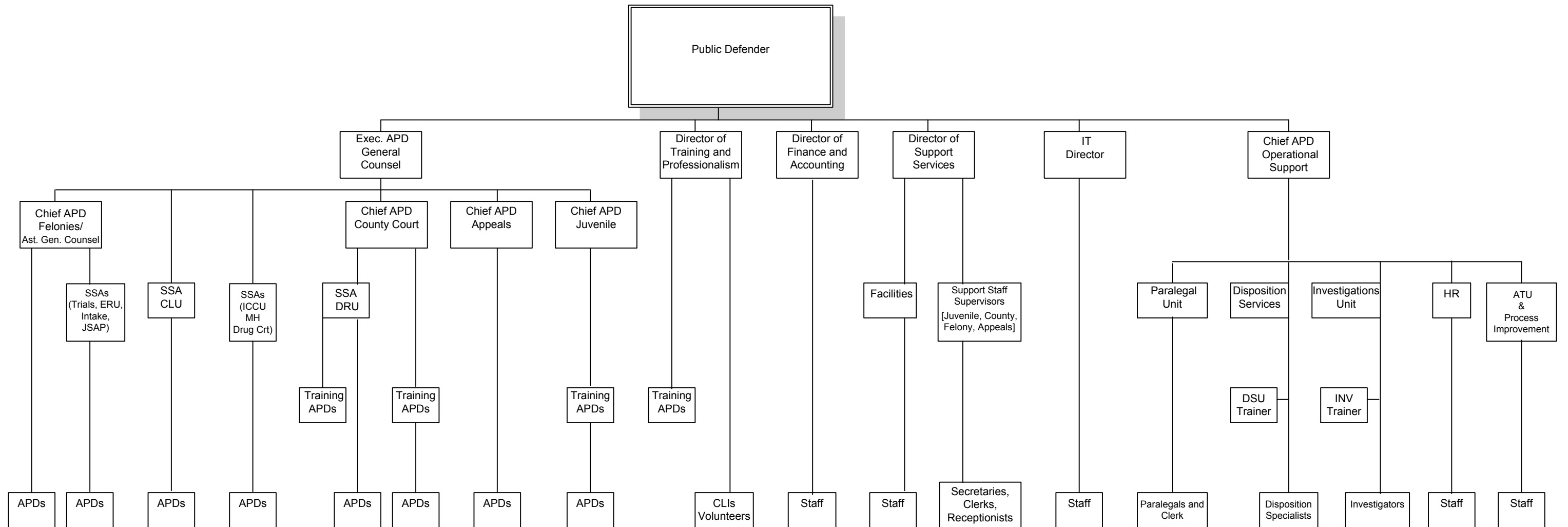




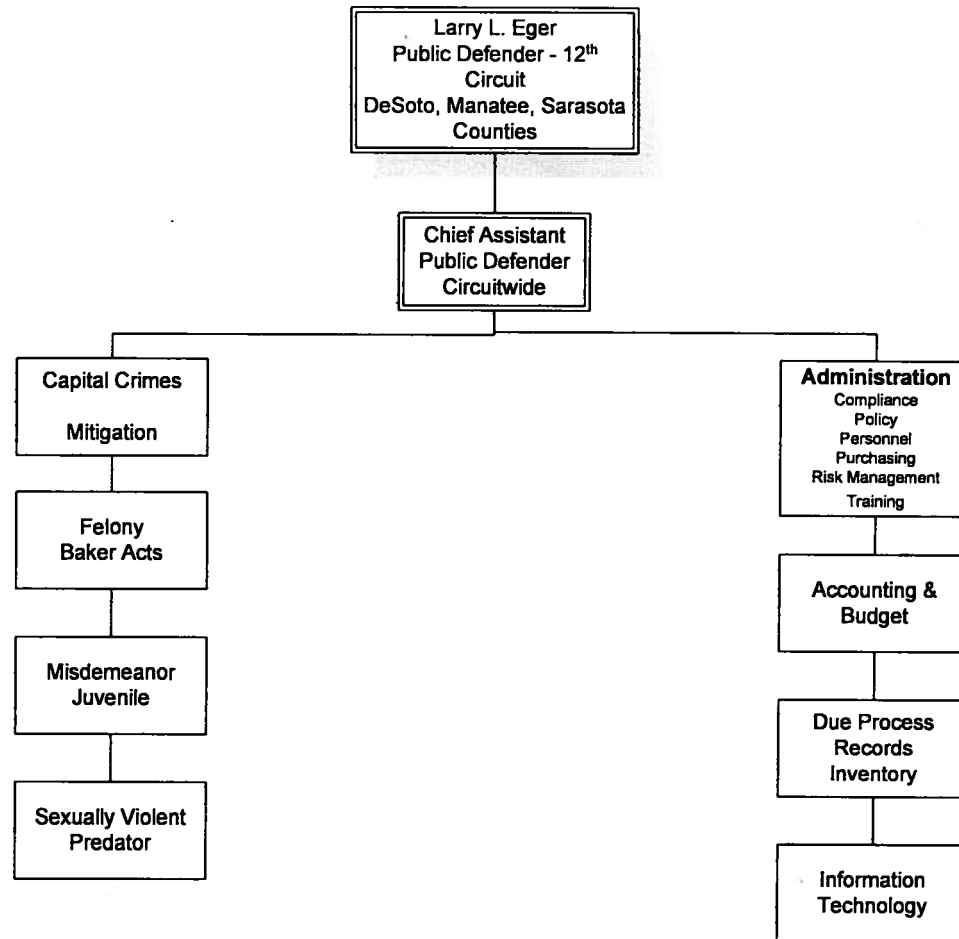
# LAW OFFICES OF THE PUBLIC DEFENDER Eleventh Judicial Circuit of Florida



## Organizational Chart

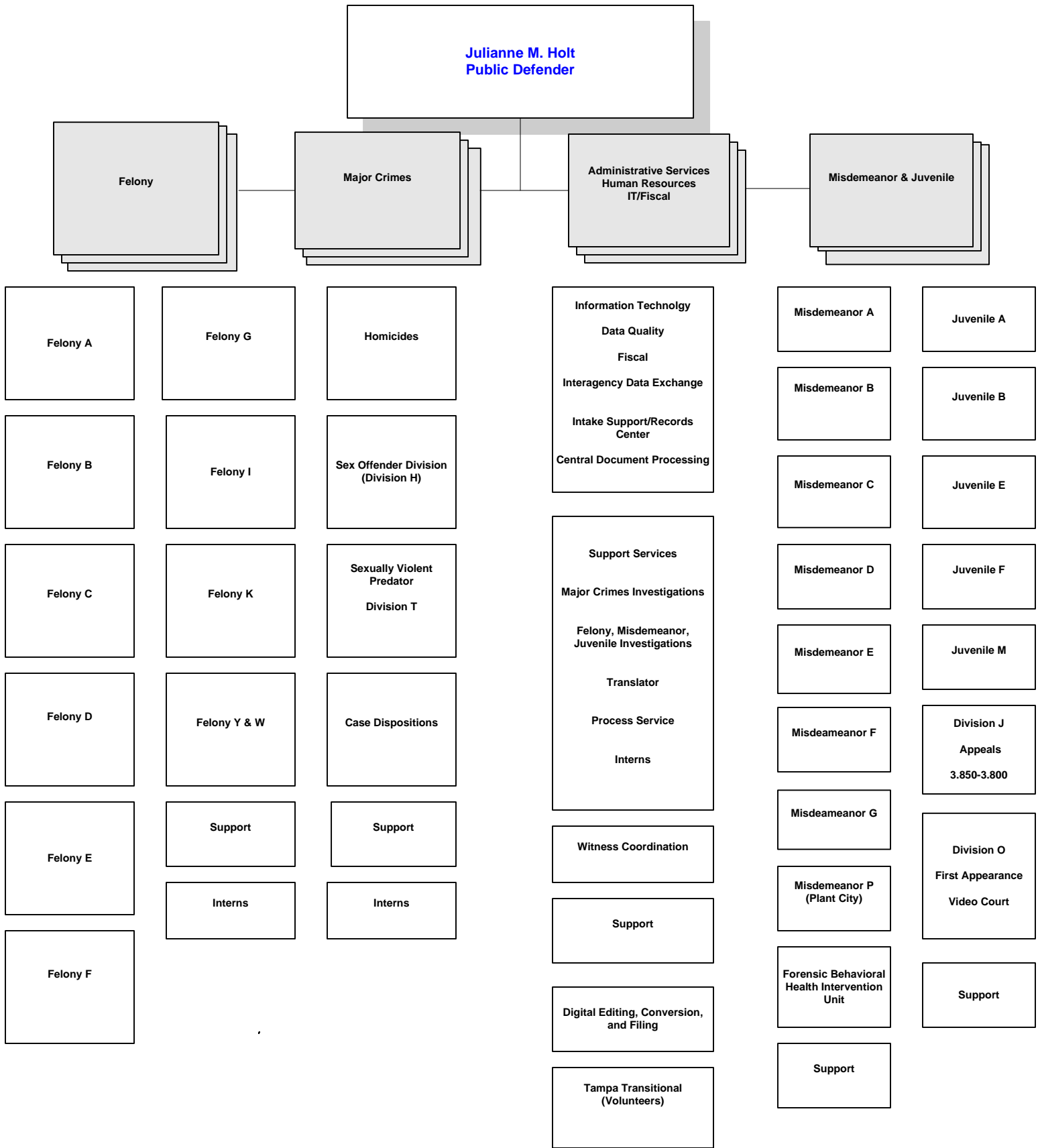


**Office of the  
Public Defender  
Twelfth Judicial  
Circuit  
June 30, 2013**

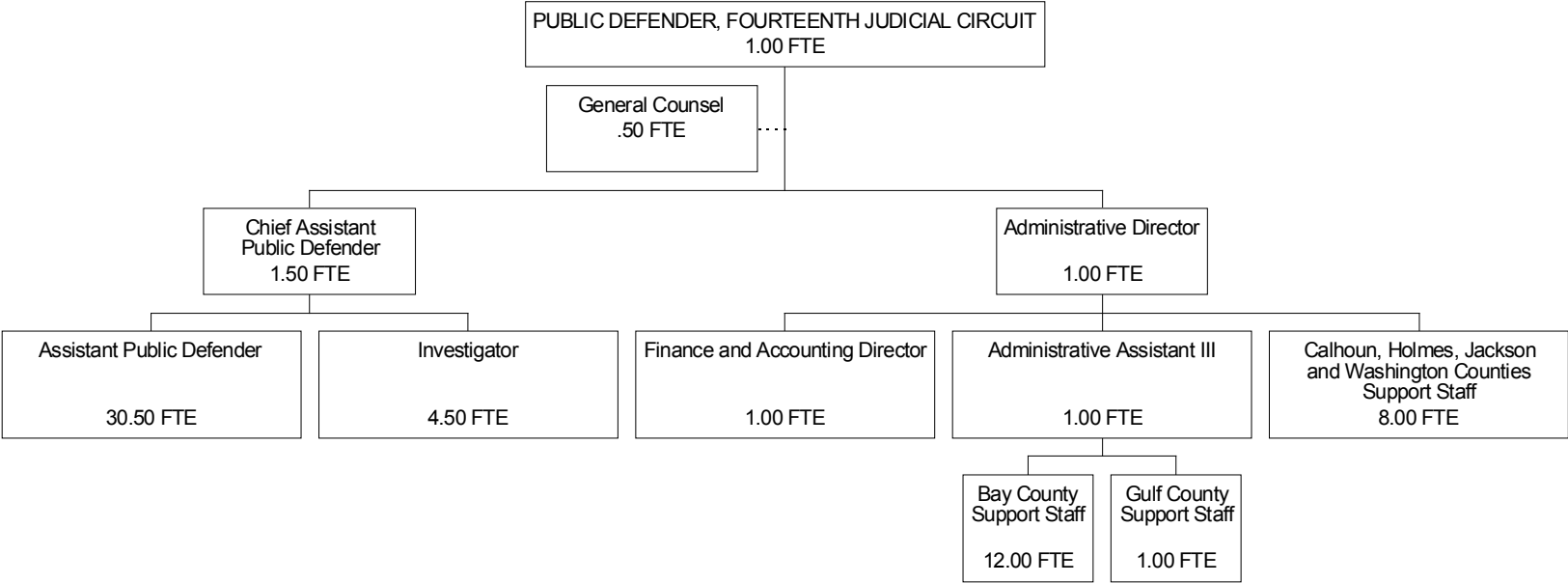


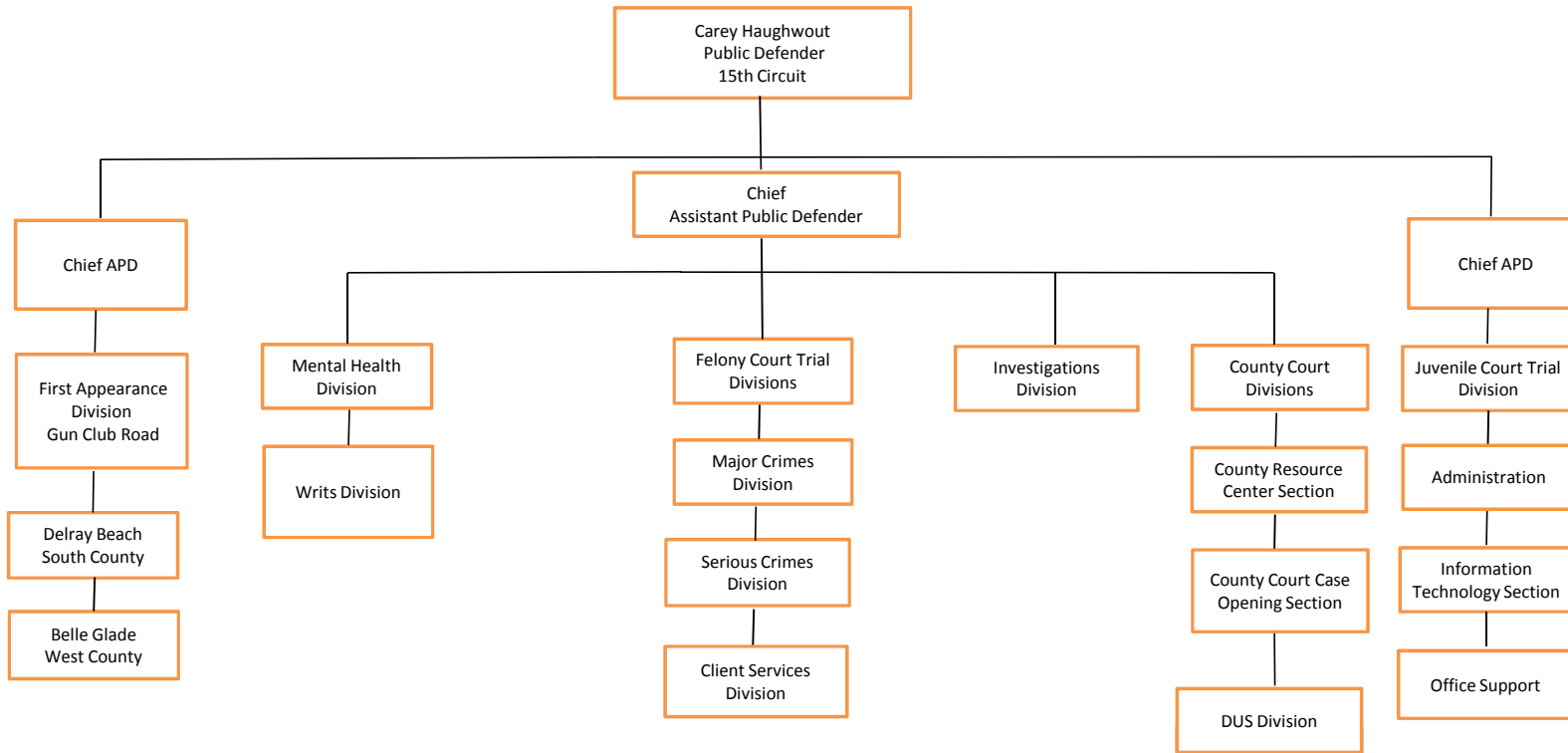
**95.5 FTE Positions  
Appropriated**

**Julianne M. Holt  
Public Defender**



**OFFICE OF PUBLIC DEFENDER  
FOURTEENTH JUDICIAL CIRCUIT  
APPROVED FTE: 62.00**





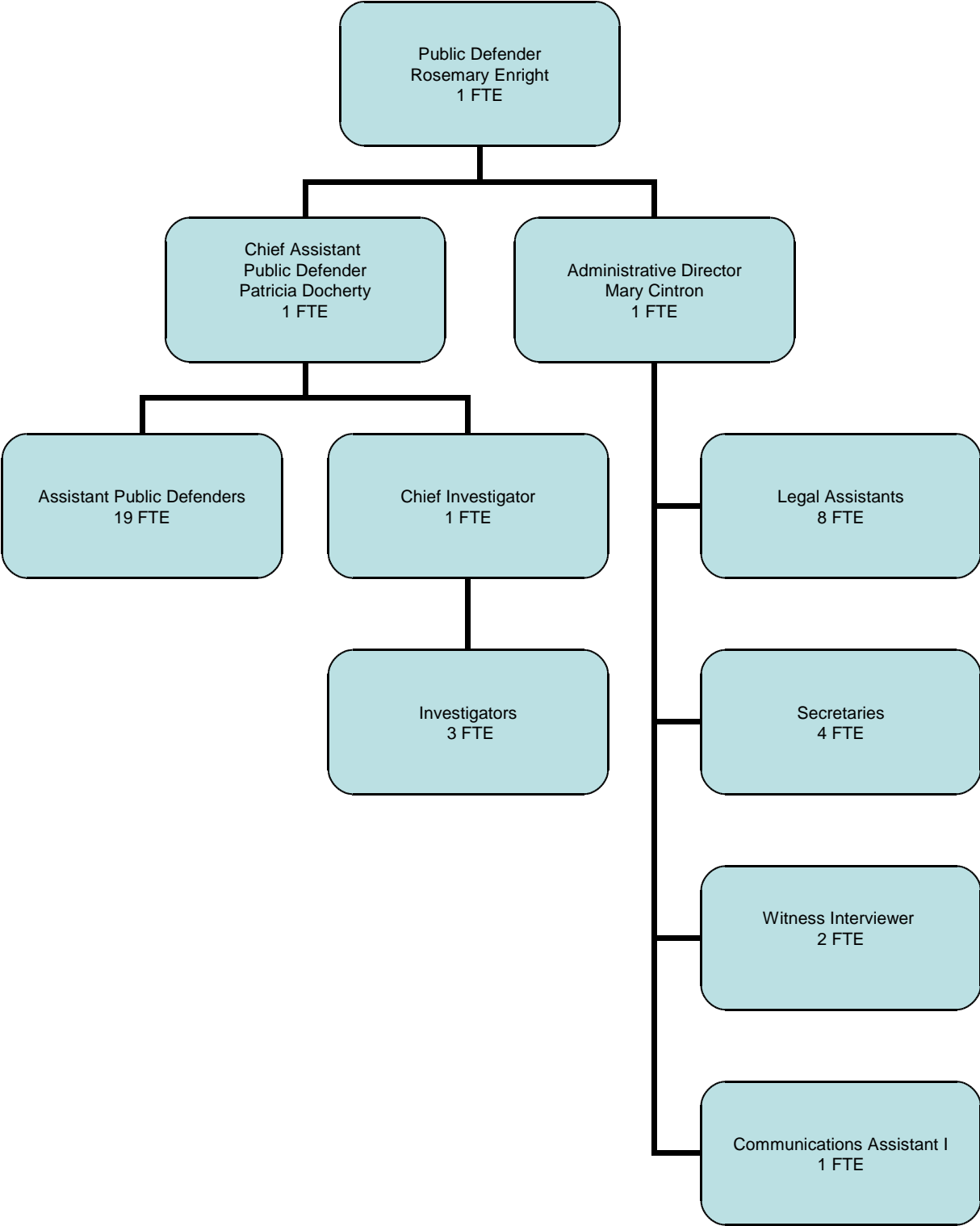
**189.00 FTE POSITIONS STATE FUNDED**

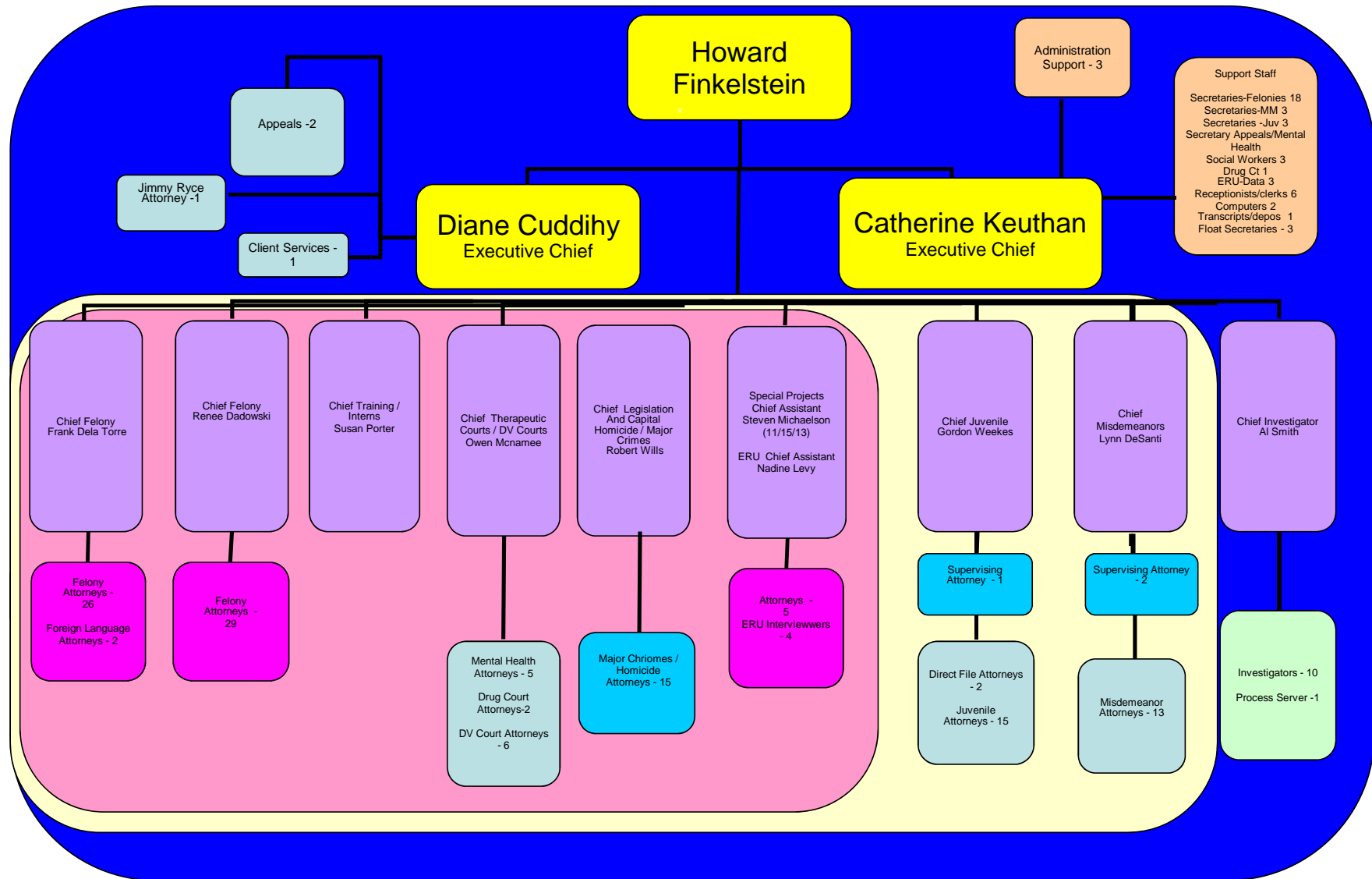
Effective July 1, 2013

OFFICE OF THE PUBLIC DEFENDER

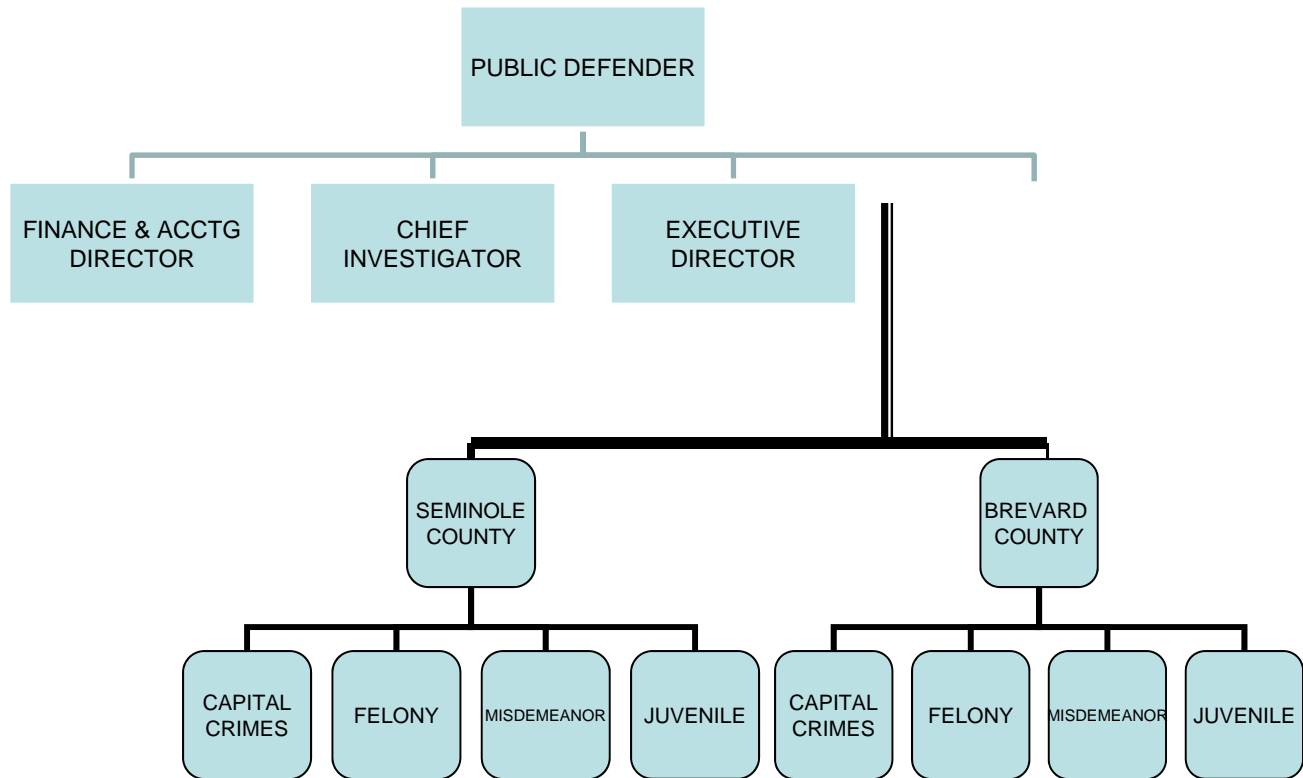
SIXTEENTH JUDICIAL CIRCUIT

July 1, 2013





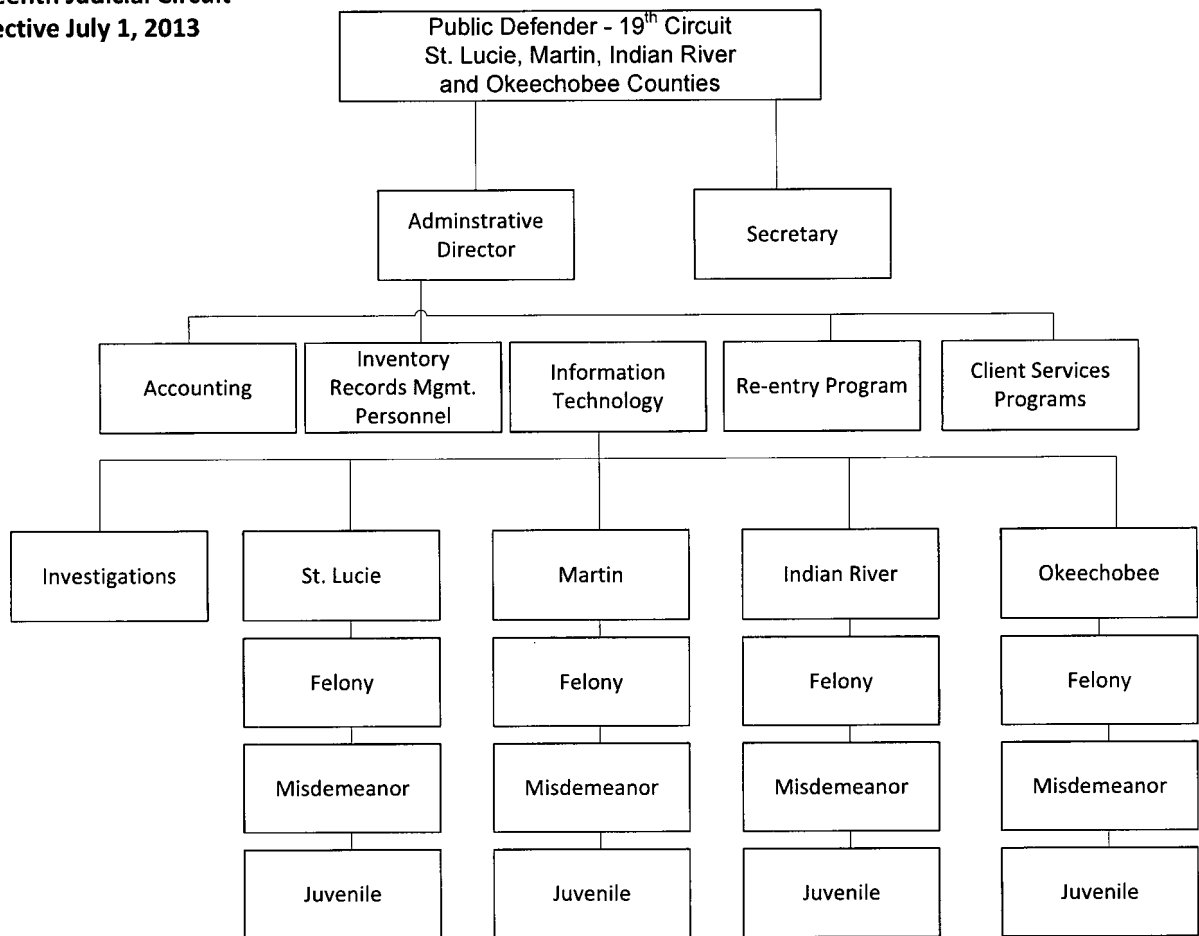
# PUBLIC DEFENDER, EIGHTEENTH JUDICIAL CIRCUIT



**119 FTE POSITIONS STATE FUNDED**

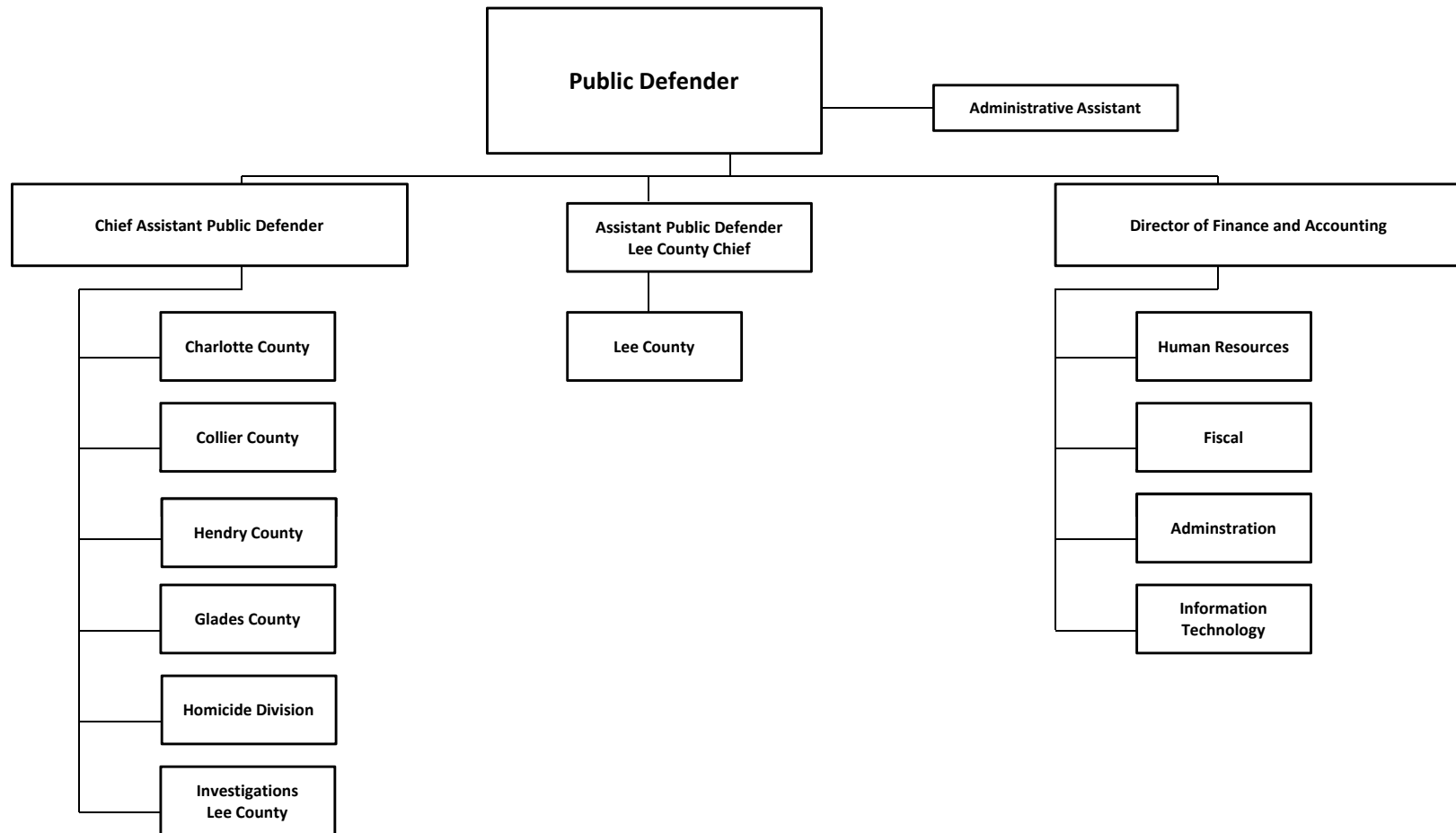


**Office of the Public Defender  
Nineteenth Judicial Circuit  
Effective July 1, 2013**

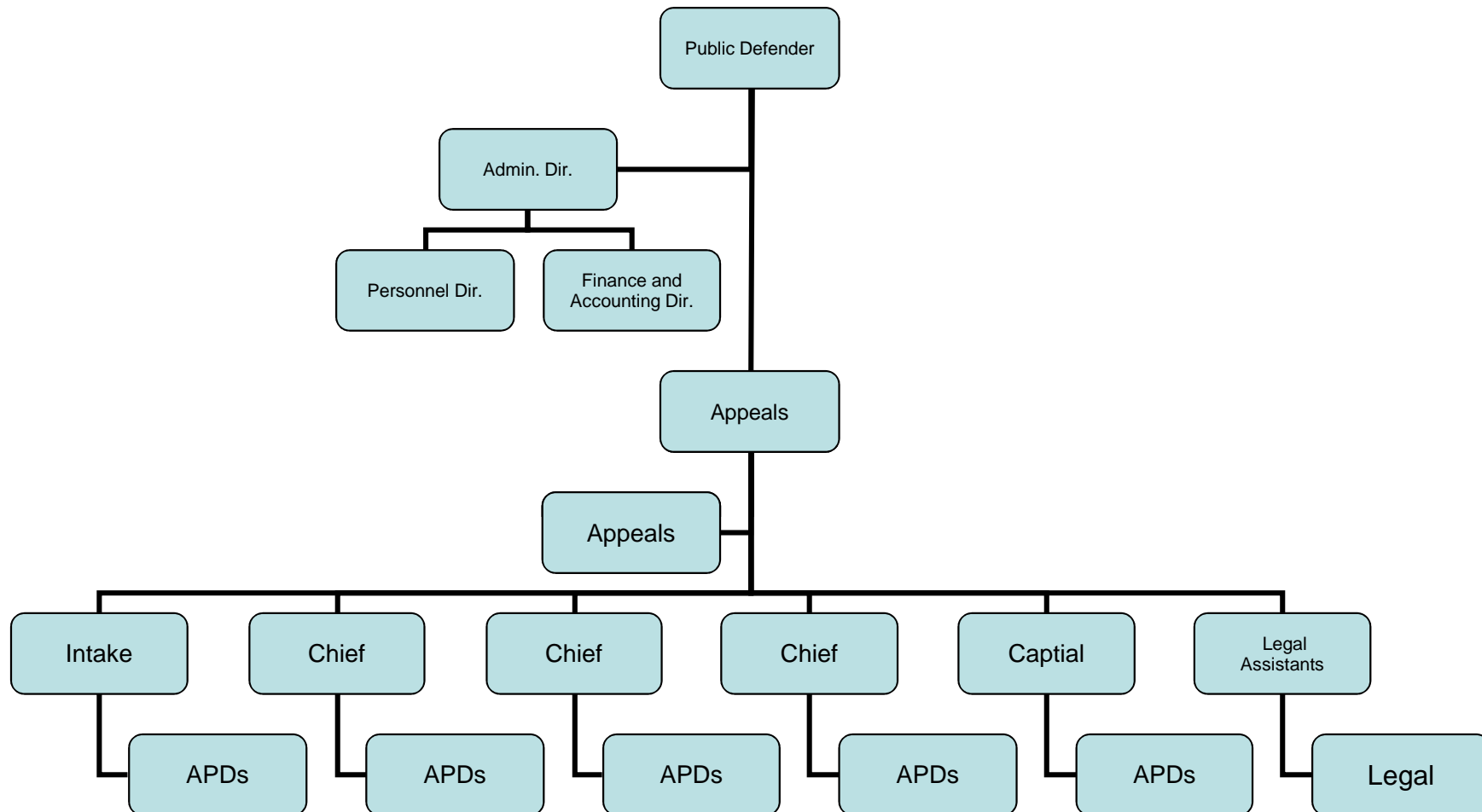


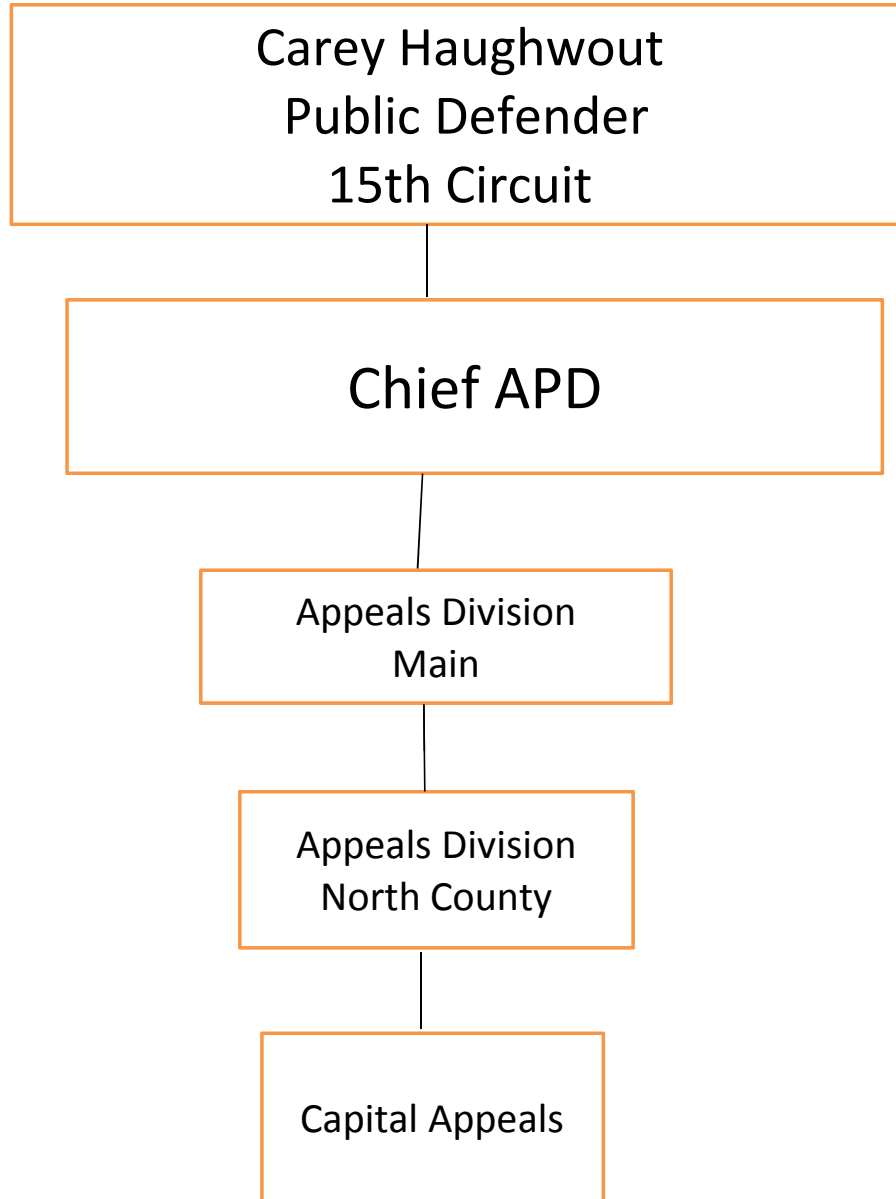
**78 FTE Positions State Funded**

Law Offices of Kathleen A. Smith  
Public Defender - 20th Judicial Circuit  
Organization Chart  
As of July 1, 2013



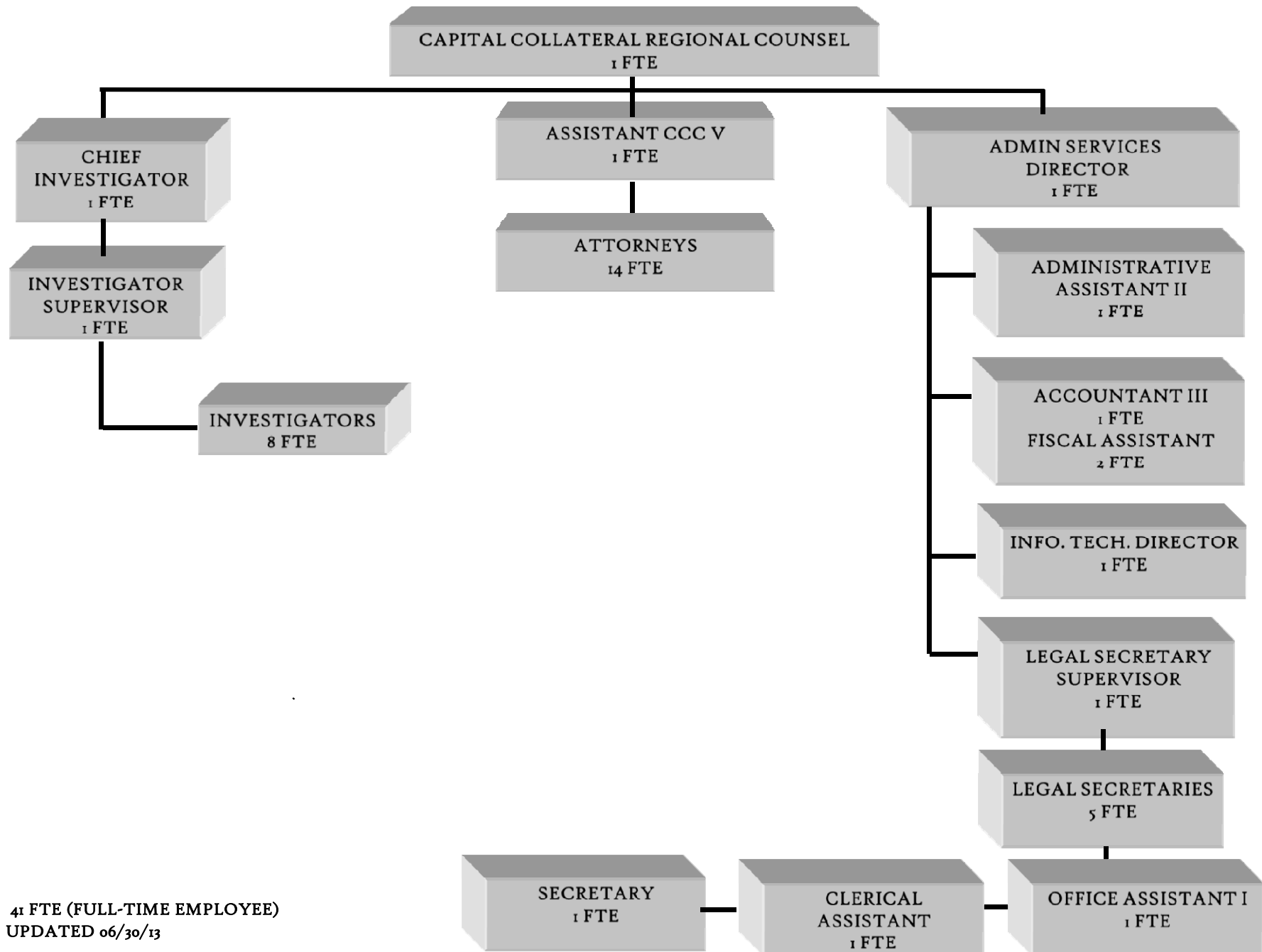
## Public Defender, 2nd Judicial Circuit Appeals Division Organizational Chart



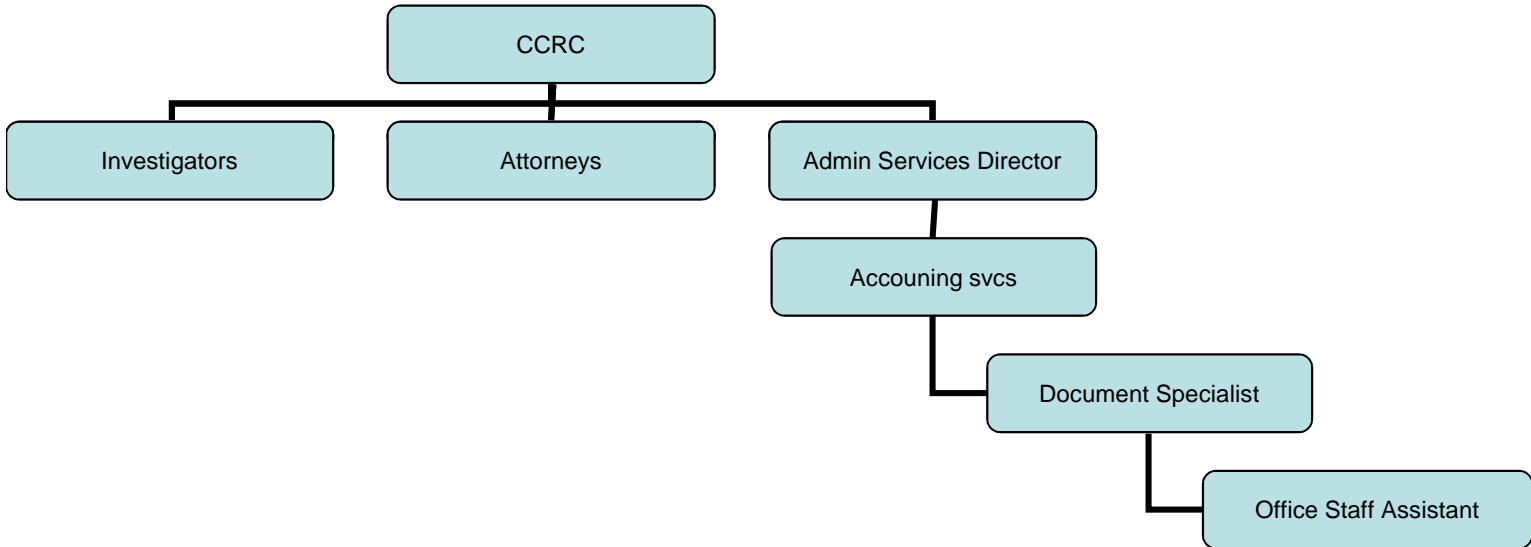


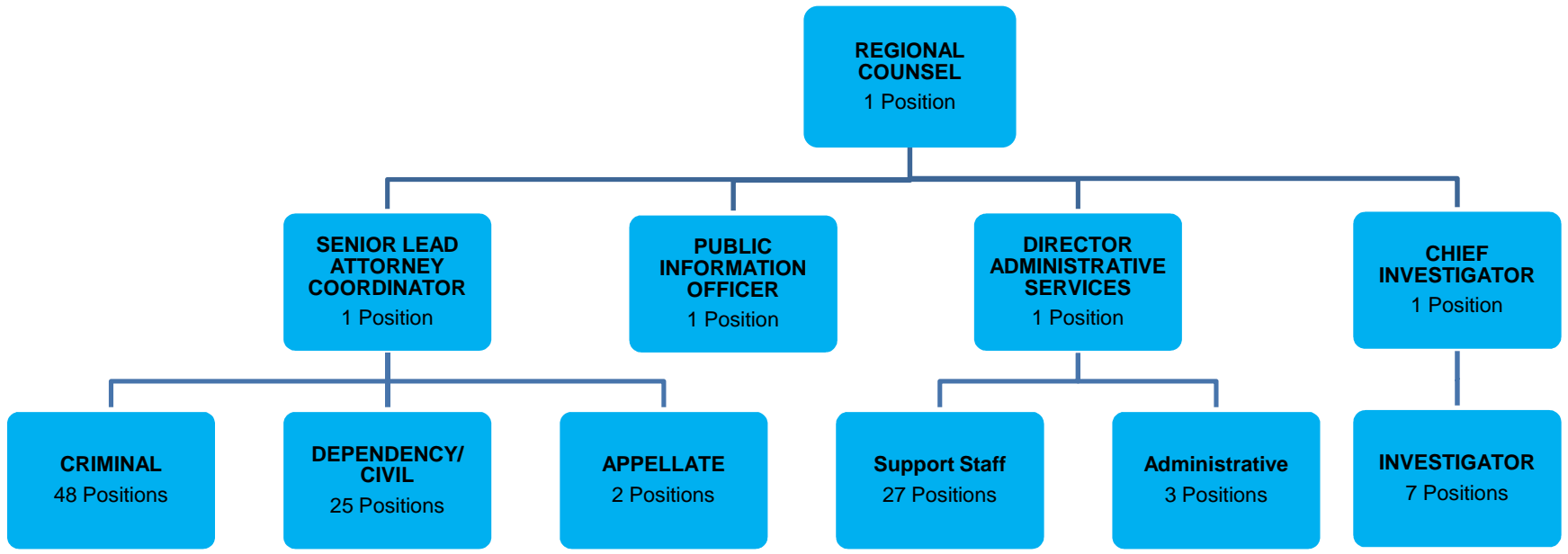
**37.00 FTE POSITIONS STATE FUNDED**

Effective July 1, 2013

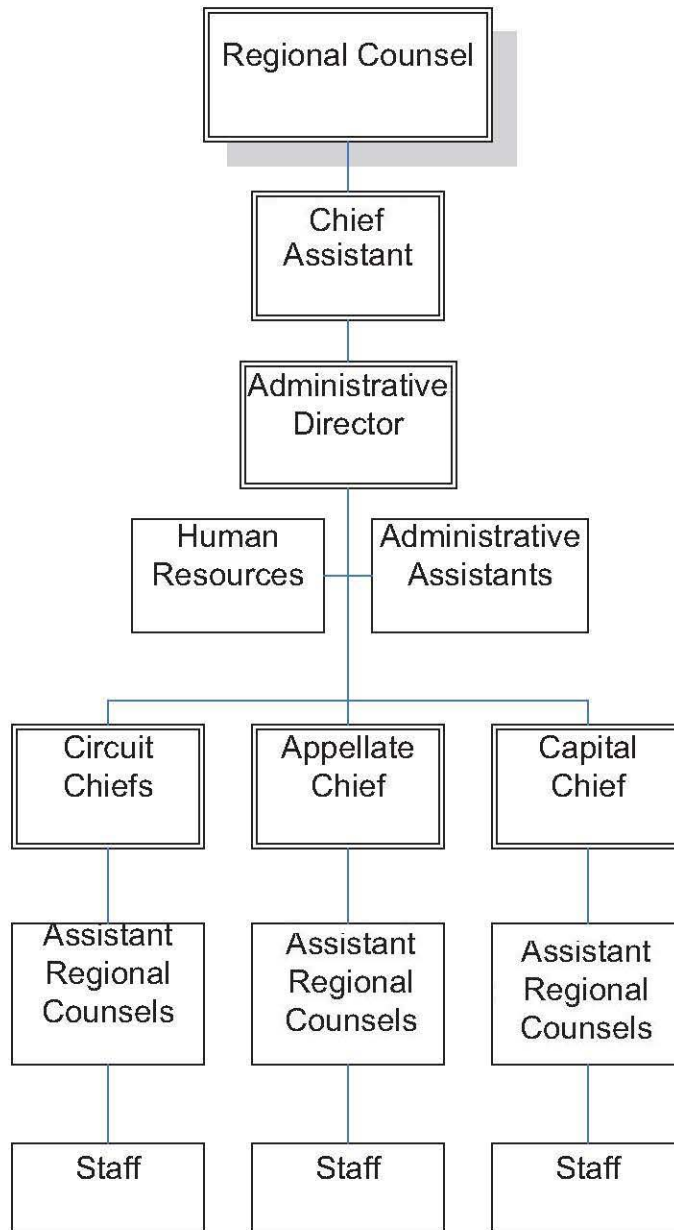


41 FTE (FULL-TIME EMPLOYEE)  
 UPDATED 06/30/13



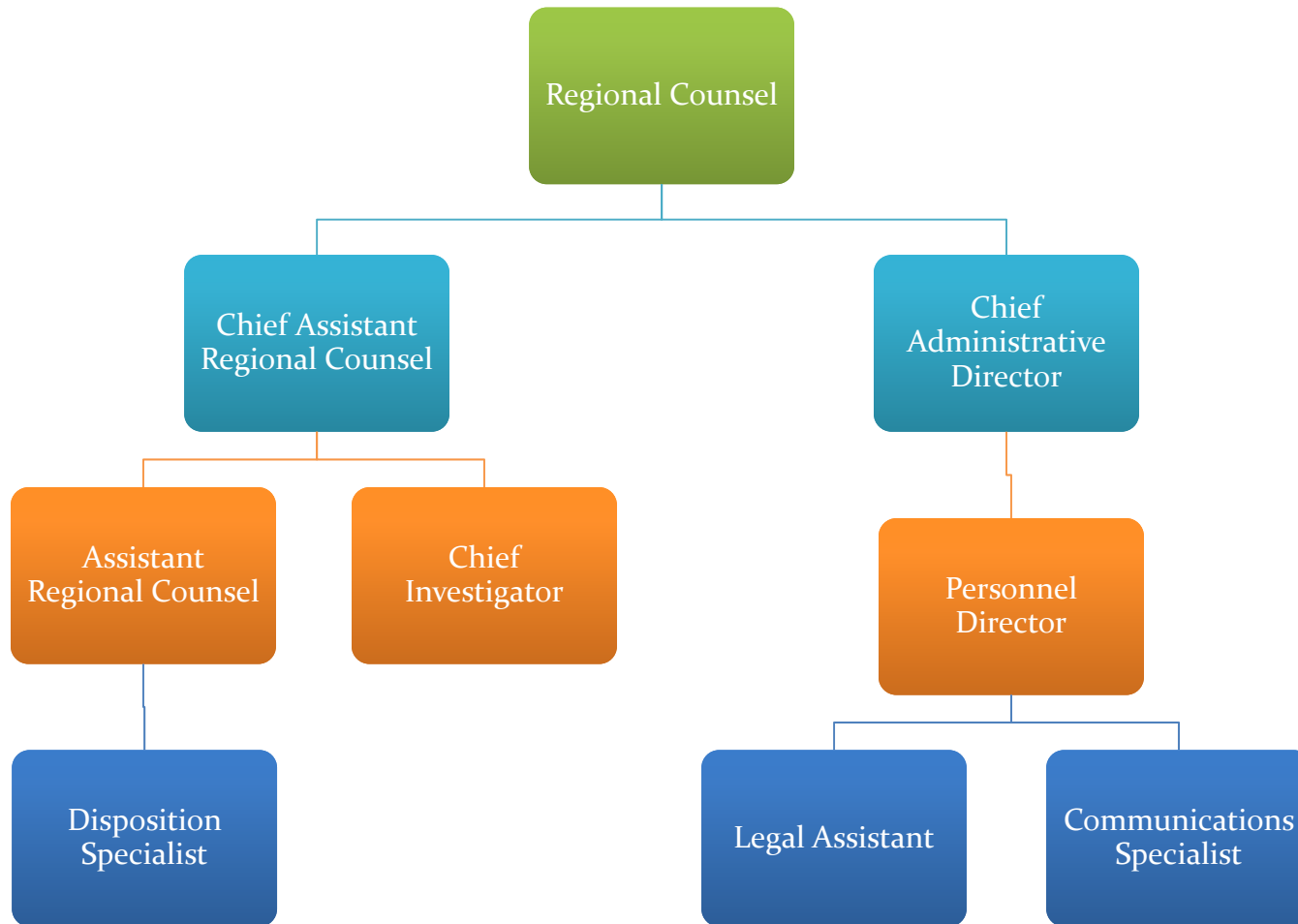


Schedule X Organization Structure  
Regional Counsel, Second District

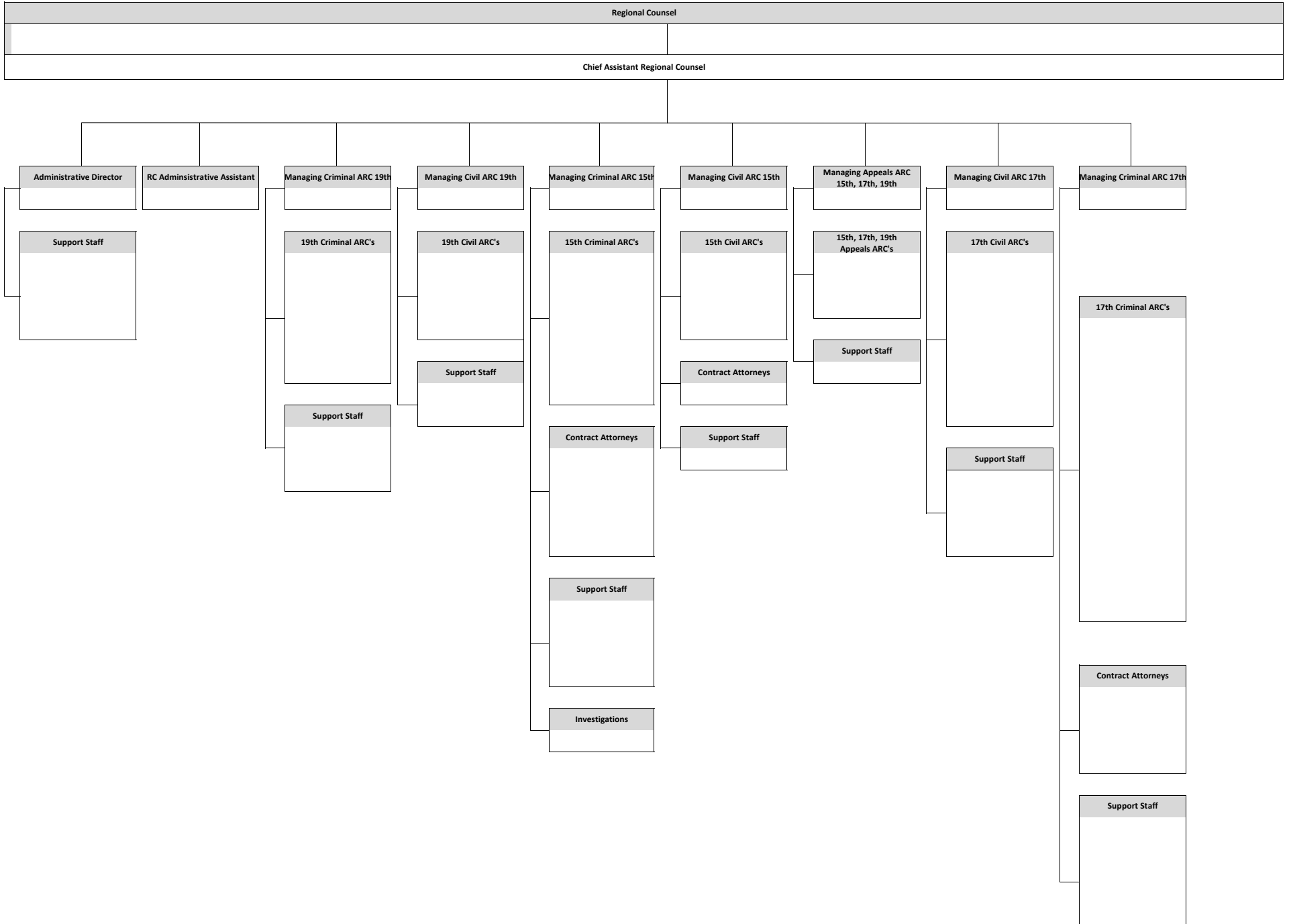




# Criminal Conflict and Civil Regional Counsel; Third D.C.A. Region of Florida



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



# REGIONAL COUNSEL

**ADMINISTRATIVE DIRECTOR**  
Assistant to Regional Counsel &  
Human Resources

**CHIEF ASSISTANT  
REGIONAL COUNSEL**

**SENIOR  
ATTORNEYS**

**Billing Specialist**  
Assistant to  
Administrative Director

**Senior  
Staff**

**Staff**

**OPS**

**Staff  
Attorneys**

**Contract  
Attorneys**

JUSTICE ADMINISTRATION		FISCAL YEAR 2012-13			
SECTION I: BUDGET		OPERATING		FIXED CAPITAL OUTLAY	
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT			1,162,028,855	0	
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)			67,076,388	0	
FINAL BUDGET FOR AGENCY			1,229,105,243	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.		21,397	1,492.35	31,931,725	
Civil Investigative Services * Number of appointed civil cases investigated		30,574	172.63	5,277,976	
Criminal Investigative Services * Number of appointed criminal cases investigated		713,521	115.89	82,688,291	
Criminal Trial Indigent Defense * Number of appointed criminal cases		713,521	115.89	82,688,288	
Civil Trial Indigent Defense * Number of appointed civil cases		30,574	172.63	5,277,976	
Indigent Appellate Defense * Number of appointed appellate cases		5,197	2,443.47	12,698,703	
Death Penalty Legal Counsel * Number of active cases		181	18,772.00	3,397,732	
Death Row Case Preparation * Number of active cases		181	17,327.99	3,136,367	
Felony Prosecution * Felony Cases Referred		385,835	513.66	198,189,138	
Misdemeanor Prosecution * Misdemeanor/Criminal Traffic Cases Referred		859,579	114.61	98,515,690	
Juvenile Prosecution * Juvenile Cases Referred		113,088	281.67	31,852,984	
Child Support Enforcement Services * Child Support Enforcement Actions		18,623	1,168.07	21,752,897	
Civil Action Services * Number of Civil Actions		102,299	129.94	13,293,046	
Regional Counsel Workload * Number of appointed cases.		60,759	606.48	36,849,029	
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.		362	1,289.56	466,822	
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.		2,975	138.45	411,900	
Provide Education And Training To Clerks' Offices * Number of education and training programs and opportunities provided to Clerks' offices during the fiscal year.		141	3,505.54	494,282	
TOTAL				628,922,846	
SECTION III: RECONCILIATION TO BUDGET					
PASS THROUGHS					
TRANSFER - STATE AGENCIES				551,602,763	
AID TO LOCAL GOVERNMENTS					
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS					
OTHER					
REVERSIONS				48,579,735	
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)				1,229,105,344	

## 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):	1,229,105,243	
TOTAL BUDGET FOR AGENCY (SECTION III):	1,229,105,344	
	-----	-----
DIFFERENCE:	101-	
(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 2013 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 request.

	Issue (Revenue or Budget Driver)	R/B*	FY 2014-2015 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*



**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission**

**Child Support Trust Fund - 2084**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2014-2014 and FY 2014-2015 as shown on the Schedule I Report.

Receipts \$72,383 for FY 2013-14 and FY 2014-15 are based upon the Governor's Office calculation for the HR contract for this trust fund.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 2013-14 estimated revenue)

N/A

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

Show a detailed calculation of the 8 percent SCGR for FY 13/14 and FY 14/15 (calculated on recurring FY 2013/13 and FY 2014/15 estimated revenue)

N/A

**Explanation of Schedule I, Section III Accounting Adjustments (FY 12/13):**

None

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	39,056.62	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable	75,716.36	(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	114,772.98	(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)	(38,257.67)	(I)			
<b>Unreserved Fund Balance, 07/01/2013</b>	76,515.31	(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.

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

<b>Budget Period: 2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	35,750.69 (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	40,764.62 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	76,515.31 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	76,515.31 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission - 21300800**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2013-2014 and FY 2014-2015 as shown on the Schedule I Report.

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

Qualified Transportation Benefits Program – Based on anticipated collections.

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

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 2013-14 estimated revenue)

<b>A02-Receipts Applicable to SCGR</b>	<b>\$300,200</b>
<b>8% Service Charge</b>	<b>\$24,016</b>
<b>Receipts Applicable to 5%</b>	<b>\$276,184</b>
<b>5% Trust Fund Reserve</b>	<b>\$13,810</b>

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

Show a detailed calculation of the 8 percent SCGR for FY 2013-14 and FY 2014-15 (calculated on recurring FY 13-14 and FY 14/15 estimated revenue)

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

**Explanation of Schedule I, Section III Accounting Adjustments (FY 12/13):**

<b>COL A01</b>	<b>DESCRIPTION</b>
<b>\$33,117</b>	<b>FY 2011-12 NON CF PAYABLE ADJ-QTB PROGRAM</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Indigent Criminal Defense Trust Fund
<b>LAS/PBS Fund Number:</b>	Justice Administrative Commission
	20-2-974021

	Balance as of 6/30/2013		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, 07/01/2013</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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Justice Administrative Commission - 21300800**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

Provide a detailed explanation of the methodology used to determine the revenue estimates for FY 2013-2014 and FY 2014-2015 as shown on the Schedule I Report.

Receipts of \$22,157 for FY 2013-14 and FY 2014-15 are based upon the Governor's Office calculation for the HR contract for this trust fund.

**5 Percent Trust Fund Reserve:**

Show a detailed calculation of the 5 percent trust fund reserve (calculated on recurring FY 2013-14 estimated revenue)

N/A

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

Show a detailed calculation of the 8 percent SCGR for FY 2013-14 and FY 2014-15 (calculated on recurring FY 13/14 and FY 14/15 estimated revenue)

N/A

**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**

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 339040

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Law Enforcement FID 2261	001510	417,959.00	0.00	0.00	Lisa Bailey 8/12/2013



# **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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	106,509.83	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	9,070.60	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	115,580.43	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(8,868.14)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(2,378.02)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	104,334.27	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Guardian ad Litem**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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 of \$30,000 was provided by staff of the Department of Children and Families.

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

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 6 is \$31,523 and the amount for Circuit 10 is a total of \$39,520. These amounts include funds for salary, FICA and the 8% service charge to general revenue.

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

Gadsden, (Circuit 2); Monroe (Circuit 16 and Lee (Circuit 20) counties contract with the Guardian ad Litem Program to hire and supervise OPS staff. The counties provide monthly reimbursement for the Other Personal Services (OPS) payroll costs associated with these positions. For Fiscal Year 2013-14, Fiscal Year 2014-15 and Fiscal Year 2015-16 these revenues are coded to revenue code 000800.

For FY 2013-14, the total amount of reimbursements from Gadsden County will not exceed \$12,033; Monroe County will not exceed \$35,000; and Lee County will not exceed \$57,000.

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

**Grants from National CASA – Code 007000**

The GAL program received two \$40,000 National CASA grants totaling \$80,000 in FY 2013-14 and will apply for these grants again in future fiscal years. The expenditures for these two grants are restricted to the Grants and Donations Trust Fund expense and contracted services appropriations categories. The program also plans to apply for a third National CASA grant next fiscal year that will use 100% of the remaining spending authority that is currently available in the Grants and Donations Trust Fund. The current estimate of this anticipated grant is \$35,173 bringing the total estimated receipts for FY 2014-15 to \$115,173.

**TOTAL ESTIMATED RECEIPTS FOR 2013-14.**

DCF Fines and Penalties:	\$30,000
Other Grants:	\$71,043
Reimbursed from Counties:	\$104,033
CASA Grants:	\$80,000
<b>Total Estimated Receipts:</b>	<b>\$285,076</b>

**TOTAL ESTIMATED RECEIPTS FOR 2014-15.**

DCF Fines and Penalties:	\$30,000
Other Grants:	\$71,043
Reimbursed from Counties:	\$104,033
CASA Grants:	\$115,173
<b>Total Estimated Receipts:</b>	<b>\$320,249</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$175,076</b>
<b>Less 8% Service Charge</b>	<b>\$14,006</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$161,070</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,054</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$175,076</b>
<b>X 8% Service Charge</b>	<b>\$14,006</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$175,076</b>
<b>X 8% Service Charge</b>	<b>\$14,006</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$81,603</b>	<b>September 2012 Reversion</b>

# **Budget Entity Level Exhibits or Schedules**

**Clerks of Court  
Budget Entity: 21350100**

*Clerks of Court*  
*Schedule I Series*



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Clerks of Court Trust Fund
<b>LAS/PBS Fund Number:</b>	<b>Clerks of Court-21350100</b>
	20-2-588002

	Balance as of 6/30/2013		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	13,480,209.59	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	13,480,209.59	(F)			
LESS Allowances for Uncollectibles		(G)			
LESS Approved "A" Certified Forwards		(H)			
Approved "B" Certified Forwards		(H)			
Approved "FCO" Certified Forwards		(H)			
LESS: Other A/P Non-Operating (transfers)	(13,480,209.59)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2013</b>	<b>0.00</b>	(K)			**

**Notes:**

\*SWFS = Statewide Financial Statement

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

# **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: 2014 - 2015</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>	<b>Clerk of Court Operations Corporation-21350200</b>
	20-8-588002

	Balance as of 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,350,336.69	(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>	1,350,336.69	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(197,522.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other A/P Non-Operating (transfers)	(1,142,018.18)	(I)		
LESS:		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	10,796.51	(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>2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds;	<input type="text" value="0.00"/> (A)
GLC 539XX for proprietary and fiduciary funds	
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	<input type="text"/> (B)
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # 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" value="10,796.51"/> (D)
	<input type="text"/> (D)
	<input type="text"/> (D)
	<input type="text"/> (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<input type="text" value="10,796.51"/> (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<input type="text" value="10,796.51"/> (F)
<b>DIFFERENCE:</b>	<input type="text" value="0.00"/> (G)*

**\*SHOULD EQUAL ZERO.**

**Executive Office of the Governor  
Inter-Agency Transfers Reported on Schedule I  
Agency Name JAC/Clerks of Court Operations Corporation**

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 :** Clerk of Courts Trust Fund 20 2 588002

<u>Transfers In (Provide Agency and Fund Number Received From)</u>	<u>Transfer Category</u>	<u>Amount FY 12-13 (A01)</u>	<u>Amount FY 13-14 (A02)</u>	<u>Amount FY 14-15 (A03)</u>	<u>Confirmed By / Date</u>
<u>Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)</u>	<u>Transfer Category</u>				
Department of Revenue 20-2-588001	180650	742,018.00	0.00	0.00	
Department of Financial Services 20-2-021003	180660	400,000.00	0.00	0.00	

# **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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	314,820.72	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	5.32	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	314,826.04	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,582.73)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(34,952.65)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	273,290.66	(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 2014-2015 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 August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 01's estimated receipts are \$318,160 for FY 13/14 and \$322,040 for FY 14/15.

**Cost of Prosecution:** The revenues anticipated in the State Attorney Revenue Trust Fund, Cost of Prosecution for FY 2013-2014 is \$1,350,000. The revenues anticipated for FY 2014-2015 is \$1,400,000. The revenue estimates were determined by using an average of the monthly deposits for FY 2011-2012. We also anticipate an increase in our Cost of Prosecution collections since three new Clerk of Courts have reviewed their office practices in collection procedures for Cost of Prosecution and have made adjustments to maximize collections. We have, since the three new Clerks' have taken office, experienced an increase in collections.

**Worthless Checks:** The revenues anticipated in the State Attorney Revenue Trust Fund, Worthless Checks, for FY 2013-2014 is \$250,000 and \$250,000 for FY 2014-2015. 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 2013 is \$10,000. It is also anticipated that we will receive \$10,000 in FY 2014-2015. 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 2013-2014 is \$3,000. It is also anticipated that we will receive \$3,000 in FY 2014-2015. The revenue estimates were determined by using an average of the monthly deposits.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,931,160</b>
<b>Less 8% Service Charge</b>	<b>\$154,492</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,776,667</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$88,833</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,931,160</b>
<b>X 8% Service Charge</b>	<b>\$154,493</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,985,040</b>
<b>X 8% Service Charge</b>	<b>\$158,803</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	101,819.66	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	101,819.66	(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, 07/01/2013</b>	101,819.66	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

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

**Revenue Estimating Methodology:**

**FIST – STATE AND FEDERAL:**

We have authority to replace three vehicles for FY 2013-2014. We anticipate that we will receive the sum of approximately \$5,200.00 for the sale of the three vehicles. We have requested authority to replace two vehicles in the FY 2014-2015 year. If we are granted authority to replace the two vehicles, then we anticipate that we will receive the sum of approximately \$3,400.00 for the sale of those two vehicles.

**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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	15,027.71	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	9,597.69	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>24,625.40</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-Op. SCGR)	(1,538.69)	(I)		
LESS: Other Accounts Payable (Non-Op. Refunds)	(295.50)	(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	<b>22,791.21</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.

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

<b>Budget Period:</b>	<b>2014 - 2015</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 1st Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339012

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	22,785.89 (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	5.32 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	22,791.21 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	22,791.21 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

## **FY 2014-2015 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. V12172 and is anticipated to be 131,722 for FY 2012-2013 and is anticipated to be \$123,912 for FY 2013-2014 under Contract No. V13172.

**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 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 2013-2014 are \$130,000 and the amount of anticipated revenues for FY 2014-2015 is \$130,000.

**Bureau of ATF – MOA:** This grant is a reimbursable grant designed to reimburse up to \$1,500 for overtime hours spent by a task force personnel (investigator) while assisting the Bureau of ATF in joint law enforcement operations. The amounts for each agency participating in the Bureau of ATF-MOA is based on sufficient funds in the ATF's Fiscal Year Plan and the monies available at the time overtime hours are provided by this agency's investigator. It is anticipated that the revenues for FY 2013-2014 will be \$1,500 and the amount of anticipated revenues for FY 2014-2015 will be \$1,500.

**US Marshall Service Regional Fugitive Task Force:** This grant is a reimbursable grant designed to reimburse up to \$8,500 for overtime hours spent to 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 \$5,000 for overtime hours in FY 2013-2014. We anticipate being reimbursed in FY 2014-2015 the sum of \$5,000.



**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$130,000</b>
<b>Less 8% Service Charge</b>	<b>\$10,400</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$119,600</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$5,980</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$130,000</b>
<b>X 8% Service Charge</b>	<b>\$10,400</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$130,000</b>
<b>X 8% Service Charge</b>	<b>\$10,400</b>

**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-1st 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

<b>Fund Name and Number :</b>		<b>Grants and Donations Trust Fund 20 2 339012</b>				
<b>Transfers In (Provide Agency and Fund Number Received From)</b>		<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs	FID 2261	001510	119,722.00	131,722.00	123,912.00	Sally Thomas 8/12/2013
<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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	466,128.92	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	4,354.45	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	470,483.37	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(12,100.26)	(H)		
Approved "B" Certified Forwards	(64,154.30)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(20,890.42)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	373,338.39	(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.

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

<b>Budget Period: 2014 - 2015</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	State attorneys Revenue Trust Fund
<b>Budget Entity:</b>	State Attorneys Office 2nd Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-058002

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	437,492.69 (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	(64,154.30) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	373,338.39 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	373,338.39 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 2nd Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 02's estimated receipts are \$183,680 for FY 13/14 and \$185,920 for FY 14/15.

**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 appears to have leveled off. Our projection anticipates we are at the baseline of collections. We continue in our efforts to collect on older cases which are still open.

**Misdemeanor Diversion:**

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

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,081,629</b>
<b>Less 8% Service Charge</b>	<b>\$86,530</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$995,099</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$49,755</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,081,629</b>
<b>X 8% Service Charge</b>	<b>\$86,530</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,090,920</b>
<b>X 8% Service Charge</b>	<b>\$87,274</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$150</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	171,042.69	(A)		171,042.69
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable to include Statewide Financial STMT # B2100024	22,841.53	(D)	(6,386.45)	16,455.08
ADD: _____		(E)		-
<b>Total Cash plus Accounts Receivable</b>	193,884.22	(F)	(6,386.45)	187,497.77
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, 07/01/2013</b>	193,884.22	(K)	(6,386.45)	187,497.77 **

**Notes:**

\*SWFS = Statewide Financial Statement

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

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

<b>Budget Period: 2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	193,884.22 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # B2100024 Reduction of Receivable	(6,386.45) (C)
<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>	187,497.77 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	187,497.77 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**



**FY 2014-2015 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.

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.

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.

**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>(\$6,386)</b>	<b>Statewide Financial Statement Adjustment # B210024 Reduction of Receivable</b>
<b>\$2,202</b>	<b>FY 2011-12 NON-CF PAYABLE WRITE-OFF</b>

**Executive Office of the Governor  
Inter-Agency Transfers Reported on Schedule I  
Agency Name JAC/State Attorney Office 2nd 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 339008

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	206,084.00	235,900.00	236,000.00	Sally Thomas 8/12/2013

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	173,564.09	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	173,564.09	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(22,745.10)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(9,958.49)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	140,860.50	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 3rd Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 03's estimated receipts are \$106,600 for FY 13/14 and \$107,900 for FY 14/15.

The State Attorney's Office, Third Circuit projects revenue of \$325,000 for FY 2013-14 and \$360,000 for FY 2014-15 in Cost of Prosecution. This revenue projection is based on actual receipts collected in FY 2012-2013 plus additional revenues expected from enhanced Pre-Trial Diversion Programs. Each case that is prosecuted carries an associated Cost of Prosecution fee which is \$100 per felony case, and \$50 for all others. Additional fees may be set by the court if the State Attorney's Office can show proof of higher costs incurred for the prosecution of a particular case.

The agency continues to see a decline in the Worthless Check Diversion Program. This is a result mainly caused by the way vendors are processing payments electronically and the number of customers using debit cards instead of checks. It is projected that the revenues in the Worthless Check Trust Fund will be \$14,000 for both FY 2013-14 and FY 2014-15. This was calculated using the latest trust fund deposits and annualizing those figures.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$445,600</b>
<b>Less 8% Service Charge</b>	<b>\$35,648</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$409,952</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$20,498</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$445,600</b>
<b>X 8% Service Charge</b>	<b>\$35,648</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$481,900</b>
<b>X 8% Service Charge</b>	<b>\$38,552</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	151,168.60	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	38,143.82	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	189,312.42	(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)	(5,996.15)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	183,316.27	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 3rd Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

1. **Victims of Crime Act (VOCA):** The revenue amount is fixed for FY 2013-2014 under Contract No. 13097 at \$203,000. The agency anticipates that an award of like amount will be available for FY 14-15.
2. **Stop Violence Against Women (VAWA):** The revenue amount of \$52,942 is fixed for FY 2013-2014 under Contract No. 14-8029-SAO. The agency anticipates that an award of like amount will be available for FY 14-15.
3. **Rural Sexual Assault Assistance Program:** The revenue amounts are fixed (subject to the availability of funds) under Subcontract 12RUR07 and are expected to be \$12,996 during the grant period of Oct. 1, 2012 through September 30, 2015. It is paid at the rate of \$361 per month. The FY 14-15 revenue estimate is \$4,332 (\$361 X 12 months).
4. **County Information Technology:** The revenue collected under this agreement is provided from funds collected from the Counties of the Third Judicial Circuit for the purpose of partially reimbursing Information Technology salary and benefits. The agreement for FY 13-14 is for \$49,982. This agency estimates that the same amount will also be available in FY 14-15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$49,982</b>
<b>Less 8% Service Charge</b>	<b>\$3,999</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$45,983</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,299</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$49,982</b>
<b>X 8% Service Charge</b>	<b>\$3,999</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$49,982</b>
<b>X 8% Service Charge</b>	<b>\$3,999</b>

**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-3rd 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 339013

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	200,376.00	201,750.00	203,000.00	Sally Thomas 8/12/2013
		<input type="text"/>	<input type="text"/>	<input type="text"/>	
		<input type="text"/>	<input type="text"/>	<input type="text"/>	
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		<input type="text"/>	<input type="text"/>	<input type="text"/>	
		<input type="text"/>	<input type="text"/>	<input type="text"/>	

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,287,455.78	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	4,287,455.78	(F)			
LESS Allowances for Uncollectibles		(G)			
LESS Approved "A" Certified Forwards	(41,971.49)	(H)			
Approved "B" Certified Forwards	(15,960.00)	(H)			
Approved "FCO" Certified Forwards		(H)			
LESS: Other Accounts Payable (SCGR)	(44,536.20)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2013</b>	4,184,988.09	(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.

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

<b>Budget Period:</b>	<b>2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	4,200,948.09 (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	(15,960.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	4,184,988.09 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	4,184,988.09 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 4th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 04's estimated receipts are \$523,160 for FY 13/14 and \$529,540 for FY 14/15.

**Cost of Prosecution:**

The State Attorney's Office Fourth Judicial Circuit revenue projections are based on our last three fiscal years performance and a review of our current case load.

In FY 2010-2011, revenues were approximately \$1,520,500, FY 2011-2012 revenues were approximately \$1,472,550, and FY 2012-2013 revenues were approximately \$1,446,315.

After reviewing our current case load, the State Attorney's Office Fourth Judicial Circuit is anticipating an increase in revenues for FY-2014 to be \$2,200,000, and the same for FY-2015.

**Worthless Checks:**

The State Attorney's Office Fourth Judicial Circuit revenue projections are based on our last three fiscal years performance and a review of our current case load.

In FY2010-2011 revenues were approximately \$80,000, and FY2011-2012 revenues were approximately \$20,000, and revenues in FY2012-2013 were approximately \$11,000. Revenues have decreased last fiscal year due to a reduction in staff in the Worthless Check Division.

After reviewing our current case load, the State Attorney's Office Fourth Judicial Circuit is anticipating an increase in revenues for FY-2014 is \$50,000 and \$50,000 for FY-2015.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,773,160</b>
<b>Less 8% Service Charge</b>	<b>\$221,853</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,551,307</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$127,565</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,773,160</b>
<b>X 8% Service Charge</b>	<b>\$221,853</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,779,540</b>
<b>X 8% Service Charge</b>	<b>\$222,363</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$7,656</b>	<b>September 2012 CF Reversion</b>
<b>(\$6,721)</b>	<b>FY 2011-12 CF Encumbrance</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$16,172</b>	<b>September 2013 CF Reversion</b>

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,350,464.55	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,350,464.55	(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)	(2,212.52)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	1,348,252.03	(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 2014-2015 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 projecting \$250,000 in revenue for FY 2013-14 and FY 2014-15 in FIST (State). Revenues are projected based on the past three years of revenue.

The State Attorney's Office Fourth Judicial Circuit is projecting \$20,000 in FIST (Federal) revenue for fiscal years 2014 and 2015. FIST (federal) is a newly created fund for our circuit in late fiscal year 2012. Revenues are projected based on the past two years of revenue.

**Revenues FIST (State):**

Fiscal Year 2010: \$216,119

Fiscal Year 2011: \$119,326

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

Fiscal Year 2013: \$135,302.22

**Revenues FIST (Federal):**

Fiscal Year 2012: \$8,668.63

Fiscal Year 2013: \$9,685.84

\*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 2014 and 2015.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$250,000</b>
<b>X 8% Service Charge</b>	<b>\$20,000</b>
<b>FY 2014-15-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:**

**None Applicable**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	560,625.75	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	29,683.76	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	590,309.51	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(163.80)	(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, 07/01/2013</b>	589,833.71	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 4th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Stop Violence against Women VAWA:**

The revenue amounts under Contract No. 14-8030-SAO are anticipated to be \$96,000 for FY-14 and \$100,000 for FY-15.

**Victims against Crime Act VOCA:**

The revenue amounts under Contract No. V11230 are anticipated to be \$188,000 for FY-14 and \$200,000 for FY-15.

**Insurance Fraud Prosecution:**

The projected revenue amounts for the Insurance Fraud Prosecution Trust Fund for FY-14 are \$225,000 and the same for FY-15.

This revenue is received as a transfer from the Department of Financial Services.

**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 \$70,000 in FY-14 and \$80,000 in FY-15. 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/annually.

**BYRNE - JAG - CPU Grant:**

This program was appropriated by the Florida Legislature and funded through the Edward Byrne Memorial Justice Assistance Grant. In FY-14, this office is slated to receive \$121,000 and \$137,000 for FY -15.

**Arrest Grant:**

This is a Federal Pass-through Grant. This office is slated to receive \$55,000 FY-14 and \$65,000 for FY-15.

**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-14 and FY-15 are \$2,000.

**FDLE Victim/Witness Protection Program:**

This program assists victims and witnesses who are being threatened for testifying. The projected revenues for FY-14 and FY-15 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-14 and FY-15 is \$0.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$72,000</b>
<b>Less 8% Service Charge</b>	<b>\$5,760</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$66,240</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$3,312</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$72,000</b>
<b>X 8% Service Charge</b>	<b>\$5,760</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$82,000</b>
<b>X 8% Service Charge</b>	<b>\$6,560</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>(\$2,163)</b>	<b>FY 2011-12 CF ENCUMBRANCE</b>

**Executive Office of the Governor  
Inter-Agency Transfers Reported on Schedule I  
Agency Name JAC/State Attorney Office-4th 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 339007

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	168,007.00	188,000.00	200,000.00	Sally Thomas 8/12/2013
Department of Financial Services FID 2393	001500	135,109.00	225,000.00	225,000.00	Linda Sharpton 8/10/2013

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,150,839.40	(A)	-	
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,150,839.40	(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)	(37,320.80)	(I)		
LESS: SWFS ADJ # B2100020		(J)		-
<b>Unreserved Fund Balance, 07/01/2013</b>	2,113,518.60	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 5th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 05's estimated receipts are \$352,600 for FY 13/14 and \$356,900 for FY 14/15.

**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 2011-2012 is \$1,111,397 and figures for FY 2012-2013 are \$1,284,694.

Because we cannot predict that a defendant will pay their cost of prosecution fee, we are averaging the past 2 fiscal years and that average is \$1,198,045.

**Worthless Checks:**

Worthless check revenue projections are based on the past two year's performance. Revenues have increased slightly for FY 2012-2013, so our projections have been adjusted accordingly. Receipts for FY 2011-2012 were \$21,027 receipts for FY 2012-2013 was \$21,722. The averages for FY 2013-2014 and FY 2014-15 = \$21,374.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,572,019</b>
<b>Less 8% Service Charge</b>	<b>\$125,762</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,446,257</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$72,313</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,572,019</b>
<b>X 8% Service Charge</b>	<b>\$125,762</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,576,319</b>
<b>X 8% Service Charge</b>	<b>\$126,106</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: 2014 - 2015</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 6/30/2013		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, 07/01/2013</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: 2014 - 2015</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 6/30/2013		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, 07/01/2013</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	289,893.20	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	7,256.68	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	297,149.88	(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)	(25,453.60)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	271,696.28	(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.

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 5th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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 2013-2014 is \$288,024. Lake county reimbursement for FY 2013-2014 is \$237,216. Hernando county reimbursement for FY 2013-2014 is \$125,940. Citrus county reimbursement for FY 2013-2014 is \$107,460. Sumter county reimbursement for FY 2013-2014 is \$92,268. The expected reimbursement from each county for FY 2014-2015 is the same as FY 2013-2014 (\$850,908).

**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 receipts for FY 2012-2013 were \$23,175.

**VAWA:**

Original VAWA Contract #13-8031-SAO for FY 2012-2013 was \$86,302. Effective 1/1/2013 there was an amendment to the contract which increased amount to \$94,129.27. FY 2013-2014 VAWA Contract #14-8031 is \$93,131.43. The anticipated contract amount for FY 2014-2015 \$93,131.

**VOCA:**

The revenue for Contract #V12086 for FY 2012-2013 was \$85,506. SAO5 has recently been approved for \$89,781 for FY 2013-2014. SAO5 is anticipating \$87,644 for FY 2014-2015.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$978,075</b>
<b>Less 8% Service Charge</b>	<b>\$78,246</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$899,829</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$44,991</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$978,075</b>
<b>X 8% Service Charge</b>	<b>\$78,246</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$873,175</b>
<b>X 8% Service Charge</b>	<b>\$69,854</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>(\$707)</b>	<b>PRIOR YEAR RECEIVABLE WRITEOFF</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	7,033,967.93	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	3,852.76	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	7,037,820.69	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(23,011.20)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(51,424.04)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	6,963,385.45	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 06's estimated receipts are \$ 661,740 for FY 13/14 and \$669,810 for FY 14/15.

**Cost of Prosecution:**

Revenue FY 2012-13 was \$1,564,067. Effective July 1, 2013 House Bill 311 requires the court to assess additional costs in juvenile delinquency cases. The anticipated increase to cost of prosecution should be approximately \$137,250 for total revenue of \$1,701,287 FY 2013-14 and FY 2014-15.

**Worthless Checks:**

Revenue decreased 4.75% for the last two years due to the reduction of paper checks and increase in electronic transactions. Anticipated revenue FY 2013-14 should be \$151,421 and \$144,229 FY 2014-15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,514,448</b>
<b>Less 8% Service Charge</b>	<b>\$201,156</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,313,292</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$115,665</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,514,448</b>
<b>X 8% Service Charge</b>	<b>\$201,156</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,515,326</b>
<b>X 8% Service Charge</b>	<b>\$201,226</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$1,684</b>	<b>September 2013 Reversion</b>



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,092,833.28	(A)		1,092,833.28
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable to include Statewide Financial STMT Adj. # B2100023	3,684.41	(D)	14,953.09	18,637.50
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>1,096,517.69</b>	(F)	<b>14,953.09</b>	<b>1,111,470.78</b>
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(88,324.48)	(H)		(88,324.48)
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	<b>1,008,193.21</b>	(K)	<b>14,953.09</b>	<b>1,023,146.30</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>2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	957,832.29 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	(B)
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # B2100023 Increase of Receivable	14,953.09 (C)
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	(D)
A/P not C/F-Operating Categories	(D)
Current Compensated Absences	50,360.92 (D)
	(D)
	(D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	1,023,146.30 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	1,023,146.30 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

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

DUI Special Prosecution is a Federal indirect grant between this circuit and Florida Department of Transportation. This reimbursable grant will receive revenues of \$72,955 FY 2013-14 and anticipated revenues of \$48,637 FY 2014-15.

**CHILD WELFARE LEGAL SERVICES - QJ3CO -**

Fiscal year 2013-14 is the final year of a two year agreement between this circuit and Florida Department of Children and Families. In addition to revenue of \$3,163,824, this office has requested additional dollars in the amount of \$264,600 in order to fund legislated raises and increases in retirement and health insurance. This request will change FY 2013-14 revenue dollars to \$3,428,424. The anticipated contract FY 2014-15 should also include this increase for total revenue of \$3,428,424.

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

This reimbursable grant is between this circuit and the Office of the Attorney General. Revenue FY 2013-14 will be \$44,955 and the same dollars are anticipated FY 2014-15.

**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. Revenue FY 2013-14 and FY 2014-15 will be \$50,000.

**VETERANS TREATMENT COURT**

This understanding FY 13/14 with the Sixth Judicial Circuit Court of Florida is to aid the Court with the screening of applicants for eligibility to receive treatment and rehabilitation services through the Veterans Treatment Court. The Court will transfer \$55,000 to this office to be used solely for the purpose of aiding the Court with this program. FY 14/15 funding in the amount of \$300,000 will allow us to continue to provide additional mediation and treatment based disposition service to returning combat veterans.

**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>\$46,606</b>	<b>LEAVE LIABILITY ADJUSTMENT FY 2011/2012</b>
<b>\$14,953</b>	<b>STATEWIDE FINAN STATEMENT ADJ #B2100023 INCREASE OF RECEIVABLE</b>
<b>\$12,258</b>	<b>SEPTEMBER 2012 CF REVERSION</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$8,406</b>	<b>SEPTEMBER 2013 CF REVERSION</b>

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

**Agency Name JAC/State Attorney Office-6th 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 339002

<u>Transfers In</u> <u>(Provide Agency and Fund Number Received From)</u>	<u>Transfer Category</u>	<u>Amount</u> <u>FY 12-13 (A01)</u>	<u>Amount</u> <u>FY 13-14 (A02)</u>	<u>Amount</u> <u>FY 14-15 (A03)</u>	<u>Confirmed By / Date</u>
Department of Children & Families FID 1000	001903	3,163,824.00	3,428,424.00	3,428,424.00	
<b>Transfers Out (Operating and Non-Operating)</b> <b>(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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,120,645.24	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,120,645.24	(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)	(29,718.66)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	1,090,926.58	(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.

# **FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE**

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

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

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

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

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 07's estimated receipts are \$348,500 for FY 13/14 and \$352,750 for FY 14/15.

##### **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 65% for the 2013 year over our base line of 2008. Collections in 2008 were \$572,702 compared with \$887,847 in 2013. 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.

##### **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 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,018,500</b>
<b>Less 8% Service Charge</b>	<b>\$161,480</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,857,020</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$92,851</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,018,500</b>
<b>X 8% Service Charge</b>	<b>\$161,480</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,202,750</b>
<b>X 8% Service Charge</b>	<b>\$176,220</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,610.48	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,610.48	(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, 07/01/2013</b>	1,610.48	(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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	71,796.45	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	16,362.66	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>88,159.11</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, 07/01/2013</b>	<b>88,159.11</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.

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 7th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

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

This is a Federal Grant passed through the state government to this agency. The amount of the grant this year is \$147,754.00. The federal government has not given any indication regarding the future funding of this grant.

**Stop Violence Against Women (VAWA):**

This is a Federal Grant passed through state government to this agency. The amount of the grant this year is \$84,346.20. The federal government has not given any indication regarding the future funding of this grant.

**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 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>X 8% Service Charge</b>	<b>\$400</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>X 8% Service Charge</b>	<b>\$400</b>

**Executive Office of the Governor**  
**Inter-Agency Transfers Reported on Schedule I**  
**Agency Name JAC/State Attorney Office-7th 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 339010

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	146,574.00	147,754.00	147,754.00	Sally Thomas 8/12/2013

<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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,064,651.75	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,064,651.75	(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)	(16,025.38)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	2,048,626.37	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 8th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 08's estimated receipts are \$204,180 for FY 13/14 and \$206,670 for FY 14/15.

**Worthless Checks:** The revenue amount is projected to decline approximately 7% each fiscal year due to the electronic conversion of paper checks to automatic debit transactions.

FY 2012-13 collections \$78,380

FY 2013-14 estimated collections \$78,380 minus 7% = \$72,893

FY 2014-15 estimated collections \$72,893 minus 7% = \$67,790

**Cost of Prosecution:** Based on historical data and increased deferred prosecution amounts, the revenue amount is projected to increase approximately 3% for FY 2013-14 and remain the same for FY 2014-15.

FY 2012-13 collections \$457,244

FY 2013-14 and FY 2014-15 = FY 2012-13 collections plus 3% \$470,961

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$748,034</b>
<b>Less 8% Service Charge</b>	<b>\$59,843</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$688,191</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$34,410</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$748,034</b>
<b>X 8% Service Charge</b>	<b>\$59,843</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$745,421</b>
<b>X 8% Service Charge</b>	<b>\$59,634</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: 2014 - 2015</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 6/30/2013		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, 07/01/2013</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	219,367.92	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	17,509.80	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	236,877.72	(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)		(I)		
LESS:		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	236,877.72	(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.

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

<b>Budget Period:</b>	<b>2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	236,388.28 (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	
Current Compensated Absences	489.44 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	236,877.72 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	236,877.72 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 8th Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Victims of Crime Act VOCA:**

The revenue amount for FY 2013-14 are fixed under contract at \$228,319 and it is anticipated to increase by 5% in FY 2014-15 to \$239,735.

**Stop Violence Against Women VAWA:**

The revenue amount for FY 2013-14 are fixed under contract at \$56,857 and it is anticipated to increase by 8% in FY 2014-15 to \$61,406.

**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 Williston (\$250/annually). This is a total of \$3,400/annually.

**UF Law School Intern Program:**

The revenue amounts are based on the current contract \$15,000/annually for FY 2013-14 and it is anticipated to remain the same FY 2014-15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,400</b>
<b>Less 8% Service Charge</b>	<b>\$272</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$3,128</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$156</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,400</b>
<b>X 8% Service Charge</b>	<b>\$272</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$3,400</b>
<b>X 8% Service Charge</b>	<b>\$272</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$534</b>	<b>LEAVE LIABILITY ADJUSTMENT FY 2011/2012</b>

**Executive Office of the Governor  
 Inter-Agency Transfers Reported on Schedule I  
 Agency Name JAC/State Attorney Office-8th 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 339015**

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	225,504.00	228,319.00	239,735.00	Sally Thomas 8/12/2013

<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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,230,794.00	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	3,230,794.00	(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)	(42,581.04)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2013</b>	3,188,212.96	(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 2014-2015 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 August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 09's estimated receipts are \$507,580 for FY 13/14 and \$513,770 for FY 14/15.

**Cost of Prosecution:**

FY 2013-14 and 2014-15 estimated revenues are based on 'actual' receipts from the FY 2013-14 for July and August, divided by two and multiplied by 12.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,812,339</b>
<b>Less 8% Service Charge</b>	<b>\$144,987</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,667,352</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$83,368</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,812,339</b>
<b>X 8% Service Charge</b>	<b>\$144,987</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,818,529</b>
<b>X 8% Service Charge</b>	<b>\$145,482</b>

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

**COLUMN A01**

**DESCRIPTION**

**(\$19,324)**

**FY 2011-12 CF Encumbrance**



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	599,857.41	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	599,857.41	(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)	(4,946.99)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	594,910.42	(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 2014-2015 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 2013-14 and 2014-15 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 2013-14 and 2014-15 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:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$356,721</b>
<b>Less 8% Service Charge</b>	<b>\$28,538</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$328,183</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$16,409</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$356,721</b>
<b>X 8% Service Charge</b>	<b>\$28,538</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$356,721</b>
<b>X 8% Service Charge</b>	<b>\$28,538</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-9th Judicial Circuit
	20-2-339005

	Balance as of 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,249,095.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	23,333.99	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,272,429.33	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,573.44)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	2,266,855.89	(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 2014-2015 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 2013-14 and 2014-15 estimated revenues are based on the actual contracted amount for FY 2013-14. The contractual agreement for FY 2014-15 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 2013-14 and 2014-15 estimated revenues are based on the actual contracted amount for FY 2013-14. The contractual agreement for FY 2014-15 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 2013-14 and 2014-15 estimated revenues are based on current proviso in the GAA (reference Line Item 826). As this program has been continued since FY 2007-08 and Insurance Fraud continues to be a serious issue in the State of Florida, we assume that in FY 2014-15 this revenue amount will be continued.

**Prosecution of Local Ordinance:**

This office has two Local Ordinance contracts – one with the City of Orlando for \$2,000 per year and one with Orange County for \$59,387 per year. The FY 2013-14 revenues from the City of Orlando are \$4,000 (\$2,000 for the FY 2013-14 period and \$2,000 from the prior year which were not received until the current year). The 2013-14 and 2014-15 estimated revenues from Orange County are based on the actual contracted amount for FY 2013-14 of \$59,387. The contractual agreements for FY 2014-15 will not be made until next year; the assumption is that revenues will remain constant. In the event that the contracts are not renewed, all expenditures for the City of Orlando and Orange County Grant will cease for that year.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$63,387</b>
<b>Less 8% Service Charge</b>	<b>\$5,071</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$58,316</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,916</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$63,387</b>
<b>X 8% Service Charge</b>	<b>\$5,071</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$61,387</b>
<b>X 8% Service Charge</b>	<b>\$4,911</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>(\$54)</b>	<b>PRIOR YEAR RECEIVABLE WRITEOFF</b>

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

**Agency Name JAC/State Attorney Office-9th 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 339005**

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	288,892.00	298,396.00	298,396.00	Sally Thomas 8/12/2013
Department of Financial Services FID 2393	001500	387,206.00	387,207.00	387,207.00	Linda Sharpton 8/10/2013

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,420,699.59	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	3,420,699.59	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(51,720.61)	(H)		
Approved "B" Certified Forwards	(19,107.99)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(60,532.07)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	3,289,338.92	(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: 2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	3,308,446.91 (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	(19,107.99) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	3,289,338.92 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	3,289,338.92 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**



**FY 2014-2015 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 August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 10's estimated receipts are \$310,780 for FY 13/14 and \$314,570 for FY 14/15.

**Worthless Checks:**

The State Attorney's Office, 10<sup>th</sup> Circuit, estimates that revenues will remain the same for FY 2014-15 for the Worthless Check revenue source. The collections show no increase over the past two fiscal years.

**Cost of Prosecution:**

The revenue collections for the Cost of Prosecution Trust Fund show a 2.5% decrease in the 11-12 FY and an increase of 14.5% for the 12-13 FY. Due to the fluctuations of the collections from year to year, this office is using an average from the past three fiscal years to estimate revenue for 2014-15 FY.

FY 2010-11 Collections	\$1,968,878
FY 2011-12 Collections	\$1,919,962 2.5% decrease
FY 2012-13 Collections	\$2,199,118 14.5% increase
Three Year Average collected:	\$2,029,319

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,432,699</b>
<b>Less 8% Service Charge</b>	<b>\$194,616</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,238,083</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$111,904</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,432,699</b>
<b>X 8% Service Charge</b>	<b>\$194,616</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,436,489</b>
<b>X 8% Service Charge</b>	<b>\$194,919</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>(\$19,324)</b>	<b>FY 2011-12 CF Encumbrance</b>
<b>\$1,868</b>	<b>September 2012 Reversion</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$2,538</b>	<b>September 2013 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	13,233.78	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	4,289.93	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	17,523.71	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,406.79)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	15,116.92	(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 2014-2015 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 estimated revenue for the FY 2013-2014 is \$1,301,792 for projected increases of this contract with DOR primarily due to increased benefit expenses for FTE and increased expenses due to workload. The revenue estimate for 14-15 is \$1,331,680 showing an increase of approximately 2%.

**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>\$218</b>	<b>September 2012 Reversion</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$3</b>	<b>September 2013 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	9,947,032.67	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	9,947,032.67	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(599.68)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(82,656.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	9,863,776.99	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 11th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 11's estimated receipts are \$1,225,900 for FY 13/14 and \$1,240,850 for FY 14/15.

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 2012-2013 were \$2,009,121. Based on the prior period annual collections, we estimate collections of approximately \$166,666 per month.

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

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,367,900</b>
<b>Less 8% Service Charge</b>	<b>\$269,432</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$3,098,468</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$154,923</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,367,900</b>
<b>X 8% Service Charge</b>	<b>\$269,432</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$3,382,850</b>
<b>X 8% Service Charge</b>	<b>\$270,628</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$23</b>	<b>September 2013 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	211,094.24	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	258,079.32	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	469,173.56	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(232,846.64)	(H)		
Approved "B" Certified Forwards	(56,386.17)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	179,940.75	(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.



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

<b>Budget Period: 2014 - 2015</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:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	236,326.92 (A)
<b>Subtract Nonspendable Fund Balance (GLC 56XXX)</b>	
<b>Add/Subtract Statewide Financial Statement (SWFS) Adjustments :</b>	
SWFS Adjustment # _____	
<b>Add/Subtract Other Adjustment(s):</b>	
Approved "B" Carry Forward (Encumbrances) per LAS/PBS	(56,386.17) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
	179,940.75 (E)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	179,940.75 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 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 2013-2014 Estimated Revenue = \$23,737,075**

CSE – Quasi Judicial = \$372,000

Transfer in – State Funds = \$7,910,125

Transfer in – Federal Funds = \$15,354,950

Parent Time Sharing = \$100,000

**FY 2014-2015 Estimated Revenue = \$24,451,168**

CSE – Quasi Judicial = \$372,000

Transfer in – State Funds = \$8,152,917

Transfer in – Federal Funds = \$15,826,251

Parent Time Sharing = \$100,000

**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>(\$269,265)</b>	<b>PY RECEIVABLE WRITE-OFF</b>
<b>(\$150,641)</b>	<b>FY 2011-2012 CF ENCUMBRANCE</b>
<b>\$121,846</b>	<b>SEPTEMBER 2012 CF REVERSION</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$11,123</b>	<b>SEPTEMBER 2013 CF REVERSION</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	496,305.58	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	496,305.58	(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)	(282.36)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	496,023.22	(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 2014-2015 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 \$2,500 per quarter. We anticipate the same level of RICO forfeitures in FY 2013-2014 and in FY 2014-2015.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$10,000</b>
<b>Less 8% Service Charge</b>	<b>\$800</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$9,200</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$460</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$10,000</b>
<b>X 8% Service Charge</b>	<b>\$800</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$10,000</b>
<b>X 8% Service Charge</b>	<b>\$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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	625,719.99	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	30,264.44	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	655,984.43	(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, 07/01/2013</b>	655,984.43	(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 2014-2015 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 increases in 2013-2014 and in 2014-2015, as a result of seizures currently in the pipeline and anticipated by the SFMLSF.

**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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	755,910.56	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	28,076.71	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	783,987.27	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(154,631.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	629,356.27	(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 2014-2015 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 grant programs are appropriated by the legislature or are federal pass-through funds awarded by other state agencies. The following amounts are anticipated for FY2013-2014 - \$1,193,518 and for FY 2014-2015 - \$1,261,000:

**MOVES/VAWA** funded by Department of Children and Families

FY 2013-14 = \$265,131 FY 2014-15 = \$280,000

**VOCA** funded by Office of the Attorney General

FY 2013-14 = \$211,700 FY 2014-15 = \$250,000

**Tax Recovery Pilot** funded by Able Trust

FY 2013-14 = \$50,000 FY 2014-15 = \$50,000

**Insurance Fraud** funded by Department of Financial Services

FY 2013-14 = \$362,380 FY 2014-15 = \$370,000

The FY 2013-14 estimate for Insurance Fraud is based upon the Proviso language in the Conference Report on Senate Bill 1500. A slight increase is expected for FY 2014-15 due to administered funds increases.

**Prosecution Workers Comp Fraud** funded by Department of Financial Services

FY 2013-14 = \$133,307 FY 2014-15 = \$140,000

**DUI-Enhanced Prosecution & Conviction** by Florida Department of Transportation

FY 2013-14 = \$171,000 FY 2014-15 = \$171,000

2. **City and County Funds**: The following grant programs are funded by Miami-Dade County, City of Coral Gables and other local municipalities. The following amounts are anticipated for FY 2013-2014 - \$1,883,527 and FY 2014-2015 - \$2,027,000:

**Child Abuse** funded by Miami-Dade County

FY 2013-14 = \$511,527 FY 2014-15 = \$565,000

**Impact Legal Services** funded by City of Coral Gables

FY 2013-14 = \$620,000 FY 2014-15 = \$660,000

**Civil Citation** funded by Miami-Dade County

FY 2013-14 = \$57,000 FY 2014-15 = \$62,000

**MOVES Expansion** funded by Miami-Dade County

FY 2013-14 = \$403,000 FY 2014-15 = \$430,000

**County Grant Dade Service of Process (SOP)** funded by Miami-Dade County

FY 2013-14 = \$292,000 FY 2014-15 = \$310,000

3. **County ARRA Funds**: The following grant program is funded by Miami-Dade County with American Recovery and Reinvestment Act funds. The following amount is anticipated for FY 2013-2014 - \$20,000:

**County Grants-A Form** funded by Miami-Dade County

4. **Federal Funds**: The following grant program funding is received directly from Federal agencies or funded through pass-through agencies. The following amounts are anticipated for FY 2013-2014 - \$710,000 and FY 2014-2015 - \$750,000:

**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

FY 2013-14 = \$200,000 FY 2014-15 = \$210,000

**US Grant/HIDTA** is funded directly by the Executive Office of the President: Office of National Drug Control Policy

FY 2013-14 = \$510,000 FY 2014-15 = \$540,000

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,000</b>
<b>Less 8% Service Charge</b>	<b>\$80</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$920</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$46</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,000</b>
<b>X 8% Service Charge</b>	<b>\$80</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>N/A</b>
<b>X 8% Service Charge</b>	<b>N/A</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$7,284</b>	<b>SEPTEMBER 2012 CF REVERSION</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$17,806</b>	<b>SEPTEMBER 2013 CF REVERSION</b>

**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 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Revenue FID 2610	001510	13,764,261.00	15,826,950.00	16,298,251.00	Teri Mann 8/14/2013
Department of Revenue FID 2610	001500	7,527,018.00	7,910,125.00	8,152,917.00	Teri Mann 8/14/2013
<b>TOTAL</b>		<b>21,291,279.00</b>	<b>23,737,075.00</b>	<b>24,451,168.00</b>	
<b>Transfers Out (Operating and Non-Operating) (Provide Agency and Fund Number Transferred To)</b>	<b>Transfer Category</b>				

**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 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	194,968.00	211,700.00	250,000.00	Sally Thomas 8/12/2013
Department of Financial Services FID 2393	001500	272,532.00	362,380.00	370,000.00	Linda Sharpton 8/10/2013
Department of Financial Services FID 2795	001500	133,307.00	133,307.00	140,000.00	Linda Sharpton 8/10/2013
<b>TOTAL</b>		<b>600,807.00</b>	<b>707,387.00</b>	<b>760,000.00</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,725,215.26	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,725,215.26	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(10,682.17)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(27,037.94)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	2,687,495.15	(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 2014-2015 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:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 12's estimated receipts are \$287,000 for FY 13/14 and \$290,500 for FY 14/15.

**Cost of Prosecution:**

Revenue estimate for Cost of Prosecution for FY 2013-14 is based on a monthly average over the past nine months (October 2012 through June 2013) of \$78,338.45 per month multiplied by 12 for a projection total of \$940,061. We anticipate no reduction or expansion of programs or collections in FY 2014-15, therefore, the projection remains the same.

**Worthless Check:**

Revenue estimate for Worthless Check for FY 2013-14 is based on a monthly average over the past nine months (October 2012 through June 2013) of \$462.94 per month multiplied by 12 for a projection total of \$5,555. We anticipate no reduction or expansion of programs or collections in FY 2014-15, therefore, the projection remains the same

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,232,616</b>
<b>Less 8% Service Charge</b>	<b>\$98,609</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,134,007</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$56,700</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,232,616</b>
<b>X 8% Service Charge</b>	<b>\$98,609</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,236,116</b>
<b>X 8% Service Charge</b>	<b>\$98,889</b>

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

**None Applicable**



**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 12<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**Drug Court- County Funding of a Specialized Court Program**

Pursuant to Chapter 29.008, Florida Statutes Sarasota County Government has approved the funding of local requirements for Drug Court, a specialized court program. Sarasota County will reimburse the salaries and benefits of a mid-level Assistant State Attorney and Drug Court Coordinator. This funding will commence on October 1, 2013 with reimbursement beginning in January of 2014 with expected revenue of \$32,955.75 for FY 2013-14. Because reimbursement for this new project will not be received until January of 2014, halfway into the fiscal year, FY 2013-14 will carry unfunded budget for the first year as revenue will be half of what is expected for each fiscal year thereafter. The expected revenue for FY 2014-15 is \$65,911.

**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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	5,984,201.77	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	5,984,201.77	(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)	(50,080.97)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	5,934,120.80	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 13th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 13's estimated receipts are \$519,061 for FY 13/14 and \$525,391 for FY 14/15.

**Cost of Prosecution:**

SARTF Cost of Prosecution projected revenue is based on FY 2012-13 actual receipts. Receipts for this time period were \$1,557,486. Revenue estimates for FY 2013-2014 are the same amount, \$1,557,486. Estimates for FY 2014-2015 are also \$1,557,486.

Service charges for by FY 2013-2014 and FY 2014-2015 are projected to be \$124,599. for each year ( $\$1,557,486 \times 8\%$ ).

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,076,547</b>
<b>Less 8% Service Charge</b>	<b>\$166,124</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,910,423</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$95,521</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,076,547</b>
<b>X 8% Service Charge</b>	<b>\$166,124</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,082,877</b>
<b>X 8% Service Charge</b>	<b>\$166,630</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: 2014 - 2015</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 6/30/2013		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, 07/01/2013</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	2,268,361.86	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	14,926.67	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	2,283,288.53	(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)	(480.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	2,282,808.53	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 13<sup>th</sup> Circuit**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**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 annually was received in November, 2012, for FY 2012-2013.

Upon execution of a new Memorandum of Understanding with FAJUA, continued funding of this grant is anticipated at the rate of \$150,000 annually for FY 2013-2014 and also for FY 2014-2015.

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

**Insurance Fraud Prosecution (PIP and Worker's Comp):**

The projected revenue amounts for the Insurance Fraud Prosecution Trust Fund are based on SB0002C, Committee JA, Amendment 4 (Sec 04, Page 046, Spec app 292) and changes made in subsequent years, which originally granted \$156,685 annually in recurring funds to the State Attorney, 13<sup>th</sup> Circuit. In FY 2012-2013 the amount was:

\$136,488.00 – PIP Fraud  
\$124,400.00 – Workers Comp Fraud  
\$260,888.00 – Total Annual Receipts

Anticipated funding for both FY 2013-2014 and FY 2014-2015 is expected to continue at the same amount for each fiscal year.

These funds are provided to this office by the Department of Financial Services

There is no service charge associated with this fund.

**Local Ordinance Prosecution:**

The projected revenue amount for the Local Ordinance Prosecution Trust Fund billed to Hillsborough County under Interlocal Agreement Document No. 11-0520 with Hillsborough County is anticipated to be \$24,000 in FY 2013-2014 and \$24,000 in FY2014-2015 (\$6,000./qtr. x 4 = \$24,000/annually).

This revenue from Hillsborough County is subject to an 8% service charge, and is thereby reduced by that amount (\$1,920.) per year for both FY 2013-2014 and FY 2014-2015.

**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 2013-2014 and FY 2014-2015.

There is no service charge associated with this revenue source.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$24,000</b>
<b>X 8% Service Charge</b>	<b>\$1,920</b>
<b>FY 2014-15-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:**

**None Applicable**



**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 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Financial Services FID 2393	001500	136,488.00	136,488.00	136,488.00	Linda Sharpton 8/10/2013
Department of Financial Services FID 2795	001500	124,400.00	124,400.00	124,400.00	Linda Sharpton 8/10/2013
<b>TOTAL</b>		<b>260,888.00</b>	<b>260,888.00</b>	<b>260,888.00</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,466,051.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,466,051.34	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(7,735.28)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(35,874.34)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	1,422,441.72	(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 2014-2015 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 August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 14's estimated receipts are \$190,240 for FY 13/14 and \$192,560 for FY 14/15.

**Cost of Prosecution:**

Cost of Prosecution revenue is estimated at \$75,833 per month for a total of \$910,000 for FY 2013-14 and FY 2014-15. Anticipated revenue is based on a conservative average of the last three fiscal years and taking into consideration a decrease in revenues for FY 2011-12 and FY 2012-13 from FY 2010-11. Revenues have remained constant for the last two fiscal years.

**Worthless Check Fees:**

Worthless check fees are projected at \$21,500 for FY 2013-14 and FY 2014-15 which is calculated as an average of the last three years revenue. Revenues are down due to the increased use of electronic banking versus actual checks. There is an in-house diversion program in the Bay County office which is the largest office in the 14<sup>th</sup> Circuit. The State Attorney's Office is currently working on converting Calhoun, Gulf, Holmes, Jackson and Washington counties from an out-sourced diversion program to an in-house diversion program which should increase revenues but at a minimum maintain at the current level.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,121,740</b>
<b>Less 8% Service Charge</b>	<b>\$89,739</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,032,001</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$51,600</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,121,740</b>
<b>X 8% Service Charge</b>	<b>\$89,739</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,124,060</b>
<b>X 8% Service Charge</b>	<b>\$89,925</b>

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

<b>COLUMN A01</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	89,589.33	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	17,471.23	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>107,060.56</b>	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(281.30)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(1,773.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	<b>105,006.26</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 2014-2015 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 FY 2013-14 are based on a signed contract in the amount of \$238,781 and the State Attorney's Office anticipates the contract to be renewed for FY 2014-15 for the same amount. The contract period is October-September of each year; therefore, on Schedule 1, revenues are calculated at three months (July-September, 2013) and nine months (October, 2013-June, 2014).

**VAWA** revenues for FY 2013-14 are based on a signed contract in the amount of \$58,233 and anticipate the contract to be renewed for FY 2014-15 for the same amount.

**Court Information Technology** revenues for FY 2013-14 and FY 2014-15 are based on signed contracts for reimbursement of salary and benefits. Revenue for FY 2013-14 is contracted at \$74,103 and revenue for FY 2014-15 is contracted at \$76,327.

**Local Ordinance Prosecution** revenues are received under contracts with municipalities and counties for the prosecution of municipal ordinance violations at \$50.00 per hour. The average revenue for the previous three fiscal years is calculated at \$14,400 annually; however, since there was a decrease in revenues from the prior fiscal year, revenues for FY 2013-14 are conservatively calculated at \$11,575 and are expected to remain the same for FY 2014-15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$85,678</b>
<b>Less 8% Service Charge</b>	<b>\$6,854</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$78,824</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$3,941</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$85,678</b>
<b>X 8% Service Charge</b>	<b>\$6,854</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$87,902</b>
<b>X 8% Service Charge</b>	<b>\$7,032</b>

**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-14th 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 339017

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	225,673.00	235,939.00	250,152.00	Sally Thomas 8/12/2013



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,211,800.35	(A)	-	
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,211,800.35	(F)	-	
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(54,164.50)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(39,572.71)	(I)		
LESS: SWFS ADJ # B2100022		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	1,118,063.14	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 15th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 15's estimated receipts are \$505,939 for FY 13/14 and \$512,109 for FY 14/15.

**Cost of Prosecution:**

\$90,000 per month for FY 2013-2014 and for FY 2014-2015

\$90,000 x 12 months = \$1,080,000

**Worthless Checks:**

\$3,000 per month for FY 2013-2014 and FY 2014-2015

\$3,000 x \$12,000 = \$36,000

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,621,939</b>
<b>Less 8% Service Charge</b>	<b>\$129,755</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,492,184</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$74,609</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,621,939</b>
<b>X 8% Service Charge</b>	<b>\$129,755</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,628,109</b>
<b>X 8% Service Charge</b>	<b>\$130,249</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$6,763</b>	<b>September 2012 Reversion</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$17,016</b>	<b>September 2013 Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	281,152.87	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	1241.35	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	282,394.22	(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, 07/01/2013</b>	282,394.22	(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 2014-2015 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 \$200,000 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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	444,985.15	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	28,649.48	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	473,634.63	(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)	(403.24)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	473,231.39	(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 2014-2015 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 # V12209 to receive \$339,923 (10/1/2012-9/30/2013) and V13209 for the amount of \$339,923 (10/1/2013-9/30/2014) and anticipating increase to \$350,000 for FY 2014-2015.

**VAWA:** The revenue amounts are fixed under contract # 14-8038-SAO to receive \$101,740 and anticipating the increase to \$120,000 for FY 2014-2015.

**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 \$19,000 for the period of 10/1/2013-9/30/2014 (may be extended to 6/30/2015.)

**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, then amount increase in FY 2013-2014 to \$143,720. We anticipate a small increase in funding level for FY 2014-2015 and 2015-2016.

**Prosecution of Workers' Comp Fraud:** The projected revenue amounts for the Prosecution of Workers' Compensation Insurance Fraud are based on Proviso SB1500, and changes in subsequent years, which originally granted \$143,720 for FY 2014-2015 in recurring Funds to the State Attorney 15<sup>th</sup> Circuit. We anticipate a small increase in funding level for FY 2014-2015 and 2015-2016. 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 2013-14-Receipts Applicable to SCGR</b>	<b>\$31,000</b>
<b>Less 8% Service Charge</b>	<b>\$2,480</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$28,520</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,426</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$31,000</b>
<b>X 8% Service Charge</b>	<b>\$2,480</b>
<b>FY 2014-15-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**



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

**Agency Name JAC/State Attorney Office-15th 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 339018

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	360,224.00	339,923.00	350,000.00	Sally Thomas 8/12/2013
Department of Financial Services FID 2393	001500	130,845.00	143,720.00	146,000.00	Linda Sharpton 8/10/2013
Department of Financial Services FID 2795	001903	0.00	143,720.00	146,000.00	Linda Sharpton 8/10/2013
<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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,187,423.61	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	3,015.29	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,190,438.90	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(18,150.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(8,484.33)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	1,163,804.57	(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.

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

<b>Budget Period:</b>	<b>2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	1,181,954.57 (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	(18,150.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>1,163,804.57 (E)</b>
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>1,163,804.57 (F)</b>
<b>DIFFERENCE:</b>	<b>0.00 (G)*</b>

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 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 August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 16's estimated receipts are \$98,400 for FY 13/14 and \$99,600 for FY 14/15.

**Cost of Prosecution and Worthless Checks:**

Estimates are based on past experience. We do not see any trends causing the amounts to increase or decrease so our estimates remain the same.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$268,778</b>
<b>Less 8% Service Charge</b>	<b>\$21,502</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$247,276</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$12,364</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$268,778</b>
<b>X 8% Service Charge</b>	<b>\$21,502</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$269,978</b>
<b>X 8% Service Charge</b>	<b>\$21,598</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>(\$41)</b>	<b>FY 2011-12 CF Encumbrance</b>
<b>\$1,633</b>	<b>September 2012 Reversion</b>

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		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, 07/01/2013</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,031,142.24	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	8,283.84	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,039,426.08	(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)	(2,167.53)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	1,037,258.55	(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 2014-2015 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 \$43,203 (FY 2013-14) and it is anticipated to continue at the same amount for FY 2014-15.

**VOCA** – This is a reimbursable grant for \$49,913 (FY 2013-14) and it is anticipated to continue at the same amount for FY 2014-15.

**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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>848,794.63</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>848,794.63</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)	(55,885.82)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	<b>792,908.81</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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 17th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 17's estimated receipts are \$779,820 for FY 13/14 and \$789,330 for FY 14/15.

**Cost of Prosecution:**

There are many factors that affect all State Attorney Office's ability to receive Cost of Prosecution revenues such as: the economy. This affects the time frame in which Defendants have the ability to pay the fees, the Judges' choice whether to impose these fees on the Defendant and the collection order in which we are scheduled to receive payment. There is a correlation between cases that are filed and the fee generated through cost of prosecution. Our agency will continue to aggressively pursue the receipt of Cost of Prosecution funds.

Projections for FY2014-15 are based on a receipts received from FY 2012-13

FY2013-14 Receipts \$1,724,092

FY2014-15 Receipts \$1,724,092

**Worthless Checks:**

Pursuant to F.S. 832.08, the State Attorney may establish a Worthless Check Diversion Program through an independent contractor, for the purpose of diverting from prosecution certain persons accused of writing bad checks. Businesses' serving South Florida 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. The State Attorney program provides quicker payments to victims and established education for violators.

Projections for FY2014-15 are based on a 3% increase in funds received which is consistent with the growth rate of this fund.

Receipts FY2012-13 \$15,154 \* 1.03 (increase) = FY2013-14 Receipts \$15,608

Receipts FY2013-14 \$15,608 \* 1.03 (increase) = FY2014-15 Receipts \$16,076

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,519,520</b>
<b>Less 8% Service Charge</b>	<b>\$201,562</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$2,317,598</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$115,898</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,519,520</b>
<b>X 8% Service Charge</b>	<b>\$201,562</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,529,498</b>
<b>X 8% Service Charge</b>	<b>\$202,360</b>

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

**None Applicable**

**THE FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 17<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. Cases sometimes take years to resolve and for the proceeds to be received.

The State Attorney Office, Seventeenth Judicial Circuit estimates that \$190,021 will be received in FY 2013-14 and FY 2014-15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$190,021</b>
<b>Less 8% Service Charge</b>	<b>\$15,202</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$174,819</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,741</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$190,021</b>
<b>X 8% Service Charge</b>	<b>\$15,202</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$190,021</b>
<b>X 8% Service Charge</b>	<b>\$15,202</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	962,241.45	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	16,104.94	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	978,346.39	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(7,538.20)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(12,121.42)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	958,686.77	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

**PROSECUTION OF INSURANCE FRAUD:**

Estimated receipts are based on the current fiscal year appropriation of \$143,720 as specified in the Conference Report on Senate Bill 1500.

**WORKER'S COMPENSATION FRAUD:**

Estimated receipts are based on the current fiscal year appropriation of \$143,720 as specified in the Conference Report on Senate Bill 1500.

**PARI-MUTUEL ENFORCEMENT:**

Estimated receipts are based on the current fiscal year appropriation of \$172,192 as specified in the Conference Report on Senate Bill 1500.

**TAX RECOVERY ENFORCEMENT DIVERSION PROGRAM:**

Estimated receipts of \$50,000 for FY 2013-14 and FY 2014-15 are based on contractual agreement in accordance with S413.4021, F.S.

**VOCA:**

VOCA funded advocates are sole source providers of courthouse-based services. They serve innocent adult and child victims of sex crimes and victims of child abuse perpetrated in Broward County. The children served are often placed in alternative care and frequently appear for meetings without a supportive adult or Guardian ad Litem capable of providing adequate information and orientation to assist them. Victims of Elderly Abuse, Neglect and Exploitation, DV victims who are dangerously ambivalent about their circumstances, as well as other vulnerable victims living with disabilities, require a high degree of support and understanding to meet their unique needs as they navigate the justice system. Additionally, VOCA funded and Match advocates offer services to other victims who are not served by established programs. These populations include violent felony and misdemeanor crimes, as well as crimes perpetrated by juveniles.

Receipts FY2012-13 \$191,488 based on the VOCA contract

Receipts FY2013-14 \$200,378 based on the updated VOCA contract

Receipts FY2014-15 is estimated at \$200,378 and is based on the current VOCA contract

**STOP VIOLENCE AGAINST WOMEN (VAWA):**

The State Attorney Office, 17<sup>th</sup> Circuit has entered into a contract with the Florida Coalition Against Domestic Violence (FCADV). The FCADV has engaged the SA17 as a provider for the purpose of increasing the number of attempted victim contacts by prosecution staff in domestic violence, dating violence, sexual assault, and/or stalking cases, via telephone or in person. In addition, the FCADV has engaged SA17 as a provider for the purpose of filing domestic violence, dating violence, sexual assault and stalking cases that will result in prosecution.

Receipts FY2012-13 \$117,775 based on the VAWA contract

Receipts FY2013-14 \$128,088 based on the updated VAWA contract

Receipts FY2014-15 is estimated at \$128,088 and is based on the current VAWA contract

## **Other Contracts and Grants**

The following estimates for FY 2013-14 and FY 2014-15 are based on various contracts, grants and agreements and are as follows:

	<b>FY 2013-14</b>	<b>FY 2014-15</b>
<b>County IT-Broward</b>	<b>\$280,000</b>	<b>\$280,000</b>
<b>Local Ordinance Prosecution</b>	<b>\$32,710</b>	<b>\$32,710</b>
<b><u>5 Percent State Trust Fund Reserve:</u></b>		
<b>FY 2013-14-Receipts Applicable to SCGR</b>		<b>\$312,710</b>
<b>Less 8% Service Charge</b>		<b>\$25,017</b>
<b>= Receipts Applicable to 5% Assessment</b>		<b>\$287,693</b>
<b>X 5% State Trust Fund Reserve</b>		<b>\$14,385</b>
<b><u>8 Percent Service Charge to General Revenue:</u></b>		
<b>FY 2013-14-Receipts Applicable to SCGR</b>		<b>\$312,710</b>
<b>X 8% Service Charge</b>		<b>\$25,017</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>		<b>\$312,710</b>
<b>X 8% Service Charge</b>		<b>\$25,017</b>

## **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-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 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Business & Professional Regulation FID 25	001500	169,102.00	172,192.00	172,192.00	Mary Townsend 7/18/2013
Department of Legal Affairs FID 2261	001510	191,488.00	200,378.00	200,378.00	Sally Thomas 8/12/2013
Department of Financial Services FID 2393	001500	134,646.00	143,720.00	143,720.00	Linda Sharpton 8/10/2013
Department of Financial Services FID 2795	001903	0.00	143,720.00	143,720.00	

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	627,026.58	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	627,026.58	(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)	(33,079.71)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	593,946.87	(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.

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**State Attorney Office, 18th Circuit**

**State Attorney Revenue Trust Fund - 2058**

**Revenue Estimating Methodology:**

The Office of the State Attorney, 18<sup>th</sup> Judicial Circuit has three (3) revenue sources in the State Attorney Revenue Trust Fund. The following is the revenue estimating methodology for each:

**Cost of Prosecution – COP:** The revenue from Cost of Prosecution increased 58.8% from FY 08/09 to FY 09/10; the increase was 8.3% from FY 09/10 to 12/13. A conservative increase of 5% was used to estimate revenues of \$1,249,771 in FY 13/14 and estimate revenues of \$1,312, 259 in FY 14/15.

**Worthless Checks:** Changes in the Worthless Check Program in FY 10/11 resulted in an increase in revenue of 72%. Revenue in FY 10/11 – FY 12/13 were \$67,438, \$79,413, and \$58,234 respectively. The average of the last three (3) fiscal years was for FY 13/14 to estimate a receipt of \$68,362 and that was increased by 5% to estimated revenue of \$71,780 in FY14/15

**Article V Traffic Fines:**

Projections for Article V traffic fines are based on the August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 18's estimated receipts are \$432,960 for FY 13/14 and \$438,240 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,751,093</b>
<b>Less 8% Service Charge</b>	<b>\$140,087</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,611,006</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$80,550</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,751,093</b>
<b>X 8% Service Charge</b>	<b>\$140,087</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,822,279</b>
<b>X 8% Service Charge</b>	<b>\$145,782</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	133,991.20	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	54,205.03	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>188,196.23</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)	(272.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	<b>187,924.23</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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

The Office of the State Attorney, 18<sup>th</sup> Judicial Circuit has four (4) revenue sources in the Grants and Donations trust fund. The following is the revenue estimating methodology for each:

**Victims of Crimes Act –VOCA:** The revenue amounts are fixed under the grant contract and are estimated to be \$361,426 in FY 2012/2013 and \$336,851 in FY 2014/2015.

**Violence Against Women Act-VAWA:** The revenue amounts are fixed under the grant contract and are estimated to be \$86,544 for FY 2013/2014 and \$86,544 for FY 2014/2015.

**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 \$15,000 for FY 2013/2014 and \$20,000 for FY 2014/2015.

**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 \$265,000 for FY 2013/2014 and \$275,000 for FY 2014/2015.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$15,000</b>
<b>X 8% Service Charge</b>	<b>\$1,200</b>
<b>FY 2014-15-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**

**Executive Office of the Governor  
Inter-Agency Transfers Reported on Schedule I  
Agency Name JAC/State Attorney Office-18th 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 339009**

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2149	001510	350,920.00	361,426.00	336,851.00	Sally Thomas 8/12/2013

<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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	1,225,840.36	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	1,225,840.36	(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 (SCGR)	(21,353.25)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	1,204,487.11	(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 2014-2015 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 August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 19's estimated receipts are \$232,880 for FY 13/14 and \$235,720 for FY 14/15.

**Cost of Prosecution:**

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 FY 2012-13 show a 19% increase over the FY 2011-12 actual receipts.

FY 2008-09 receipts increased 46% over FY 2007-08 receipts

FY 2009-10 receipts increased 35% over FY 2008-09 receipts

FY 2010-11 receipts increased 15% over FY 2009-10 receipts

FY 2011-12 receipts decreased 11% from the FY 2010-11 receipts

FY 2012-13 receipts increased 19% from the FY 2011-12 receipts

Based on receipts from previous fiscal years, we estimate receipt collections at \$686,193.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$919,073</b>
<b>Less 8% Service Charge</b>	<b>\$73,526</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$845,547</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$42,277</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$919,073</b>
<b>X 8% Service Charge</b>	<b>\$73,526</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$994,413</b>
<b>X 8% Service Charge</b>	<b>\$79,553</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: 2014 - 2015</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 6/30/2013		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, 07/01/2013</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	152,757.70	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	26,629.46	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	179,387.16	(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)	(96.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	179,291.16	(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 2014-2015 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. 14-8042-SAO**

**Local Ordinance Prosecution:**

Our current Interlocal Agreement with Indian River County extends until December 31, 2015. We anticipate increasing this program and receipts to encompass the other three counties in this circuit for Fiscal Year 13/14 and Fiscal Year 14/15. With this increase in contracts and prosecutions, we anticipate increasing our receipts and collections to \$250,000. All estimates and projections for the Local Ordinance Prosecution Interlocal Agreements are based solely on caseload figures and amounts stated in the Interlocal Agreements.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$150,000</b>
<b>X 8% Service Charge</b>	<b>\$12,000</b>
<b>FY 2014-15-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**

**(\$529)**

**PRIOR YEAR RECEIVABLE WRITEOFF**

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

**Agency Name JAC/State Attorney Office-19th 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 339020**

<b>Transfers In (Provide Agency and Fund Number Received From)</b>	<b>Transfer Category</b>	<b>Amount FY 12-13 (A01)</b>	<b>Amount FY 13-14 (A02)</b>	<b>Amount FY 14-15 (A03)</b>	<b>Confirmed By / Date</b>
Department of Legal Affairs FID 2261	001510	315,530.00	429,538.00	486,380.00	Sally Thomas 8/12/2013



**FY 2014-2015 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 2013-14-Receipts Applicable to SCGR</b>	<b>\$120,000</b>
<b>Less 8% Service Charge</b>	<b>\$9,600</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$110,400</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$5,520</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$120,000</b>
<b>X 8% Service Charge</b>	<b>\$9,600</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>N/A</b>
<b>X 8% Service Charge</b>	<b>N/A</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	644,421.70	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	644,421.70	(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)	(32,491.67)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	611,930.03	(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 2014-2015 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 August 2013 Revenue Estimating Conference Meeting where the estimated Revenue Distributions by Fund aggregate total receipts for all State Attorney offices is projected to be \$8.2M for FY 2013-2014 and \$8.3M in FY 2014-2015. Using each circuit's pro-rata share of the total actual receipts for FY 2012-13, SA 20's estimated receipts are \$410,820 for FY 13/14 and \$415,830 for FY 14/15.

**Worthless Check:**

Businesses' serving Southwest Florida continually evolve their practices and strategy's in an effort to maximize their revenues. Many have changed their receivable practices to include greater usage of credit card services, reduction of the acceptance of checks and the utilization of private collection services. 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 FY2012/13 \$23,555 \* 1.03 (increase) = FY2013/14 Receipts \$24,262

Receipts FY2013/14 \$24,262 \* 1.03 (increase) = FY2014/15 Receipts \$24,990

**Cost of Prosecution:**

There are many factors that affect all State Attorney Office's ability to receive Cost of Prosecution revenues such as: the economy. This affects the time frame in which Defendants have the ability to pay the fees, the Judges' choice whether to impose these fees on the Defendant and the collection order in which we are scheduled to receive payment. There is a correlation between cases that are filed and the fee generated through cost of prosecution. Our agency will continue to aggressively pursue the receipt of Cost of Prosecution funds.

Projections for FY2014-15 are base on an increase in funds received which is consistent with the estimated growth of the population in Southwest Florida during this time period.

Receipts FY 2012-13 \$996,781 \* 1.03 (increase) = FY2013-14 Receipts  
\$1,026,684

Receipts FY2013-14 \$1,026,684 \* 1.205 (increase) = FY2013-14 Receipts  
\$1,237,485

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,461,766</b>
<b>Less 8% Service Charge</b>	<b>\$116,941</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,344,825</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$67,241</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,461,766</b>
<b>X 8% Service Charge</b>	<b>\$116,941</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,678,305</b>
<b>X 8% Service Charge</b>	<b>\$134,264</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	10,486.61	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	6,139.17	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	16,625.78	(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)	(460.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	16,165.78	(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 2014-2015 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 \$95,795 is fixed under contract V13081 for FY13/14. Since the amount of funding available for FY14/15 is uncertain we estimated revenues as \$95,795 which is based on the funding we had previously received.
2. Stop Violence Against Women (VAWA) - The revenue amount of \$104,340 is fixed under contract 13-8043-SAO for FY13/14. For FY14/15, 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 FY13/14 and 14/15 is based on an Annual Interlocal Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the person who works under this grant position.
4. Ordinance Prosecution - The revenue amounts for Ordinance Prosecution are based on Interlocal Agreements with Charlotte, Collier, Hendry and Lee counties for prosecution of municipal ordinances. Municipal ordinances are billed at \$50 per ordinance. We estimate to receive approximately \$2,525 from each county for FY13/14 and FY14/15. The total of \$10,100 is subject to the 8% service and reduced by this amount each year.
5. Lee County File Clerk - The projected revenue amounts for the Lee County File Clerk position for FY13/14 and 14/15 is based on an Annual Interlocal Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the person who works under this grant position.
6. Lee County Drug Court - The projected revenue amounts for the Lee County Drug Court positions for FY13/14 and 14/15 is based on an Annual Interlocal Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the personnel who work under this grant position.

7. Lee Co. BCC Ordinance - The projected revenue amounts for the Lee County BCC Ordinance position for FY13/14 and 14/15 is based on an Annual Interlocal Agreement with the Board of County Commissioners of Lee County. The amount is based on the salaries and benefits of the person who works under the grant position.

8. County Information Technology - The projected revenue amounts for the County Data Processing grant for FY13/14 and FY14/15 are based on Annual Interlocal Agreements with Charlotte, Collier and Lee Counties. The amount of revenues is based on the salaries and benefits of the personnel who works under these grant positions.

9. Collier Jail Reduction - The projected revenue amounts for the Collier Fast Track position for FY13/14 and FY14/15 are based on an Interlocal Agreement with the Board of County Commissioners of Collier County. The amount of revenues is based on the salaries and benefits of the person who works under this grant position.

10. Charlotte Mental Health Court - The projected revenue amounts for the Mental Health Court position for FY13/14 and FY14/15 are based on an Interlocal Agreement with the Board of County Commissioners of Charlotte County. The amount of revenues is based on the salaries and benefits of the person who works under this grant position.

11. Tax Collection Recovery Program - The first year of implementation has been extremely successful by bringing in revenue in excess of \$100,000. This beneficial program that our agency entered into with the Department of Revenue and the Association for Centers for Independent Living, pursuant to Florida Statute 413.402, has addressed the vital need of recovering tax dollars that are due the citizens of Southwest Florida. Contractually the SAO's yearly portion will be \$50,000 based on the contract with Department of Revenue and the Association for Centers for Independent Living. The future potential collections are estimated to be over \$23 million.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$10,100</b>
<b>Less 8% Service Charge</b>	<b>\$808</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$9,292</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$465</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$10,100</b>
<b>X 8% Service Charge</b>	<b>\$808</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$10,100</b>
<b>X 8% Service Charge</b>	<b>\$808</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	99,825.68	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	99,825.68	(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)	(3,680.83)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	96,144.85	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$175,719 for FY 13/14 and \$179,629 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$175,719</b>
<b>Less 8% Service Charge</b>	<b>\$14,058</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$161,661</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$8,083</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$175,719</b>
<b>X 8% Service Charge</b>	<b>\$14,058</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$179,629</b>
<b>X 8% Service Charge</b>	<b>\$14,370</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	8,333.11	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	10634.23	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>18,967.34</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)	(3,382.35)	(I)		
LESS :Offset to Negative Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	<b>15,584.99</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.

**FY 2014-2015 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 100 cases at \$50 per case for a total of \$5,000 in 2013-14 and 2014-15.

**County IT:**

Counties reimburse for two information technology personnel. Projected reimbursements are as follows:

FY 2013-14 - \$131,424.00 based on receipts in following months:

\$10,634.23 July 2013

\$10,782.90 August – October 2013

\$11,012.09 November 2013 – March 2014

\$11,127.01 – April – June 2014

FY 2014-15 - \$11,127.01 per month for 12 months - \$133,524.12

Increases are due to additional cost of benefits and legislative pay increase in FY 2013-14.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$136,424</b>
<b>Less 8% Service Charge</b>	<b>\$10,914</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$125,510</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,275</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$136,424</b>
<b>X 8% Service Charge</b>	<b>\$10,914</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$138,524</b>
<b>X 8% Service Charge</b>	<b>\$6,276</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	488,133.96	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	488,133.96	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(26,896.10)	(H)		
Approved "B" Certified Forwards	(29,571.94)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(7,871.83)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	423,794.09	(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.



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

<b>Budget Period: 2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	453,366.03 (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	(29,571.94) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	423,794.09 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	423,794.09 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 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 17 year history of collections and with the exception of two years, there has been no year where collections were less than the previous year. Monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are immediately in place to determine the reason for the disparity. The newly elected Public Defender for the First Circuit is committed to increasing the collections for application fees and will work with the clerks and courts to achieve this goal. The projection for fees and restitution is based on the historical increases in restitution collections (29% average in the last three years) and the agency commitment to increase collection of fees with a projected increase of 13% which is the average increase over the last 10 years.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$383,000</b>
<b>Less 8% Service Charge</b>	<b>\$30,640</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$352,360</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$17,618</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$383,000</b>
<b>X 8% Service Charge</b>	<b>\$30,640</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$433,000</b>
<b>X 8% Service Charge</b>	<b>\$34,640</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$75</b>	<b>September 2012 Certified Forward Reversion</b>
<b>(\$19,563)</b>	<b>FY 2011-12 CF ENCUMBRANCE</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$116</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	635.75	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: Anticipated Rev for 4th Qtr GR Svc Chg	1,913.81	(E)		
<b>Total Cash plus Accounts Receivable</b>	<b>2,549.56</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)	(2,549.56)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	<b>-</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: 2014 - 2015</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Public Defender Revenue Trust Fund
<b>Budget Entity:</b>	Public Defenders Office- 2nd Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-059002

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	<input type="text" value="(1,913.81)"/> (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)
Anticipated Revenue for 4th Qtr GR Service Chg	<input type="text" value="1,913.81"/> (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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$143,383 for FY 13/14 and \$146,573 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$143,383</b>
<b>Less 8% Service Charge</b>	<b>\$11,471</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$131,912</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,596</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$143,383</b>
<b>X 8% Service Charge</b>	<b>\$11,471</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$146,573</b>
<b>X 8% Service Charge</b>	<b>\$11,726</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-2nd Judicial Circuit
	20-2-339022

	Balance as of 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>16,050.35</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>16,050.35</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, 07/01/2013</b>	<b>16,050.35</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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

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 \$50,544.00

Revenue estimated based on agreement between Leon County 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 \$37,000.00.

**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>	Budget Period: 2014 - 2015 Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defenders Office-2nd Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974002

	Balance as of 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	96,206.73	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	96,206.73	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(10,403.62)	(H)		
Approved "B" Certified Forwards	(6,230.14)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(4,311.45)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	75,261.52	(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.

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

<b>Budget Period: 2014 - 2015</b>	
<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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	81,491.66 (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	(6,230.14) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	75,261.52 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	75,261.52 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

# **FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE**

## **Public Defender Office, 2nd Circuit**

### **Indigent Criminal Defense Trust Fund - 2974**

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

##### **Background**

The ICDTF was established on January 1, 1995 and now there exists a 18 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 2012/2013 Indigent Criminal Defense Trust Fund revenue was slightly lower than Fiscal Year 2011/2012 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 writs that had been issued when someone had failed to appear at a collections court hearing.

##### **Methodology**

To regain the shortfalls from the abolished collection courts and to increase collections for fiscal year 2012/2013, we have implemented several changes, including but not limited to:

- 1). Setting up very low monthly payment plans for clients who cannot afford bulk payments
- 2). 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.
- 3). We are now including language in all of our contact letters reminding clients of the \$50 PD application fee, and outlying clear instructions on how to submit payments.

## **Data Analysis**

By implementing the above changes in fiscal year 2012/2013, we began to see an increase in the monthly collections for the last six months of the fiscal year in five of the six counties we serve. These increases range from 2.0984% to 50.575%, with an overall increase of 29.179% for the last six months of fiscal year 2012/2013.

## **Conclusion**

Based on this data, and our continued efforts to increase collections, we expect the trend to continue in fiscal year 2013/2014, as well as the 2014/2015 fiscal year.

### **5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$221,903</b>
<b>Less 8% Service Charge</b>	<b>\$17,752</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$204,151</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$10,208</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$221,903</b>
<b>X 8% Service Charge</b>	<b>\$17,752</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$229,216</b>
<b>X 8% Service Charge</b>	<b>\$18,337</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$250</b>	<b>September 2012 Certified Forward Reversion</b>
<b>(\$5,582)</b>	<b>FY 2011-12 CF ENCUMBRANCE</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$1,662</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	38,354.96	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	38,354.96	(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)	(1,184.96)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	37,170.00	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$56,296 FY 13/14 and \$57,549 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$56,296</b>
<b>Less 8% Service Charge</b>	<b>\$4,504</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$51,792</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,590</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$56,296</b>
<b>X 8% Service Charge</b>	<b>\$4,504</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$57,549</b>
<b>X 8% Service Charge</b>	<b>\$4,604</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	244,137.08	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	244,137.08	(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)	(2,334.60)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	241,802.48	(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 2014-2015 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.

The ICDTF collections have increased almost every year since FY 2008-2009. The trend has remained fairly steady at a roughly 5.0% increase year-over-year since FY 2009-2010 (when collections increased over 100% from the average of the 5 prior FY's) except for FY2011-2012 which was substantially higher than FY 2010-2012 and FY 2012-2013.

The increases are attributable to the courts being much more consistent in ordering the fees in their sentencing orders.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$98,100</b>
<b>Less 8% Service Charge</b>	<b>\$7,848</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$90,252</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,513</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$98,100</b>
<b>X 8% Service Charge</b>	<b>\$7,848</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$103,000</b>
<b>X 8% Service Charge</b>	<b>\$8,240</b>

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

**COLUMN A02**

**DESCRIPTION**

**(\$17,750)**

**FY 2011-12 CF ENCUMBRANCE**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	168,525.90	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	168,525.90	(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)	(4,983.56)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	163,542.34	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$237,557 for FY 13/14 and \$242,843 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$237,557</b>
<b>Less 8% Service Charge</b>	<b>\$19,005</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$218,552</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$10,928</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$237,557</b>
<b>X 8% Service Charge</b>	<b>\$19,005</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$242,843</b>
<b>X 8% Service Charge</b>	<b>\$19,427</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	104,758.46	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	104,758.46	(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)	(8,803.36)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	95,955.10	(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 2014-2015 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 for FY 2014-15.
  
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 FL Statute 28.24 revenue budgets of those counties. The total reimbursable annual compensation 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 and is for FY 2013-2014 is estimated at \$277,962 which includes revenue from the previous year that lags due to the differing fiscal years of each county. The estimate for FY 2014-2015 includes an anticipated 5% increase in benefits which will be factored into the salary/benefit reimbursements.  $\$277,962 \times 5\% \text{ increase} = \$297,419$

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$295,962</b>
<b>Less 8% Service Charge</b>	<b>\$23,677</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$272,285</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$13,614</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$295,962</b>
<b>X 8% Service Charge</b>	<b>\$23,677</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$315,419</b>
<b>X 8% Service Charge</b>	<b>\$25,233</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	331,955.86	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	331,955.86	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,365.35)	(H)		
Approved "B" Certified Forwards	(17,828.64)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(9,037.78)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	298,724.09	(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.



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

<b>Budget Period: 2014 - 2015</b>	
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defender Office 4th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974004

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	316,552.73 (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	(17,828.64) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>298,724.09</b> (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>298,724.09</b> (F)
<b>DIFFERENCE:</b>	<b>0.00</b> (G)*

**\*SHOULD EQUAL ZERO.**

## **FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE**

### **Public Defender Office, 4<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 16 year history of collections. Monthly collection data is compiled, distributed and monitored. If there is a negative change in collections, efforts are in place to immediately determine out why this has happened. In some cases where the monthly collection is reduced, 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 the past two fiscal years have posted revenue declines in the Indigent Criminal Defense Trust Fund collections of approximately 8%, all indications are that this has been unusual and a byproduct of a still recovering economy. In the 16 years of data collection, these are the only instances of reduced collections. There are indications that this trend is reversing since the past two months of revenue collections have posted 12% increases over the same time period of Fiscal Year 12-13. With the Public Defender's Office, 4<sup>th</sup> Circuit defending an average of approximately 40,000 cases (average of the past 7 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 35% collected in FY 2012-13.

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. With these enhancements to the current collections program, a commitment to increasing its collection efforts, an expected increase in the number of clients requesting Public Defender services, and a recovering economic outlook, the agency has set a goal of a 42% increase in the current Fiscal Year which is a 20% increase over the more realistic FY 10-11 collections. The agency also projects an additional which would bring collections to at least 50% of the potential. The agency has realized significant increases over

the previous five (5) years and even with a sluggish economy, with the exception of FY 2011-12 and FY 2012-13 has seen regular increases in ICDFTF collections every year.

	<u>Actual</u> <u>FY 12/13</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>42%</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 13/14</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>10 %</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 14/15</u>
<b>Fees</b>	\$ 371,884	\$ 156,191	\$ 528,075	\$ 52,807	\$ 580,882
<b>Restitution</b>	\$ 271,104	\$ 113,864	\$ 384,968	\$ 38,497	\$ 423,465
<b>Total</b>	\$ 642,988	\$ 270,055	\$ 913,043	\$ 91,304	\$ 1,004,347

**Non-Recurring**

<b>Total</b>	<u>6,519</u>	<u>N/A</u>	<u>6,600</u>	<u>\$ 0</u>
	\$ 649,507		\$919,643	\$ 1,004,347

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$528,075</b>
<b>Less 8% Service Charge</b>	<b>\$42,246</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$485,829</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$24,291</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$528,075</b>
<b>X 8% Service Charge</b>	<b>\$42,246</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$580,882</b>
<b>X 8% Service Charge</b>	<b>\$46,471</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$4</b>	<b>September 2012 Certified Forward Reversion</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$1</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	70,225.37	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	70,225.37	(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)	(3,090.30)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	67,135.07	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$147,623 for FY 13/14 and \$150,908 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$147,623</b>
<b>Less 8% Service Charge</b>	<b>\$11,810</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$135,813</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,791</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$147,623</b>
<b>X 8% Service Charge</b>	<b>\$11,810</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$150,908</b>
<b>X 8% Service Charge</b>	<b>\$12,073</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	146.31	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	146.31	(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)	(4.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	142.31	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

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

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

This agency had a FY12-13 LBR issue where \$6,000 in Grants & Donations Authority was deleted, leaving \$2,000 in current Authority. In January 2013 a new staff member acquired ordinance violation billing. Her efforts to date have collected \$700 over the 8 month period. Current year and LBR year revenue is expected to continue to increase due to improved monitoring of staff compliance, and should be closer to the requested Authority level of \$2,000.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,200</b>
<b>X 8% Service Charge</b>	<b>\$176</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$2,200</b>
<b>X 8% Service Charge</b>	<b>\$176</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	362,080.83	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	362,080.83	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(12,411.08)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(9,888.21)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	339,781.54	(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 2014-2015 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 three 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 (a 6.5% increase over prior year); in FY 11/12 the annual revenue was \$1,164,144 (a 7.1% increase over prior year); and in FY 12-13 annual revenue was \$1,186,390 (a 1.9% increase over prior year) or \$98,866 per month. Current year revenue estimate of \$102,326 per month and LBR estimate of \$105,908 per month are based on an assessment that revenue collections will continue in line with the present monthly average increasing by 3.5% yearly.

\$102,326 x 12 Months = \$1,227,914 - FY 2013-14 Estimated Revenue

\$105,908 x 12 Months = \$1,270,891 - FY 2014-15 Estimated Revenue

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$491,165</b>
<b>Less 8% Service Charge</b>	<b>\$39,293</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$451,872</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$22,593</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$491,165</b>
<b>X 8% Service Charge</b>	<b>\$39,293</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$508,357</b>
<b>X 8% Service Charge</b>	<b>\$40,669</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$793</b>	<b>September 2012 Certified Forward Reversion</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$113</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	151,380.10	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	151,380.10	(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)	(6,728.95)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	144,651.15	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$320,468 for FY 13/14 and \$327,599 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$320,468</b>
<b>Less 8% Service Charge</b>	<b>\$25,637</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$294,831</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$14,742</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$320,468</b>
<b>X 8% Service Charge</b>	<b>\$25,637</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$327,599</b>
<b>X 8% Service Charge</b>	<b>\$26,208</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	355,261.29	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	355,261.29	(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)	(23,308.34)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	331,952.95	(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 2014-2015 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 2013-2014 with Pinellas County for IT (\$45,530) 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 2014-2015 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.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$170,390</b>
<b>Less 8% Service Charge</b>	<b>\$13,631</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$156,759</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,838</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$170,390</b>
<b>X 8% Service Charge</b>	<b>\$13,631</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$170,391</b>
<b>X 8% Service Charge</b>	<b>\$13,631</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	255,060.79	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	255,060.79	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,773.90)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(17,733.40)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	230,553.49	(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 2014-2015 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 Fund was established on 1/1/97 statewide. There exists a 16 year history of collections and there has been no year where collections were less than the previous year until FYE 6/30/13, where collections in the 6<sup>th</sup> Circuit were \$128,393 less than the previous year.

Monthly collection data is compiled, distributed and monitored. In 2010-2011 the Clerk of Court increased fees and also increased collection efforts. A close review of our monthly collection data shows greatly decreased collections from July 2012 through our lowest collection month of January 2013. Unemployment in Florida was at its highest during this seven-month period (9.3% in July 2012 to 8.0% in January 2013); unemployment in Florida has continued to improve in the last five months of this fiscal year (a low of 7.4% in June 2013).

The projections are made based on expected continued stabilization of collections in fees, and especially restitution, to 2011-2012 levels, utilizing the last six months' collections (February 2012 through July 2013 = \$671,986 ÷ 6 months = \$111,997/month x 12 = \$1,343,971 estimated for FY 2013-2014).

To further support this assumption, our highest collection month in FYE 2013 was April 2013 (\$168,384) when unemployment was the lowest in that fiscal year (6.8%)

Economic indicators predict an improving employment outlook in Florida which should in turn increase ICDF collections for 2014-2015 (especially restitution). The 1% estimated increase in ICDF collections is based on the improving economic outlook in Florida and expected corresponding decrease in unemployment rates.

	ACTUAL FY 12/13	ESTIMATED FY 13-14	ESTIMATED +1% FY 14-15
Fees	\$647,501	\$725,744	\$733,001
Restitution	\$543,167	\$618,227	\$624,409
	\$1,190,992	\$1,343,971	\$1,357,410

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$725,744</b>
<b>Less 8% Service Charge</b>	<b>\$58,060</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$667,684</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$33,384</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$725,744</b>
<b>X 8% Service Charge</b>	<b>\$58,060</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$733,001</b>
<b>X 8% Service Charge</b>	<b>\$58,640</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$481</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	71,629.34	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	71,629.34	(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 (SCGR)	(3,643.43)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	67,985.91	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$173,759 for FY 13/14 and \$177,626 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$173,759</b>
<b>Less 8% Service Charge</b>	<b>\$13,901</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$159,858</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,993</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$173,759</b>
<b>X 8% Service Charge</b>	<b>\$13,901</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$177,626</b>
<b>X 8% Service Charge</b>	<b>\$14,210</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>150.61</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>150.61</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, 07/01/2013</b>	<b>150.61</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 2014-2015 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 Actual 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 Estimated Contract/Receipts in the amount of \$80,939, broken down as follows:

1<sup>st</sup> Quarter Payment: \$19,179  
2<sup>nd</sup> Quarter Payment: \$20,586  
3<sup>rd</sup> Quarter Payment: \$20,587  
4<sup>th</sup> Quarter Payment: \$20,587

FY2014-15 Requested Contract/Receipts in the amount of \$85,129, broken down as follows:

1<sup>st</sup> Quarter Payment: \$20,587  
2<sup>nd</sup> Quarter Payment: \$21,514  
3<sup>rd</sup> Quarter Payment: \$21,514  
4<sup>th</sup> Quarter Payment: \$21,514

**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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	123,536.96	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	123,536.96	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,556.13)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,072.31)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	111,908.52	(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 2014-2015 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 an 18 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. Projections were made based on this documented data collection.

Fiscal Year 2012-2013 Indigent Criminal Defense Trust Fund Revenue was 6.164% higher overall than Fiscal Year 2011-2012 revenue. Monthly collections ranged from a low of \$26,106.70 to a high of \$50,301.71. Judges are assessing liens in more cases, which in turn will result in higher collections. Based upon the higher liens and the positive signs of the economy, we anticipate collections to grow 8% for Fiscal Year 2013-2014 and 9% for Fiscal Year 2014-2015. These increases are also attributable to an expected increase in the number of clients that request the services of the Public Defender.

	Actual	Actual	Overall	Overall	Overall
	<u>FY 11-12</u>	<u>FY12-13</u>	<u>Increase</u>	<u>Estimated</u>	<u>Estimated</u>
				<u>Receipts</u>	<u>Receipts</u>
				<u>FY13-14</u>	<u>FY14-15</u>
Fees	\$250,014	\$250,544	\$ 530	\$270,588	\$294,941
Restitution	<u>\$154,791</u>	<u>\$179,215</u>	<u>\$24,424</u>	<u>\$193,552</u>	<u>\$210,972</u>
Total	\$404,805	\$429,759	\$24,954	\$464,140	\$505,913

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$270,588</b>
<b>Less 8% Service Charge</b>	<b>\$21,647</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$248,941</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$12,447</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$270,588</b>
<b>X 8% Service Charge</b>	<b>\$21,647</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$294,941</b>
<b>X 8% Service Charge</b>	<b>\$23,595</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>(\$4,485)</b>	<b>FY 2011-2012 CF ENCUMBRANCE</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	137,997.94	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	137,997.94	(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)	(2,408.35)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2013</b>	135,589.59	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$115,016 for FY 13/14 and \$117,575 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$115,016</b>
<b>Less 8% Service Charge</b>	<b>\$9,201</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$105,815</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$5,291</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$115,016</b>
<b>X 8% Service Charge</b>	<b>\$9,201</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$117,575</b>
<b>X 8% Service Charge</b>	<b>\$9,406</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	4,410.76	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	4,410.76	(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)	(100.00)	(I)		
LESS: Offset To Negative Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	4,310.76	(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 2014-2015 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. Because the budget process mandates that estimated operating expenditures shall not be less than budget authority, and budget authority shall be based on revenues, we have no choice but to report a negative fund balance and unfunded budget in the current year and FY 14-15. In reality, as in past years with this trust fund, we shall incur no more than \$4,595 in operating expenses, leaving enough of a fund balance to cover the anticipated service charges of \$400.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$5,000</b>
<b>X 8% Service Charge</b>	<b>\$400</b>
<b>FY 2014-15-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:**

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>(\$104)</b>	<b>FY 2011-12 OVERPAYMENT OF SCGR</b>

**The FY 2011-12 4th QTR SCGR payment was overpaid by \$104 dollars. This overpayment was made in the first QTR of FY 2012-13 and an adjusting entry was made to correct the payment during FY 2012-13.**

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	310,358.44	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	310,358.44	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards	(27,000.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,724.56)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	279,633.88	(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.



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

<b>Budget Period:</b>	<b>2014 - 2015</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Indigent Criminal Defense Trust Fund
<b>Budget Entity:</b>	Public Defender Office 8th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-974008

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	303,448.88 (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	(27,000.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	3,185.00 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	<b>279,633.88 (E)</b>
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	<b>279,633.88 (F)</b>
<b>DIFFERENCE:</b>	<b>0.00 (G)*</b>

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 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, 1995 and there now exists an 18 year history of collections. There has never been an individual year during the 18 year history of the trust fund where collections were significantly 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 8th Circuit, the average monthly revenue for FY 12-13 (from both Fees and Restitution) was \$31,667, which reflects a 1% increase in collected revenue over the average monthly revenue in FY 11-12 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 \$32,000, with annual revenues of \$384,000. Based on historical average, 42% of these revenues are from Application Fes, and 58% are from Restitution.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$159,600</b>
<b>Less 8% Service Charge</b>	<b>\$12,768</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$146,832</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,342</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$159,600</b>
<b>X 8% Service Charge</b>	<b>\$12,768</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$161,280</b>
<b>X 8% Service Charge</b>	<b>\$12,902</b>

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

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$311</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	29,254.44	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	29,254.44	(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)	(4,835.18)	(I)		
LESS: Offset To Negative Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	24,419.26	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$230,704 for FY 13/14 and \$235,838 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$230,704</b>
<b>Less 8% Service Charge</b>	<b>\$18,456</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$212,248</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$10,612</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$230,704</b>
<b>X 8% Service Charge</b>	<b>\$18,456</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$235,838</b>
<b>X 8% Service Charge</b>	<b>\$18,867</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	270,448.54	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	6,924.04	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	277,372.58	(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, 07/01/2013</b>	277,372.58	(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.

**FY 2014-2015 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 \$62,000 during FY 2013-14 and an estimated \$60,000 during FY 2014-15 from local ordinance defense. This is based on the contracts with Orange county and City of Orlando and Osceola County (new contract for 2014-15) 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 2013-14.

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. \$200,000 from the 2012-2013 grant was paid at the beginning of 2013-2014.

The Public Defender Office in the Ninth (9th) Judicial Circuit expects to receive \$50,000 for FY 2013-14 and FY 2014-15 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. 2012-2013 grant was received at the beginning of 2013-2014. This compensation is from the s.f.28.24 revenue budgets of this county.

**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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	308,581.50	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	308,581.50	(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)	(15,839.41)	(I)		
LESS: Offset to Deficit Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	292,742.09	(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, 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 2013-14-Receipts Applicable to SCGR</b>	<b>\$740,000</b>
<b>Less 8% Service Charge</b>	<b>\$59,200</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$680,800</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$34,040</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$740,000</b>
<b>X 8% Service Charge</b>	<b>\$59,200</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$740,000</b>
<b>X 8% Service Charge</b>	<b>\$59,200</b>

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	41,301.45	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	41,301.45	(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)	(3,403.28)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2013</b>	37,898.17	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$162,289 for FY 13/14 and \$174,664 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$162,289</b>
<b>Less 8% Service Charge</b>	<b>\$12,983</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$149,306</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,465</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$162,289</b>
<b>X 8% Service Charge</b>	<b>\$12,983</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$174,664</b>
<b>X 8% Service Charge</b>	<b>\$13,973</b>

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	61,548.93	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	61,548.93	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(10,318.96)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(7,429.54)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	43,800.43	(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 2014-2015 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 2012/2013 Indigent Criminal Defense Trust Fund revenue experience an unexplained decreased in collections in comparison to Fiscal Year 2011/2012 revenue. Due to this decrease, this Agency in conjunction with the Clerk’s Office implemented new procedures to bolster collections for this fiscal year. As there are no new policies or laws that might help to increase collections, estimated growth for fiscal years 2013/2014 is expected to increase back to the FY 11/12 collection. FY 2014/2015 collections are expected to be only around 1% increase from FY 2013/2014. This increase is based on an expected increase in the number of clients requesting Public Defender services and new procedures that have been implemented.

	<u>FY 12/13</u>	<u>See Above</u>	<u>FY 13/14</u>	<u>1%</u>	<u>FY 14/15</u>
<b>Fees</b>	<b>\$ 341,597</b>	<b>\$ 48,723</b>	<b>\$ 390,320</b>	<b>\$ 3,903</b>	<b>\$ 394,223</b>
<b>Restitution</b>	<b>\$ 353,829</b>	<b>\$ 61,573</b>	<b>\$ 415,402</b>	<b>\$ 4,154</b>	<b>\$ 419,556</b>
<b>Total</b>	<b>\$ 695,426</b>	<b>\$110,296</b>	<b>\$ 805,772</b>	<b>\$ 8,057</b>	<b>\$ 813,779</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$390,320</b>
<b>Less 8% Service Charge</b>	<b>\$31,226</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$359,094</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$17,955</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$390,320</b>
<b>X 8% Service Charge</b>	<b>\$31,226</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$394,223</b>
<b>X 8% Service Charge</b>	<b>\$17,955</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$3,885</b>	<b>September 2012 Certified Forward Reversion</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$1,186</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	368,883.52	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	368,883.52	(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)	(12,608.09)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	356,275.43	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$602,079 for FY 13/14 and \$615,477 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$602,079</b>
<b>Less 8% Service Charge</b>	<b>\$48,166</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$553,913</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$27,696</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$602,079</b>
<b>X 8% Service Charge</b>	<b>\$48,166</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$615,477</b>
<b>X 8% Service Charge</b>	<b>\$49,238</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	59,193.85	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	59,193.85	(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)	(1,188.87)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	58,004.98	(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 2014-2015 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 2013-14</b>	<b>Anticipated Receipts FY 2014-15</b>
PD11 Early Representation Unit-(FS 29.008(2)(c))/ Miami-Dade County	\$1,159,000	\$1,159,000
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 Pincrest, City of Miami Gardens)-(FS 27.51 and 27.54(2))	\$800	\$800
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))	\$40,000	\$45,000
Total anticipated receipts	\$1,583,800	\$1,588,800

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$40,000</b>
<b>Less 8% Service Charge</b>	<b>\$3,200</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$36,800</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,840</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$40,000</b>
<b>X 8% Service Charge</b>	<b>\$3,200</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$45,000</b>
<b>X 8% Service Charge</b>	<b>\$3,600</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	183,797.47	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	183,797.47	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(44.16)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(15,845.08)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	167,908.23	(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 2014-2015 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 - FY 2013-14			
Traffic	2000	2500	
Fee per case	\$50	\$50	
Estimated revenue increase	\$100,000	\$125,000	\$225,000
	Prior year collections		\$826,188
	Estimated revenues FY 2013-14		<u>\$1,051,188</u>
	Rounded for Schedule I		\$1,050,000
Additional cases assessed - FY 2014-15			
Traffic	2500	3000	
Fee per case	\$50	\$50	
Estimated revenue increase	\$125,000	\$150,000	\$275,000
	Prior year collections		\$826,188
	Estimated revenues FY 2014-15		<u>\$1,101,188</u>
	Rounded for Schedule I		\$1,100,000

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$750,000</b>
<b>X 8% Service Charge</b>	<b>\$60,000</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$775,000</b>
<b>X 8% Service Charge</b>	<b>\$62,000</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>(\$112,516)</b>	<b>FY 2011-12 CF ENCUMBRANCE</b>

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	339,966.96	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	339,966.96	(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)	(4,280.90)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2013</b>	335,686.06	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$136,010 for FY 13/14 and \$139,037 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$136,010</b>
<b>Less 8% Service Charge</b>	<b>\$10,881</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$125,129</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$6,256</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$136,010</b>
<b>X 8% Service Charge</b>	<b>\$10,881</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$139,037</b>
<b>X 8% Service Charge</b>	<b>\$11,123</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	206,218.00	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	42,730.22	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	248,948.22	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(3,627.20)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(3,011.87)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	242,309.15	(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.

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

<b>Budget Period:</b>	<b>2014 - 2015</b>
<b>Department Title:</b>	Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defender Office 12th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339035

**BEGINNING TRIAL BALANCE:**

<b>Total Fund Balance Per FLAIR Trial Balance, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	242,038.88 (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	270.27 (D)
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	242,309.15 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	242,309.15 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**

**FY 2014-2015 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/Specialized Court-**

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, Mental Health and Early Case Resolution.

Sarasota and Manatee Counties reimburse the salaries and benefits of a full time attorney for Drug Court and 2 partial legal assistant in both counties. Sarasota County reimburses for a partial attorney for DUI Court, Mental Health Court and partial legal assistants for DUI Court and Mental Health.

**County Agreement For Information Technology Personnel Services-**

Per Chapter 29, Florida Statutes requires county funding of technology services.

Sarasota County will reimburse the salaries and benefits of a Technology Personnel position to maintain our network, BOMS, STAC, the Paperless Project, E-Filing, all printers and Court Technology.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$231,636</b>
<b>Less 8% Service Charge</b>	<b>\$18,531</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$213,105</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$10,655</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$231,636</b>
<b>X 8% Service Charge</b>	<b>\$18,531</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$265,554</b>
<b>X 8% Service Charge</b>	<b>\$10,655</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	255,714.78	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	255,714.78	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(1,064.06)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,411.67)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	248,239.05	(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 2014-2015 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.

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 2013/2014 is expected to be around 12% in fees and 2014/2015 is expected to be around 16% 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.

	<b>Expected</b>		<b>Expected</b>		
	<b>Actual</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>
	<b><u>FY 12/13</u></b>	<b>_____</b>	<b><u>FY 13/14</u></b>	<b>_____</b>	<b><u>FY 14/15</u></b>
<b>Fees</b>	<b>\$288,403</b>	<b>12%</b>	<b>\$328,779</b>	<b>16%</b>	<b>\$387,959</b>
<b>Restitution</b>	<b>\$228,175</b>	<b>12%</b>	<b>\$ 268,519</b>	<b>16%</b>	<b>\$316,852</b>
<b>Total</b>	<b>\$516,578</b>		<b>\$597,298</b>		<b>\$ 704,811</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$328,779</b>
<b>Less 8% Service Charge</b>	<b>\$26,302</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$302,477</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$15,124</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$328,779</b>
<b>X 8% Service Charge</b>	<b>\$26,302</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$387,959</b>
<b>X 8% Service Charge</b>	<b>\$31,036</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	394,973.92	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	394,973.92	(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)	(9,301.69)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	385,672.23	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$381,272 for FY 13/14 and \$389,757 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$381,272</b>
<b>Less 8% Service Charge</b>	<b>\$30,502</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$350,770</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$17,539</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$381,272</b>
<b>X 8% Service Charge</b>	<b>\$30,502</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$389,757</b>
<b>X 8% Service Charge</b>	<b>\$31,181</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	Budget Period: 2014 - 2015 Justice Administration
<b>Trust Fund Title:</b>	Grants and Donations Trust Fund
<b>Budget Entity:</b>	Public Defenders Office-13th Judicial Circuit
<b>LAS/PBS Fund Number:</b>	20-2-339038

	Balance as of 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	228,633.74	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	12,039.12	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	240,672.86	(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)	(12,226.03)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	228,446.83	(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 2014-2015 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 FY2013-14 and FY2014-2015 is \$459,888.

**Grant – Workload and Staffing Study:** Estimates are based on approved funding from the Office of Justice Programs for the FY 2012 Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$269,599. This funding is on a four-year cycle beginning October 1, 2011 to September 30, 2015. The estimated amount awarded to the Public Defender's Office 13th Judicial Circuit for FY2013-2014 was \$95,648 and FY 2014-2015 is \$49,444.

	<u>FY2013/2014</u>	<u>FY2014/2015</u>
County/City Ordinance Defense Contracts	\$ 58,550	\$ 58,550
County IT/Interpretation Contract	\$459,888	\$459,888
JAC – Workload and Staffing Study	<u>\$ 95,648</u>	<u>\$ 49,444</u>
 Total	 <u>\$614,086</u>	 <u>\$567,882</u>

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$518,438</b>
<b>Less 8% Service Charge</b>	<b>\$41,475</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$476,963</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$23,848</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$518,438</b>
<b>X 8% Service Charge</b>	<b>\$41,475</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$518,438</b>
<b>X 8% Service Charge</b>	<b>\$41,475</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	421,100.67	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	421,100.67	(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)	(11,634.22)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	409,466.45	(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 2014-2015 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, 1995 and now there exists an 18 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.

Fiscal Year 2012/2013 Indigent Criminal Defense Trust Fund revenue was **13%** less than Fiscal Year 2011/2012 revenue. This was due to a 33% increase in collections in the month of May 2012. Action was taken and collections started rising at 7% per month during fiscal year 2012/2013. Estimated growth for fiscal years 2013/2014 is expected to be around 7% and 2014/2015 is expected to be around 7%. This increase is based on the number of clients requesting Public Defender services.

	<b>Actual</b>	<b>Expected</b>	<b>Expected</b>	<b>Expected</b>	<b>Expected</b>
	<b>FY 12/13</b>	<b>Increase</b>	<b>Estimated</b>	<b>Increase</b>	<b>Estimated</b>
		<b>7%</b>	<b>Receipts</b>	<b>7%</b>	<b>Receipts</b>
			<b>FY 13/14</b>		<b>FY 14/15</b>
<b>Fees</b>	<b>\$ 446,672</b>	<b>\$ 31,267</b>	<b>\$ 477,939</b>	<b>\$ 33,456</b>	<b>\$ 511,395</b>
<b>Restitution</b>	<b>\$ 278,601</b>	<b>\$ 19,502</b>	<b>\$ 298,103</b>	<b>\$ 20,867</b>	<b>\$318,970</b>
<b>Total</b>	<b>\$ 725,273</b>	<b>\$ 50,769</b>	<b>\$ 776,042</b>	<b>\$ 54,323</b>	<b>\$ 830,365</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$477,939</b>
<b>Less 8% Service Charge</b>	<b>\$38,235</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$439,704</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$21,985</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$477,939</b>
<b>X 8% Service Charge</b>	<b>\$38,235</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$511,395</b>
<b>X 8% Service Charge</b>	<b>\$40,912</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	22,002.36	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	22,002.36	(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 (SCGR)	(1,998.33)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	20,004.03	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$95,275 for FY 13/14 and \$97,395 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$95,275</b>
<b>Less 8% Service Charge</b>	<b>\$7,622</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$87,653</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,383</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$95,275</b>
<b>X 8% Service Charge</b>	<b>\$7,622</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$97,395</b>
<b>X 8% Service Charge</b>	<b>\$7,792</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	33,456.88	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	33,456.88	(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)	(1,276.41)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	32,180.47	(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 2014-2015 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 - \$53,560

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$67,000</b>
<b>X 8% Service Charge</b>	<b>\$5,360</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$68,560</b>
<b>X 8% Service Charge</b>	<b>\$5,485</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	469,505.15	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	469,505.15	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(5,847.10)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(5,080.03)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	458,578.02	(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 2014-2015 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 18 year history of collections. 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 the reasons for this change. Most of the time when a monthly collection is less, the Clerk's office has made an error in reporting the collections accurately and it is subsequently corrected. This documented data collection was used in making the projections.

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 2013/2014 is expected to be around 5% and 2014/2015 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 2013-14-Receipts Applicable to SCGR</b>	<b>\$208,236</b>
<b>Less 8% Service Charge</b>	<b>\$16,659</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$191,577</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$9,579</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$208,236</b>
<b>X 8% Service Charge</b>	<b>\$16,659</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$214,483</b>
<b>X 8% Service Charge</b>	<b>\$17,159</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$72</b>	<b>September 2012 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	711,752.42	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	711,752.42	(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)	(5,893.53)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	705,858.89	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$280,125 for FY 13/14 and \$286,359 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$280,125</b>
<b>Less 8% Service Charge</b>	<b>\$22,410</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$257,715</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$12,886</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$280,125</b>
<b>X 8% Service Charge</b>	<b>\$22,410</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$286,359</b>
<b>X 8% Service Charge</b>	<b>\$22,909</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	411,684.24	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	411,684.24	(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)	(320.00)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	411,364.24	(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 2014-2015 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 2013-2014 and FY 2014 - 2015 are determined strictly based on the grant and local agreement contracts with this agency. There is no other method utilized. The present budget authority allows for those grants and agreements. These totals would change only if there were additional authority being requested for a new grant or the funding dollars increased for an existing grant.

Re-Entry Grant	\$192,679
Reentry Restore Grant	\$152,550
Local Ordinance County Agreement	\$ 12,000
WPB Municipal City Agreement	\$ 7,200
Royal Palm Bch Municipal Agreement	\$ 1,200
City of Delray Beach Municipal Agreement	\$ 1,800
Total Budget Authority:	\$367,429

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$22,200</b>
<b>X 8% Service Charge</b>	<b>\$1,776</b>
<b>FY 2014-15-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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	741,569.64	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	741,569.64	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(20,274.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(8,868.64)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	712,427.00	(K)		**

**Notes:**

\*SWFS = Statewide Financial Statement

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

**FY 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Public Defender Office, 15<sup>th</sup> Circuit**

**Indigent Criminal Defense Trust Fund - 2974**

**Revenue Estimating Methodology:**

**Revenue Estimating Methodology (use additional pages if necessary)**

Revenue estimates for FY 2013-2014 are determined by using the last 6 months of collections of Fiscal Year 12/13 ( January, February, March, April, May, and June ) and taking the average of those collections and multiplying that average by 12 for a yearly estimate.

January	\$42,156.43
February	\$49,671.57
March	\$71,270.67
April	\$79,653.42
May	\$68,112.22
June	\$65,291.60
	\$376,155.91

Divide 376,155.91 by 6 for an average of \$62,692.65

Multiply the average by 12 months for a yearly estimate

$$\$62,692.65 \times 12 = \$752,311.82$$

Revenue estimates for FY2014-2015 are determined by using the percentage amount figured between fiscal years 2012-13 and 2013-14 and applying that percentage to the current year estimated collections for a conservative estimate.

FY 2012-13 \$689,715.82 (actuals)

FY 2013-14 \$752,311.82 (estimate)

Divide actual collections of fy12-13 by collections for FY 13-14 for a percentage of 9%

Multiply that percentage of 9% by the current year estimate of \$752,311.82 and get a conservative estimate of \$820,588.80 for FY 2014-2015.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$386,170</b>
<b>Less 8% Service Charge</b>	<b>\$30,894</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$355,276</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$17,764</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$386,170</b>
<b>X 8% Service Charge</b>	<b>\$30,894</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$421,218</b>
<b>X 8% Service Charge</b>	<b>\$17,764</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	10,891.98	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	10,891.98	(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)	(1,343.13)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	9,548.85	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$63,783 for FY 13/14 and \$65,202 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$63,783</b>
<b>Less 8% Service Charge</b>	<b>\$5,103</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$58,680</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,934</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$63,783</b>
<b>X 8% Service Charge</b>	<b>\$5,103</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$65,202</b>
<b>X 8% Service Charge</b>	<b>\$5,216</b>

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	331.48	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	331.48	(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, 07/01/2013</b>	331.48	(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 2014-2015 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 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$45,500</b>
<b>X 8% Service Charge</b>	<b>\$3,640</b>
<b>FY 2014-15-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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	12,333.35	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	12,333.35	(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)	(1,092.60)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	11,240.75	(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 2014-2015 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 put in place to figure out why it happened. Many times the Clerk's office has not been reporting collections consistently and it is subsequently corrected. Based on this documented data collection, the projections for PD 16 were made.

Fiscal year 2010/11 ICDTF revenue was 9.5% higher than Fiscal Year 2009/10 revenue. This was due to legislation passed in 2009 to generate additional collections. As there has been no new policies or laws since that time to help increase collections, estimated growth for fiscal years 2012-2013 and 2013-2014 are expected to be about 2%. This increase is based on actual 12-13 collections and an expected increase in the number of clients requesting Public Defender services.

	Actual FY 12-13	FY 13-14	2%	FY 14-15
Fees	51,089	51,089	1,022	52,111
Restitution	29,099	29,099	582	29,681
Tranf from PD2	5,000			
Tranf from PD3	25,000			
<b>Total</b>	<b>110,188</b>	<b>80,188</b>	<b>1,604</b>	<b>81,792</b>

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$51,089</b>
<b>Less 8% Service Charge</b>	<b>\$4,087</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$47,002</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$2,350</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$51,089</b>
<b>X 8% Service Charge</b>	<b>\$4,087</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$52,111</b>
<b>X 8% Service Charge</b>	<b>\$4,169</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	127,699.76	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	127,699.76	(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)	(7,279.78)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	120,419.98	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$346,564 for FY 13/14 and \$354,276 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$346,564</b>
<b>Less 8% Service Charge</b>	<b>\$27,725</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$318,839</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$15,942</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$346,564</b>
<b>X 8% Service Charge</b>	<b>\$27,725</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$354,276</b>
<b>X 8% Service Charge</b>	<b>\$28,342</b>



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</b>
<b>Trust Fund Title:</b>	Justice Administration
<b>Budget Entity:</b>	Grants and Donations Trust Fund
<b>LAS/PBS Fund Number:</b>	Public Defenders Office-17th Judicial Circuit
	20-2-339049

	Balance as of 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	173,044.70	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	173,044.70	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(2,100.00)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(11,993.24)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	158,951.46	(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 2014-2015 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 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,000,000</b>
<b>X 8% Service Charge</b>	<b>\$80,000</b>
<b>FY 2014-15-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:**

**COLUMN A02**

**DESCRIPTION**

**\$2**

**September 2013 Certified Forward Reversion**

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	265,594.12	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	265,594.12	(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)	(7,127.70)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	258,466.42	(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 2014-2015 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 average revenue for each category.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,000,000</b>
<b>Less 8% Service Charge</b>	<b>\$160,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,840,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$92,000</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$2,000,000</b>
<b>X 8% Service Charge</b>	<b>\$160,000</b>
<b>FY 2014-15-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:**

**None Applicable**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	55,240.74	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	55,240.74	(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)	(3,216.45)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	52,024.29	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$153,521 for FY 13/14 and \$156,937 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$153,521</b>
<b>Less 8% Service Charge</b>	<b>\$12,282</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$141,239</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,062</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$153,521</b>
<b>X 8% Service Charge</b>	<b>\$12,282</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$156,937</b>
<b>X 8% Service Charge</b>	<b>\$12,555</b>



## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	491,761.16	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable	109.66	(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	491,870.82	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(34,041.41)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(10,909.72)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	446,919.69	(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 2014-2015 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 12/13 caseload reports the estimated annual amount for FY 2014/2015 is \$1,874,325.00. The following caseload amounts were calculated as follows: Open Cases: 27,700 x \$49.00 = \$1,357,300; Closed Cases (Felony) 14,461 x \$25.00 = \$361,525; and Misdemeanor Closed cases 12,440 x \$ 12.50 = \$155,500

However, since these amounts are based on closed cases and these assessments may be a condition of the client’s probation and possibly paid proportionately, the estimated receipts on SCH I equal a continuation of FY 13/14 current authority and the non-recurring authority requested for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,150,000</b>
<b>Less 8% Service Charge</b>	<b>\$92,000</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$1,058,000</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$52,900</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$1,150,000</b>
<b>X 8% Service Charge</b>	<b>\$92,000</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$1,224,325</b>
<b>X 8% Service Charge</b>	<b>\$97,946</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$26,897</b>	<b>September 2012 Certified Forward Reversion</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$21,021</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	8,953.69	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	8,953.69	(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)	(2,273.62)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	6,680.07	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$108,250 for FY 13/14 and \$110,659 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$108,250</b>
<b>Less 8% Service Charge</b>	<b>\$8,660</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$99,590</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$4,980</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$108,250</b>
<b>X 8% Service Charge</b>	<b>\$8,660</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$110,659</b>
<b>X 8% Service Charge</b>	<b>\$8,853</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	25,561.07	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	25,561.07	(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, 07/01/2013</b>	22,281.07	(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 2014-2015 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 2014-2015 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 contract with the Circuit 19 Department of Children and Families (DCF) through the Southeast Florida Behavioral Health Network and the St. Lucie County Sheriff's Office in the amount of \$97,406, to fund one position as a Clinical Coordinator for Substance Abuse and a part-time Other Personal Services (OPS) position to help, which is exempt for the State service charge.

We also have a contractual agreement (MOA) with the St. Lucie County Sheriff's Office, to run through FY 2014-2015, 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.

The positions and funds derived from these agencies 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.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-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 2013-14-Receipts Applicable to SCGR</b>	<b>\$164,000</b>
<b>X 8% Service Charge</b>	<b>\$13,120</b>
<b>FY 2014-15-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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	95,519.32	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	95,519.32	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(10,154.82)	(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(6,981.45)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	78,383.05	(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 2014-2015 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 16 year history of steadily increasing 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.

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 is being addressed with the Clerk's Office to rectify possible posting errors.

Receipts continued to rise again in FY 2012-2013 by 4% over FY 2011-2012 and have risen 19% from the last 6 months of 2013 (March, 2013 - August, 2013 receipts = \$570,179) compared to the same time frame in 2012 (March, 2012 - August, 2012 - \$478,532).

Receipts are currently up by 23.5% for July and August of FY 2013-14 over the same period of time last fiscal year. This growth is expected to be maintained through the remainder of FY 2013-2014 and sustain collections for FY 2014-2015.

	<u>Actual</u> <u>FY 12/13</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>23 %</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 13/14</u>	<u>Expected</u> <u>Estimated</u> <u>Increase</u> <u>0%</u>	<u>Estimated</u> <u>Receipts</u> <u>FY 14/15</u>
Fees	\$ 288,076	\$ 66,258	\$ 354,334	\$ -0-	\$ 354,334
Restitution	\$ 642,312	\$147,731	\$ 790,043	\$ -0-	\$ 790,043
<b>Total</b>	<b>\$ 930,388</b>	<b>\$213,989</b>	<b>\$1,144,377</b>	<b>\$ -0-</b>	<b>\$ 1,144,377</b>

**5 Percent State Trust Fund Reserve:**

FY 2013-14-Receipts Applicable to SCGR	\$354,334
Less 8% Service Charge	\$28,347
= Receipts Applicable to 5% Assessment	\$325,987
X 5% State Trust Fund Reserve	\$16,299

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

FY 2013-14-Receipts Applicable to SCGR	\$354,334
X 8% Service Charge	\$28,347
FY 2014-15-Receipts Applicable to SCGR	\$354,334
X 8% Service Charge	\$28,347

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$228</b>	<b>September 2012 Certified Forward Reversion</b>

<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$250</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	235,976.92	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	235,976.92	(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)	(3,573.67)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	232,403.25	(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 2014-2015 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 5.5 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 August, 2013 EDR/REC aggregate estimated total receipts for all Public Defender offices of \$4.1M for FY 2013-2014 and \$4.2M in FY 2014-2015, 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 \$170,307 for FY 13/14 and \$174,097 for FY 14/15.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$170,307</b>
<b>Less 8% Service Charge</b>	<b>\$13,625</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$156,682</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$7,834</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$170,307</b>
<b>X 8% Service Charge</b>	<b>\$13,625</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$174,097</b>
<b>X 8% Service Charge</b>	<b>\$13,928</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	273,240.16	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	273,240.16	(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)	(280.42)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	272,959.74	(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 2014-2015 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 2013-14 and 2014-15 are based on the aggregate funding levels for attorneys and support staff positions from Lee, Collier, Charlotte, Hendry and Glades counties.

	Estimated Revenues	Estimated Revenues
	FY 2013-14	FY 2014-15
Lee County	\$590,897	\$590,897
Collier County	\$195,900	\$195,900
Charlotte County	\$119,536	\$149,020
Hendry County	\$9,889	\$9,889
Glades County	\$2,472	\$2,472
	<hr/>	<hr/>
	\$888,694	\$918,178

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$12,361</b>
<b>Less 8% Service Charge</b>	<b>\$989</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$11,372</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$568</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$12,361</b>
<b>X 8% Service Charge</b>	<b>\$989</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$12,361</b>
<b>X 8% Service Charge</b>	<b>\$989</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments		Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	463,592.04	(A)			
ADD: Other Cash (See Instructions)		(B)			
ADD: Investments		(C)			
ADD: Outstanding Accounts Receivable		(D)			
ADD: _____		(E)			
<b>Total Cash plus Accounts Receivable</b>	463,592.04	(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)	(12,214.48)	(I)			
LESS: _____		(J)			
<b>Unreserved Fund Balance, 07/01/2013</b>	451,377.56	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1 NARRATIVE**

## **Public Defender Office, 20<sup>th</sup> Circuit**

### **Indigent Criminal Defense Trust Fund - 2974**

#### **Revenue Estimating Methodology**

PD20 ICDTF revenues for FY2012-13 were \$841,629, of which, \$539,457 (64.1%) represents application fees and \$302,172 (35.9) from restitution. The FY 2013-14 revenue estimates were revised, to recognize the increased collections, which was, in part, due to the initiatives previously taken to improve collections. Some of those initiatives included working closely with the clerks in all our counties, training attorneys to document their legal work and to request attorney's costs and fees of the court, requesting Judges refrain from granting exemptions to the application fees and establishing a pilot initiative of placing support staff in Lee County Courtroom to direct clients on the payment of application fees, etc.

In spite of a 7.4% increase in revenues in FY2012-13 compared to the prior fiscal year, the revised estimates for FY2013-14 is roughly 1% lower than FY 2012-13 to recognize the mitigating effect of a decrease in the number of cases handled by the circuit. Thus, revenues for FY 2013-14 are estimated at \$833,220 of which, \$528,020, (a 2% decrease) is attributable the application fees and \$305,200 (a 1% increase) attributable to restitution.

Revenues for FY 2014-15 are expected to remain at approximately the same level as the previous fiscal year of \$833,220. PD20 will continue to work with the clerks to find ways of converting aged receivables into cash collections. Meanwhile, PD20 is currently reexamining and redesigning both internal reports and reports received from our five counties to ensure that it receives data that will allow us to clearly identify collection trends for future forecasting.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$528,020</b>
<b>Less 8% Service Charge</b>	<b>\$42,242</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$485,778</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$24,289</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$528,020</b>
<b>X 8% Service Charge</b>	<b>\$42,242</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$528,020</b>
<b>X 8% Service Charge</b>	<b>\$42,242</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	283,313.93	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	283,313.93	(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, 07/01/2013</b>	283,313.93	(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 2014-2015 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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	<b>958,826.45</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>958,826.45</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, 07/01/2013</b>	<b>958,826.45</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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Capital Collateral Regional Counsel, Middle Region**

**Capital Collateral Regional Counsel Trust Fund - 2073**

**Revenue Estimating Methodology:**

The 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 to determine estimated receipts is extremely difficult; however, the best attempt to determine 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 FY13/14 have CJA's outstanding. Therefore, it is estimated these federal reimbursement dollars will be received during FY13/14. Based on an average number of cases and the reimbursements per case for the past four years, CCRC-Middle Region estimates the following for FY14/15. To note, even when a case has completed the federal court process and reimbursement has been requested, there is no certainty as to when, or even if, the amounts of reimbursements requested will be approved or paid.

<u>FY13/14:</u>	6 Cases Total	= \$188,367	<u>FY14/15:</u>	11 cases @ \$19,784	= \$217,624
	4 Cases Total	= <u>\$97,009</u>			
	\$285,376				

**5 Percent State Trust Fund Reserve:**

N/A

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

N/A

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	803,522.53	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	803,522.53	(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 (Nonoperating)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	803,522.53	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Capital Collateral Regional Counsel, South Region**

**Capital Collateral Regional Counsel Trust Fund - 2073**

**Revenue Estimating Methodology:**

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 2013-14 and FY 14-15:

4 cases @ \$30,798 = \$123,192 Per 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:**

**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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	12,435.74	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	12,435.74	(F)		
LESS Allowances for Uncollectibles		(G)		
LESS Approved "A" Certified Forwards	(6,047.81)	(H)		
Approved "B" Certified Forwards	(2,076.00)	(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(99.60)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	4,212.33	(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.

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

<b>Budget Period: 2014 - 2015</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, 07/01/13</b>	
Total all GLC's 5XXXX for governmental funds; GLC 539XX for proprietary and fiduciary funds	6,288.33 (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	(2,076.00) (D)
Approved "C" Carry Forward Total (FCO) per LAS/PBS	
A/P not C/F-Operating Categories	
<b>ADJUSTED BEGINNING TRIAL BALANCE:</b>	4,212.33 (E)
<b>UNRESERVED FUND BALANCE, SCHEDULE IC (Line I)</b>	4,212.33 (F)
<b>DIFFERENCE:</b>	0.00 (G)*

**\*SHOULD EQUAL ZERO.**



**FY 2014-2015 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 12/13 actual revenue (\$4670.00) and divided it by the number of civil dependency cases in FY 12/13(1714) and came up with \$2.72 per case.

Revenue estimates are based on a 15% growth in cases per year x \$2.72 per case.

$$1714 \times 15\% = 257$$

$$1714 + 257 = 1971 \text{ cases in FY 13/14}$$

$$1971 \text{ cases} \times \$2.72 = \$5,361 \text{ in FY 13/14}$$

$$1971 \times 15\% = 295$$

$$1971 + 295 = 2266 \text{ cases in FY 14/15}$$

$$2266 \text{ cases} \times \$2.72 = \$6,164 \text{ in FY 14/15}$$

**Fees**

Actual revenue (\$5,901) and divided it by the number of civil dependency cases in FY 12/13 (1714) and came up with \$3.44 per case.

$$1714 \times 15\% = 257$$

$$1714 + 257 = 1971 \text{ cases in FY 13/14}$$

$$1971 \text{ cases} \times \$3.44 = \$6,780 \text{ in FY 13/14}$$

$$1971 \text{ cases} \times 15\% = 295$$

$$1971 + 295 = 2266 \text{ cases in FY 14/15}$$

$$2266 \text{ cases} \times \$3.44 = \$7,795 \text{ in FY 14/15}$$

**Refunds**

Actual revenue (\$62.00)

RCC1 will not be receiving any refunds in the future.

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$6,780</b>
<b>Less 8% Service Charge</b>	<b>\$542</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$6,238</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$312</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$6,780</b>
<b>X 8% Service Charge</b>	<b>\$542</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$7,795</b>
<b>X 8% Service Charge</b>	<b>\$624</b>

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

<b>COLUMN A01</b>	<b>DESCRIPTION</b>
<b>\$1,582</b>	<b>September 2012 Certified Forward Reversion</b>
<b>(\$500)</b>	<b>FY 2011-2012 CF ENCUMBRANCE</b>
<b>COLUMN A02</b>	<b>DESCRIPTION</b>
<b>\$1</b>	<b>September 2013 Certified Forward Reversion</b>

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	39,232.45	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	39,232.45	(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)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	39,232.45	(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 2014-2015 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:**

Regional Counsel, Second District began receiving reimbursements for IT expenses from Polk county for two fiscal quarters of our fiscal year FY 2012-2013 totaling \$39,080.00 (reimbursements for one fiscal quarter total \$19,540.00 (\$19540.00 X 2= \$39,080.00)). Projections for FY 2013-2014 are based on expected reimbursements for the full fiscal year totaling \$79,200.00. Subsequent projections for FY 2014-2015 are based on the expected reimbursements to continue.

**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>\$144</b>	<b>September 2012 Certified Forward Reversion</b>

# SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	7,710.33	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	7,710.33	(F)		
LESS		(G)		
LESS Approved "A" Certified Forwards		(H)		
Approved "B" Certified Forwards		(H)		
Approved "FCO" Certified Forwards		(H)		
LESS: Other Accounts Payable (SCGR)	(130.89)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	7,579.44	(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 2014-2015 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 2012-2013 is at \$4,881.31. Taking into consideration an expected increase in the number of cases and better collection practices, a 3% increase was projected for FY 2013-2014 (\$5,025.00) and subsequently a 3% increase was projected from that for FY 2014-2015 (\$5,175.00).

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$5,025</b>
<b>Less 8% Service Charge</b>	<b>\$402</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$4,623</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$231</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$5,025</b>
<b>X 8% Service Charge</b>	<b>\$402</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$5,175</b>
<b>X 8% Service Charge</b>	<b>\$414</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	6,155.11	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	6,155.11	(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)	(68.76)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	6,086.35	(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.

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	3,393.68	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	3,393.68	(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)	(97.60)	(I)		
LESS: Offset To Deficit Fund Balance		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	3,296.08	(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 2014-2015 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:**

The Estimated Receipts for FY 2013-14 and FY 2014-15 are based on a 5% annual growth rate calculated as follows:

<b>Actual FY 2012-13</b>		<b>Estimated FY 2013-14</b>		<b>Estimated FY 2014-15</b>
App Fees \$3,196	+ 5%	\$3,356	+5%	\$3,524
Restitution \$400	+ 5%	\$420	+5%	\$441

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,356</b>
<b>Less 8% Service Charge</b>	<b>\$268</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$3,088</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$154</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$3,356</b>
<b>X 8% Service Charge</b>	<b>\$268</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$3,524</b>
<b>X 8% Service Charge</b>	<b>\$282</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: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	0.33	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	0.33	(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)		(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	0.33	(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 2014-2015 LEGISLATIVE BUDGET REQUEST SCHEDULE 1  
NARRATIVE**

**Office of Criminal Conflict and Civil Regional Counsel, 5th Region**

**Grants and Donations Trust Fund - 2339**

**Revenue Estimating Methodology:**

N/A

**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**

**\$55**

**September 2012 Certified Forward Reversion**

## SCHEDULE IC: RECONCILIATION OF UNRESERVED FUND BALANCE

<b>Department Title:</b>	<b>Budget Period: 2014 - 2015</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 6/30/2013		SWFS* Adjustments	Adjusted Balance
<b>Chief Financial Officer's (CFO) Cash Balance</b>	31,531.77	(A)		
ADD: Other Cash (See Instructions)		(B)		
ADD: Investments		(C)		
ADD: Outstanding Accounts Receivable		(D)		
ADD: _____		(E)		
<b>Total Cash plus Accounts Receivable</b>	31,531.77	(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)	(540.63)	(I)		
LESS: _____		(J)		
<b>Unreserved Fund Balance, 07/01/2013</b>	30,991.14	(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 2014-2015 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 12/13, RC5's actual revenue was \$21,927. RC5 was appointed to 1900 cases, and it received application fees in 23% 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 27.5% of its cases in FY13/14 and 33.3% of its cases in FY14/15.

Revenue Estimates are based on the following:

Estimate for 13/14:

2200 x \$50.00 application fee = \$110,000

\$110,000 x 27.5% = \$30,250

Estimate for 14/15:

2200 x \$50.00 application fee = \$110,000

\$110,000 x 33.3% = \$36,630.00

Restitution:

Attorney Fees

For FY 11/12, RC5's actual revenue was \$10,355. RC5 was appointed to 1,900 cases, and it received restitution in 10.8% 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 12% of its cases in FY12/13 and 15% of its cases in FY13/14.

Revenue Estimates are based on the following:

Estimate for 13/14:

2200 x \$150.00 = \$330,000

\$330,000 x 12% = \$39,600

Estimate for 14/15:

2200 x \$150.00 application fee = \$330,000

\$330,000 x 15% = \$49,500

**5 Percent State Trust Fund Reserve:**

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$30,250</b>
<b>Less 8% Service Charge</b>	<b>\$2,420</b>
<b>= Receipts Applicable to 5% Assessment</b>	<b>\$27,830</b>
<b>X 5% State Trust Fund Reserve</b>	<b>\$1,392</b>

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

<b>FY 2013-14-Receipts Applicable to SCGR</b>	<b>\$30,250</b>
<b>X 8% Service Charge</b>	<b>\$2,420</b>
<b>FY 2014-15-Receipts Applicable to SCGR</b>	<b>\$36,630</b>
<b>X 8% Service Charge</b>	<b>\$2,930</b>

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

**None Applicable**

# **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>
Information Technology Infrastructure Replacement	24010C0		\$205,120 / 1000	1

Narrative: Additional Expenses, OCO, and Contracted Services General Revenue funding is requested for replacement of JAC’s Citrix software and servers, replacement of the Storage Area Network (SAN), and Miscellaneous IT Infrastructure.

- a) Citrix Replacement – \$ 76,400 – JAC must update its Citrix hardware and software (network servers and licenses) as they are nearing end of life. Citrix is used to access the network both remotely and internally by staff daily to perform core functions. This issue would fund a small amount of contracted services for installation and testing of the system.
- b) Storage Area Network (SAN) Project – \$100,000 – JAC’s SAN, provides vital back-end architecture for several of the computing systems and is nearing the end of its useful life. Further, it will no longer be supported by the original provider. With no support agreement, and with an increased likelihood of failure as the hardware ages, the potential for a server or an entire computer system to fail and become unavailable for an extended period of time will increase.
- c) Miscellaneous IT Infrastructure - \$28,720 – JAC utilizes Managed Uninterrupted Power Supplies (UPS) in the server room and for desktop computers to prevent loss due to power failures and fluctuations. The manufacturer recommends a useful life of 5-10 years. The UPSes will be between 7-10 years old in FY 14-15.

In addition, the JAC utilizes server management console switches to consolidate keyboard, video, and mouse (KVM) functions for all racked servers to manage the network environment. The existing consoles and switches will be more than 10 years old in FY14-15 and they are beginning to fail.



<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Help Desk Staffing	3002110	1	\$67,760/ 1000 Rate - \$46,382	2

Narrative: One FTE, Salaries & Benefits, and Expenses General Revenue funding is requested to hire an Operations and Management Consultant for JAC's Help Desk. The Help Desk fields 800 to 1,000 inquiries per month from attorneys, vendors, and agencies served by the JAC. Many of the inquiries require time-consuming research. The current staff-to-workload ratio is unrealistic.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Public Records Coordinator	3002190	1	\$67,760 / 1000 Rate - \$46,382	3

Narrative: One FTE, Salaries & Benefits, and Expenses General Revenue funding is requested to hire an Operations and Management Consultant to handle public records for JAC due to the complexity and volume of public records requests we receive.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Financial Services Staffing	3002160	2	\$135,520 / 1000 Rate - \$92,764	4

Narrative: Two FTE, Salaries & Benefits, and Expenses General Revenue funding is requested for a Senior Management Analyst and a Professional Accountant position to address workload associated with FLAIR support and reconciliations/financial statement assistance that the Financial Services section provides to the 49 agencies we serve.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Human Resources Staffing	3002180	1	\$64,466 / 1000 Rate - \$43,508	5

Narrative: One FTE, Salaries & Benefits, and Expenses General Revenue funding is requested to fund an Operations and Management Consultant position to create, run, review, and submit reports, including but not limited to those related to rate, terminations, turnover, and OPS employees.

<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		\$43,000 / 1000	6

Narrative: Senior Management Service Class retirement benefits are requested for the Justice Administrative Commission's General Counsel, Assistant General Counsels, and one senior managerial staff member.

<u>Issue Title</u>	<u>Issue Code</u>	<u>FTE</u>	<u>Amount/Fund</u>	<u>Priority #</u>
Authority for Qualified Transportation Benefits Program	4202200		\$40,584/2339	7

Narrative: The Justice Administrative Commission is requesting additional Grants & Donations Trust Fund budget authority for the JAC Qualified Transportation Benefits program in order to align the current appropriation with projected revenues.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

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**Statewide Guardian ad Litem**

**FY 2014-15 Funding Priorities**

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**Priority #1**

**INCREASE STAFF TO REPRESENT ALL CHILDREN**

Issue Code: 3000370

Salary Rate = \$3,376,383

FTE = 105.50

General Revenue: Salaries and Benefits = \$5,049,672

General Revenue: Other Personal Services = \$836,647

General Revenue: Expenses = \$154,179

General Revenue: Lease / Purchase = \$14,760

This issue seeks recurring general revenue funds to increase the number of volunteers to serve 80% of the children in the dependency system as required by law. This issue is part of a three year plan to increase resources in order to meet the Guardian ad Litem (GAL) Program statutory mandate of serving 100% of all children in the dependency system. During FY 14-15, special focus will be given to children in out of home care to ensure that all children who reside out of home, as well as those who have been returned to their families and are under post-reunification supervision, will have a Guardian ad Litem. We believe this is where the GAL Program can make its biggest impact on the lives of children – through vigorous advocacy for permanency, as well as educational and life skills mentorship.

Florida Statutes, subsection 39.822(1) mandates that, “A guardian ad litem shall be appointed by the court at the earliest possible time to represent the child in any child abuse, abandonment, or neglect judicial proceeding, whether civil or criminal.” The Legislature further endorses the Governor’s Blue Ribbon Task Force which notes that “if there is any program that costs the least and benefits the most, this one is it,” and that the Guardian ad Litem volunteer is an “indispensable intermediary between the child and the court, between the child and DCF.”

The Legislature further expressed its intent in s. 39.8296(a), Florida Statutes: “The Legislature finds that for the past 20 years, the Guardian Ad Litem Program has been the only mechanism for best interest representation for children in Florida who are involved in dependency proceedings.”

In addition to the Florida legislative recognition, the federal Child Abuse Prevention and Treatment Act requires that states receiving federal funding for child abuse prevention and treatment have a system in place for appointment of guardians ad litem. While there are many models of this program around the country, Florida has chosen to implement the most cost-efficient – and we believe, the most effective – approach by recruiting citizen volunteers who are specially trained to represent the best interest of the child before the court. Other states have elected a more costly approach by hiring attorneys to represent each child. While attorneys represent the child in legal matters before the courts, volunteers look at all aspects of the child’s interests, and often mentor the child through a long-lasting relationship.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Priority # 1 Continued**

Using \$3.8 million in recurring general revenue funds appropriated by the 2013 Florida Legislature, the Statewide Guardian ad Litem Program projects a total of 9,500 volunteers by the end of FY 13-14. The Guardian ad Litem Long Range Program Plan (LRPP) details a 3-year strategy for compliance with Florida Statutes to represent every abused, abandoned and neglected child in the dependency system.

A consistent theme in the GAL legislative budget request is improving our return on investment. In December 2007, little more than half (55%) of the children served by the GAL Program were represented by volunteer advocates. As a result of our aggressive recruitment initiative, we have successfully increased that percentage to almost 77% represented by volunteers. This is an increase of almost 5% from last fiscal year. The model we have implemented maximizes the resources of paid staff, by using them to supervise volunteers who give more personal time and attention to each child served. The key to making this new model successful depends on continuing our vigorous recruitment of volunteers. By the end of FY 13-14, GAL volunteers will represent nearly 80% of all served by the Program.

Using volunteers rather than staff to represent children is more cost effective. GAL staff that directly represent children carry caseloads averaging 45 children, giving them very little time to spend with each child. Full implementation of an “expanded volunteer strategy with staff support” would allow a paid GAL employee to supervise an average of 38 volunteers, who in turn represent an average of 76 children collectively. The volunteer model increases the capacity of each paid case coordinator by 81%, and provides a higher quality and more intensive service to the children represented.

Studies have shown that children who are represented by a volunteer have better outcomes than those who are served by paid staff carrying a large caseload. Children who are served by volunteers return to foster care at a rate half that of other children. They do better in school and are more likely to pass all courses. They get more help while they are in the dependency system.

The GAL Program has instituted a transparent process for accountability through creation of a monthly Scorecard, which is posted on our website. The expanded use of volunteers has become a Scorecard measure. The Scorecard uses quantitative data to demonstrate that GAL advocacy correlates with improved case outcomes and to guide the efficient and effective use of resources for meeting the needs of children in the dependency system.

The GAL Program’s efficiency and effectiveness were recognized by Florida Taxwatch’s prestigious Prudential-Davis Productivity Awards, which bestowed a 2012 Eagle Award – the highest honor given – and a 2013 Award. These awards were given in recognition that the State Program “costs the least and benefits the most...” (Blue Ribbon Panel, Rilya Wilson 2002). By utilizing more than 18,000 volunteers over the last 5 years, engaging non-profits committed to supporting the program and children, utilizing pro bono attorneys around the state, and in particular through the Legal Aid Society of the Orange

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Priority # 1 Continued**

County Bar Association, the Program has saved the State millions of dollars. The worth of these volunteers and their contributions exceeds \$20 million a year, statewide.

Independent Living legislation passed in 2013 puts a high priority on the appointment of mentors for dependent children. Although each mentor is selected individually based on their relationship with the child, many of our GAL volunteers are already mentors and we provide training to our volunteers on what it means to mentor a child. This equips them to meet the need for more mentors, when the situation is appropriate.

The GAL program was also designated by Senator Marco Rubio as a national 2012 “Angel in Adoption” award recipient under the Congressional Coalition on Adoption’s (CCAI) national recognition program. The CCAI honors more than 150 Angels nationwide for excellence in finding forever families for children in the foster care system. The Angel awards are one of the highest honors given by the State's congressional delegation.

Salary projections reflect 12 month’s funding for each position requested in FY 2014-15.

The OPS category includes funding for 23.5 additional Volunteer Recruiter positions to assist the program in meeting its target of 100% representation of children in out of home care, and 80% of all children in the dependency system by June 30, 2015. The cost of new positions are calculated at the base rate for a volunteer recruiter and multiplied by 7.65%. No insurance benefits were included in these calculations though most of these positions will be full time positions when they are filled.

The expense budget is based on the average expenditures for each FTE based on the class type. The GAL Program's average expense per FTE is lower than the State standard expense calculation because Article V of the Florida Constitution assigns certain program expenditures (i.e. furniture and equipment, office space, etc.) to the Counties, so the GAL Program does not need budget in the expense appropriations category to pay for those expenditures in the Circuit offices. GAL direct service staff and attorneys have a higher expense cost per FTE than GAL's other staff because direct service staff and attorneys incur travel expenditures. Also, the expense per FTE for attorneys includes funding for bar dues for each new attorney position added in 2014-15.

In 2014-15, the program plans to replace old copiers that are on month to month maintenance agreements. The average monthly cost for a new copy machine is \$205 and the program would like to purchase 6 new copiers for use in various offices around the State.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Priority #2**

**TRANSFER DATA PROCESSING SERVICES TO NEW PRIMARY DATA CENTER – ADD**

Issue Code: 36311C0

General Revenue: NORTHWEST REGIONAL DATA CENTER = \$227,143

General Revenue: EXPENSES = \$30,994

The Guardian ad Litem (GAL) program plans to move its data processing services from the Southwood Shared Resource Center (SSRC) to the Northwest Regional Data Center (NWRDC) on July 1, 2014. For this move to happen, the program will reduce the SSRC appropriations category by \$227,143 and create \$227,143 in budget authority in the NWRDC appropriations category. The budget authority created in the NWRDC appropriations category includes \$202,143 for recurring monthly data processing expenditures plus \$25,000 for non-recurring first year set up expenditures.

An additional \$30,994 is requested in the Expenses category to pay for the portion of annual software licenses that were previously paid for by the SSRC and distributed back to the program via monthly data processing charges.

Please see corresponding issue code 36312C0 for the amount to reduce from the SSRC category (210021)

**Priority #2 Continued**

**TRANSFER DATA PROCESSING SERVICES TO NEW PRIMARY DATA CENTER – DEDUCT**

Issue Code: 36312C0

General Revenue: SOUTHWOOD SHARED RESOURCE CENTER = (\$227,143)

The Guardian ad Litem (GAL) program plans to move its data processing services from the Southwood Shared Resource Center (SSRC) to the Northwest Regional Data Center (NWRDC) on July 1, 2014. For this move to happen, the program will reduce the recurring SSRC appropriations category by \$227,143. The amount of \$20,000 is being left in the SSRC category for Fiscal Year 2014-15 to prevent any possible disruptions in the Statewide network service as the program migrates from SSRC to NWRDC on July 1, and will be deleted when it is no longer needed.

Please see corresponding issue code 36311C0 for the amount to add to the NWRDC category 210023.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney: Legislative Budget Issue Priorities for Fiscal Year 2014-15  
(First through Twentieth Judicial Circuits)**

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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: \$36,928

This issue code is in support of activities 0900, 0910, and 0920.

2006 Chevrolet Impala, VIN 2G1WB55K469260243. Actual mileage as of July 31, 2013, was 120,725.

2003 Ford Taurus, VIN 1FAFP53UX3A216945. Actual mileage as of July 31, 2013, was 134,061.

**IC 3005310 GANG AND GUN PROSECUTION UNIT** **Priority #3**  
Fund: General Revenue  
FTE: 3.00  
Salary Rate = \$94,921  
Salaries & Benefits = \$152,013  
Operations = \$12,016

The Office of State Attorney, 1st Circuit, proposed to establish a Gang and Gun Prosecution Unit to deal with the serious and growing problem of gangs and gun violence. The state has a compelling interest in preventing criminal gang activity and halting the real and present danger posed by the proliferation of criminal gangs and the graduation of more primitive forms of criminal gangs to highly sophisticated criminal gangs. Frequently criminal gang activity also includes possession and/or use of firearms.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, First Judicial Circuit (Continued)**

**Priority #4**

**IC 3402960 TRANSFER STATE ATTORNEYS REVENUE TRUST FUND  
AUTHORITY TO GENERAL REVENUE - ADD**

Fund: General Revenue  
Salaries & Benefits = \$56,191

In January, 2009, general revenue reductions of the state attorneys were based on a fund shift which projected the collection of over \$9.5 million in traffic fine receipts. In 4 years the traffic fine receipts have averaged only \$7.9 million. This issue is to request restoration of the general revenue authority in the amount of \$56,191, and reduction of the SRTF Traffic TF in the amount of \$56,191.

**Priority #5**

**IC 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST FUND  
AUTHORITY TO GENERAL REVENUE - DEDUCT**

Fund: General Revenue  
Salaries & Benefits = (\$56,191)

In January, 2009, general revenue reductions of the state attorneys were based on a fund shift which projected the collection of over \$9.5 million in traffic fine receipts. In 4 years the traffic fine receipts have averaged only \$7.9 million. This issue is to request restoration of the general revenue authority in the amount of \$56,191, and reduction of the SRTF Traffic TF in the amount of \$56,191.

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #6**

Fund: General Revenue  
FTE: 3.00  
Salary Rate = \$85,529  
Salaries & Benefits = \$137,301  
Operations = \$11,497

Government in the Sunshine is a worthy goal and a necessary obligation of government. Access to public records is central to that obligation. There is a cost to providing public records and the cost is increasing exponentially. This issue serves to facilitate the State Attorney's desire to be as transparent and responsive to public records request while not compromising our core mission. This issue requests funding for personnel and operating expenses to effectively and efficiently meet public records demands.



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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Second Judicial Circuit**

**Priority #1**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

Fund: State Attorneys Revenue Trust Fund

Amount: \$200,000

Critical to agency mission in that we have offices in six counties. Assistant State Attorneys, investigators and victim witness personnel must have reliable transportation to function in the circuit.

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #2**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$62,307

Salaries & Benefits = \$99,500

Operations = \$8,071

See the issue code sheet for discussion. In short, the demand for public records is increasing every year. They are becoming more complex and more time consuming. They require increasing levels of expertise and can no longer be relegated to clerical staff. The risk for failure to comply is getting too great.

**Priority #3**

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST  
FUND AUTHORITY TO GENERAL REVENUE – ADD & DEDUCT**

Fund: General Revenue & SARTF

Salaries & Benefits = \$32,383

Seeks to restore fund shift from General Revenue to SARTF - Traffic where projected revenues were not sufficient to match original authority transferred to SARTF.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Third Judicial Circuit**

**Priority #1**

**IC 300080 INCREASED CURRENT PROSECUTION**

Fund: General Revenue

FTE: 1.00

Salary Rate = \$65,000

Salaries & Benefits = \$94,354

Operations = \$4,645

The Columbia County Felony Division makes up 39.1% of all felony cases in our 7 county circuits. Currently 3 line prosecutors are assigned to this caseload. Only 1 of the 3 prosecutors has more than 5 years of experience. Due to the volume and severity of these crimes, it is imperative that the agency be able to recruit and hire an experienced prosecutor to assist with this caseload.

**Priority #2**

**IC 3402960 TRANSFER STATE ATTORNEYS REVENUE TRUST FUND  
AUTHORITY TO GENERAL REVENUE - ADD**

Fund: General Revenue

Salaries & Benefits = \$18,993

The agency requests the restoration of \$18,993 budget from SARTF to General Revenue. Collections for traffic fines statewide have not met the projections on which State Attorneys received GR reductions in January 2009.

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #3**

Fund: General Revenue

FTE: 1.00

Salary Rate = \$39,085

Salaries & Benefits = \$61,700

Operations = \$4,645

Public Records demands are increasing at an exponential rate. The volume of public records requests and the complexity of these requests require that an Attorney be involved in redacting and responding to the many requests that are being made.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Third Judicial Circuit (Continued)**

**Priority #4**

**IC 3008A10 ENHANCED SALARY INCENTIVE PAYMENTS**

Fund: General Revenue

Salary Incentive Payments = \$1,470

The agency is statutorily required to make Salary Incentive Payments to our sworn Law Enforcement personnel. The State Attorney's Office, Third Judicial Circuit employs 4 people as Investigators. Their high levels of education and training determine the amount of the incentive payments. This request is necessary to balance the budget authority to the required expenditures.

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

**Priority #5**

Fund: State Attorney Revenue Trust Fund (SARTF)

Amount: \$74,200

The State Attorney's Office, 3rd Judicial Circuit has an aging fleet of motor vehicles. This request is to replace 3 sedan model cars and one (1) 8-passenger van. This agency has offices in Suwannee, Columbia, Taylor, and Dixie Counties. Court is conducted in these counties as well as Hamilton, Lafayette, and Madison Counties. A reliable fleet of pool vehicles is necessary for our Assistant State Attorney's to travel to court, depositions, meetings, and available training.

**Priority #6**

**IC 3800130 EMPLOYEE CONTINUING EDUCATION**

Fund: General Revenue

Operations = \$6,000

The 24 Assistant State Attorneys in the Third Judicial Circuit have a need for ongoing Continuing Legal Education (CLE). This request is for funding of approximately half of the annual training requirement for the agency's legal staff. Without the required training, the attorneys would not meet the requirements of the Florida Bar and therefore would not be able to continue performing their job duties. Continuing Legal Education allows the attorneys to stay current and provide more effective service to the citizens of Florida.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Third Judicial Circuit (Continued)**

**Priority #7**

**IC 3000640 ENHANCED OTHER PERSONAL SERVICES**

Fund: General Revenue

Other Personal Services = \$11,440

A part-time OPS employee is necessary to assist in the imaging department. The State Attorney's Office, 3rd Circuit is going paperless. Imaging case related documents provides several benefits like reduces office site storage needs, provides faster access to records for complying with public records requests, and provides a storage method for documents that can be backed-up as part of a disaster recovery plan.

**Priority #8**

**IC 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST FUND  
AUTHORITY TO GENERAL REVENUE - DEDUCT**

Fund: State Attorney Revenue Trust Fund (SARTF)

Salaries & Benefits = (\$18,993)

This issue is for the reduction of budget in SARTF (with a companion issue to restore funds to GR) due to the fact that traffic fine projections over the last four years have not reached the projected amounts.

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**State Attorney, Fourth Judicial Circuit**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #1**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$66,204

Salaries & Benefits = \$105,211

Operations = \$8,071

Government in the Sunshine is a worthy goal and a necessary obligation of government. Access to public records is central to that obligation. There is, however, a cost to providing public records and the cost is increasing exponentially. This issue serves to facilitate the State Attorney's desire to be as transparent and responsive to public records requests while not compromising our core mission. This issue provides funding for personnel and operating expenses to effectively and efficiently meet public records demands.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Fourth Judicial Circuit (Continued)**

Public records demands are becoming more time consuming and more sophisticated. They include frequent demands by defense attorneys for all manner of records such as prosecutor personnel files, demands by families of victims, demands by businesses and research groups seeking records which serve their singular business or research interests. Many businesses simply want to get an upper hand on their competitors. While these efforts have the potential to save money for the taxpayers of Florida, they cost time and money in order to comply. Another notable group seeking public records is prison or jail inmates. Public records requests are significantly higher during election seasons, which any elected official well knows.

While the public is entitled to the records and we want to insure they get them, it cannot be overlooked that time spent by attorneys and staff dealing with these demands takes time away for our core mission and, thus, to some degree, impairs our ability to do our part in securing public safety. Furthermore, there is the growing potential for and the real cost of litigation with those who request public records and take exception with the timeliness of a response or as to the content of a response. Attorney involvement is now necessary to make decisions on legal matters as to redactions, costs and citizen protections under HIPPA. Redaction is becoming a greater workload issue than retrieval of records. State Attorney Offices do not compile collective data with respect to public records requests, however some circuits report a 250% increase in the last several years.

**Priority #2**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue

FTE: 7.00

Salary Rate = \$245,805

Salaries & Benefits = \$385,588

Operations = \$29,896

It is vital to the State Attorney's Office Fourth Judicial Circuit to have qualified Assistant State Attorney's (ASA) to ensure cases are prosecuted timely and accurately.

In fiscal year 2013, State Attorney's Office Fourth Judicial Circuit lost 22 Assistant State Attorney's giving us a turnover rate of 22.14% which is higher than the average statewide turnover rate of 16.58%. Of these 22 Assistant State Attorney's, 12 were long term employees.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Fourth Judicial Circuit (Continued)**

In fiscal year 2012, our circuit lost 29 Assistant State Attorney's giving us a turnover 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 2014. 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.

**Priority #3**

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST  
FUND AUTHORITY TO GENERAL REVENUE – ADD & DEDUCT**

Fund: General Revenue & SARTF  
Salaries & Benefits = \$94,677

The January 2009 general revenue reductions of the state attorney's was based on a fund shift which projected the collection of over \$9.5 million in traffic fine receipts. In 4 years the traffic fine receipts have averaged only \$7.9 million.

This issue is to request restoration of general revenue in the amount of \$94,677.

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**State Attorney, Fifth Judicial Circuit**

To be determined by FPAA.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Sixth Judicial Circuit**

**Priority #1**

**IC 3004500 SPECIAL PROSECUTION UNIT FOR VETERANS**

Fund: General Revenue

FTE: 1.00

Salary Rate = \$35,241

Salaries & Benefits = \$51,574

Operations = \$248,426

This funding will allow us to continue to provide additional mediation and treatment based disposition service to returning combat veterans.

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

**Priority #2**

Fund: State Attorney Revenue Trust Fund (SARTF)

Amount: \$157,605

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 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #3**

Fund: General Revenue

FTE: 4.00

Salary Rate = \$108,751

Salaries & Benefits = \$175,101

Operations = \$14,936

Additional positions to address workload increases and backlogs in public records requests.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Seventh Judicial Circuit**

**Priority #1**

**IC 36301C0**

**SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC FILING**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$123,000

Salaries & Benefits = \$163,335

Operations = \$7,890

Mandates given this agency by the Florida Legislature and Florida Supreme Court requiring E-Filing 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 the 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.

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**State Attorney, Eighth Judicial Circuit**

To be determined by FPAA.

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**State Attorney, Ninth Judicial Circuit**

**Priority # 1**

**IC 4300250**

**MAXIMIZE USE OF TRUST FUND REVENUES FOR OPERATING  
EXPENDITURES**

Fund: Grants and Donations Trust Fund

Salary Rate = \$610,887

Salaries & Benefits = \$700,077

We are requesting additional trust fund authority in the Grants and Donations Trust Fund for Prosecution of Local Ordinance and Insurance Fraud. Our cash balance exceeds our current budget authority and the funds are required to offset grant expenditures.



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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Ninth Judicial Circuit (Continued)**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #2**

Fund: General Revenue  
FTE: 3.00  
Salary Rate = \$121,444  
Salaries & Benefits = \$182,555  
Operations = \$11,497

Funds are requested to meet the increased public records requests this agency is receiving. They are time consuming and require a more sophisticated review before releasing to the public. Funds are requested for two positions and associated Operational Expenditures.

**IC 5000400 CONVERSION TO PAPERLESS RECORDS**

**Priority #3**

Fund: General Revenue  
FTE: 1.00  
Salary Rate = \$46,820  
Salaries & Benefits = \$64,844  
Operations = \$7,445

We are requesting funding to convert to a paperless organization. Funds are needed for a project manager to design and implement this system to ensure that all documents are preserved and readily retrievable for use upon demand.

**Priority #4**

**IC 3000400 STAFFING REQUIREMENTS FOR OFFICE REORGANIZATION**

Fund: General Revenue  
FTE: 2.00  
Salary Rate = \$66,817  
Salaries & Benefits = \$98,948  
Operations = \$7,890

This office was restructured on August 5, 2013, to reflect a vertical prosecution model. Upon the reorganization to seven distinct Trial Units we now require two additional positions in order to make the units whole.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Tenth Judicial Circuit**

**Priority #1**

Continuation of current budget level without any budget cuts.

**Priority #2**

Budget Issue Priorities of the Florida Prosecuting Attorneys Association.

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**State Attorney, Eleventh Judicial Circuit**

**Priority #1**

**IC 4200A10**

**COMPETITIVE AREA DIFFERENTIAL FUNDING FOR SUPPORT STAFF**

Salary Rate = \$616,377

Fund: General Revenue

Salaries & Benefits = \$579,072

Fund: Child Support Trust Fund

Salaries & Benefits = \$56,160

Fund: Grants and Donations Trust Fund

Salaries & Benefits = \$71,136

**IC 4200A60 COMPETITIVE AREA DIFFERENTIAL FUNDING**

Salary Rate = \$1,524,398

Fund: General Revenue

Salaries & Benefits = \$1,521,060

Fund: Child Support Trust Fund

Salaries & Benefits = \$110,440

Fund: Grants and Donations Trust Fund

Salaries & Benefits = \$115,460

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.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Eleventh Judicial Circuit (Continued)**

**Priority #2**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue

FTE: 28.00

Salary Rate = \$959,920

Salaries & Benefits = \$1,508,358

Operations = \$117,508

Each certification of an additional judge requires the State Attorney provide sufficient staff to handle the caseload assigned for each new judge. This issue requests Assistant State Attorneys and support staff for four (4) new judgeships.

**Priority #3**

**IC 3009050 RULE 3 UNIT WORKLOAD**

Fund: General Revenue

FTE: 9.00

Salary Rate = \$311,288

Salaries & Benefits = \$487,124

Operations = \$37,967

The 11th Circuit has the highest number of post conviction filings in the state according to the Florida Supreme Court. This issue requests Assistant State Attorneys and support Staff to handle the post-conviction filings projected for 2014-15.

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**State Attorney, Twelfth Judicial Circuit**

**Priority #1**

To be provided by the FPAA.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Twelfth Judicial Circuit (Continued)**

**Priority #2**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue

FTE: 7.00

Salary Rate = \$229,712

Salaries & Benefits = \$364,450

Operations = \$29,377

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 FPAA's model. This configuration will need to be repeated for each new criminal division created in the Twelfth Judicial Circuit.

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #3**

Fund: General Revenue

FTE: 4.00

Salary Rate = \$124,614

Salaries & Benefits = \$199,002

Operations = \$16,142

Government in the Sunshine is a worthy goal and a necessary obligation of government. Access to public records is central to that obligation. There is, however, a cost to providing public records and the cost is increasing exponentially. This issue serves to facilitate the State Attorney's desire to be as transparent and responsive to public records requests while not compromising our core mission. This issue provides funding for personnel and operating expenses to effectively and efficiently meet public records demands.

Public records demands are becoming more time consuming and more sophisticated. They include frequent demands by defense attorneys for all manner of records such as prosecutor personnel files, demands by families of victims, demands by businesses and research groups seeking records which serve their singular business or research interests. Many businesses simply want to get an upper hand on their competitors. While these efforts have the potential to save money for the taxpayers of Florida, they cost time and money in order to comply. Another notable group seeking public records is prison or jail inmates. Public records requests are significantly higher during election seasons, which any elected official well knows.

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**SCHEDULE VIII-A  
 PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
 REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
 FY 2014-2015**

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**State Attorney, Twelfth Judicial Circuit (Continued)**

While the public is entitled to the records and we want to insure they get them, it cannot be overlooked that time spent by attorneys and staff dealing with these demands takes time away for our core mission and, thus, to some degree, impairs our ability to do our part in securing public safety. Furthermore, there is the growing potential for and the real cost of litigation with those who request public records and take exception with the timeliness of a response or as to the content of a response. Attorney involvement is now necessary to make decisions on legal matters as to redactions, costs and citizen protections under HIPPA. Redaction is becoming a greater workload issue than retrieval of records. State Attorney Offices do not compile collective data with respect to public records requests, however, some circuits report a 250% increase in the last several years.

**Priority #4**

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST  
 FUND AUTHORITY TO GENERAL REVENUE – ADD & DEDUCT**

Fund: General Revenue & SARTF

Salaries & Benefits = \$51,106

The January 2009 general revenue reductions of the state attorney's was based on a fund shift which projected the collection of over \$9.5 million in traffic fine receipts.

In 4 years the traffic fine receipts have averaged only \$7.9 million.

This issue is to request restoration of general revenue in the amount of \$51,106.

**Priority #5**

**IC 3000640 ENHANCED OTHER PERSONAL SERVICES**

Fund: General Revenue

Other Personal Services = \$23,983

Due growing work-load demands, temporary staff is needed to assist employees with caseloads and to substitute when an employee is on extensive paid medical/annual leave and workload demands. The services provided are in lieu of hiring additional full-time, salaried employees.

# of OPS	# of Hours Each	Cost Per Hour	Sub-Total	FICA Match	Total Cost
2	1040	\$10.00	\$20,800	\$3,183	<b>\$23,983</b>

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Twelfth Judicial Circuit (Continued)**

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

**Priority #6**

Fund: State Attorney Revenue Trust Fund (SARTF)

Amount: \$21,000

The State Attorney's Office, 12th Judicial Circuit requests replacement of the above vehicle that will meet the statutory requirements for replacement in FY 2014-15. Our 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 may be in the same type of reliable condition as the one it is replacing as it, too, may be in need of replacement. For these reasons, we are requesting replacement for the above vehicle as it is critical to ensuring the efficient operation of our office and will allow us to better perform our constitutional and statutorily mandated duties.

Replacement Policy: The State Attorney follows the State standard for replacement vehicles which is twelve (12) years old and/or have in excess of 120,000 miles. Vehicles are used by our investigator and prosecutors to respond to crime scenes and to travel to and from depositions and seminars and by staff to travel between four office locations. Our DeSoto County office is located 100 miles roundtrip from the main office.

**Priority #7**

**IC 4201800 INCREASED FUNDING FOR LEASED EQUIPMENT**

Fund: General Revenue

Lease or Lease Purchase of Equipment: \$3,000

The State Attorney's Office, 12th Judicial Circuit's current appropriation for Leased Equipment is \$367. We are requesting an increase of \$3,000 to cover the lease of a postage machine in our DeSoto County office. This equipment is used to fulfill our prosecutorial responsibilities in sending notifications, pleadings and other documents to victims, witnesses and defense attorneys. We are requesting an increase of \$3,000 for these costs to meet our financial obligations in this category.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Thirteenth Judicial Circuit**

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #1**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$90,379

Salaries & Benefits = \$134,511

Operations = \$8,071

Government in the Sunshine is a worthy goal and a necessary obligation of government. Access to public records is central to that obligation. There is, however, a cost to providing public records and the cost is increasing exponentially. This issue serves to facilitate the State Attorney's desire to be as transparent and responsive to public records requests while not compromising our core mission. This issue provides funding for personnel and operating expenses to effectively and efficiently meet public records demands.

Public records demands are becoming more time consuming and more sophisticated. They include frequent demands by defense attorneys for all manner of records such as prosecutor personnel files, demands by families of victims, demands by businesses and research groups seeking records which serve their singular business or research interests. Many businesses simply want to get an upper hand on their competitors. While these efforts have the potential to save money for the taxpayers of Florida, they cost time and money in order to comply. Another notable group seeking public records is prison or jail inmates. Public records requests are significantly higher during election seasons, which any elected official well knows.

While the public is entitled to the records and Government in the Sunshine insures they get them, it cannot be overlooked that time spent by attorneys and staff dealing with these demands takes time away from the core mission of the State Attorney's office and, thus, to some degree, impairs the ability to do our part in securing public safety. Furthermore, there is the growing potential for and the real cost of litigation with those who request public records and take exception with the timeliness of a response or as to the content of a response. Attorney involvement is now necessary to make decisions on legal matters as to redactions, costs and citizen protections under HIPPA. Redaction is becoming a greater workload issue than retrieval of records. State Attorney offices do not compile collective data with respect to public records requests. However, some circuits report a 250% increase in the last several years. The Assistant State Attorney position requested must be filled by an experienced attorney. This person will be responsible for review and redaction of information pertaining to possible Capital Collateral cases. This position cannot be filled by an entry level attorney. Therefore, the rate requested for this position is that of a Felony Lead Trial Assistant State Attorney.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Thirteenth Judicial Circuit (Continued)**

**Priority #2**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED JUDGESHIPS**

Fund: General Revenue  
FTE: 10.00  
Salary Rate = \$520,071  
Salaries & Benefits = \$770,243  
Operations = \$43,312

This issue benefits the Felony Prosecution activity of the Office of the State Attorney, 13th Judicial Circuit, Hillsborough County. Funding for one (1) Felony Prosecution Division is requested in order to staff one (1) new Felony Judgeship anticipated to be certified for this circuit. It is imperative to have proper funding in order to staff this new division if the Judgeship is added. The new Felony Prosecution Division would require the following positions:

- 1 Felony Division Chief Assistant State Attorney
- 1 Felony Deputy Chief Assistant State Attorney
- 1 Felony Lead Trial Assistant State Attorney
- 3 Interim Felony Assistant State Attorneys
- 1 Interim Intake Assistant State Attorney
- 2 Legal Assistant/Secretary II
- 1 Investigator I

It may be necessary to make changes to this Issue Code at a later date.

**IC 2401500 REPLACEMENT MOTOR VEHICLES**

**Priority #3**

Fund: State Attorney Revenue Trust Fund (SARTF)  
Amount: \$48,000

Year	Make/Model	VIN	Est. FY 2013-14 Mileage	Est. FY 2014-15 Mileage
2004	Chevy Impala	2G1WF52E549303732	123,835	140,635

The State Attorney's Office, 12th Judicial Circuit requests replacement of the above vehicle that will meet the statutory requirements for replacement in FY 2014-15. Our vehicles are essential to the day-to-day operations of our 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



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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Thirteenth Judicial Circuit (Continued)**

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 may be in the same type of unreliable condition as the one it is replacing as it, too, may be in need of replacement. For these reasons, we are requesting replacement for the above vehicle as it is critical to ensuring the efficient operation of our office and will allow us to better perform our constitutional and statutorily mandated duties.

Replacement Policy: The State Attorney follows the State standard for replacement vehicles which is twelve (12) years old and/or have in excess of 120,000 miles. Vehicles are used by our investigator and prosecutors to respond to crime scenes and to travel to and from depositions and seminars and by staff to travel between four office locations. Our DeSoto County office is located 100 miles round trip from the main office.

Link to Agency Activities: Felony, misdemeanor, juvenile prosecution and civil matters.

**Priority #4**

**IC 3008A10 ENHANCED SALARY INCENTIVE PAYMENTS**

Fund: General Revenue

Salary Incentive Payments = \$5,422

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.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Thirteenth Judicial Circuit (Continued)**

Title	Monthly Amt.	Retirement FICA	Retirement Fla. Ret. Syst.	PEORP Emplr	LEIP
Monthly Total					
Investigator	\$110.00	\$8.42			
Investigator	\$130.00	\$9.95			
Investigator	\$30.00	\$2.30			
Investigator	\$130.00	\$9.95			
Investigator	\$80.00	\$6.12			
Investigator	\$100.00	\$7.65			
Investigator	\$125.00	\$9.56			
Investigator	\$105.00	\$8.03			
Total	\$810.00	\$61.97	\$77.65	\$70.53	\$1,020.15

\$1,020.15 x 12 months =\$12,248.80

Current Salary Incentive Budget \$6,827.00

DIFFERENCE (Request Additional Appropriation) \$5,421.80

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**State Attorney, Fourteenth Judicial Circuit**

**Priority #1**

To be provided by the FPAA.

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD**

**Priority #2**

Fund: General Revenue

FTE: 2.00

Salary Rate = \$62,307

Salaries & Benefits = \$99,500

Operations = \$8,071

This issue provides funding for personnel and operating expenses to effectively and efficiently meet public records demands.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Fourteenth Judicial Circuit (Continued)**

**IC 2401500 REPLACEMENT OF MOTOR VEHICLES**

**Priority #3**

Fund: State Attorney Revenue Trust Fund (SARTF)

Acquisition of Motor Vehicles = \$105,000

The Fourteenth Circuit is a six county circuit and the State Attorney's Office has an office and court appearances in each county; therefore travel is essential. 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.

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**State Attorney, Fifteenth Judicial Circuit**

**Priority #1**

To be provided by the FPAA.

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**State Attorney, Sixteenth Judicial Circuit**

**Priority #1**

To be provided by the FPAA.

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**State Attorney, Seventeenth Judicial Circuit**

**Priority #1**

**IC 4200300 FULL RESTORATION OF BUDGET REDUCTIONS**

Fund: General Revenue

Salaries & Benefits = \$2,718,285

Additional funds needed to maintain high level of efficiency and professionalism when representing the State of Florida.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Seventeenth Judicial Circuit (Continued)**

**Priority #2**

**IC 3402960 & 3402970 TRANSFER STATE ATTORNEYS REVENUE TRUST  
FUND AUTHORITY TO GENERAL REVENUE – ADD & DEDUCT**

Fund: General Revenue & SARTF

Salaries & Benefits = \$3,277,960

Increase General Revenue authority

**Priority #3**

**IC 36301C0 SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC  
FILING**

Fund: General Revenue

FTE: 9.00

Salary Rate = \$237,420

Salaries & Benefits = \$372,776

Other Personal Services (OPS) = \$72,000

Operations = \$220,034

Staff and Equipment to implement Supreme Court E-Filing Mandate

**Priority #4**

**IC 3000080 INCREASED CURRENT PROSECUTION**

Fund: General Revenue

FTE: 70.00

Salary Rate = \$2,568,426

Salaries & Benefits = \$4,035,302

Operations = \$304,427

Additional staff needed to maintain high level of efficiency and professionalism when representing the State of Florida.

**Priority #5**

**IC 3000640 ENHANCED OTHER PERSONAL SERVICES**

Fund: General Revenue

Other Personal Services = \$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 2014-2015**

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**State Attorney, Eighteenth Judicial Circuit**

**Priority #1**

**IC 3001060 STAFFING ADJUSTMENTS FOR WORKLOAD AND INCREASED  
JUDGESHIPS**

Fund: General Revenue  
FTE: 3.00  
Salary Rate = \$98,784  
Salaries & Benefits = \$158,213  
Operations = \$12,536

**IC 3009700 PUBLIC RECORDS REQUEST WORKLOAD** **Priority #2**

Fund: General Revenue  
FTE: 2.00  
Salary Rate = \$62,307  
Salaries & Benefits = \$99,500  
Operations = \$8,071

**IC 2401500 REPLACEMENT OF MOTOR VEHICLES** **Priority #3**

Fund: State Attorney Revenue Trust Fund (SARTF)  
Acquisition of Motor Vehicles = \$39,000

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**State Attorney, Nineteenth Judicial Circuit**

**Priority #1**

To be provided by the FPAA.

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**State Attorney, Twentieth Judicial Circuit**

**Priority #1**

To be provided by the FPAA.

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**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**State Attorney, Twentieth Judicial Circuit (Continued)**

**Priority #2**

**IC 4201550 EQUITY FUNDING TO RELIEVE BASE BUDGET INEQUITIES**

Fund: General Revenue

FTE: 24.00

Salary Rate = \$837,382

Salaries & Benefits = \$1,326,493

Based off of the Florida Prosecuting Attorney's 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 (SARTF)

Acquisition of Motor Vehicles = \$100,000

Being the largest geographic circuit in the state of Florida, transportation is key to completing our prosecution function. By June 30, 2015 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 create safety issues for staff and citizens.

**Priority #4**

**IC 4204A10 LEAVE LIABILITY**

Fund: General Revenue

Leave Liability = \$175,000

During 2014/2015, we have 5 long-term employees that are currently in the DROP program who will retire and an additional 14 employees eligible to enter the Drop Program. The funding of this non-recurring issue will provide the resources to meet the needs of dedicated employees who have proudly served the state of Florida.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**TRIALS LBR BUDGET ISSUE PRIORITIES FOR FY 2014-15  
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

**Priority #1**

**Issue Code: 3001300**  
**Issue Title: PUBLIC DEFENDER TRIAL WORKLOAD**

**FTE = 69.00**  
**Salary Rate = \$2,966,448**  
**General Revenue – Salaries and Benefits = \$4,596,992**  
**General Revenue – Operations = \$338,583**

Approximately 50% of the total is being requested for critical needs offices with the remainder for other Offices.

These issues are in each individual Public Defender's Legislative Budget Request (LBR).

**Priority #2**

**Issue Code: 4200810**  
**Issue Title: INCREASE PUBLIC DEFENDER DUE PROCESS FUNDS**

**General Revenue – Public Defender Due Process Costs = \$1,967,000**

Public Defenders seek due process appropriations sufficient to: handle the sentencing work required on Graham and Miller cases, restore the reductions taken in 2010, and fully fund all public defenders for a full twelve months.

This Issue is located in the Justice Administrative Commission (JAC) budget entity LBR.

**Priority #3**

**Issue Code: 3001950**  
**Issue Title: EXECUTIVE CLEMENCY DUE PROCESS**

**General Revenue – Grants & Aids Contracted Services = \$300,000**

Public Defenders are appointed to represent indigent defendants who have applied for executive clemency as relief from the execution of the judgment imposing the death penalty pursuant to ss. 27.40, 27.51, and 27.5303, Florida Statutes. In Fiscal Year 2013/14 the Legislature, through proviso in the General Appropriations Act, provided \$250,000 in non-recurring funds to be available to Public

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**TRIALS LBR BUDGET ISSUE PRIORITIES FOR FY 2014-15  
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

**(Continued)**

Defenders who were appointed to one or more capital executive clemency cases. Public Defenders request an appropriation of \$300,000 in recurring funds to the Justice Administrative Commission budget on behalf of the Public Defenders, in order to provide the level of legal representation for these unique and challenging cases as required by the Constitution, Florida Statutes, and Rules of Professional Conduct.

**Priority #4**

**Issue Code: 3800400**

**Issue Title: BRADY TRAINING RECOMMENDED BY THE INNOCENCE COMMISSION**

**General Revenue – Operations = \$32,000**

Public Defenders request \$32,000 in non-recurring funds to design, develop, and provide in-person and case/scenario-specific training for assistant public defenders in both the trial divisions and appellate divisions with regard to discovery procedures and professional obligations in death penalty and other criminal cases in order to accomplish the recommendations of the Commission.

**Priority #5**

**Issue Code: 36306C0**

**Issue Title: UNIFORM STATEWIDE PUBLIC DEFENDER CASELOAD MANAGEMENT NETWORK**

**General Revenue – Contracted Services = \$375,000**

The Public Defenders are requesting \$375,000 (non-recurring) to start and implement a uniform, statewide, case management network using a case management system developed by and currently used in the 4th Judicial Circuit Public Defender's Office (Clay, Duval, and Nassau counties).

This Issue is located in the Justice Administrative Commission (JAC) budget entity LBR.

**Priority #6**

**Issue Code: 4204A00**

**Issue Title: ASSISTANT PUBLIC DEFENDER SALARY PARITY**

**Salary Rate = \$2,381,708**

**General Revenue – Salaries and Benefits = \$3,000,000**

The Public Defenders seek to achieve parity in salaries and benefits with attorneys in private practice with similar experience levels and practice areas. At a minimum, assistant public defenders should be



**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**TRIALS LBR BUDGET ISSUE PRIORITIES FOR FY 2014-15  
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

**(Continued)**

compensated equal to other government attorneys in the judicial legislative and executive branches, where starting salaries may be \$10,000 more than those of assistant public defenders.

**Priority #7**

**Issue Code: 4205650**

**Issue Title: NO ADDITIONAL BUDGET OR EMPLOYEE BENEFIT REDUCTIONS**

**General Revenue – Operations = \$1**

A priority of the Florida Public Defender Association for the Fiscal Year 2014-15 is that they be exempted from any additional reductions to their budgets or employee benefits, including Senior Management benefits.

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. This Issue is located in the Justice Administrative Commission (JAC) budget entity LBR.

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**APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2014-15  
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.**

**Priority #1**

**Issue Code: 3001310**

**Issue Title: PUBLIC DEFENDER APPELLATE WORKLOAD**

**FTE = 89.00**

**Salary Rate = \$3,517,443**

**General Revenue – Salaries and Benefits = \$4,093,239**

**General Revenue – Other Personal Services = \$31,742**

**General Revenue – Operations = \$401,363**

These issues are in each individual Public Defender Appellate Legislative Budget Request (LBR).

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2014-15  
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.  
(Continued)**

**Priority #2**

**Issue Code: 2000A10 & 2000A20**  
**Issue Title: REALIGNMENT OF PUBLIC DEFENDER APPELLATE BUDGET  
AUTHORITY – ADD & DEDUCT**

In the Fiscal Year 2013-2014 General Appropriations Act, the Legislature provided an additional \$550,000 of recurring General Revenue funds and \$487,460 in salary rate to support appellate workload in the five Public Defenders Offices that provide statewide appellate services. This issue is requesting the transfer of PD-11's allocation of funding and salary rate to the other appellate Public Defender Offices as follows:

Judicial Circuit	Funding	Rate
2nd	\$27,500	24,373
7th	\$27,500	0
10th	\$27,500	48,746
15th	\$27,500	24,373
Total	\$110,000	97,492

**Priority #3**

The Florida Public Defender Association, Inc. has as their third (3<sup>rd</sup>) Appellate Priority the following issues related to E-filing and production of physical records on appeal for appellees.

**Issue Code: 36301C0**  
**Issue Title: SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC FILING**

**Indigent Criminal Defense Trust Fund – Operations = \$14,446**

**Issue Code: 4201650**  
**Issue Title: RESOURCES NEEDED FOR PRINTING RECORDS ON APPEAL**

**FTE = .50**  
**Salary Rate = \$8,216**

**General Revenue – Salaries and Benefits = \$15,011**  
**General Revenue – Operations = \$33,116**

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**APPEALS LBR BUDGET ISSUE PRIORITIES FOR FY 2014-15  
AS PER THE FLORIDA PUBLIC DEFENDER ASSOCIATION, INC.  
(Continued)**

**Issue Code: 5000600**

**Issue Title: MANDATED COMPLIANCE WITH SUPREME COURT ORDER SC11-399 -  
IMPLEMENTATION OF ELECTRONIC FILING**

**FTE = 2.00**

**Salary Rate = \$62,682**

**General Revenue – Salaries and Benefits = \$94,209**

**General Revenue – Other Personal Services = \$20,000**

**General Revenue – Operations = \$26,624**

**Priority #4**

The Florida Public Defender Association, Inc. has as their third (4<sup>th</sup>) Appellate Priority the individual circuit specific issues.

**Priority #5**

**Issue Code: 4204A00**

**Issue Title: ASSISTANT PUBLIC DEFENDER SALARY PARITY**

**Salary Rate = \$2,381,708**

**General Revenue – Salaries and Benefits = \$3,000,000**

The Public Defenders seek to achieve parity in salaries and benefits with attorneys in private practice with similar experience levels and practice areas. At a minimum, assistant public defenders should be compensated equal to other government attorneys in the judicial legislative and executive branches, where starting salaries may be \$10,000 more than those of assistant public defenders.

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**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Individual Public Defender Circuit Responses:**

**Public Defender, First Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Second Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Third Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Fourth Judicial Circuit**

**Priority #1**

**Issue Code: 3004600**

**Issue Title: VETERANS COURT SERVICES DIVISION**

**FTE = 3.00**

**Salary Rate = \$92,110**

**General Revenue – Salaries and Benefits = \$145,518**

**General Revenue – Operations = \$12,016**

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 150 veterans per month, half of which are combat veterans. Many exhibit PTSD (post traumatic stress disorder), TBI (traumatic brain injury), 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, in some cases, homeless. Expanding Federal support, such as the recently funded Veteran's

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Fourth Judicial Circuit (Continued)**

Outreach Coordinator to serve as a jail liaison to the PD-appointed clients, has actually increased the demand on the Public Defender's Office to coordinate services. Since the inception of the Public Defender's Office partnership with the United States Department of Veterans Affairs, over 300 justice-affected veterans have become vested in the VA healthcare system.

Effective October 1, 2013, the Veteran's Court program will expand into Clay County, requiring additional coordination with county, federal, and local resources to provide services. The new Clay County program is on track to coordinate services for 750 veterans in Clay County alone. Currently, over 166 Veteran's Courts are operating nationally with zero to low single digit recidivism, thus significantly saving the cost of long term incarceration. In both Duval and Clay Counties, this will assist in alleviating overcrowding at the county jails.

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 necessary to assist these veterans. Salaries for the Investigator and Legal Assistant are requested at the default minimum for the pay grade. Public Defender Operating Expenditures Budget of \$12,016 and \$ 7,908 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.

**Priority #2**

**Issue Code: 4300200**

**Issue Title: MAXIMIZE USE OF INDIGENT CRIMINAL DEFENSE TRUST FUNDS FOR OPERATING EXPENDITURES**

**General Revenue – Other Personal Services = \$36,945**

The recent implementation of the 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 are 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 need to be saved into our case management systems and (electronic and/or physical) case files.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Fourth Judicial Circuit (Continued)**

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 have been implemented that require new skills sets in the office. In addition to the current daily responsibilities of public defender employees, additional daily tasks associated with e-filing have impacted every legal assistant employee. Employees must now 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 workload burden on the attorneys as well. 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 be required to route, image, and file not only hard copies of documents, but also to monitor electronic mail for documents served by e-mail and for electronic filings.

This office is requesting three (3) additional part-time OPS employees to assist staff with scanning and indexing the voluminous e-filing documents into the circuit's case management system. Due to the nature of the work and critical requirement of indexing the documents properly, the office is requesting to hire these part-time OPS employees at the paralegal and/or law school student level who will possess not only the knowledge and understanding of document types but also of the specific legal processes involved as well. Salaries for the OPS employees are as follows:

Three (3) OPS employees @ 1040 hours per year @ \$11.00/hr = \$34,320  
FICA @ .0765 = \$2625.48  
Total Request: \$36,945

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**Public Defender, Fifth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Sixth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Seventh Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Eighth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Ninth Judicial Circuit**

**Priority #1**

**Issue Code: 3001350**  
**Issue Title: PUBLIC DEFENDER WORKLOAD**

**FTE = 50.00**  
**Salary Rate = \$6,834,450**

**General Revenue – Salaries and Benefits = \$9,162,762**  
**General Revenue – Operations = \$232,250**

The Ninth Circuit requests workload and equity funding comparable to the level of funding per case as the Public Defender 11th circuit.

**Priority #2**

**Issue Code: 5000500**  
**Issue Title: PUBLIC DEFENDER SPECIAL FUNDING REQUEST FOR CRITICAL NEEDS**

**Salary Rate = \$865,800**  
**General Revenue – Salaries and Benefits = \$1,090,562**  
**General Revenue – Operations = \$37,160**

The office of the Public Defender, Ninth Circuit is in critical need for Capital Certified Attorneys

**Priority #3**

**Issue Code: 4203A50**  
**Issue Title: SALARY ADJUSTMENT FOR BOARD CERTIFIED ATTORNEYS**

**Salary Rate = \$150,000**

**General Revenue – Salaries and Benefits = \$188,940**

The Public Defender Office, Ninth (9<sup>th</sup>) Judicial Circuit is requesting pay adjustments for Board Certified Attorneys.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Ninth Judicial Circuit (Continued)**

**Priority #4**

**Issue Code: 2401500**  
**Issue Title: REPLACEMENT OF MOTOR VEHICLES**

**Salary Rate = \$150,000**

**Indigent Criminal Defense Trust Fund – Acquisition of Motor Vehicles = \$40,000**

The Ninth Judicial Circuit is requesting funds to replace 2 multi-purpose cars bought in 2002 since they reach the end of their uses and meet the minimum replacement criteria of dropdead age. The Ninth Circuit is considering purchasing hybrid vehicles if it is cost effective.

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**Public Defender, Tenth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Eleventh Judicial Circuit**

**Priority #1**

**Issue Code: 3009010**  
**Issue Title: UNITED STATES SUPREME COURT PADILLA CONSTITUTIONAL  
MANDATE**

**FTE = 2.00**

**Salary Rate = \$100,000**

**General Revenue – Salaries and Benefits = \$150,906**

**General Revenue – Operations = \$9,290**

Funding requested for workload associated with additional responsibilities placed on criminal defense attorneys as a result United States Supreme Court decision in Padilla v. Kentucky, 130 S. Ct. 1473 (2010).



**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Eleventh Judicial Circuit (Continued)**

**Priority #2**

**Issue Code: 4200270**

**Issue Title: ADJUSTMENT TO GRANT AND DONATIONS TRUST FUND AUTHORITY**

**General Revenue – Salaries and Benefits = \$151,716**

Request to decrease trust authority to the maximum amounts reimbursable under the contracts with Miami Dade County.

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**Public Defender, Twelfth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Thirteenth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Fourteenth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Fifteenth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender, Sixteenth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Seventeenth Judicial Circuit**

**Priority #1**

**Issue Code: 3000640**

**Issue Title: ENHANCED OTHER PERSONAL SERVICES**

**General Revenue – Other Personal Services = \$96,000**

The Public Defender Office, Seventeenth (17th) Judicial Circuit has not had an increase in over 15 years in the Other Personal Services appropriation category (030000). This office utilizes an intern program to screen potential new hires. The costs associated with this program total annually as follows:

20 Certified Legal Interns @ \$15.00 per hour for a total of 40 hours per week for 8 weeks before receiving bar results totaling \$96,000

**Priority #2**

**Issue Code: 3800280**

**Issue Title: FLORIDA BAR TRAINING REQUIREMENTS FOR NEW ASSISTANT PUBLIC DEFENDERS**

**General Revenue – Operations = \$3,920**

The Public Defender Office, Seventeenth (17th) Judicial Circuit hired 28 Assistant Public Defenders (APDs) who were required to complete Practicing with Professionalism. The cost of the program was \$140 per attendee. This Office is therefore requesting additional Operational dollars in order to fund this requirement.

28 x \$140 = \$3,920

**Priority #3**

**Issue Code: 2401800**

**Issue Title: REPLACEMENT EQUIPMENT - LAW LIBRARY**

**General Revenue – Operations = \$1,104**

This request is based upon a 5% increase over actual prior year Law Library expenditures.

2012-13 Law Library Expenditures = \$22,081 X 5% = \$1,104

Replacement Policy: Books and periodicals are replaced when worn out or obsolete and of no value to the state.

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**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Eighteenth Judicial Circuit**

**Priority #1**

**Issue Code: 4300200**

**Issue Title: MAXIMIZE USE OF INDIGENT CRIMINAL DEFENSE TRUST FUNDS FOR OPERATING EXPENDITURES**

**FTE = 6.00**

**Salary Rate = \$148,270**

**Indigent Criminal Defense Trust Fund – Salaries and Benefits = \$248,488**

**Indigent Criminal Defense Trust Fund – Acq. Of Motor Vehicles = \$38,100**

**Indigent Criminal Defense Trust Fund – Operations = \$36,929**

Year	Make/Model	Identification Number	Actual Mileage 7/31/13	Estimated 6/14 Mileage
2007	Chevrolet Impala	2G1WB55K479173671	112,600	134,275
2007	Chevrolet Impala	2G1WB55K579170729	103,450	125,125

Public Defender, 18th Judicial Circuit is requesting replacement of the above vehicles based upon the average miles driven projected quarterly through June 2014.

Public Defender, 18th Judicial Circuit, is requesting two assistant public defender positions and four support staff to represent clients in an Early Representation Unit. This division would include cases which could be resolved through pretrial diversion programs and for those cases that do not have existing programs or classes where the victim is requesting an early resolution without prosecution. Examples of charges to be resolved in this program could be: trespass, domestic violence, resisting arrest without violence or no Contact Order cases where victims are roommates, best friends, adult child/parent incidents, criminal mischief, etc. The additional positions will yield significant caseload and workload relief for existing, overloaded Full Time Equivalent (FTE) personnel and will simultaneously, significantly reduce the expenditure of due process costs at the trial level, curb jail population overload and court costs related to court caseloads.

Public Defender Operating Expenditures budget of \$36,929 (\$23,358 non-recurring is requested to establish the positions, and those positions requested under issue codes 3004600 Veteran's Court Services Division and 3000530 Mental Health Lawyer - Baker Act as follows:

5 Attorneys at \$4,645	= \$23,225	Non-recurring = \$2,758 x 5	= \$13,790
4 Support at \$3,426	= \$13,704	Non-recurring = \$2,392 x 4	= \$ 9,568
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Total	= \$36,929		= \$23,358

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Eighteenth Judicial Circuit (Continued)**

**Priority #2**

**Issue Code: 3000530**

**Issue Title: MENTAL HEALTH LAWYER - BAKER ACT**

**FTE = 1.00**

**Salary Rate = \$39,085**

**General Revenue – Salaries and Benefits = \$61,700**

Public Defender, 18th Judicial Circuit is requesting one assistant public defender position to represent mental health cases assigned to this agency in both Brevard and Seminole county. This position will yield significant relief from the existing, overloaded case assignment of trial attorneys who are assigned to represent mental health cases in addition to their felony and misdemeanor caseloads. Mental health cases assigned to this agency over the past four years have increased 46% from 565 cases in Fiscal Year (FY) 2008-2009 to 828 cases in FY 2012-2013.

(Note: Public Defender Operating Expenditures budget amount of \$4,645 (\$2,758 non-recurring) is requested in issue code 4300200 to establish the position as per Standard #3 modified for Public Defenders.

**Priority #3**

**Issue Code: 3000590**

**Issue Title: EARLY CASE RESOLUTION DIVISION**

**General Revenue – Salaries and Benefits = \$100,000**

The Office of the Public Defender has suffered reductions in appropriations totaling \$1,571,023 from Fiscal Year (FY) 07/08 through FY 10/11. In addition the legislature abolished 7 employee positions as of 07/01/08 and terminated their funding in Salaries and Benefits. By 9/1/08, six (6) Assistant Public Defenders were laid off in order to make payroll through the end of the year which divided the 6,760 cases previously assigned (average of 520 cases per attorney x 13 terminated/abolished positions) amongst the remaining attorneys. Although this office has the #1 highest retention rate of attorneys with 3 or more years of date of hire (78.69% as of June 30, 2010) amongst all 20 circuits, the Long Range Program Plan for FY 2011-2016 outlines this agency's goal to reduce the number of cases assigned per attorney from 520 in FY 2011-12 to 494 in FY 2012-2013. By FY 2015-2016 this agency's goal in case assignment per attorney is reduced to 423. In order to address the excessive caseload, the restoration of \$100,000 in General Revenue from the previous budget cuts will enable this agency to use vacant positions to bolster the establishment of this highly successful program within this agency. (The Seminole County division resolved 47% of cases from the arraignment docket in 2007 (1194); 49.3% in 2006; 50% in 2005 and 2004; from 2000 to 2003 46.8% to 49.6%. The success in resolving these cases

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Eighteenth Judicial Circuit (Continued)**

were a direct result upon its workforce.) This method of resolving cases consequently will reduce costs to the State of Florida for pre-trial and trial expenses.

**Priority #4**

**Issue Code: 3004600**

**Issue Title: VETERANS COURT SERVICES DIVISION**

**FTE = 2.00**

**Salary Rate = \$78,170**

**General Revenue – Salaries and Benefits = \$123,401**

Public Defender, 18th Judicial Circuit is requesting two Assistant Public Defender positions and two support staff (in issue code 4300200) to represent Veteran's Treatment Court cases. Beginning in July 2014 this program will include a veteran's treatment court counsel in Brevard and Seminole County who will inform the veteran's treatment court participant about the rigors of drug court, preserving the rights of the client, advocates for fair and equal treatment of client, participates in team meetings and attends non-adversarial court proceedings. This program allows veterans to participate in Veteran's administration rehabilitation programs for alcohol and substance abuse, and psychological programs for post-traumatic stress syndrome, bi-polar disorder, schizophrenia, and co-occurring disorders (dual diagnosis). The completion of these programs and the payment of victim restitution will be in lieu of criminal prosecution.

Note: Public Defender Operating Expenditures budget amount of \$9,290 (\$5,516 non-recurring) is requested in issue code 4300200 to establish the positions as per Standard #3. modified for Public Defenders.

2 Attorneys at \$4,645 = \$9,290      Non-recurring \$2,758 x 2 = \$5,516

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**Public Defender, Nineteenth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Twentieth Judicial Circuit**

**Priority #1**

**Issue Code: 5000500**

**Issue Title: PUBLIC DEFENDER SPECIAL FUNDING REQUEST FOR CRITICAL NEEDS**

**FTE = 10.00**

**Salary Rate = \$861,500**

**General Revenue – Salaries and Benefits = \$1,138,374**

**General Revenue – Operations = \$82,605**

This request is critical to the performance of the Office of the Public Defender, 20th Circuit.

**Priority #2**

**Issue Code: 3001690**

**Issue Title: INITIAL DEFENSE UNIT**

**FTE = 8.00**

**Salary Rate = \$345,000**

**General Revenue – Salaries and Benefits = \$515,015**

**General Revenue – Operations = \$33,322**

The benefits of an Initial Defense Unit have been widely accepted and adopted by public defenders around the state. This unit will gather relevant information to investigate pre-trial release for clients as well as investigate possible defenses with an eye towards getting cases tried and/or resolved with a suitable plea at an earlier stage without jeopardizing justice.

**Priority #3**

**Issue Code: 3005180**

**Issue Title: FORENSIC CASE MANAGEMENT UNIT**

**Salary Rate = \$414,000**

**General Revenue – Salaries and Benefits = \$474,444**

**General Revenue – Operations = \$41,212**

This Unit is essential to efficient and effective proactive representation of clients who have been arrested and are facing charges who have been diagnosed with a mental illness, a developmental disability or a substance abuse problem.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Twentieth Judicial Circuit (Continued)**

**Priority #4**

**Issue Code: 3800220**  
**Issue Title: LEGAL EDUCATION TRAINING**

**FTE = 1.00**  
**Salary Rate = \$68,500**

**General Revenue – Salaries and Benefits = \$98,763**  
**General Revenue – Operations = \$4,645**

The Office of the Public Defender, 20th Circuit requires an experienced criminal attorney to provide training and mentoring of new hire attorneys.

**Priority #5**

**Issue Code: 3000030**  
**Issue Title: INCREASED SUPPORT STAFF**

**FTE = 1.00**  
**Salary Rate = \$34,000**

**General Revenue – Salaries and Benefits = \$50,152**  
**General Revenue – Operations = \$3,426**

The public defender has been without an administrative assistant for several years. Someone is needed to attend to immediate concerns particularly when the public defender's duties take her out of the office.

**Priority #6**

**Issue Code: 4300250**  
**Issue Title: MAXIMIZE USE OF TRUST FUND REVENUES FOR OPERATING  
EXPENDITURES**

**Public Defender Revenue Trust Fund – Salaries and Benefits = \$60,000**

Additional spending authority in the Public Defender Revenue Trust Fund is required to provide funds for "payouts" for retiring employees.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender, Twentieth Judicial Circuit (Continued)**

**Priority #7**

**Issue Code: 4202030**

**Issue Title: OFFICE RELOCATION FUNDING REQUIREMENTS**

**General Revenue – Operations = \$31,000**

General Revenue non-recurring funds in the amount of \$31,000 is being requested to cover the costs of relocating the misdemeanor and homicide divisions and provide some furniture and equipment.

**Priority #8**

**Issue Code: 4300200**

**Issue Title: MAXIMIZE USE OF INDIGENT CRIMINAL DEFENSE TRUST FUNDS FOR OPERATING EXPENDITURES**

**Indigent Criminal Defense Trust Fund – Operations = \$14,000**

Additional spending authority in the Indigent Criminal Trust Fund is required to provide funds for additional furniture and equipment necessitated by the impending relocation of the misdemeanor and homicide divisions of the Office of the Public Defender, 20th Circuit.

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**Public Defender Appellate, Second Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender Appellate, Seventh Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender Appellate, Tenth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Public Defender Appellate, Eleventh Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**Public Defender Appellate, Fifteenth Judicial Circuit**

Agency Fiscal Year 2014-15 budget issue priorities are as per the Florida Public Defender Association, Inc.

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**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

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**Capital Collateral Regional Councils**

**FY 2014-15 Funding Priorities**

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**Capital Collateral Regional Counsel, Middle Region (CCRC-M)**

**Priority #1**

Issue Code: 3000440      TIMELY JUSTICE ACT WORKLOAD  
FTE: 4.00  
Rate: 207,000  
General Revenue:  
Salaries and Benefits \$298,757  
Operations: \$40,114

The Timely Justice Act which became effective 7/1/2013, makes it mandatory for the Governor to sign Death Warrants for Capital Defendants who have completed initial post-conviction proceedings and had clemency. The Act will result in an increased number of warrants signed by the Governor, along with the reduction in time a case takes to go through the State and Federal systems. The end result is that CCRC-Middle will need additional staff to comply with this mandated Act.

**Priority #2**

Issue Code: 24010C0      IT INFRASTRUCTURE REPLACEMENT  
General Revenue:  
Operations: \$50,667

Information technology is a major factor in making CCRC-M more efficient and effective. 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 extended service for years and is now out of warranty.

**Priority #3**

Issue Code: 3000640      ENHANCED OTHER PERSONAL SERVICES  
General Revenue:  
Other Personal Services: \$28,600

Other Personal Services (OPS) employees are needed in order to complete duties and task that are no longer filled by full-time employees due to cuts in CCRC-M's Salaries 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 five years.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Capital Collateral Regional Counsel, Middle Region (CCRC-M) - Continued**

**Priority #4**

Issue Code: 3800220      LEGAL EDUCATION TRAINING  
General Revenue:  
Operations: \$15,000

Professional development training for attorneys 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.

**Priority #5**

Issue Code: 2401800      REPLACEMENT EQUIPMENT - LAW LIBRARY  
General Revenue:  
Operations: \$3,028

Books and periodicals are replaced when worn out or obsolete and of no value to the State. A 50% increase is required as West Publishers eliminated CCRC's 50% discount on books when the office switched to L/N on-line legal research.

**Capital Collateral Regional Counsel, Southern Region (CCRC-S)**

**Priority #1**

Issue Code: 3000440      TIMELY JUSTICE ACT WORKLOAD  
FTE: 4.00  
Rate: 207,000  
General Revenue:  
Salaries and Benefits \$298,757  
Operations: \$40,114

The Act which, became effective 7/1/2013, makes it mandatory for the Governor to sign Death Warrants for Capital defendants who have completed initial post-conviction proceedings and had clemency. The Act will result in the increased number of warrants signed by Governor, along with the reduction in time a case takes to go through the state and Federal systems. The end result is that the office of the CCRC-S will need to add staff to comply with the Act.

**SCHEDULE VIII  
PRIORITY LISTING OF AGENCY BUDGET ISSUES  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FISCAL YEAR 2014-2015**

**Capital Collateral Regional Counsel, South Region (CCRC-S) - Continued**

**Priority #2**

Issue Code: 24010C0      IT INFRASTRUCTURE REPLACEMENT  
General Revenue:  
Operations: \$30,198

IT Infrastructure replacement is necessary to the operation of the office as old and obsolete equipment must be replaced.

**Priority #3**

Issue Code: 3800110      INVESTIGATOR TRAINING  
General Revenue:  
Operations: \$29,600

In order to become more competitive and retain experienced investigators, the CCRC-S office needs to request funds for the investigators to attend seminars and conferences.

**Priority #4**

Issue Code: 3000640      ENHANCED OTHER PERSONAL SERVICES  
General Revenue:  
Other Personal Services: \$34,395

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:  
Operations: \$34,000

Funds are requested for the professional development training for the administrative and support staff.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - First Region**

**Priority #1**

**IC 3001360 CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL  
WORKLOAD**

FTE: 4.00

Salary Rate: 210,000

General Revenue

Salaries and Benefits: \$285,412

Operations: \$40,814

The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) is responsible for taking criminal conflict appellate cases from the appellate division of the Public Defender for the Second Judicial Circuit. These appeals originate in each of the six (6) judicial circuits (32 counties) of the 1st DCA Region. In FY 2012-2013, RCC1 was appointed to 91 criminal appeals. RCC1 is additionally responsible for handling all of its clients' appeals in civil Dependency and Termination of Parental Rights (TPR) cases. In FY 2012-2013, RCC1 processed 27 civil appeals.

Each appellate attorney is only able to handle approximately twenty-five (25) appeals each year rather than the estimated 200 files per attorney per year used to estimate RCC1's attorney.

Approval of this request will have a positive impact on RCC1's Activity:  
Regional Counsel Workload (ACT2000)

**Priority #2**

**IC 5300250 INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT  
AND CIVIL REGIONAL COUNSELS**

General Revenue

Contracted Services: \$150,000

During FY 2012-2013, the Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) incurred \$108,000 in appellate related due process costs. The cost of appellate transcripts and other costs associated with criminal and civil appeals were not included in RCC1's original funding. During, FY 2013-2014, RCC1 began accepting death penalty cases which will result in death penalty appellate appointments dramatically increasing RCC1's appellate costs. RCC1 is requesting \$150,000 for appellate expenses to be placed in RCC1's contracted services category.

Approval of this request will have a positive impact on RCC1's Activity:  
Regional Counsel Workload (ACT2000)

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - First Region (Continued)**

**Priority #3**

**IC 36301C0 SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC  
FILING**

Operations: \$23,575

The 2012 Florida Supreme Court mandate for e-filing of criminal court documents places a new workload requirement on The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1). While e-filing saves paper and storage space, it is also true that the new procedures for e-filing will require creating electronic documents, and thereby having to purchase scanning devices to complete the tasks. When RCC's were created technology expenses were to be funded pursuant to Section 28.24 Florida Statutes. However, RCC1 is only receiving 28.24 funding from two of its 32 counties, due to county attorneys interpreting the state law as imposing no obligation upon the individual counties to disburse such funding. Therefore, all technology expenses are being paid out of RCC' 1's operations category.

Approval of this request will have a positive impact on RCC1's Activity:  
Regional Counsel Workload (ACT2000)

**Priority #4**

**IC 24010C0 INFORMATION TECHNOLOGY INFRASTRUCTURE  
REPLACEMENT**

Operations: \$54,466

The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) has a three year equipment replacement policy that was originally to be funded pursuant to Section 28.24 Florida Statutes. However, RCC1 is only receiving 28.24 funding from two of its 32 counties due to county attorneys interpreting the current law as imposing no obligation upon the individual counties to disburse such funding. RCC1 is incurring added expense in having to repair the 5+ year old computers which are well beyond their useful life.

This will allow RCC1 to replace one third of its current computers that are past RCC1's three year replacement policy date.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - First Region (Continued)**

**Priority #5**

**IC 4202A70 SALARY ADJUSTMENT FOR REGIONAL COUNSEL**

Rate: 31,000

General Revenue

Salaries and Benefits: \$35,527

A request is made to increase the base salary and rate of the Regional Counsel from \$99,000 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 increase is necessary to compensate the agency director and attract candidates with the necessary management skill set to lead agencies with 50 or more attorneys. The targeted increase would set the salary at a more comparable rate 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), Florida Statutes prohibits the salaries of assistants from exceeding the Regional Counsel salary. The request is to adjust the rate and salary with benefits.

Approval of this request will have a positive impact on RCC1's Activity: Regional Conflict Counsel Workload (ACT2000).

**Priority #6**

**IC 2301900 BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE**

General Revenue

Operations: \$91,184

The Office of Criminal Conflict and Civil Regional Counsel, First Region (RCC1) opened three offices (Ft. Walton Beach, Crestview, and DeFuniak Springs) in July-August in 2012; one office in Nassau County in January 2013 and one office in Tallahassee for the Appeals Unit that handles criminal appeals for the entire region. RCC1 request that the recurring unfunded leases in those areas be funded as follows in RCC1's operations category

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

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**Office of Criminal Conflict and Civil Regional Counsel - Second Region**

**Priority #1**

**IC 3000380 CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL  
CAPITAL ATTORNEYS**

FTE: 2.00

Salary Rate: 154,000

**Office of Criminal Conflict and Civil Regional Counsel - Second Region (continued)**

General Revenue

Salaries and Benefits: \$198,860

Operations: \$21,468

The Office of Regional Counsel, Second District is seeking additional resources for the defense of the agency's capital cases. Regional Counsel, Second District (RC2) continues to have a substantial amount of capital cases leading to a financial constraint due to the costs associated with the complexity and length of these types of cases. Additionally, the increased amount of cases has put an undue burden on the caseloads of RC2's current capital attorneys. Therefore, RC2 is requesting two (2) Capital Qualified attorneys at a salary of \$77,000 each (total salary request is \$154,000) as well as the corresponding rate for these positions. This salary request is commensurate with the level of experience required for defending capital cases and also reflects the minimum standards set forth by Florida Criminal Rules of Procedure 3.122. The addition of these positions would still represent a significant savings over the private registry.

Operational Expenditures are requested for these positions per Standard #3, modified:  
2 attorneys at \$10,734 (includes \$700 for Law Library) each = \$21,468 Non-recurring at \$3,773 each= \$7,546

**Priority #2**

**IC 5000250 INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT  
AND CIVIL REGIONAL COUNSELS**

General Revenue

Contracted Services: \$500,000

The Office of Criminal Conflict and Civil Regional Counsel, Second District (RC2) has had a budget shortfall in its Contracted Services/due process appropriation category (100777) for the last three years. Due to an overall increase in RC2's caseload, which includes death penalty cases, post-conviction cases, and appellate cases, the current appropriation in the Contracted Services category has not been sufficient to cover the costs associated with these cases. Additionally, the complexity and length of these cases can increase these costs putting a further strain on due process funds. Regional Counsel, Second District is seeking an additional \$500,000 to cover its due process costs so that it



**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Second Region (Continued)**

can continue to fulfill its statutory responsibility to provide quality representation to our clients.

**Priority #3**

**IC 300060 CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL  
APPELLATE ATTORNEYS**

FTE: 3.00

Salary Rate: 150,000

General Revenue

Salaries and Benefits: \$205,464

Operations: \$32,202

The Criminal Conflict and Civil Regional Counsel, Second District currently has only one full time appellate attorney handling appellate conflict cases for all five of its judicial circuits. Regional Counsel, Second District is requesting three (3) additional appellate attorney positions at a salary rate of \$50,000 each along with the corresponding benefits for these positions, to meet current workload demands.

Operational Expenditures are requested for these positions per Standard #3, modified: 3 attorneys at \$10,734 (includes \$700 for law library) each = \$32,202 Non-recurring at \$3,773 each = \$11,319

**Priority #4**

**IC 36301C0 SUPREME COURT MANDATE SC11-399 FOR ELECTRONIC  
FILING**

FTE: 1.00

Salary Rate: 60,000

General Revenue

Salaries and Benefits: \$79,948

Other Personal Services: \$62,400

Operations: \$89,634

With the advent of mandatory E-filing and E-Service by the Florida Supreme Court, there is a necessity at Regional Counsel, Second District for additions to the internal Information Technology Procedures. First, Regional Counsel, Second District (RC2) is requesting a position for an Information Technology (I.T.) Manager who will continue to help oversee all the necessary elements of the E-Service and E-Filing requirements and to keep up with the internal regulation of these procedures. This position would be 1.00 Full-Time Equivalent (FTE) at a state competitive salary of \$60,000 along with the corresponding benefits for this position.

Operational Expenditures are requested for this position per Standard #3, modified: 1 non-attorney professional at \$10,034 Non recurring at \$3,773

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Second Region (Continued)**

Second, due to these new requirements RC2 is requesting (3) additional Other Personal Services (OPS) positions to help with the need for additional scanning and record collection. This will help reduce workload on the attorneys and help documents move more efficiently inside and outside the agency. Three (3) individuals at \$10 per hour for 40 hours for 52 weeks equals \$62,400.

Finally, RC2 is in need of additional hardware to fully comply with the 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 would be 75 units at a price of \$800 per unit (\$60,000). Scanners for support staff to assist with E-Filing requirements are also needed (currently, 60 percent of RC2 support staff does not have the proper equipment to assist attorneys with scanning documents.) Twenty-eight (28) scanners at a price of \$700 totals \$19,600.

**Priority #5**

**IC 3001360 CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL  
WORKLOAD**

FTE: 2.00

Salary Rate: 100,000

General Revenue

Salaries and Benefits: \$136,976

Operations: \$21,468

The Office of Criminal Conflict and Civil Regional Counsel, Second District (RC2) is requesting two additional Assistant Regional Counsel positions to handle the increased caseload in the district. In particular, Regional Counsel, Second District has seen an increase in post-conviction proceedings that has placed additional strain on the already heavy caseload of our attorneys. RC2 is requesting these two positions with a salary rate of \$50,000 each, along with corresponding rate for these positions. The addition of these two attorneys will help manage case loads and will continue the agency's cost savings efforts to the State.

Operational Expenditures are requested for these positions per Standard #3, modified: 2 attorneys at \$10,734 (includes \$700 for Law Library) each= \$21,468 Non-recurring at \$3,773 each= \$7,546.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Second Region (Continued)**

**Priority #6**

**IC 4202A70 SALARY ADJUSTMENT FOR REGIONAL COUNSEL**

Salary Rate: 31,000

General Revenue

Salaries and Benefits: \$35,527

Salary rate for the Regional Counsel should be equally comparative with the Capital Collateral Regional Counsels and Public Defenders. The duties and responsibilities provided by the Regional Counsel are equal to or greater than those provided by other agency heads. Additionally, due to the low salary and rate for Regional Counsel, other highly qualified Assistant Regional Counsels are limited to the Regional Counsel salary pursuant to F.S. 27.5301 (4); therefore, the Regional Counsel, Second District is requesting a salary adjustment for the Regional Counsel from \$99,000 to \$130,000 with the corresponding benefits for this adjustment.

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**Office of Criminal Conflict and Civil Regional Counsel - Third Region**

**Priority #1**

**IC 4202A70 SALARY ADJUSTMENT FOR REGIONAL COUNSEL**

Salary Rate: \$31,000

General Revenue

Salaries and Benefits: \$35,527

A request is made to increase the base salary and rate of the Regional Counsel from \$99,000 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 2 circuits encompassing Miami-Dade and Monroe Counties. The targeted increase would set the salary at a level comparable to the similar agency heads with the Justice Administrative Commission and would provide flexibility and competitiveness in hiring and setting the salaries of Assistant Regional Counsel Lawyers, whereas section 25.5301(4) 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 Full Time Equivalent (FTE) are requested.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Third Region (continued)**

**Priority #2**

**IC 3000380 CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL  
CAPITAL ATTORNEYS**

FTE: 3.00

Salary Rate: 225,000

General Revenue

Salaries and Benefits: \$291,415

Operations: \$30,102

Regional Counsel, 3rd Region (RC3) requests an additional 3 capital case/ death qualified attorneys to meet the standard for capital case/death qualified lawyers set forth by Florida Rules of Criminal Procedure 3.122.

3 attorney's at a rate of 75,000 each is requested for the level of experience necessary for these positions. Operating expenditures is requested per standard #3: 3 attorneys at \$10,034 = \$30,102 of which \$11,319 is non-recurring (3773 x 3).

**Priority #3**

**IC 36230C0 ELECTRONIC CASE MANAGEMENT**

FTE: 1.00

Salary Rate: 60,000

General Revenue

Salaries and Benefits: \$79,948

Other Personal Services: \$72,000

Regional Counsel, 3rd Region (RC3) requests a position for an Information Technology Manager. This employee will implement and manage all essential elements of all E-service compliance (E-filing, E-notify, and the RC3 in-house case management system Defender Data), as well as the internal regulations of all network users. Along with this position, RC3 is requesting support staff in Other Personal Services (OPS) position to assist the IT manager with the implementation of this department, including scanning of case documents, indexing of agency pleading bank, data entry on all E-based services. 3 individuals at \$11.54 p/h, 40 hours, 52 weeks totals \$72,000

**Priority #4**

**IC 51R0100 INCREASE AUTHORIZED RATE**

Salary Rate: \$76,505

Regional Counsel, 3rd Region (RC3) requests increased rate authority to staff current vacant positions. Granting this request will allow for the hiring of two additional lawyers in the Dependency division along with two additional legal assistants.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Third Region (Continued)**

**Priority #5**

**IC 5300250 INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT  
AND CIVIL REGIONAL COUNSELS**

General Revenue

Contracted Services: \$165,000

Appellate Attorney, 3.850- Funding for a contracted attorney to handle all 3.850 (Ineffective Assistance of Counsel) claims filed in the 11th and 16th Judicial Circuits. Regional Counsel, 3rd Region (RC3) is statutorily required to handle all Rule 3 claims filed by indigent clients in their respective circuits. Contracting this workload out to a private attorney will save in operational costs as well savings in payroll and benefit costs. Total cost \$50,000.

Mitigation Expert- Funding for a licensed mitigation expert is requested to provide greater efficiency in attaining death penalty waivers in capital cases. These waivers provide the State a significant savings in the litigation costs of these cases. Additional operation costs are also saved by the elimination required staff benefits, office space, and equipment for this contracted position. Total cost \$65,000.

Civil Dependency General Magistrate Attorney- Funding for a contracted attorney to handle all cases referred to the General Magistrate division in the 11th Judicial circuit. Currently these hearings are conducted simultaneously with division court proceedings, creating staffing need for the GM calendar call. Additional operation costs are also saved by the elimination required staff benefits, office space, and equipment for this contracted position. Total cost \$50,000.

**Priority #6**

**IC 3000070 REGIONAL COUNSEL APPELLATE RECORDS**

General Revenue

Contracted Services: \$100,000

The Office of Criminal Conflict and Civil Regional Counsel, Third Region of Florida respectfully requests \$100,000.00 from the General Revenue, Contracted Services category to fund the costs of appellate transcripts and records which are a significant cost due to the voluminous nature of the court records necessary to comply with the 3rd District Courts of Appeal (DCA) filing rules.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Third Region (Continued)**

**Priority #7**

**IC 24010C0 INFORMATION TECHNOLOGY INFRASTRUCTURE  
REPLACEMENT**

General Revenue

Operations: \$18,900

For fiscal year 2014-2015, Regional Counsel, 3rd Region (RC3) equipment will be entering its eighth year of use. Agency policy is to replace computing equipment and multi-line telephones after seven (7) years of use or if necessary to replace equipment when it is not working or due to excessive maintenance, equipment is no longer cost effective to repair or not repairable. In addition, new computers with requisite capacity are needed to comply with the mandatory e-filing requirements. The following equipment will need to be replaced:

5 desktops at \$700.00= \$3,500

5 laptops at \$1000.00= \$5,000

Total request= \$8,500

For fiscal year 2014-2015, RC3 information technology infrastructure will be entering its eighth year of use. Agency policy is to update information technology infrastructure and software for computing equipment five (5) years of use or as necessary to update software when it is not working or due to excessive maintenance, equipment is no longer cost effective to repair or not repairable. The costs requested are as follows:

Exchange server= \$3,500

Client Access Licenses (75 licenses at \$40.00 per device) = \$3,000

Windows Server 2008 Enterprise= \$2,900

Client Access Licenses for Windows server (50 licenses at \$20.00 per device) = \$1,000

Total request = \$10,400

Total Issue = \$18,900

**Priority #8**

**IC 3800150 CAPITAL ATTORNEY TRAINING**

General Revenue

Operations: \$5,776

"Life Over Death" is a seminar that addresses the death penalty. Attendance at the seminar is a vital requirement for death qualified attorneys to maintain competency.

Calculation of total costs is as follows:

Registration: 6 attorneys x \$275.00 = \$1,650

Mileage: 6 attorney x estimated mileage of 460 miles per attorney x \$.4450/mile = \$1,228.20

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Third Region (Continued)**

Hotel: 6 attorneys x \$125.00 x 3 nights = \$2,250  
Per diem Meals: 6 attorneys x \$36 x 3 = \$648  
Total = \$5,776.20

**Priority #9**

**IC 3800300 REGIONAL COUNSEL ATTORNEY TRAINING**

General Revenue  
Operations: \$7,577

The Child Dependency Summit is a seminar that addresses dependency law. Attendance at the seminar is important for Assistant Regional Counsel's (ARCs) who practice in this specialized area to maintain and enhance their litigation skills. This seminal also enables the attorneys to have personal contact with members of the judiciary involved in dependency and members of the Child Welfare Legal Services and other employees and agents of the Department of Children and Families.

Calculation of total costs is as follows:

Registration: 10 attorneys x \$195.00 = \$1,950

The following costs apply to the attorneys who are not located in the vicinity of the training:

Mileage: 10 attorneys x estimated mileage of 460 miles per attorney x .445/mile = \$2,047

Hotel: 10 attorneys x \$125.00 x 2 nights = \$2,500

Per diem Meals: 10 attorneys x \$36 x 3 = \$1,080

Total = \$7,577

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**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region**

**Priority #1**

**IC 3001540 ATTORNEYS FOR SPECIALTY COURT DIVISIONS**

FTE: 4.00  
Salary Rate: 212,000  
General Revenue  
Salaries and Benefits: \$287,704  
Operations: \$40,814

Office of Criminal Conflict and Civil Regional Counsel, 4th Region (RC4) requests four (4) additional full-time equivalent (FTE) positions and rate for three (3) Assistant Regional Counsels and one (1) Legal Assistant in order to meet increased workload

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region (Continued)**

demands in the 17th and 15th Circuits placed upon the agency by the implementation in those circuits of specialty court divisions, specifically Mental Health Court, Drug Court and Veteran's Court. These specialty divisions have been deemed to be highly successful by court administration and other stakeholders in these circuits, and the caseloads / workloads have dramatically increased to the point that RC4 can no longer provide representation to its clients in these divisions on a rotating or ad hoc basis (as has been done heretofore). The presiding judges in these respective divisions and circuits are insistent upon assistant regional counsel attorneys staffing the courts on a full-time basis as their assistant state attorney and assistant public defender counterparts have done from start-up. RC4 currently attempts to meet this unfunded workload demand through a combination of contracted services and rotational assignments of otherwise committed "in-house" staff.

**Priority #2**

**IC 5007000 DEPENDENCY LEGAL REPRESENTATION**

FTE: 4.00

Salary Rate: 220,000

General Revenue

Salaries and Benefits: \$296,872

Operations: \$42,936

Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> Region (RC4) requests four (4) additional full-time equivalent (FTE) positions, salary & benefits and corresponding rate for four (4) Assistant Regional Counsel ("ARC") attorneys who will provide representation to the agency's court-appointed clients in the dependency divisions of the 17th and 15<sup>th</sup> Judicial Circuits. These circuits have seen a dramatic and alarming increase in dependency cases in this calendar year (2013); in fact, the 17<sup>th</sup> Circuit – Broward County – now has the most filings of shelter petitions in the entire State of Florida. Fundamental to RC4's ability to carry out its statutory mandate to furnish legal representation to these indigent clients is that the ARC attorneys carry caseloads which are manageable. Unfortunately, the caseloads in these circuits are on the brink of becoming unreasonably excessive, and it should be understood that, if RC4 should reach the point of having to limit the court-appointments it accepts, an overall cost increase (far beyond the cost of the additional FTE positions requested here) to the State would result as individual attorneys would then be appointed and would then be entitled to seek compensation for attorney's fees & costs on a case-by-case basis.



**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region (Continued)**

**Priority #3**

**IC 3800300 DEPENDENCY TRAINING ATTORNEY**

FTE: 1.00

Salary Rate: 62,500

General Revenue

Salaries and Benefits: \$82,813

Operations: \$10,734

Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> Region (RC4) requests one (1) additional full-time equivalent (FTE) position, salary & benefits and corresponding rate for one (1) Assistant Regional Counsel (“ARC”) attorney who will be dedicated to training the “line” ARC dependency attorneys and to providing them with needed litigation support. The current limited compensation range for the ARC dependency attorney positions tends to attract attorneys with either less litigation experience or who are relatively recent law school graduates. In order for less experienced attorneys to provide effective, meaningful representation to the agency’s indigent dependency clients, it is critical that such attorneys be given proper training and are well supervised by an attorney with significant experience in this specialty area of the law.

**Priority #4**

**IC 3005170 FORENSIC SOCIAL WORKERS FOR DEPENDENCY COURT**

FTE: 3.00

Salary Rate: 165,000

General Revenue

Salaries and Benefits: \$222,655

Operations: \$20,068

Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> Region (RC4) requests three (3) additional full-time equivalent (FTE) positions, salary & benefits and corresponding rate for three (3) Forensic Social Worker positions. Owing to legal issues and social dynamics unique to dependency proceedings and owing, as well, to current high-level caseloads, Assistant Regional Counsel (ARC) attorneys in dependency court spend nearly all of their time during the working week in the courtroom. This creates great difficulty in being able to have effective attorney-client communications, let alone meaningful client counseling. Consequently, after assessing the need intra-agency and upon reviewing best practices of similar agencies in other states, RC4 is implementing an interdisciplinary approach whereby forensic social workers will be incorporated into the legal representation furnished to the client. The forensic social worker will have the clinical ability to conduct independent client assessments; to interface with the Department of Children and Families to promote plans for services well tailored to the client’s needs and betterment; to monitor and assist client’s progress throughout the case; and to advocate the client’s interests in a variety of settings and forums, including testifying (circumstances permitting) in courtroom hearings and trials. RC4 believes this model will

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region (Continued)**

produce both better legal outcomes for the agency's indigent clients and better overall outcomes for the safety, health and well-being of the clients' children and their families in the dependency system in furtherance of the legislative intent of Chapter 39. Moreover, by holding an M.S.W. degree and possessing significant experience in the field, the Forensic Social Workers will be able to put into place and will be able to maintain agency-wide social worker intern and volunteer client-assistance programs which will operate at no cost to the State.

**Priority #5**

**IC 3001980 CAPITAL CASE MITIGATION**

FTE: 2.00

Salary Rate: 110,000

General Revenue

Salaries and Benefits: \$148,438

Operations: \$20,068

Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> Region (RC4) requests two (2) additional full-time equivalent (FTE) positions and rate for two (2) new positions in the agency – an “in-house” investigator and in-house mitigation specialist for capital cases. The new positions will allow the agency to more fully perform its obligations in rendering competent representation in criminal cases, especially cases in which the prosecution seeks the death penalty. At the present time, neither position exists within the agency – there is not an FTE for either position in any of the agency's three circuits, and thus, this work is being handled on a contracted-for basis utilizing scarce due process funds. 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.

**Priority #6**

**IC 4203A10 SALARY ADJUSTMENT FOR ASSISTANT REGIONAL  
COUNSELS**

Salary Rate: 512,600

General Revenue

Salaries and Benefits: \$587,440

An increase in rate and salary and benefits is requested in order to more reasonably and competitively compensate assistant regional counsel attorneys. The increase would permit the Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> Region (RC4) to be competitive with comparable agencies in establishing the salary of both entry level

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region (Continued)**

positions and of advanced managerial & supervisory positions. Core functionality and long-term stability of the agency depends upon the ability to hire qualified entry level assistant regional counsel attorneys (“ARCs”) and for those ARCs to be well supervised by an experienced management & supervisory team. The Offices of Criminal Conflict & 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 Full-time Equivalent (FTEs) are requested with this issue.

**Priority #7**

**IC 4202A70 SALARY ADJUSTMENT FOR REGIONAL COUNSEL**

Salary Rate: 31,000

General Revenue

Salaries and Benefits: \$35,527

A request is made to increase the base salary and rate of the Regional Counsel from \$99,000 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 Full-time Equivalent (FTE) are requested.

**Priority #8**

**IC 4202A90 ASSISTANT REGIONAL COUNSEL RETIREMENT RATE  
ADJUSTMENT**

General Revenue

Salaries and Benefits: \$101,620

In order to hire and retain qualified attorneys, and to provide parity with all other attorneys in state governmental positions, Regional Counsel, 4<sup>th</sup> Region (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 Full-time Equivalent (FTEs) are requested with this issue. RC4 is seeking legislative change to Florida Statute Section 121.055 (1)(h) so that the 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, Department of Children and Families (D.C.F.), and capital collateral offices).

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region (Continued)**

**Priority #9**

**IC 4202A80 REGIONAL COUNSEL RETIREMENT RATE ADJUSTMENT**

General Revenue

Salaries and Benefits: \$3,521

Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> Region (RC40 requests additional funding to raise the Regional Counsel's retirement rate to senior management level in order to mirror the retirement of other agency heads in the State.

**Priority #10**

**IC 5300250 INCREASED DUE PROCESS COSTS FOR CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSELS**

General Revenue

Contracted Services: \$80,000

Neither the appellate personnel positions nor the appellate due process costs of the Regional Counsels (RCs) were ever expressly funded, yet appellate representation by the RCs is mandated by statute and by appellate court decisions. The legislature indicated recognition of this deficiency last year by appropriating \$100,000 for appellate expenses to RC4 (in particular). In the past three completed fiscal years, however, RC4 averaged 187 appellate cases per year and expended \$181,805.54 per year. Thus, by this issue, RC4 requests full funding of its appellate costs and asks an additional \$80,000 be appropriated to due process / contracted services.

**Priority #11**

**IC 3800220 LEGAL EDUCATION TRAINING**

General Revenue

Operations: \$20,000

Office of Criminal Conflict and Civil Regional Counsel, 4<sup>th</sup> Region (RC4) requests \$20,000 in Operations funding for the recurring costs of providing its attorneys with necessary Continuing Legal Education. The currently limited range in compensation for assistant regional counsel attorneys results in the attorney positions being held by attorneys who tend to have less than an optimal level of litigation experience or who are relatively recent law school graduates, and the salary limitations further compound the organizational challenges by also creating the result of there being a lack of training attorneys and insufficient supervisory staff. It is therefore essential to maintaining performance standards that Assistant Regional Counsels (ARCs) attend Continue Legal Education (CLEs) put on by the Florida Bar and other bar associations and training organizations. Two types of seminars, in particular, which are especially important are the annual Child Protection Summit (for ARC dependency attorneys) and the annual death penalty conferences (for ARC attorneys handling capital cases), and these seminars

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel - Fourth Region (Continued)**

alone exceed \$10,000 each year. Going forward, RC4 plans to become an organizational host of a CLE conference dedicated to parents' attorneys alone as doing so would permit an agenda more specifically suited to the defense dynamics in dependency proceedings and would reduce the number of attorneys RC4 would need to send to the Child Protection Summit.

**Priority #12**

**IC 2301900 BUILDING RENTAL FOR PRIVATELY OWNED OFFICE SPACE**

General Revenue

Operations: \$30,600

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, in September, 2012, Martin County 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, as of May 2013, this agency will incur an increased expense for the rental of privately owned office space in Martin County. The current annual expense is \$30,600, 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 2014-2015 Legislative Budget Request.

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**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region**

**Priority #1**

**IC 3000380 CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL  
CAPITAL ATTORNEYS**

FTE: 3.00

Salary Rate: 240,000

General Revenue

Salaries and Benefits: \$308,604

Operations: \$32,202

This issue is requested to fund Capital Attorneys.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region (continued)**

**Priority #2**

**IC 3001360 CRIMINAL CONFLICT AND CIVIL REGIONAL COUNSEL  
WORKLOAD**

FTE: 2.00

Salary Rate: 100,000

General Revenue

Salaries and Benefits: \$136,978

Operations: \$21,468

This issue is requested to fund Mental Health Attorneys.

**Priority #3**

**IC 5300250 INCREASED DUE PROCESS COSTS FOR CRIMINAL AND CIVIL  
REGIONAL COUNSELS**

General Revenue

Contracted Services: \$300,000

Funding is requested for due process costs for capital cases.

**Priority #4**

**IC 36201C0 INFORMATION TECHNOLOGY CRITICAL NEEDS**

General Revenue

Operations: \$42,768

This issue is requested to fund technology needed to meet e-filing requirements.

**Priority #5**

**IC 24010C0 INFORMATION TECHNOLOGY INFRASTRUCTURE  
REPLACEMENT**

General Revenue

Operations: \$121,694

This issue is requested to replace outdated computing and telephone equipment.

**REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region (continued)**

**Priority #6**

**IC 3000640 ENHANCED OTHER PERSONAL SERVICES**

General Revenue  
Other Personal Services: \$107,165

Additional part-time staffing is requested to meet mandatory e-filing protocols.

**Priority #7**

**IC 2302700 ADDITIONAL PRICE INCREASES FOR UTILITIES**

General Revenue  
Operations: \$7,940

Funding is requested to cover the increase in the cost of utilities.

**Priority #8**

**IC 3800150 CAPITAL ATTORNEY TRAINING**

General Revenue  
Operations: \$5,082

Funding is required for attendance at Life Over Death seminar.

**Priority #9**

**IC 3800220 LEGAL EDUCATION TRAINING**

General Revenue  
Operations: \$11,454

Funding is requested for in-house training for attorneys.

**Priority #10**

**IC 3800300 REGIONAL COUNSEL ATTORNEY TRAINING**

General Revenue  
Operations: \$13,536

Funding is requested to allow attendance at Dependency Summit.

**SCHEDULE VIII-A  
PRIORITY LISTING OF AGENCY BUDGET ISSUES -  
REQUESTED EXPENDITURES OVER BASE OPERATING BUDGET  
FY 2014-2015**

**Office of Criminal Conflict and Civil Regional Counsel – Fifth Region (continued)**

**Priority #11**

**IC 4300100 EXCESS TRUST FUND AUTHORITY**

Indigent Civil Defense Trust Fund  
Contracted Services: - \$95,193

Excess authority is being deleted to reflect a realistic estimate of trust fund revenue.

**Priority #12**

**IC 4202A70 SALARY ADJUSTMENT FOR REGIONAL COUNSEL**

Salary Rate: 31,000  
General Revenue  
Salaries and Benefits: \$35,527

A more comparative salary to similar agency heads is requested for the Regional Counsel.



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									
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>																

IC4200300 - ATTACHMENT B  
FULL RESTORATION OF BUDGET REDUCTIONS

**State Attorney, 19th Circuit**

		FY 2008-2009 GAA				FY 2009-2010 GAA		
Fund	Category	IC 1007000 Estimated Expend Adjusted for Spec Session	IC 1008000 Estimated Expend Adjusted for Spec Approp Act	IC 1607T10 Rate and Position Adjust to Est Expend for Leg Actions	33V3600 Program Reductions Base Budget Reduction	IC 1007000 Estimated Expend Adjusted for Spec Session	IC 3308500 Salary Adjust 2009-2010	Totals
	Positions			(3.40)	(7.00)	(2.00)		(12.40)
	Salary Rate			(136,528)	(281,187)	(74,697)	(90,604)	(583,016)
1000	Salaries	\$ (132,680)			\$ (393,587)	\$ (176,996)	\$ (90,391)	\$ (793,654)
1000	OPS					\$ (244)		\$ (244)
1000	Operating Exp	\$ (137,916)	\$ (17,744)		\$ (14,698)	\$ (6,677)		\$ (177,035)
1000	SIP					\$ (110)		\$ (110)
<b>TOTAL GR CUTS</b>		\$ (270,596)	\$ (17,744)		\$ (408,285)	\$ (184,027)	\$ (90,391)	\$ (971,043)

**Notes:**

FY 2008-2009 Fund Shift Salaries and Benefits \$369,119 from General Revenue to Grants and Donations Trust Fund IC 1008000

FY 2009-2010 GR Salaries and Benefits Reduction of \$176,996 was partially offset by fund shift to SARTF

FY2008-2009 through 2010-11 fund shifts not included

## Fiscal Year 2014-15 LBR Technical Review Checklist

Department/Budget Entity (Service): <b>JUSTICE ADMINISTRATION</b>
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	213501	213502	2150

### 1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A23, A24, A25, A36, A93, IA1, IA5, IA6, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? 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 59 of the LBR Instructions?	Y	Y	N/A	N/A	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	N/A	N/A	Y
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 29)? Do they clearly describe the issue?	Y	Y	N/A	N/A	Y
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 29) been followed?	Y	Y	N/A	N/A	Y

### 3. EXHIBIT B (EXBR, EXB)

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

#### AUDITS:

3.2 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	N/A	N/A	Y
3.3 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	N/A	N/A	Y
<b>TIP</b> Generally look for and be able to fully explain significant differences between A02 and A03.					
<b>TIP</b> 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.					

Action		Program or Service (Budget Entity Codes)				
		2130	2131	213501	213502	2150
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	N/A	N/A	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? (ED1R, XD1A - Report should print "No Differences Found For This Report")	Y	Y	Y	Y	Y
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y
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 2012-13 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					
<b>6. EXHIBIT D-3 (ED3R, ED3) (Not required to be submitted in the LBR - for analytical purposes only.)</b>						
6.1	Are issues appropriately aligned with appropriation categories?	Y	Y	N/A	N/A	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 31 of the LBR Instructions.)	Y	Y	N/A	N/A	Y
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 67-68 of the LBR Instructions.)	Y	Y	N/A	N/A	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	213501	213502	2150
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 69 through 71 of the LBR Instructions?	Y	Y	N/A	N/A	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	N/A	N/A	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	N/A	N/A	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	N/A	N/A	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	N/A	N/A	Y
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	N/A	N/A	N/A	N/A	Y
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y	Y	N/A	N/A	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	N/A	N/A	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	N/A	N/A	Y
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	N/A	N/A	N/A
7.14	Do the amounts reflect appropriate FSI assignments?	Y	Y	N/A	N/A	Y
7.15	Are the 33XXXX0 issues negative amounts only and do not restore nonrecurring cuts from a prior year or fund any issues that net to a positive or zero amount? Check D-3A issues 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	N/A	N/A	N/A	N/A	N/A
7.16	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 28 and 88 of the LBR Instructions.)	Y	Y	N/A	N/A	Y
7.17	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	N/A	N/A	Y
7.18	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
7.19	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development as requested in Memo# 14-006?	N/A	N/A	N/A	N/A	N/A
<b>AUDIT:</b>						
7.20	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	N/A	N/A	Y

Action		Program or Service (Budget Entity Codes)				
		2130	2131	213501	213502	2150
7.21	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? ( <b>GENR, LBR1</b> )	Y	Y	N/A	N/A	Y
7.22	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
7.23	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? ( <b>GENR, LBR3</b> )	Y	Y	N/A	N/A	Y
7.24	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.					
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 2013-14 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	N/A	N/A	Y
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	Y	Y	Y	Y	Y
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	N/A	N/A	N/A	N/A	N/A

Action		Program or Service (Budget Entity Codes)				
		2130	2131	213501	213502	2150
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?	N/A	N/A	N/A	N/A	Y
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	N/A	N/A	Y
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	N/A	Y	N/A	N/A	Y
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	N/A	Y	N/A	N/A	Y
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	N/A	N/A	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	N/A	N/A	Y
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available? Does the certification include a statement that the agency will notify OPB of any significant changes in revenue estimates that occur prior to the Governor's Budget Recommendations being issued?	Y	Y	N/A	N/A	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	N/A	N/A	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

Action		Program or Service (Budget Entity Codes)				
		2130	2131	213501	213502	2150
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	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 128 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
<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 158 of the LBR Instructions.)	Y	Y	N/A	N/A	Y
<b>10. SCHEDULE III (PSCR, SC3)</b>						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 91 of the LBR Instructions.)	Y	Y	N/A	N/A	Y
10.2	Are amounts in <i>Other Salary Amount</i> appropriate and fully justified? (See page 98 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	N/A	N/A	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? Note: FCO issues can now be included in the priority listing.	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



Action	Program or Service (Budget Entity Codes)				
	2130	2131	213501	213502	2150
<b>14. SCHEDULE VIII B-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	N/A	N/A	Y
<b>15. SCHEDULE VIII C (EADR, S8C)</b> <b>(LAS/PBS Web - see page 105-107 of the LBR Instructions for detailed instructions)</b>					
15.1 Agencies are required to generate this <b>schedule</b> via the LAS/PBS Web.	Y	Y	N/A	N/A	Y
15.2 Does the schedule include at least three and no more than 10 unique reprioritization issues, in priority order? Manual Check.	Y	Y	N/A	N/A	Y
15.3 Does the schedule display reprioritization issues that are each comprised of two unique issues - a deduct component and an add-back component which net to zero at the department level?	Y	Y	N/A	N/A	Y
15.4 Are the priority narrative explanations adequate and do they follow the guidelines on pages 105-107 of the LBR instructions?	Y	Y	N/A	N/A	Y
15.5 Does the issue narrative in A6 address the following: Does the state have the authority to implement the reprioritization issues independent of other entities (federal and local governments, private donors, etc.)? Are the reprioritization issues an allowable use of the recommended funding source?	Y	Y	N/A	N/A	Y
<b>AUDIT:</b>					
15.6 Do the issues net to zero at the department level? ( <b>GENR, LBR5</b> )	Y	Y	N/A	N/A	Y
<b>16. SCHEDULE XI (USCR, SCXI) (LAS/PBS Web - see page 108-112 of the LBR Instructions for detailed instructions)</b>					
16.1 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	N/A	N/A	Y
16.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y	Y	Y	Y
<b>AUDITS INCLUDED IN THE SCHEDULE XI REPORT:</b>					
16.3 Does the FY 2012-13 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	Y	Y	N/A	N/A	Y
16.4 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	N/A	N/A	N/A	N/A
16.5 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
16.6 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	N/A	N/A	Y
16.7 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	N/A	N/A	Y
<b>TIP</b> If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
<b>17. MANUALLY PREPARED EXHIBITS &amp; SCHEDULES</b>					

Action		Program or Service (Budget Entity Codes)				
		2130	2131	213501	213502	2150
17.1	Do exhibits and schedules comply with LBR Instructions (pages 110 through 154 of the LBR Instructions), and are they accurate and complete?	Y	Y	N/A	N/A	Y
17.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	N/A	N/A	Y
17.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	N/A	N/A	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>18. CAPITAL IMPROVEMENTS PROGRAM (CIP)</b>						
18.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	N/A	N/A	Y
18.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A	N/A	N/A	N/A	N/A
18.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	N/A	N/A	Y
18.4	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
18.5	Are the appropriate counties identified in the narrative?	N/A	N/A	N/A	N/A	N/A
18.6	Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	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>19. FLORIDA FISCAL PORTAL</b>						
19.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	Y

# Fiscal Year 2014-15 LBR Technical Review Checklist

Department/Budget Entity (Service): <b>JUSTICE ADMINISTRATION</b>
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)				
	2160	2165	2170	2180	

## 1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A23, A24, A25, A36, A93, IA1, IA5, IA6, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? 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 59 of the LBR Instructions?	Y	Y	Y	Y	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y	Y	Y
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 29)? 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 29) been followed?	Y	Y	Y	Y	Y

## 3. EXHIBIT B (EXBR, EXB)

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

3.2 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
3.3 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
<b>TIP</b> Generally look for and be able to fully explain significant differences between A02 and A03.					
<b>TIP</b> 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.					

Action		Program or Service (Budget Entity Codes)				
		2160	2165	2170	2180	
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? (ED1R, XD1A - Report should print "No Differences Found For This Report")	Y	Y	Y	Y	Y
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y
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 2012-13 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					
<b>6. EXHIBIT D-3 (ED3R, ED3) (Not required to be submitted 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 31 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 67-68 of the LBR Instructions.)	Y	Y	Y	Y	Y

Action		Program or Service (Budget Entity Codes)				
		2160	2165	2170	2180	
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 69 through 71 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	N/A	N/A	N/A	N/A
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
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	Are the 33XXXXX0 issues negative amounts only and do not restore nonrecurring cuts from a prior year or fund any issues that net to a positive or zero amount? Check D-3A issues 33XXXXX0 - a unique issue should be used for issues that net to zero or a positive amount.	N/A	N/A	N/A	N/A	N/A
7.16	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 28 and 88 of the LBR Instructions.)	Y	Y	Y	Y	Y
7.17	Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	Y	Y	Y	Y	Y
7.18	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
7.19	Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development as requested in Memo# 14-006?	N/A	N/A	N/A	N/A	N/A
<b>AUDIT:</b>						
7.20	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

Action		Program or Service (Budget Entity Codes)				
		2160	2165	2170	2180	
7.21	Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? ( <b>GENR, LBR1</b> )	Y	Y	Y	Y	Y
7.22	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
7.23	Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? ( <b>GENR, LBR3</b> )	Y	Y	Y	Y	Y
7.24	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.					
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 2013-14 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?	N/A	N/A	N/A	N/A	N/A

Action		Program or Service (Budget Entity Codes)				
		2160	2165	2170	2180	
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?	N/A	N/A	N/A	N/A	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	N/A	Y	Y	N/A
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	N/A	N/A	N/A	N/A	Y
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	Y
8.17	If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y	Y	Y
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

Action		Program or Service (Budget Entity Codes)				
		2160	2165	2170	2180	
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	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 128 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
<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 158 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 91 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 98 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? Note: FCO issues can now be included in the priority listing.	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



Action	Program or Service (Budget Entity Codes)				
	2160	2165	2170	2180	
<b>14. SCHEDULE VIII B-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 VIII C (EADR, S8C)</b> <b>(LAS/PBS Web - see page 105-107 of the LBR Instructions for detailed instructions)</b>					
15.1 Agencies are required to generate this <b>schedule</b> via the LAS/PBS Web.	Y	Y	Y	Y	Y
15.2 Does the schedule include at least three and no more than 10 unique reprioritization issues, in priority order? Manual Check.	Y	Y	Y	Y	Y
15.3 Does the schedule display reprioritization issues that are each comprised of two unique issues - a deduct component and an add-back component which net to zero at the department level?	Y	Y	Y	Y	Y
15.4 Are the priority narrative explanations adequate and do they follow the guidelines on pages 105-107 of the LBR instructions?	Y	Y	Y	Y	Y
15.5 Does the issue narrative in A6 address the following: Does the state have the authority to implement the reprioritization issues independent of other entities (federal and local governments, private donors, etc.)? Are the reprioritization issues an allowable use of the recommended funding source?	Y	Y	Y	Y	Y
<b>AUDIT:</b>					
15.6 Do the issues net to zero at the department level? ( <b>GENR, LBR5</b> )	Y	Y	Y	Y	Y
<b>16. SCHEDULE XI (USCR, SCXI) (LAS/PBS Web - see page 108-112 of the LBR Instructions for detailed instructions)</b>					
16.1 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
16.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y	Y	Y	Y
<b>AUDITS INCLUDED IN THE SCHEDULE XI REPORT:</b>					
16.3 Does the FY 2012-13 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? ( <b>GENR, ACT1</b> )	Y	Y	Y	Y	Y
16.4 None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? ( <b>Audit #1 should print "No Activities Found"</b> )	N/A	N/A	N/A	N/A	N/A
16.5 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
16.6 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
16.7 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
<b>TIP</b> If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
<b>17. MANUALLY PREPARED EXHIBITS &amp; SCHEDULES</b>					

Action		Program or Service (Budget Entity Codes)				
		2160	2165	2170	2180	
17.1	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
17.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y	Y	Y
17.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y	Y	Y
<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>18. CAPITAL IMPROVEMENTS PROGRAM (CIP)</b>						
18.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	Y	Y
18.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y	Y	Y	Y
18.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	Y	Y	Y	Y	Y
18.4	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
18.5	Are the appropriate counties identified in the narrative?	N/A	N/A	N/A	N/A	N/A
18.6	Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	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>19. FLORIDA FISCAL PORTAL</b>						
19.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	Y